



NATIONAL COMMISSION ON MILITARY, NATIONAL, AND PUBLIC SERVICE

Public Minutes of February 2018 Commission Meeting

The National Commission on Military, National, and Public Service (the Commission) held a meeting on February 22-23, 2018, in Harrisburg, PA. The meeting concerned organizational and other pre-decisional and deliberative matters and was closed to the public pursuant to Public Law 114-328, section 554(b)(3).

Attendance

Commissioners present:

- Mr. Edward T. Allard III
- Mr. Steve Barney
- The Honorable Mark Gearan
- Ms. Avril Haines
- The Honorable Dr. Joseph Heck
- Ms. Jeanette James
- Mr. Alan Khazei (absent for morning session on Feb. 22)
- Mr. Thomas Kilgannon
- Ms. Shawn Skelly
- The Honorable Debra Wada

Commissioners absent:

- The Honorable Janine Davidson

Others present:

- Kent Abernathy, Executive Director
- Jill Rough, Director of Research and Analysis
- Keri Lowry, Director of Governmental and Public Engagement
- Gregory Brinsfield, Director of Operations
- Paul Lekas, General Counsel
- Rachel Rikleen, Deputy General Counsel
- Yolanda Hands, Operations Program Manager
- Peter Morgan, Deputy Director of Operations

- Amy Schafer, Research Team Lead
- Sandy Scott, on detail from the Corporation for National and Community Service

February 22, 2018 Session

Beginning at approximately 0800 on February 22, 2018, the Commission convened at the Crown Plaza Hotel in Harrisburg, PA. The Chairman moved to close sessions on February 22-23 to the public because pre-decisional and organizational matters would be deliberated. All Commissioners present agreed.

Introduction and Run of Show

Chairman Heck opened the meeting. Mr. Abernathy then reviewed the agenda for both days.

Mr. Lekas provided an overview of guidelines for the public stakeholder meetings, which would occur on February 22 at the Army War College and on February 23 at the Harrisburg Area Community College (HACC) Public Service Center.

Ms. Lowry provided an overview of the February 23 public meeting at HACC. She also profiled the panelists. Mr. Scott provided detail on certain panelists.

Two-Year Research Agenda and Timeline

Dr. Rough briefed the Commission on the two-year research agenda and research timeline. Commissioners deliberated the agenda and timeline.

Public Engagements

Following the research briefing, the Commission departed to several public engagement events.

From approximately 1020-1145, Commissioners met with staff of and volunteers with RSVP of the Capital Region (RSVP), a Senior Corps program, in Camp Hill, PA. Presenters included Erin McGrath, Deputy Director of Senior Corps for the Corporation for National and Public Service (CNCS); Carol Oman, RSVP Executive Director; Cathy Gable, RSVP Administrative Director; Scott Brubaker, RSVP Program Director; and volunteers Henry Hill; Jenna Price; Millie Hernandez; Paul Pozorski; and Crystal Adams. An account of this meeting is set forth in a separate MFR.

Thereafter, Commissioners travelled to the Army War College in Carlyle, PA. Chairman Heck delivered a presentation on the Commission during a plenary session. Attendees then divided into three groups to hold stakeholder meetings addressing issues within the Commission's mandate. Accounts of these meeting is set forth in a separate MFR.

Following the visit to the Army War College, Commissioners Heck, Khazei, and Skelly met with Harrisburg Mayor Papenfuse. The remaining Commissioners visited the Central Pennsylvania Food Bank where they were briefed by Eric Orndorff, Director of Agency and Program Services. An account of this meeting is set forth in a separate MFR.

Review of Day

At approximately 1730, the Commission reconvened at the Crown Plaza Hotel to review the day. Commissioners engaged in deliberations to guide future planning and engagement events.

Ethics Training

Ms. Rikleen provided ethics training on travel-related issues. Ahead of the training, staff circulated a one-page summary of ethics and logistical guidance regarding travel arrangements.

February 23, 2018 Session

Public Engagements

The Commission held two public engagement events on February 23.

At approximately 0800, Commissioners and staff departed for the HACC Public Safety Center. Staff of the Public Safety Center gave the Commission a tour of the facilities. Following the tour, Commissioners divided into two groups to hold public stakeholder meetings with students and graduates of the Center. The meetings lasted from 0830 to 1000. An account of this meeting is set forth in a separate MFR.

Thereafter, the Commission departed for the HACC midtown campus. From 1100 to 1300, the Commission hosted its first public meeting. The meeting began with a welcome by Dr. John “Ski” Sygielski, President of HACC and remarks by BG David E. Wood, Deputy Adjutant General for the Pennsylvania National Guard. Chairman Heck then delivered a presentation on the Commission and its mandate. Ms. Haines moderated a panel discussion among Gerard Oleksiak, the Secretary of Pennsylvania’s Department of Labor & Industry; Tiffany Frank, an AmeriCorps VISTA leader; and Abigale Weitkamp, a HACC nursing student and Navy veteran. Following the panel discussion, the Commission heard from members of the public attending the meeting.

Review of Day

At approximately 1330, the Commission reconvened at HACC to review the day. Commissioners engaged in deliberations to guide future planning and engagement events.

Operations Update

At 1410, Mr. Brinsfield provided the Commission with an operations update. Mr. Brinsfield addressed the status of information technology build-out, personnel and human resources processes, hiring status, facility issues, and financial and travel management. Mr. Brinsfield also provided guidance on government travel charge cards.

Upcoming Events

Mr. Abernathy reviewed the calendar for remaining 2018 engagements. Chairman Heck requested that Commissioners contact him regarding their availability for the remaining Commission trips. Dr. Rough gave an overview of discussions and engagements planned for the March 2018 meeting.

Engagement Update

At 1445, Ms. Lowry led a discussion on stakeholder outreach and engagements. Ms. Lowry also briefed the Commission on plans for engaging with the interagency. Commissioners deliberated various aspects of stakeholder outreach and engagement.

Approval of Minutes

At 1500, the Chairman moved to approve the minutes for the Commission's January 2018 meeting. The Commission voted unanimously to approve the January 2018 minutes with a nominal amendment from Mr. Kilgannon.

Executive Session

At approximately 1500, Commissioners convened an executive session outside the presence of staff. Following the executive session, Chairman Heck met with executive staff to brief them on various requests and comments from the Commissioners.

Prepared by Paul Lekas, General Counsel

Adopted by the Commission on March 16, 2018