

**RSVP Advisory Council MINUTES**  
**MARCH 7, 2019**

Meeting called to order by Council Chair, Jim Hughes

Approval of minutes – December 2018: Motion to approve by Jon Knopik, 2<sup>nd</sup> Barb Rebeschke, motion carried

Adjustments to the agenda - None

**PROGRAM: "Getting to Know You"**

New Advisory Council members were announced and introduced. Returning Advisory Council members introduced themselves and their affiliation to RSVP.

**ITEMS OF INTEREST:**

- 2019 Meeting Dates – Lisa discussed the meeting dates with the Council members.
- 2019 Advisory Council membership – Lisa passed around a membership listing for additions and corrections. Members will receive an updated list with the April meeting agenda.
- Published articles – Lisa passed around articles since our last meeting in December.
- Funding Update - Lisa reported on funding amounts.
  - Volunteer Bridge - \$2,000 for 2018 services
  - Sherburne County Area United Way - \$600 – second half of 2018-2019
  - City funding
    - \*City of St. Cloud - \$100,000 – increase of \$30,000
    - \*City of Waite Park - \$11,000 -same as 2018
    - \*City of Sauk Rapids - \$9,000 – increase of \$2,000
    - \*City of St. Joseph - \$5,800 – same as 2018
    - \*City of Sartell - \$0 – All RSVP volunteers will be receiving a letter notifying them that they will no longer be able to collect mileage reimbursement until funding has been restored.
  - County funding
    - \*Benton County - \$15,000 - \$3,000 increase
    - \*Sherburne County - \$83,372 – increase of \$17,149
    - \*Stearns County - \$0 in 2018 and 2019 - All RSVP volunteers will be receiving a letter notifying them that they will no longer be able to collect mileage reimbursement until funding has been restored.
  - CNCS Augmentation - \$500 to conduct criminal history background checks on current RSVP staff. CNCS State Office will be closing the end of September and moving to a regional office in Columbus, Ohio. We will no longer have our local officers in the Twin Cities for questions or as resources.
- Move the Mall update – Move the Walk for Volunteerism will be held **Saturday, March 30<sup>th</sup>, 2019 from 8-10 am at Crossroads Center** in St. Cloud. We are up in sponsorships and number of vendors from 2018. Walker registrations are coming in and we are still recruiting for more! (Jacquie sent over 2,000 emails this week to recruit walkers!) Deadline to register and receive a t-Shirt is tomorrow! Jacquie also shared the banners and posters are displayed at the mall and talked about door prizes, we will have 100+ door prizes to be given away to walkers. Also, we recapped the team competition and highlighted the largest teams to recruit so far. Lastly, Jacquie shared the corner activities which will take place during the event. Please join us for a fun morning and support RSVP!

- Research Project Update – Randy Kolb presented a series of handouts related to the RSVP evaluation he is conducting. He explained these as a sample of the type of information he is digesting from the 10 years of data from the RSVP database he is analyzing. The end product will highlight trends in volunteer gender, age at enrollment, average service per volunteer, years of service, and reason for leaving service, among other things.
- \$5 mileage reimbursement policy discussion – Charlotte  
Currently in each six-month reimbursement period RSVP will not generate a check for requests of \$5.00 or less. Any under \$5 in the first 6 months of the year are carried over to combine with the second half of the year if THAT new amount is over \$5. The \$5 is a historic amount based on the cost to RSVP to generate a check, which is no longer a factor. Staff would like to eliminate the need to carry over amounts from one reimbursement period to another because it is time consuming and increases the chance for error. Since the \$5 cost is no longer an issue, perhaps we can identify a new threshold and use that as a guide in each isolated reimbursement period. After some discussion, the Council requested more specific information which staff will bring to the April meeting.
- United Way and Minnesota Board on Aging 6-month reports – Lisa reported that in 2018 we had 1,135 RSVP volunteers who served 132,561.50 hours at 176 human service agencies. The 6-month state and United Way reports have been submitted. We are on track to accomplish all the goals in the grant.
- Lisa reported that RSVP Warm Fuzzies hats and mittens were delivered to Pleasantview Elementary following the recent fire at the school in which student belongings were lost.
- Lisa reported she attended a Nursing Accreditation meeting at SCCTC where she had been invited to support that process by explaining the partnership between RSVP and the nursing program. RSVP volunteers are recruited to be live patients with which the nurses practice their skills. The information was well received by the accreditation team.
- Laura’s Report – Laura was not present
- Kudos – There was not enough time for staff to share kudos.
- Next Meeting –Currently planned for **April 4, 2019** – Please watch for a potential time/day change because of a pending scheduling conflict.

## **ADJOURNMENT**

Randy Kolb motioned to adjourn. Second by Christa Mitchell. Motion carried.

**Staff Reports – THERE WAS NOT TIME FOR STAFF TO REPORT AT THE MEETING. ALL STAFF REPORTS ARE BELOW:**

### **Lisa J. Braun, RSVP Director**

#### **January**

State of Minnesota Report 7-1- 12-31 – submitted 1-24-2019

Third quarter federal financial status report - Jacquie

Federal e-grant update - 1-11-2018

Move the Mall sponsor contacts – 1-3-2019

St. Joseph Township funding letter – sent 1-29-2019

Legislative Congratulation letters – sent 1-29-201

Third Quarter Project Progress Report – Lisa’s use only – 1-2-2019

Partner Agreement Updates:

-Country Manor Campus – 1-15-2019

-City of Sartell – 1-14-2019

-Rocori Food Shelf – 1-14-2019

WJON Radio Interview

Volunteer Visit – Tom and Bonnie Stachowski

Retirement – Bruce Glanzer – Good Shepherd Community CEO

KNSI Radio Interview

Volunteer Visit – Tom Stachowski – Move the Mall

Safety Assurance Plans sent to all 180 partner agencies

Submitted grant request to Thrivent Financial for Move the Mall Walk for

Volunteerism fundraiser - \$250

**Intergovernmental**

CNCS Criminal History Fingerprint background check – 1-14-2019

Stearns, Benton and Sherburne Public Health Community Conversation

United Way Waffle It Fundraiser for City of St. Cloud - \$96 raised

Ben Byker – Central MN Council on Aging

4 intergovernmental meetings

Attended 5 other meetings

**February**

United Way 6-month report submitted 2-13-2019

Volunteer Visit – DECA Regional Competition – 2-6-2019 – 6 RSVP volunteers –  
567 students

Rough draft Annual Report – 2-28-2019

Benton County/School District Health Fair Display – 2-19-2019

Rough draft city/county budgets – 2-19-2019

Follow up on all Safety Assurance plans not yet returned – 2-20-2019

Partner Agreements:

-America Red Cross – St. Paul – 2-4-2019

-Arlington Place - 2-25-2019

-Reach Up – 2-25-2019

-DNR – 2-25-2019

-Catholic Charities Senior Dining – 2-13-2019

Life Span taping- St. Cloud Area Chamber of Commerce

Life Span Taping – Central Minnesota Council on Aging

Radio Interview - KNSI

**Intergovernmental**

Move the Mall Walk for Volunteerism committee

MN Senior Corps conference call

Sauk Rapids Citizen of the Year committee

Aging Services Department

Benton County Health Fair

Meeting with Jaime Renner–CNCS/Stacy Lund-Foster Grandparent Program

Minnesota Senior Games Committee

**Personnel**

UNITECLOUD Training – Fostering an Empathetic Community

Budget review with intern Jamie Lodermeier

Attended 7 other meetings

## **Jennifer Wucherer, Program Coordinator**

### **JANUARY**

#### **COMMUNITY/AGENCY PARTNERS**

Meeting (with Place of Hope Volunteer Manager)

Site Visits (St. Ben's Center)

#### **PR EFFORTS**

Articles submitted (Whitney time)

#### **MISC**

Volunteer Recognition: **68** Birthday calls

In person volunteer engagements (Ray S, Tom S, Jeff B)

3 Intern supervisor meetings

New Intern Orientation and Training

#### **Intergovernmental Activities/Regional Cooperation**

Aging Services Team

2 Staff Meetings

United Way Breakfast Fundraiser

**5 Total Volunteer Enrollments**

**7 Total Ongoing Volunteer Placements**

**5 One-time Community Events with 51 Volunteers Recruited**

**5 Meetings attended**

RSVP Fundraising Committee

Expo for Seniors Committee

St. Cloud Area Volunteer Coordinators

United Way Early Learning Early Literacy Team

MN Senior Games

### **FEBRUARY**

#### **COMMUNITY/AGENCY PARTNERS**

Partner agreements (St. Cloud Fun Singers)

Site Visits (MAC Adaptive Skating Program & Career Solutions/Workforce Center)

#### **MISC:**

Volunteer Recognition: **52** Birthday calls

In person volunteer engagements – Nancy F, Ray S

4 Intern supervisor meetings/review learning contract

SCSU Social Work Department Site Visit with Dr. Teboh

Submitted 2 Walmart Donation Applications (Intern)

#### **Intergovernmental Activities/Regional Cooperation**

Aging Services Team Meeting

RSVP Staff Meeting

#### **Personnel Issues**

St. Cloud Human Services Council Training 5 Pillars of Community Building

Webinar – Ethical Dilemmas with Older Adults (Intern)

**8 Total Volunteer Enrollments**

**3 Total Ongoing Volunteer Placements**

**26 One-time Community Events with 127 Volunteers Recruited**

(City blood drive, Chamber Farm Show, EPIC event, DECA, MAC Adaptive Skating)

**4 Meetings attended**

RSVP Advisory Council

RSVP Fundraising Committee

St. Cloud Area Volunteer Coordinators

MN Senior Games

## **Jacquie Willis, Special Projects Coordinator**

### **JANUARY 2019**

#### **> PR EFFORTS**

- 9 social media posts,
- 2 City of St. Cloud website newsflashes
- 5 "Call to Action" button referrals (1 referral to United Way-not over 55)
- Updated volunteer needs on United Way and Volunteer Match websites

#### **> FINANCIAL ACTIVITIES**

- Reconciled December's managers report and performed federal drawdown
- Reports submitted: DPM Quarterly Report, MN Board on Aging 6 month budget report

- Created St. Joseph Township Budget Request
- Submitted MN Board on Aging Request for Cash for second half of 2018
- Assisted with processing vol mileage reimbursement checks for Jul-Dec 2018
- Recoded numerous expenses to prepare for end of the year accounting

#### **> Miscellaneous**

- Move the Mall Walk for Volunteerism
  - Solicited Sponsorships (22) and Vendors (17), donations and door prizes for the event
  - Held 2 sub-committee meetings
  - Ordered and received banners and posters to be hung at mall
- Readers' Theater
  - In January, volunteers read at 8 schools for 21 performances
  - Over 800 students were read to
  - Attended and facilitated one reading performance at Madison

#### **> Other**

- Assisted with the City of St Cloud's 2019 United Way Campaign
- Attended City of St Cloud United Way Campaign Waffle Breakfast
- Speaking engagement for the St. Cloud Noon Optimist Club
- Attended 3 community meetings

### **FEBRUARY 2019**

#### **> PR EFFORTS**

- RSVP Readers' Theater photo in Sartell Newsleader Newspaper
- 18 social media posts
- 2 City of St. Cloud website newsflashes
- 7 "Call to Action" button referrals (3 referrals to United Way-not over 55)
- Updated 2 volunteer needs on United Way volunteer recruitment website
- Submitted content to the City of St. Cloud Spring Newsletter
- Posted new edition of the RSVP newsletter to website

#### **> FINANCIAL ACTIVITIES**

- Reconciled 2018 pre-closing managers report and performed federal drawdown
- Reports submitted: 2018 Federal Grant Spending to City of St. Cloud Finance Department

- Mailed volunteer mileage reimbursement checks for July-Dec 2017
- Created City and County Budget Requests for 2020

#### **> Miscellaneous**

- Move the Mall Walk for Volunteerism
  - Solicited Sponsorships (22) and Vendors (21), donations and door prizes for the event (50+)
  - Held 2 sub-committee meetings
  - Continued to recruit and register walkers
  - Submitted marketing content to City of St. Cloud newsletter

- Met with Leighton Broadcasting re: their in-kind support of walk
- Created Facebook event page for walk
- Readers' Theater
  - In February, volunteers read at 5 schools for 13 performances
  - 706 students were read to
  - Attended one reading performance at Oak Ridge Elementary
  - Invited Sartell Newsleaders to come to Oak Ridge performance- they came and published photo on 1<sup>st</sup> page of their publication
- > Other
  - UNITECLOUD Training-Fostering an Empathetic Community
  - Attended 5 community meetings

### **Charlotte Strei – Program Coordinator**

- Attended Sherburne County Area United Way 50<sup>th</sup> Anniversary celebration. Two of our volunteers received a Gold Award for their outstanding service to the organization.
- Due to the new funding focus of Sherburne County Area United Way on "vulnerable youth", RSVP will not be applying for funding in the new 2019-2020 grant round.
- New Guardian Angels site for RSVP volunteers: Riverview Landing in Otsego – Assisted Living, Memory Care, Adult Day Services.
- Sherburne County Senior Dining/MOW changes: No congregate meals served in Becker or Big Lake any longer - MOW service continues. The food for all Sherburne County Congregate (Elk River & Zimmerman) meals AND MOW will be cooked in Elk River and transported to the other locations. Becker MOW will be coordinated out of Zimmerman. Big Lake MOW will be coordinated out of Elk River.
- Assisted with volunteer mileage reimbursement for the end of 2018 and closed out the database information for 2018 to prepare for 2020 budgets to be prepared.

#### Summary of Dec/Jan/Feb 2018-9 Activity:

Enrollments -13

Ongoing placements – 33

One time/short-term events – 15 events/78 RSVP positions

Promo Activities (Newsletter submissions/displays/flyer distribution) for RSVP or

Volunteer Bridge – 26

Community meetings attended – 8