

COUNCIL MEETING MINUTES
PENNSYLVANIA COUNCIL ON THE ARTS
THURSDAY, NOVEMBER 15, 2018
12:30 p.m. – 1:30 p.m.
COUNCIL ON THE ARTS CONFERENCE ROOM
FINANCE BUILDING, HARRISBURG

COUNCIL MEMBERS PRESENT VIA PHONE: Dennis Astorino, Emmai Alaquiva, Natalee Colón, Susan Goldberg, Bill Lehr, Judge William Morgan, Jeff Parks, Norman Stull, Jim West.

COUNCIL MEMBERS NOT PRESENT: Jeffrey Gabel, Senator Charles McIlhinney, Senator Tartaglione, Representative Tina Pickett, Representative Brian Sims, Senator Tartaglione, Catzie Vilayphonh, Tim Warfield, Jen Zaborney.

STAFF MEMBERS PRESENT: Karl Blischke, Executive Director; Heather Doughty, Deputy Executive Director; Amy Gabriele, Deputy Director for Administration; Seth Poppy, Program Director; Norah Johnson, Dir. of New Projects & Capabilities; Sarah Merritt, Special Assistant to the Executive Director and the Council. Matt Serio, Program Director was present via phone.

Call to Order - Chairman Parks called the meeting to order at 12:33 p.m.

Roll Call – Mr. Blischke called the roll. A quorum was established.

Item 1: Approval of April Meeting Minutes - Motion by Ms. Goldberg, seconded by Mr. Lehr. Motion carried.

Item 2: Transitions to Program Stream

Chair Parks asked Matthew Serio, Program Director, to speak. Mr. Serio informed Council that organizations receiving Project Stream funding for 2-3 years, with high panel assessment scores and on-time paperwork, can be recommended for transition to Program Stream. He directed Council to the spreadsheet and informed them that 74 organizations were being recommended for transition.

Chair Parks asked Mr. Serio to give an overview of the Project Stream and Program Stream programs. Mr. Serio indicated that when organizations or individual artists come to the PCA for funding we ask them some questions to find out the nature of their work.

Organizations with budgets under \$200,000 are directed to apply through their regional partners. There are 13 partners covering all 67 PA counties. Project Stream grants are not guaranteed funding, an application must be submitted every year. Applications are reviewed by a panel in that region and the maximum they can request is \$2,500.

Mr. Serio reiterated that when an organization is in project stream for 2-3 years with high assessment scores and paperwork submitted on time, it may be recommended to transition by its Pennsylvania Partners in the Arts Partner organization to transition to Program Stream. He stated that Program Stream is like Arts Organizations and Arts Programs (AOAP) grants in that they are reviewed by a panel every 3 years and, for the most part, receive on-going funding unless they receive a low assessment score from the

panel.

Mr. Stull asked if Program Stream reviews are at the same time as Project Stream panel reviews. Ms. Serio stated they take place at a different time. Program Stream organizations apply in January and are reviewed in the spring. He said that the upcoming review will take place via conference call and online review.

Chair Parks asked for a motion to approve the recommendations for transition to Program Stream. Mr. West made the motion. Ms. Goldberg seconded the motion. Motion carried, none abstained or opposed.

Item 3: Folk & Traditional Arts Infrastructure

Mr. Blischke indicated that Dana Payne, Program Director was out of state at a conference, so he would speak on her behalf. He gave an overview of the program stating that the PCA works in partnership with organizations that act as Folk & Traditional Arts Centers. These centers provide services in dedicated service areas. They work in their region to locate and identify folk and traditional arts activities and document them. The centers facilitate apprenticeships by pairing a master artist with an apprentice. In addition, they provide opportunities for the public to see folk and traditional arts and they provide workshops.

Mr. Blischke explained Erie Art Museum had been acting as a center but recently informed staff that they did not want to serve in this capacity any longer. Mr. Blischke told the group that Erie Arts & Culture has agreed to take over on a one year, provisional basis. Funds for the program will be transferred to Erie Arts & Culture to manage for the year.

Chair Parks asked if there were any questions. Ms. Goldberg pointed out that as Erie Arts & Culture is already an Arts in Education (AIE) and PA Partner in the Arts (PPA) which shows their strength. Mr. Blischke said the PCA has worked with them for many years. He said there is a synergy when you have a partner who is managing a portfolio of services.

Chair Parks called for a vote. Ms. Goldberg made the motion. Mr. Stull seconded the motion. Motion carried, none abstained or opposed.

Item 4: Information

Management Directive 305.20 – Mr. Blischke informed Council that this Directive lays out policies for administering commonwealth grants. He indicated the 2 important provisions: (1) grant payments be made on a reimbursement basis. He said that this provision is open to some exceptions, but they must be justified; (2) agencies have an open process for grantmaking.

He said the PCA staff is trying to find the best ways to follow these new guidelines. He expressed his belief that the impact to organizations will be limited with the reimbursement model because by the time the PCA asks for an invoice the organizations will have already paid expenses equal to or greater than the grant amount. Regarding the open process for grantmaking, Mr. Blischke told Council that this is important to Council Initiated Grants and Partnership Grants. He said that the application process for partners will not be in effect until fiscal year 2020/2021.

Mr. Blischke concluded his comments highlighting the importance of the agency's

transparency and accountability. He informed Council that more information about the application and the application process will be presented to them at a future meeting.

Chair Parks asked if there were any questions. Ms. Goldberg asked if the reimbursement model would be a burden to organizations.

Mr. Blischke said staff realizes this might be an issue for some and that currently the PCA is looking at this model for Arts Organizations and Arts Programs (AOAP). These organizations have larger budgets and get direct grants from the PCA. They, typically, have made large enough expenditures so when they submit their invoice they will be eligible for the full grant amount.

Mr. Blischke expressed the desire that the impact on the AOAP organizations will be minimal. He noted grantees that could be affected are processed through the regional partners. PCA staff intend to have a payment trigger for our partners that will allow the PCA to have accountability and deliver funds to the partners, so they supply grant awards to Project Stream and Program Stream grantees in a timely manner. He expressed the PCA's planning the changes with the recognition of the differences between the smallest and the largest grantees.

Ms. Goldberg asked if the reimbursement model pertains to the grants Partners distribute, and are we asking them to do something in addition to what they are already doing.

Mr. Blischke informed Council that staff will discuss this change with the Partners and with other state agencies that regrant funds. He advised that the approach to the changes would be to find the balance between allowing the PCA to continue to be effective in its decentralized programs while making good-faith compliance with the Management Directive.

Creative Communities of Care – Ms. Dunlap, Arts in Education Program Director, reminded Council in July 2018 they approved \$30,000 in support of the 2018/2019 work with the Department of Military and Veterans Affairs (DMVA) on a project for Veterans. She described the PCA's Arts in Education Partners and talked about how they work to bring residencies to the schools and organizations in their region. She explained that the PCA and Partners have been trying to expand this work in community settings. As a result, in 2017/2018, the PCA began working with the DMVA to provide a project called *Timeslips*. Thirty-four Veterans Homes staff and 5 teaching artists were trained and certified to facilitate the project, which is a creative engagement strategy that uses improvisation and storytelling to connect with senior citizens with cognitive disabilities, dementia, or Alzheimer's.

She explained the 5 partners that have state Veterans Homes in their region would be granted \$5,000 for each home (the Philadelphia Arts & Education Partnership has two homes in its region). She expressed the importance of building off the success of the pilot program.

National Endowment for the Arts (NEA) – Mr. Blischke explained the PCA is required to submit an NEA application every 3 years. NEA grant funds for state arts agencies are matched by state funds. He informed Council that the narrative is included in the Council Meeting Book to give them context and an overview of the PCA's work. He said that state

arts agencies may submit an update in December. PCA staff plan to submit an update on the progress of the strategic plan.

Council Initiated Projects – Ms. Dunlap informed Council at the July meeting they approved \$50,000 for support of state-wide conferences and strategic engagement grants. Staff will be reviewing proposals for any projects to ensure they support the mission and goals of the PCA, show an impact on arts organizations in PA, and the organization has the capacity and experience to carry out the conference or event.

She said Council will be informed as proposals are received. Staff anticipate having some to share at the December 6 meeting.

Executive Committee – Mr. Blischke explained that in the past, Council had established an Executive Committee that would meet with a limited scope in special executive sessions. The term of the current Executive Committee has expired. He said this information was to let Council know the By-Laws allow them to establish standing committees, special committees, and an Executive Committee. If there is a desire to re-establish an Executive Committee. PCA staff can help fashion a resolution. He told them from time to time having an Executive Committee could be helpful though historically it has only been used occasionally.

Mr. Blischke asked if there were any questions or interest in staff working with Council to schedule action on a resolution for committees.

Chair Parks pointed out the Executive Committee has never met frequently but may be called to order if there is business pertaining to the Executive Director or other business that must be acted on in between regularly scheduled Council Meetings. This business includes the Executive Director's annual review. He asked Mr. Blischke to prepare the necessary materials to establish an Executive Committee so it is in place when his annual review comes up in January.

Mr. Blischke said he would prepare the materials.

Item 5: Strategic Plan

Mr. Blischke thanked Council Members who attended the retreat. He said it was a great opportunity to think about where we are and where we might be. He expressed the belief that staff have good guidance regarding what Council would like to see in the plan.

He reminded everyone that Dering Consulting had prepared a Retreat Report which was sent to all Council and staff prior to the meeting. In addition, an outline of the goals set out at the retreat was sent with the Retreat Report.

Mr. Blischke told Council he intended to go over the draft goals at this meeting but doing so over the phone would be difficult. He suggested he talk to each Member individually to go over the document and answer questions. He stated that he wanted to make sure Council is comfortable with the top-line goals before moving further in the planning process.

Mr. Blischke reminded Council that after getting their feedback, the group would review the plan at the December 6 Council Meeting. After December, Council will have additional opportunities to engage throughout writing and revision with a goal of Council approval at

the March 14 meeting.

Chair Parks noted the purpose of this meeting was to have a roundtable discussion about the draft goals, but the inclement weather has made that difficult. He declared the next best thing was for each person to talk to Mr. Blischke individually.

Chair Parks advised Council to think about how the PCA can take the precious public funding that the legislature gives it and put it to the maximum use for the people of the commonwealth. He reminded everyone to consider where the need is greatest and how can the PCA benefit the cultural, economic, and social conditions of as many communities as possible.

Again, Chair Parks asked for Council feedback and reminded them there will be a robust discussion about the plan at the December meeting.

Chair's Report: Chair Parks said due to the weather conditions, his report would be emailed to save meeting time.

Executive Director's Report: Mr. Blischke reminded the group of the December 6 Council Meeting. He spoke about the unveiling of the Cumberland Service Center Art Sparks project with the Turnpike Commission on December 5. He told them more information will be sent soon.

Mr. Blischke said it was PCA's first year using the new online grant system created through the Department of Community and Economic Development (DCED). He thanked staff and Amy Gabriele for making it successful.

He noted the PCA has made good networks through our planning process including many stakeholders outside the arts. These relationships will help us as we work in communities.

He announced that the PCA has reexamined its procurement contracts and we are able to provide service at levels for prices that are less. We are providing value to the commonwealth.

Finally, he informed the group the Poetry Out Loud State Competition will be held March 4 in Harrisburg. He thanked Mr. Alaquiva for agreeing to be a judge at the competition.

Chair Parks asked if there was any other business. With no further business, the meeting was adjourned.