

RSVP ADVISORY COUNCIL MEETING MINUTES JANUARY 18, 2024

COMMITTEE MEMBERS PRESENT: Bill Vancos, Lori Bushong, Nancy Sattler, Glen Johnson

COMMITTEE MEMBERS EXCUSED ABSENT: Joan Hauer, Dawn Winqvist, Nancy Brisse

STAFF PRESENT: Lori Ring, Joel Gottsacker

Call to order: Vice-Chairperson Lori Bushong called the meeting to order at 10:33 AM in the first floor Balsam Room of the ADRC of Oneida County, 100 W. Keenan St., Rhinelander, WI. The meeting was properly posted in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.

Approval of Agenda: Motion by Sattler/Vancos to approve today's agenda All ayes; motion carried.

Approval of Minutes: Motion by Vancos/Sattler to approve the minutes from October 19th, 2023. All ayes; motion carried.

Public comment/communications: None

Date/time/location of next meeting: The next meeting will be Thursday, April 18th 10:30 a.m. in the first floor Balsam Room of the ADRC, 100 W Keenan St, Rhinelander, WI 54501. Informational only, no action taken.

New RSVP Advisory Council Member Introduction-Glen Johnson introduced himself and shared his work and volunteer experience. Motion by Bushong/Vancos to vote him onto the council. All ayes; motion carried.

Financial report-Ring presented the current financial report for RSVP. All 2023 numbers may not be in yet, so it could change slightly. It was noted that County fiscal year and Award grant year is different. Funds to finish out the current grant year March 31, 2024 are sufficient. Informational only, no action taken.

Discuss Draft Bylaws-Ring and Gottsacker discussed the history and authorship of draft bylaws created in 2020. Advisory Council tasked with comparing draft to RSVP guidance for the purpose of updating, adopting and implementing Advisory Council bylaws at a future meeting in compliance with AmeriCorps RSVP Handbook. It was noted that RSVP guidance and the draft by-laws refer to this group as the RSVP Advisory Council. Informational only, no action taken.

Grant updates-Ring and Gottsacker provided grant updates. We are in a year two grant continuation process and will expect to hear of our grant award prior to April 1, 2024. All grant continuation application submissions complete. Grant funds will include \$2,500 designated to sending one staff member to the AmeriCorps Convening July 30-August 1, Baltimore, Maryland. Volunteer Insurance was rebranded 1-16-24 from Cima to Acrisure. We have a new portfolio manager, Morgan Thomas.

Nancy Sattler reminded the council that the United Way Grant will require an application by late February for the grant year 2025. Informational only, no action taken.

Marketing updates-Ring updated the council on the WJFW commercial airing until April. Volunteer applications and inquiries have increased due to the commercial. A future meeting with Leadership Oneida County will take place next week to work on collaboration with the Chamber to create a website tab letting volunteers know of opportunities. Informational only, no action taken.

Volunteer software update-Ring informed the council that "Volunteer Reporter" software has been purchased and data entry has begun. The software will greatly improve reporting, communication, placement and accuracy while managing volunteers. Informational only, no action taken.

Current report on volunteer activity-Ring reported that new volunteer applications have increased recently and we have a new Social Committee. The new software will clean up inactive files. We are exceeding grant requirements for outcome based placements. A tracking survey was sent out this month with contribution letters to measure MOW volunteer performance and outcomes of the program. Volunteer interviews for placement have been prioritized. Kindness Calls requests are up for phone and in person help so we are working on improving the capacity of that assignment through the ADRC. Informational only, no action taken.

Updated forms to date-Ring presented timesheets that are easier to track and reduces paperwork, and the work flow checklist needed for each volunteer's intake paperwork. Informational only, no action taken.

2024 Recognition Event-Ring invited discussion on the 2024 volunteer recognition event. A middle of September evening meal was suggested, asking Lynn to cater at an alternate location. Lori Bushong will look into banquet halls in our area that can serve 150-200 and would be willing to donate some, or all of the fee. It was suggested transportation from the northern part of the county be arranged and a slide show of the year's volunteer work be featured at the event. It was also suggested that a movie day/night would be a nice way for volunteers to be recognized. Informational only, no action taken.

Future agenda topics-The council needs to re-elect Chairperson, Vice-Chairperson, and Secretary, update and/or adopt by-laws, discuss additional fundraising for more volunteer recognition ideas and report on the status of increasing the capacity for Kindness Call and follow up on needs presented in January. Informational only, no action taken.

Public comment-None

Adjournment- Bushong adjourned the meeting at 11:30 a.m.

Committee Chairman

Committee Secretary