

**LAUNCH**

## OLUND Mandy

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**From:** OLUND Mandy  
**Sent:** Friday, September 27, 2013 4:24 PM  
**To:** (All DEQ) staff Statewide  
**Subject:** Kickoff - Charitable Fund Drive

Hi Everyone!

Next Friday, October 4, 2013, DEQ will launch our Charitable Fund Drive for 2013. This year's theme is "Our Gift, Our Home". We here at DEQ have always supported the Charitable Fund Drive and other avenues of personal giving. In fact, our agency has placed first amongst all agencies our size, for the past three years in a row; we were first place last year again with donations from DEQ employees totaling an amazing **\$48,222!!** **Our goal this year** will be to meet or exceed last year's total.

All employees will be receiving an Employee Giving Guide and other literature (on the way today to Site Coordinators, or just to sites if a coordinator was not designated) regarding the Charitable Fund Drive and community organizations involved this year. HQ employees will be receiving their materials early the week of September 30, 2013.

Also this year, ***fun and competitive activities*** will be taking place throughout the month of October at HQ! Site Coordinators throughout DEQ in Oregon are encouraged to create their own activities as best fits each worksite! Employees outside of HQ who are located at or near Portland are welcome to participate in activities listed below as well!

In addition, a **SHAREPOINT SITE** with updates on the activities listed below and how we are doing towards reaching our goal will be up and running by October 1, 2013 (Thanks so much Michele Thompson, OCO)!

To **KICK OFF** the Charitable Fund Drive at HQ, we are going to be mixing amazing food with information, and **raffling off OUR DIRECTOR!**

**First Event: Table Event! Friday, October 4, 2013, from 11:30 am to 1:00 pm in Conference Room EQC A**, we are hosting a Table Event (*the information part*), where representatives from the following organizations (out of the 900 involved in the Charitable Fund Drive) will be available to chat with each of you:

- United Way
- Community Health Charities
- Children's Trust Fund of Oregon
- EarthShare Oregon
- Local Independent Charities
- MRG Foundation
- Oregon Coalition Against Domestic  
Violence & Sexual Assault
- Work for Art
- Black United Fund

*The food part:* BBQ Chicken Caesar Wraps (slow roasted, boneless BBQ chicken, rolled with Caesar salad, croutons, and parmesan cheese in a large wrap), \$4.00 each with fruit.

*The raffle part:* Director Pedersen has agreed to be a raffle prize! Tickets will sold for \$1, and whoever purchases the winning ticket goes to lunch with our Director, HIS TREAT, at a date and time selected by mutual consent. All purchases go to the CFD.

**Second Event: Extraordinary Baker Contest!! October 9, 2013, from 12:00 - 2:00pm, in EQC A – Winners announced at 2:30!** All employees who can bake should bring amazing baked items. Bid sheets will be put out with baked items and the person who bids the most for the item wins it (silent auction style - cash or check

for payment). Samples should be provided by bakers (yum!). Whoever receives the highest bid OVERALL out of all the bakers wins bragging rights as the DEQ's Baker Extraordinaire for 2013, along with a prize. Proceeds go to the Charitable Fund Drive! **SIGN UPS** will be in the Lunch Room on the 9<sup>th</sup> floor.

**Third Event: AUCTION TIME! October 17, 2013 - Drop off your items and check out other great items between 9:00 am-12:00 pm. Live auction from 12:00 – 1:00 pm!**

**We need DONATIONS to make the auction successful! Ideas include:**

Traditional donations (no limit to your imagination): fly ties, tools, jewelry, quilts, knitting, fly ties, homemade dinners, original art or sketches, tie-dye, embroidery, sculpture, or pottery. First auction item: the Director has agreed to be auctioned!! Lucky bid gets taken to lunch by the Director at a date and time mutually agreed upon!

Non-traditional donations (no limit to your imagination): Donate a weekend at your cabin, beach house, or condo at Sunriver! Donate a day-trip fishing, gold planning, rafting or hiking. Do you fly – how about an airplane ride for an hour? Items from something you do outside of work would be awesome, i.e., berries from your berry farm, wine from your winery, or photographs from your photography studio!

Corporate donation requests (made by DEQ CFD Coordinator) include tickets to events, amazing items, hotel weekends, and gift certificates for items or services. You'll have to check it out and see what goodies are going to be available!

Auction numbers will be available for those who wish to bid...if you win the bid, fill out your CFD donation either by form or online, and take your item with you!!

**Fourth Event: Chili Cook Off! October 24, 2013, 11:30 am to 12:45 pm in Conference Room EQC A.** Everyone who wants to compete names their chili (i.e., Rootin' Tootin' Chili, Chuckwagon Chili, Hellfire Chili). Bring your chili in a crockpot, and tickets will be sold for samples. Employees place a ticket in the box for your chili, you give a sample! Samples \$1 or 3 for \$5; the Chili Chef with the most sample tickets (indicating it is the BEST chili!!!) wins the DEQ Chili Cook off and bragging rights. All ticket sales go to CFD! **SIGN UPS** will be in the Lunch Room on the 9<sup>th</sup> floor.

**Fifth and Final Event: Halloween Costume Contest and Salad Days! October 31, 2013, Conference Room EQC A.** All contestants will meet at 12:30 in EQC A. A donation box for each contestant will be located in the room for contestants. Employees vote with their \$\$\$. The contestant with the most money in their donation box wins – winners announced at 1:00 pm! ALSO for sale during the contest will be salads at \$3 portion: Kale Salad, Spinach Salad, Fruit Salad, Chicken Salad, and Taco Salad.

Let's have a great time this month, and continue our commitment to our community. It's amazing what a lasting impact State employees have when we give together! The Charitable Fund Drive truly makes Oregon a better place. Thank you for your generous support, and please call me any time at 503-229-5107 if you have questions.



Mandy Olund, MBA, SPHR  
HR Analyst, DEQ-HR  
811 SW 6th Avenue  
Portland, OR 97204  
503-229-5107

## OLUND Mandy

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**From:** OLUND Mandy  
**Sent:** Tuesday, October 01, 2013 12:34 PM  
**To:** Clark Lisa M; SADOFSKY Seth; PETERSON Tom; HACK Tom; CLAUSSEN Jennifer; SCHWARZ Bob; SIMEONOVA Aneliya; SCHALZ J. Michael; KOCH W. Zachary; GILBERT Blakely; CLEVELAND Allan B; JACOBSON Jake; HATFIELD Doug; DECONCINI Nina  
**Cc:** MORENCY Wendy; LOWE Lesley; SANDOZ Derek; BOLDEN Elizabeth; MCCONNAHA Colin  
**Subject:** Charitable Fund Drive

Hi everyone.

Just a note to say thanks so much to everyone for volunteering! Deb Furry, the Charitable Fund Drive Manager for the State of Oregon has mailed all of the materials to you, and if you haven't received them, you should be receiving them any day. HQ folks – I have ours and will provide them to you tomorrow at our get together.

I attended a training about being an Agency Coordinator not too long ago, and now that we know who is coordinating for each site, and that our campaign at DEQ goes from 10/4 to 10/31/13, I wanted to pass that training information on to you.

This actual site for the State Charitable Fund Drive is <http://www.oregon.gov/GCFS/pages/index.aspx>. Lots of great information on here about the drive, the umbrella groups that participate, and all of the good that the Charitable Fund Drive donations do for so many charities!

One important part of the overall site **for you** is on the left of the main site where it says Coordinator Resources: [http://www.oregon.gov/GCFS/Pages/coordinator\\_resources.aspx](http://www.oregon.gov/GCFS/Pages/coordinator_resources.aspx)

If you click that tab (or paste the above in your browser), there are all kinds of goodies for you to use at your site if you choose. I also highly encourage you to watch the movie – it is a powerpoint presentation that was used for my training. In a nutshell:

- It asks you as a site coordinator to review the materials
- Distribute the materials
- Based on information contained in the materials, chat with folks about why donating is a good thing
- Direct people to the above website to donate
- Assist people if they have website issues or want to fill out paper forms
- Hold events, activities, or competitions to promote the drive if that is something that works for your site
- Keep your agency coordinator apprised of activities, and forward any cash funds raised to the Agency Coordinator for packaging and forwarding to the Charitable Fund Drive

On Friday, I sent out a statewide email about what activities we will be engaging in here at HQ. The link above has other ideas as well. Please note they are not mandatory, and it is my understanding from Tracker Bob (Agency Coordinator last year) that there might not have been a lot of activities that went on but there was a lot of donating (awesome!).

For HQ folks, we are meeting tomorrow at 1:00 in conference room 10 – I encourage you to poke around on the site listed above, review the movie, and I will distribute the materials as we all talk about needs related to the HQ site.

If anyone has any questions, please feel free to call me, and thanks for all of your support!



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## OLUND Mandy

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**From:** OLUND Mandy  
**Sent:** Wednesday, October 02, 2013 2:52 PM  
**To:** (All DEQ) staff Statewide  
**Subject:** Charitable Fund Drive Handouts and Sharepoint Site

Hi everyone!

Just a note to let you know that all site coordinators should have received CFD brochures, so if you haven't received one, you will soon!

Also, we have a great SharePoint site for the Charitable Fund Drive (thanks, Michele Thompson!) It has info about HQ events, and will include updates on contestants for those various events, auction items, and soon, as donations begin to come in, a graphic showing where we are on reaching our goal this year (which is to exceed last year's total of \$48,222)!

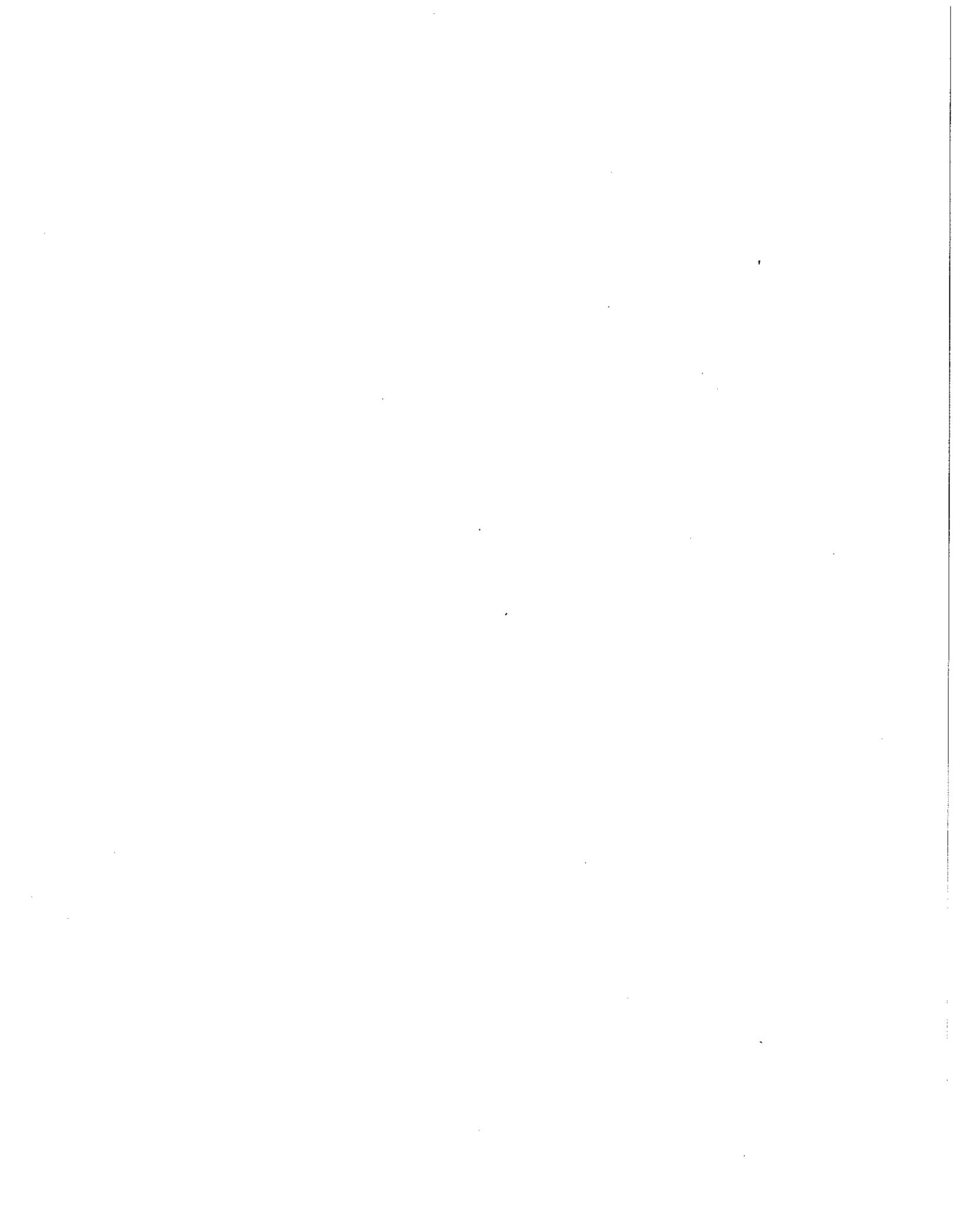
Here is the url - either control/click or copy and paste into your browser: <http://deqsp/s/sites/cp/SitePages/Home.aspx>

Auction information for now can be found under Agency Auction; the auction blog and auction items section will be populated as soon as we get donations in, and pics of those donations.

Thanks everyone in advance for your generosity, and for participating in the Charitable Fund Drive!



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**OLUND Mandy**

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**From:** OLUND Mandy  
**Sent:** Thursday, October 03, 2013 3:05 PM  
**To:** (All DEQ) staff HQ Building; (All DEQ) staff Portland Area  
**Subject:** TOMORROW - LET'S DO LUNCH!! AND A RAFFLE!! AND VISIT WITH CFD NON-PROFIT REPS!

**FRIDAY, OCTOBER 4, 2013, 11:30 am to 1:00 pm in EQC-A:**

**LUNCH – I'm a cookin'! \$4.00 buys you the best, most yummy BBQ Chicken Caesar Wrap, with a side of fruit. All donations go to CFD!**

**RAFFLE: Tickets are \$1...prize is lunch with Director Petersen, his treat, at a mutual time of choosing.**

**CFD GUESTS:**

United Way  
Community Health Charities  
Children's Trust Fund of Oregon  
EarthShare Oregon  
Local Independent Charities  
MRG Foundation  
Oregon Coalition Against Domestic  
Violence & Sexual Assault  
Work for Art  
Black United Fund

Come on down!



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## OLUND Mandy

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**To:** OLUND Mandy; (All DEQ) staff HQ Building  
**Subject:** RE: Charitable Fund Drive Results for Today

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**From:** OLUND Mandy  
**Sent:** Friday, October 04, 2013 1:32 PM  
**To:** (All DEQ) staff HQ Building  
**Subject:** Charitable Fund Drive Results for Today

- A great group of agencies came by and graciously spent time with our folks answering questions
- Hungry people showed up and grabbed a bite to eat
- Other folks bought raffle tickets to try and win a lunch with the Director
- A total of \$104 was raised
- Dave Livengood won lunch with the Director; United Way had a gift bag won that was won by Loretta Pickerell
- Dave – schedule with the Director; Loretta – come get your gift bag at my desk.

THANKS everyone! ☺



OREGON  
EMPLOYEE  
CHARITABLE  
FUND DRIVE

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