



# Oregon Commission for Voluntary Action and Service

DERENDA SCHUBERT, PhD  
*Co-Chair*

JOSH TODD  
*Co-Chair*

PABLO BRITO

MILA BUCKLAND

CORD BUEKER

ROSS CORNELIUS

JORGE CRUZ

BILL DEIZ

HEIDI EDWARDS

MICHAEL FIELDMAN

ADELE MCAFEE

JAYESH PALSHIKAR

COURTNEY SNEAD

ELIAS VILLEGAS

KELLY WESSELS

*Non-voting members*

GEOFFREY HICKOX

*Commission Staff*

CARIE BAUER

**January 11<sup>th</sup> 2019**

10:30 A.M. – 2:30 P.M.

HECC PSB H301

255 CAPITOL Street NE, Third Floor

Salem, OR 97310

888-808-6929, Access Code 2135630

## MEETING MINUTES

**Members Present:** Bill Diez, Michael Fieldman, Adele McAfee, Jayesh Palshikar, Derenda Schubert, Courtney Snead, Josh Todd, Elias Villegas, Geoffrey Hickox, (*non-voting*)

**Members Excused:** Pablo Brito, Mila Buckland, Cord Bueker, Ross Cornelius, Jorge Cruz, Heidi Edwards, Kelly Wessels

## AGENDA

### 1.0 Preliminary and Commission Business

1.1 Co-Chair Schubert called the meeting to order at 10:38 A.M., reviewed agenda and provided opening remarks. Carie Bauer, Director, Oregon Volunteers asked that two items be added to the agenda; and will be referenced as items 1.6 and 1.7 in the meeting minutes. 1.6 Direct Deposit Forms for Commission Members, and 1.7 State of Service Plan.

1.2 Co-Chair Schubert welcomed newly appointed commissioner, Courtney Snead as the Civic Engagement Services Expert.

1.3 Approve November 2018 Minutes

#### ACTION ITEM

Motion: Commissioner Villegas moved to approve the November 2018, minutes as presented; Commissioner Deiz seconded the motion. Co-Chair Schubert called for a voice vote. The motion passed.

1.4 Commission Announcements: Carie Bauer, Director, Oregon Volunteers, provided an overview of the upcoming America’s Service Commission (ASC) Leadership Convening she will be attending in Arlington, VA in February. Co-Chair Schubert, and Commissioner Palshikar will be attending in addition to attending a Corporation for National and Community Service (CNCS)-provided Commissioner training at

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CNCS Headquarters in DC. Commissioner Villegas and Co-Chair Todd also shared recent outreach events attended in their areas.

JOSH TODD  
*Co-Chair*

1.5 Public Comments – None.

PABLO BRITO

1.6 Direct Deposit: Director Bauer informed the commission members about direct deposit for reimbursement for mileage. Forms provided to those commission members interested.

MILA BUCKLAND

1.7 State of Service Report: Director Bauer provided commissioners a copy of the updated State of Service Report, containing Commissioner recommendations upon past approval. Director Bauer will be presenting the report to the Higher Education Coordinating Commission (HECC) on February 7<sup>th</sup>.

CORD BUEKER

**2.0 Commission Reports**

ROSS  
CORNELIUS

JORGE CRUZ

2.1 Director Bauer covered the following in the Director Report: Update regarding the grant transfer from Governor’s Office to HECC. In 2019, both Oregon Volunteers and AmeriCorps will celebrate their 25<sup>th</sup> anniversary. Planning for the AmeriCorps Life After Event has begun with dates in May being considered. Life After event anticipated to be held in Salem, and will be following a simpler format than in events past due to staffing limitations. Director Bauer announced that Senior Corps, and the CNCS State Office, in partnership with Oregon Volunteers. will be hosting a free, one-day event on March 13<sup>th</sup>, "Elevating the Role of National Service in Disaster Response and Recovery," from 8:30am to 5:00pm at the Crowne Plaza in Portland, Oregon. Director Bauer shared an upcoming campaign for AmeriCorps “Be the Greater Good.” More information should be available in the coming months, and encouraged commissioners to go to the AmeriCorps website to view, and share to help build outreach efforts.

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HEIDI EDWARDS

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COURTNEY  
SNEAD

ELIAS VILLEGAS

2.2 Geoffrey Hickox, CNCS State Office Director, shared the following as part of his director report: Provided an update regarding the transition from a State support structure to a regional structure. The regional office for Oregon will be in California. Phase I of the restructuring begins in fall 2019. The Oregon office is part of Phase II. Director Hickox facilitated a discussion of how this transition may impact relationships and team dynamic.

KELLY WESSELS

*Non-voting  
members*

GEOFFREY  
HICKOX

**3.0 Equity Lens Discussion**

*Commission  
Staff*

CARIE BAUER

3.1 Co-Chair Todd led a discussion on equity, and the importance of having that as part of the commission decisions. The commission members reviewed several examples of current equity statements, and process documents from: HECC, The State Service Commission, Metropolitan Family Service, Portland Community College-Office of Equity & Inclusion, and Multnomah County-Office of Equity and Inclusion. The discussion led to a request by Commissioner Snead to have additional trainings to help the commission to understand where each member is currently in equity, and once that is determined, then the development of a framework can occur. Co-Chair Todd suggested a resource currently used at Compass Compact, a 50 question

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assessment tool, which the commission may want to consider. Director Bauer proposed Lunch and Learn opportunities to further this discussion. Suggestion given to have 2-3 trainings/discussion prior to the summer commission meeting covering varying topics. Co-Chair Schubert suggested having the training called: DEI Experience. (DEI=Diversity, Equity, Inclusion)

**4.0 Mapping & Outreach Project**

4.1 CNCS State Office Director Hickox and OV Director Bauer led a discussion on where in Oregon AmeriCorps has a presence. A map of Oregon with the AmeriCorps offices and Commission presence was provided. Noted was Eastern and Southern Oregon where there was less representation and office locations. Bauer and Hickox shared their first outreach trip will be on 1/22/19 to Jackson County, where the United Way will coordinate an event for local nonprofits interested in learning more about national service opportunities Commissioner Fieldman suggested Bauer and Hickox reach out to include UCAN AmeriCorps Program Director Jordan Jungwirth.

**5.0 Governor's Recommended Budget Overview**

Note: Agenda topic 5.0 postponed to later time.

**6.0 AmeriCorps\*State Grant Cycle Update**

Director Bauer provided an update on the application process and current grant applications.

**7.0 Commission Recruitment**

Co-Chairs Schubert, and Todd led a discussion on commission recruitment, and reviewed a draft of the Oregon Volunteers Commission Recruitment Plan, and current commission roster, with sector responsibilities. Commission member max is 25, currently at 15, with 10 openings. Director Bauer discussed other sectors to keep in mind for commission recruitment. Interest forms are to be completed by April for consideration.

**8.0 Discussion: Commission Retreat**

Director Bauer led a discussion on the annual commission retreat in Summer 2019. Commissioners in attendance agreed on having a two-day meeting with training on Equity. Suggested location: Central Oregon Community College or Oregon State University- Bend Campus. Possible dates: July 11-12, July 12-13 or August 23-24.

**9.0 Next Dates of Importance**

Director Bauer went over several dates of importance for the commissioners as listed in the agenda.

**10.0 Closing and Adjournment**

Co-Chair Shubert asked if there were any questions, comments before the meeting was adjourned, hearing none, Co-Chair Schubert called for a motion to adjourn. Commissioner Palshikar moved, and Co-Chair Todd 2<sup>nd</sup> the motion. Co-Chair Schubert called for a voice vote. The motion passed. Meeting was adjourned at 1:50pm