



Commission Meeting

September 21, 2018

10:30am – 2:30pm

State of Oregon Library, Room 103
250 Winter Street NE, Salem, OR 97301

MINUTES

1.0 Call to order

Meeting called to order at 10:35 by Derenda Schubert, co-chair.

Commissioners Absent:

- Mila Buckland
- Ross Cornelius
- Jorge Cruz
- Kelly Wessels

Commissioners in Attendance:

- Derenda Schubert
- Josh Todd
- Pablo Brito
- Cord Bueker
- Bill Deiz
- Heidi Edwards
- Michael Fieldman
- Adele McAfee
- Jayesh Palshikar
- Elias Villegas

Staff/Guests in Attendance:

- Geoffrey Hickox
- Carie Bauer
- Rachel Soto
- Karen Humelbaugh
- Linda Sozzi

Guests in Attendance:

- Bob Brew, Higher Education Coordinating Committee
- Josh Palshikar

1.1 Introductions

Commissioners, Staff, and guests were introduced.

1.2 Agenda Review



There were no agenda review changes.

1.3 Commissioner Announcements

1.4 Approve July 2018 meeting minutes

July 2018 minutes submitted for approval. Motion to approve the minutes made by Elias Villegas, Bill Deiz seconded. All in favor, motion passed.

2.1 Co-Chairs Commission Report

2.2 Director CNCS State Office

DAS is finalizing the fiscal transition for transfer to the HECC. HECC staff has gone to Seattle and Virginia training for Oregon Volunteers. Grant agreements have been transferred to the HECC. October 8 kick-off is happening at PSU again this year. We have added networking breakout opportunities as requested in past feedback. There will be fewer room transitions. The draft agenda was shared. Approximately 210 currently registered for kick-off. Volunteer management training for the 2nd day has been cancelled. The training may be revamped and brought back next year.

There will be a Road Show presentation in the future to underserved areas. Commissioners will be invited to attend. Mapping project to show where programs are and where there is overlap. Oregon Volunteers is secondary disaster response resource. Adele asked about new commissioners coming on. Carie responded Courtney has been approved. Waiting to proceed with further recruitment until there is further conversation on representation. Heidi asked are we still struggling to find eastern Oregon representation. Carie responded yes. Heidi has some thoughts that she will be discussing with Carie later.

2.3 CNCS State Office

A vendor has been identified, researched and approved for background checks to work with states, nationwide including Senior Corps. November 18th is the goal for roll-out.

Update on CNCS presentation from last meeting. 7 listening sessions. 500 participated. Over 250 written responses. Primary concern was evidenced based processes. No further information on timelines.

Retired Senior Volunteer Program (RSVP) grants – NOFA released. 4 in Oregon, all current grantees. Required to reapply every 6 years.

Upcoming National Conference on Race and Ethnicity in Higher Education will occur in May 2019 in Portland. Cost is expensive at \$700 each. Free admission for AmeriCorps members if they agree to volunteer. Will send out detailed information to board as it becomes available.

Commission members need to take online training such as sexual harassment and others required. Carie will send out links and information on how to complete this.

3.1 Elections

Derenda and Josh will continue as co- chairs for another year. Adele has put herself up as secretary. Jayesh – Member at large. Michael moved to accept all, Bill seconded. Heidi asked if anyone else was interested. Passed unanimously.

3.2 HECC Transition

Subcommittee work moving slowly due to other priorities. Schedule still makes sense and will get moving on it next month. Subcommittee list passed around for member confirmation on subcommittee roles. Will look at again in January.

4.1 Office of Workforce Investments

Karen Humelbaugh - Transition to HECC is ongoing and proceeding fairly well. Great having Carie on the team. Current ask of \$19,000 of additional disaster preparedness training monies available.

Status of OV position hiring – OV came with two positions which required changes in classifications. Both are in the queue with HECC human resources to be hired. Two other positions are ahead of these for the Office of Workforce Investments (OWI): head of the STEM Council and Administrative Specialist. Rachel has been asked to temporarily work with Carie with Program Officer tasks such as monitoring until position can be hired. Hiring process usually takes 2 weeks minimum. Further monitoring conversation will follow with Geoffrey, Carie, Karen, and Rachel at a later date.

LUNCH

5.1 CIF Application Updates

CIF Grant approved. Goes through June 30, 2019. Can apply to be extended for up to 12 months. CIF supplemental for disaster response program development also approved.

5.2 Upcoming NOFO

Carie shared a grant spreadsheet. Would like to open up to new programs in future once OV is transitioned and staffed. The goal for RFA publication is November 1st. Carie also shared a recommendation to limit grant review to a staff team of reviewers, until further research into conflict-of-interest issues regarding Commission approval of funding decisions can be completed and discussed. This is a HECC-recommended process due to a Department of Education ruling on a similar entity.

6.1 Introduction to HECC – Bob Brew

Agency overview. The Higher Education Coordinating Commission (HECC) was created in 2013 with no budget or staff. Several agencies were pulled together to staff and create HECC. STEM council and Oregon Volunteers are the newest additions. We are all learning how we can work together and support each other. We have many values in common. 8 offices, 120 employees, 4 locations. Still working out staffing in some areas. Outreach is a big push within this budget



request, even prior to OV joining the agency.

Conversation ensued about HECC's current budget and how often the HECC board meets. There exists a strategic tracker with information from all four of HECC's boards; Workforce Talent Development Board, Oregon Youth Conservation Corps., Oregon Volunteers and STEM Investment Council.

Group discussion about how AmeriCorps can intertwine with HECC to enhance both interests. Education Award – how to draw more students at the end of their year of service to attend Oregon schools? Matching Education dollars to AmeriCorps members to encourage use in Oregon. Many AmeriCorps members are hired by those first sites. There are many AmeriCorps alumni in the room today. Geoffrey will locate info on return on investment in AmeriCorps members and bring back to the commission.

Heidi will provide a one-pager with examples of successes for HECC to take to their board to assist them in thinking about possible future connections.

7.1 Public Comment

Josh Palshikar - Servant leadership. A good leader steps forward to serve others. This commission fits that. It's obvious that the room is filled with people who truly care about the work they do.

7.2 Next Dates of Importance

Ben Cannon, Executive Director of HECC is scheduled for the November 16th meeting. Location to be determined.

8.0 Adjourn

Move to adjourn by Jayesh. Second by Bill. Unanimous. Meeting adjourned at 1:50pm.