

	<h2>Oregon Youth Conservation Corps Minutes</h2> <p>Date: October 6, 2011 Time: 3:00-9:00 pm Location: Rogue Regency, Medford</p>
Type of meeting:	Oregon Youth Conservation Corps Advisory Committee
OYCC Staff:	Jennifer Denning, Doug Denning
CCWD Staff:	Karen Humelbaugh
Attended:	Rep. Sal Esquivel, Mary Hoverson, Pattiann Monzie, Maggie Peyton, Jim Straub, Pat Willis
Unable to Attend:	Kathy Cancilla, Sen. Floyd Prozanski
Chair Esquivel, called the meeting to order at 3:00pm	

Introductions

Introductions were made around the room.

Public Input

The Job Council:

The Job Council staff members that attended the public input portion were: Margie McNabb, Youth and Family Program Director, Joe Anderson, Youth Employment Specialist and Tiffany Grimes, Youth Team Leader. They each shared about their involvement with the OYCC program at The Job Council as well as their Circle of Courage program. No youth were able to attend the meeting but youth were visited during the site visit the following morning.

The guests departed and the committee took a short break.

Approval of Minutes

The committee unanimously approved the minutes from the July meeting. However, Jim mentioned that he would have liked to have seen more detail in the minutes regarding OYCC staff changes. The rest of the committee agreed. Future meeting minutes will have more detail.

CCWD Management Update

Karen Humelbaugh, Workforce Programs Director from Community Colleges and Workforce Development (CCWD) attended the meeting.

Karen gave a recap of the topics that were discussed at the July meeting. Karen then discussed the developments of those topics over the last three months.

OYCC, Inc.

Ron Breyne is officially the President of OYCC, Inc. Ron has been working to get the membership of the board back on track by contacting current members and electing new officers. The board meets regularly via conference call. Ron now has ownership of all of the OYCC, Inc. files and is working to complete the three summer grants that were awarded which are Mt. Hood, Tillamook School District and Management Training Corporation.

The Board plans to look at their vision and identity for the future. They will also be looking into changing their name and logo to separate themselves from OYCC. The purpose of the Board may go beyond just supporting OYCC by supporting other youth programs as well. Once the Board has finalized everything CCWD/OYCC may enter into a Memorandum of Understanding with OYCC, Inc. Karen mentioned that Ron is committed to giving updates to the Advisory Committee.

Doug informed the committee that he and Ron have an agreement in place that allows OYCC to use the OYCC, Inc. equipment with prior approval. A final report is required at the end of each use.

Staff Update

Since the last meeting there has been a lot of discussion between upper management at CCWD how to handle the title and role of the vacant Director position. However; a final decision has not been made. A list of the work that Jennifer and Doug have not been able to absorb or complete has been given to Karen to help guide the decisions. The list includes site visits and marketing. Evelyn Roth with CCWD has been able to conduct a few site visits for OYCC. Doug has been able to do some of the marketing by attending meetings and being on workgroups.

Karen mentioned that one solution may be to have the title of the Director sit with one of CCWD's current managers. The benefit to this would be that CCWD would have one person who oversees all of the agencies youth programs. However; it might be better to keep that position whole as OYCC is so unique.

The discussions around this position include Senate Bill 909 which could involve several youth agencies being combined. Doug gave an overview of what the bill means and what it could involve. The part of the bill that concerns OYCC is "Consolidating, aligning and coordinating governance, programs and funding for youth development and training, including the Oregon Youth Investment Foundation, juvenile crime prevention programs

and services, the Oregon Youth Conservation Corps and the Youth Standing Committee of the Oregon Workforce Investment Board.” People are trying to figure out what this all means. Some people think that it could mean all of these agencies will be under one department and report to the same person. Some people are saying that there could be a state youth committee or advisory board.

A workgroup has been formed to discuss possible ideas on how to incorporate all of the youth agencies. Once the workgroup has formed a recommendation CCWD will be better able to form a cohesive decision on next steps.

Committee members are concerned that the position authority will be taken by the legislature if it is not filled soon. Karen assured the group that there is still enough time.

The committee’s consensus is to hire someone and start getting them trained. Karen said that it is a matter of advertising for the right set of skills and making sure the right person is hired for the position.

Karen wanted to inform the committee members that the process has been started for Doug and Jennifer to receive work-out-of-class compensation. It has been determined that the work will most likely be a permanent change as opposed to temporary.

Role of Advisory Committee

Since the last meeting there has not been much discussion on this topic. The topic was revisited to help determine how the committee should function in the future.

The majority of the input is to have the role of the committee stay the way it currently operates.

The following input was also provided:

- For OYCC staff to continue to include comments on grant proposals before sending them to the selection committee.
- Having a facilitator to help with the discussion if further discussion is necessary.
- Have the committee members conduct site visits.
- Make members aware of the programs in their area.
- Invite County Commissioners to the meeting. This can be the responsibility of the Senator and Representative that are on the committee.
- Invite Barbara Roberts to a meeting as she may be willing to advocate for OYCC.

Staff Updates

Doug:

Technical Assistance/Talking with Programs

My phone has been ringing a lot partly because only my name is listed on our website. I have also been working on modifications to grants for different dates and amounts.

NW Justice Forum

I participated on a plenary panel at the NW Justice Forum. I was invited by Russ Hall, the Director of Wilderness International, to be on the panel and talk about their program.

SB 909

I have been invited to be part of a work group to develop a recommendation to the Governor's Office. We have met once to date. It was basically a meet and greet. There will be two more meetings.

BLM

I am working on aligning grant timelines with the BLM. OYCC has already granted over \$220,000 out of \$500,000 in BLM funds.

OYEI

The extension has been signed which will allow us to spend the rest of the Mt. Hood money next summer.

Jefferson Conservation Corps

The Jefferson Conservation Corps was awarded a "Partners in Conservation" award from the Secretary of the Interior. They were one of four awardees across the nation. OYCC helped fund their programs and also provided financial assistance to Matt, the Crew Leader, so he could accept the award in Washington DC.

Secretary of Agriculture in PDX

The Secretary of Agriculture will be in Portland and wanted to see some OYEI projects. However, the projects were too far from where he could travel due to his busy schedule.

In all OYCC currently has 107 grants

August Training

At the August Crew Leader training we discussed agenda items for the February Midyear In-Service.

Youth River Stewards

We want to do two trips. One of those trips will be with The Job Council from Grants Pass and perhaps the Tillamook School District.

New Pickup

We requested and were given a new pickup. It is a brand new Ford 150 and doesn't cost much more than what we are currently paying per month.

Work Ahead

AOC

Rivers to Ridges

Revise Grant Guidelines

Post Guidelines

Make any changes to applications and post

Budget

Annual Report

Mid-Year In-service

Site visits

Overall we have primarily been reactive to put out fires and pay the bills. That being said, we have revamped our reporting documents and a few of the grant procedures as well as take a hard look at our trainings. There has been some time to get out publicly and be seen.

Jennifer:

1512 report

I completed the report this week. There was a short turnaround time but it was completed on time.

Final Reports

I am continuing to review and approve final reports for Doug to sign for payment. This is taking quite a bit of time.

New AC structure.

I have been working to incorporate all of the committee member's comments into the AC structure. The new components include:

- Sending out a press release
- Using a new format for the minutes
- Posting minutes and agenda on website
- Sending out agenda and minutes in advance.

Youth River Stewards

I learned how to back up a trailer.

Surveys

I have included the committee member's comments and posted the new CSC surveys on our website. I have been sending the SCC results to the programs.

New Reporting Forms

We have been getting positive feedback on the new reporting forms.

Chair's Report

The Legislature is preparing to have a February Session which was passed by the voters. Each person on the Legislature can have two bills drafted and each committee can have four bills drafted. The bill doesn't necessarily need to be dropped but can still count against you.

There is a shortfall in revenue and Sal isn't seeing any turnaround in the economy in Oregon or nationwide. By the constitution Oregon has to have a balanced budget before the session closes.

Advisory Committee Membership

Doug mentioned that he heard that any program that has federal funds must have a Tribal member on the committee. Doug will need to do more research for more information. The committee agreed that it would be a good idea even if OYCC wasn't receiving federal funds. It was suggested to look into the Klamath tribe because of their location.

New Officers

Doug let the committee know that it is time to vote for a new Chair and Vice-Chair. Pat Willis was nominated for Chair and Mary Hoverson was nominated for Vice-Chair.

New meeting structure

The committee discussed options for changing the meeting structure. The suggestions were as follows:

- Shorten the meeting to 4 hours.
- Not include a program presentation.
- Have the site visit the same day as the meeting.
- Have the crews make sack lunches for committee members.
- Conduct the meeting from either 8-2 or 2-9.
- Change the day of the meeting and site visit as most crews don't work on Friday's.

Jennifer will send out an email after people have had time to think about the options. Responses should be sent by November 1.

Next Meeting:

January 12, 2012 - Salem