



Oregon Commission for Voluntary Action and Service Commission Board Meeting

Members:

DERENDA
SCHUBERT, PhD
Co-Chair
JOSH TODD
Co-Chair
SIERRA BARNES
SHENIKA
CUMBERBATCH
JORGE CRUZ
HEIDI EDWARDS
MICHAEL
FIELDMAN
TODD JONES
ADELE McAFEE
JAYESH
PALSHIKAR
NATHAN RIX
COURTNEY SNEAD
ELIAS VILLEGAS

CNCS Ex-Officio:
MARY GREUSEL

Commission Staff:
CARIE BAUER
*Director, Oregon
Volunteers*

AMY HOLLAND
Program Officer

STEPHANIE
SOLOMON
Program Officer

BRITTANY MELZER
*Board
Administrator*

Technical Advisor:
KAREN
HUMELBAUGH
Director, OWI

September 4th

9:00am-12:30pm

Zoom Link: <https://us02web.zoom.us/j/81360061031?pwd=cDk0cVAvdmZ3VGdYMTZVa1ZKQmtJdz09>

Meeting ID: 813 6006 1031

Passcode: tSFr7W

To call in: 1-669-900-6833, Mtg. ID: 81360061031, Passcode: 055932

Persons wishing to testify during the public comment should email Brittany.E.Melzer@hecc.oregon.gov 12 hours prior to the meeting. Times are approximate. Order of the agenda may vary.

Standing Business			
	1.0	Call to Order – Meeting Begins	Co-Chairs
9:00	1.1	Introductions and Opening Remarks: Land Acknowledgement	
	1.2	Public Comment (Each Individual/Group will have a time limit of three mins.)	
	1.3	Consent Agenda <u>ACTION ITEM:</u> Approve Meeting Minutes	
	1.4	Agenda Review	
	1.5	Commission Member Announcements	
Standing Reports			
	2.0	Reports & Updates	
9:15	2.1	CNCS Report	M. Greusel
9:25	2.2	OV Director Report	C. Bauer
9:35	2.3	OWI Director Report	K. Humelbaugh
9:45	2.4	AmeriCorps Program Report	A. Holland
10:00	2.5	Program Spotlight: Ethos Rural Outreach Project	A. Lovell
10:30	2.6	Grantmaking Best Practices: Presentation – ASC <i>Break</i>	ASC Staff
11:15	2.7a	Equity Advisory Workgroup Report	S. Cumberbatch
11:45	2.7b	Expansion & Readiness Advisory Workgroup Report	M. Fieldman
12:00	2.7c	Public Policy Advisory Workgroup Report	N. Rix
Closing Business			
	3.0	Upcoming Events	
12:15	3.1	Parking Lot	
	3.2	Upcoming Dates, Agenda Items & Meetings	
12:30	3.3	Adjourn	



Oregon Commission for Voluntary Action and Service

Members:

DERENDA SCHUBERT,
PhD
Co-Chair
JOSH TODD
Co-Chair
SIERRA BARNES
JORGE CRUZ
SHENIKA
CUMBERBATCH
HEIDI EDWARDS
MICHAEL FIELDMAN
TODD JONES
ADELE McAFEE
JAYESH PALSHIKAR
NATHAN RIX
COURTNEY SNEAD
ELIAS VILLEGAS

Ex-officio:

MARY GREUSEL

Commission Staff:

CARIE BAUER
Director

AMY HOLLAND
Program Officer

STEPHANIE SOLOMON
Program Officer

BRITTANY MELZER
Commission Administrator

Technical Advisor:

KAREN HUMELBAUGH
Director, Office of Workforce Investments

June 26, 2020

9:00am – 12:00pm

Microsoft Teams Call In:

1 929-229-5751 Conference ID: 923 053 88#

Persons wishing to testify need to send an email twelve hours prior to:

Brittany.E.Melzer@hecc.oregon.gov

MEETING MINUTES

Members Present: Co-chair Derenda Schubert, Co-chair Josh Todd, Sierra Barnes, Jorge Cruz, Shenika Cumberbatch, Heidi Edwards, Mike Fieldman, Mary Greusel, Todd Jones, Adele McAfee, Nathan Rix, Elias Villegas

Staff Present: Carie Bauer, Amy Holland, Karen Humelbaugh, Brittany Melzer, Stephanie Solomon

Guests Present: Carmen Denison, Brendon Bassett, Jordan Jungwirth, Katie Keane, Patrick Orr, Samantha Vernon, Kaycie López Jones, Titus Tomlinson, Amorée Lovell, Amanda Hart

1.0 Call to Order & Welcome

1.1 Co-chair Josh Todd called the meeting to order at 9:03am.

1.2 Heidi Edwards made motion to approve May 22nd through June 15th meeting minutes. Adele McAfee seconded motion. Minutes approved.

2.0 Commission Business

2.1 Public Comment: None.

2.2 Commission reviewed and approved agenda.

2.3 Commission Member Announcements: None.

2.4 CNCS update: Mary Greusel updated on CNCS membership updates. CNCS is onboarding summer volunteers to work with food security mostly right now.

2.5 OV director update: POPs submission is being watched. The various boards are being asked for a supportive letter from the HECC board to support funding for them. The CORPS Act is status-quo. The name change survey was sent out and completed by the program directors.

2.6 OWI Director update: The Governor’s equity framework came out. As an office, OWI put out equity goals we will work towards, watching for specific actionable items. HECC will return to work in-person September 1st; working virtually until then. That date may change. We have put out some contracts for Amy and Stephanie to have more technical training from ASC and some other contractors in fiscal and contract management areas.

Members:

DERENDA SCHUBERT,
PhD
Co-Chair
JOSH TODD
Co-Chair
SIERRA BARNES
JORGE CRUZ
SHENIKA
CUMBERBATCH
HEIDI EDWARDS
MICHAEL FIELDMAN
TODD JONES
ADELE McAFEE
JAYESH PALSHIKAR
NATHAN RIX
COURTNEY SNEAD
ELIAS VILLEGAS

Ex-officio:

MARY GREUSEL

Commission Staff:

CARIE BAUER
Director
AMY HOLLAND
Program Officer
STEPHANIE SOLOMON
Program Officer
BRITTANY MELZER
Commission Administrator

Technical Advisor:

KAREN HUMELBAUGH
Director, Office of Workforce Investments

3.0 Program Updates:

3.1 Information sharing from Program Directors: Discussion surrounding Covid-19 impacts for this program year and next, potential impact of The CORPS Act, and continuation of conversations surrounding racial justice and funding cuts. Discussion of the difficulty for program directors having to remind members to not make political stances during service time, but to not have that seem as a silence is complicity issue. Requests to CNCS to put a statement out regarding examples of prohibited activities versus allowable activities in support of racial justice.

3.2 Program director report: MSY adjustments caused a reduction that was sent to CNCS for approval. OIG selected OV for a survey to review the monitoring of subrecipient money. No corrective actions. Program officers Amy and Stephanie are putting together summer monitoring plans. They have launched the use of Basecamp platform as a resource for messaging, calendaring, and file exchange.

3.3 ROI update: Wrapping up interviews with the AmeriCorps program leaders, non-profit sector leaders, and public officials. Preliminary findings will be finished in the near term. After the July holiday, surveys will go out to the elected officials.

3.4 Improving operating policies: The ORS project is separate, and will be updated within the next year. Mike Fieldman motioned for approval, Heidi Edwards seconded. None opposed. None abstaining. Policies are approved.

3.5 Discussion surrounding name change to OregonServes: AmeriCorps Service Commission. Elias Villegas motioned to approve. Mike Fieldman seconded. Co-chair Josh Todd abstained. Motion passes.

3.6 Workgroup Reports: Co-chair Josh Todd and Heidi Edwards volunteered for the Expansion workgroup. Discussion ensued regarding members reaching areas of Oregon such as very rural eastern parts of Oregon and bridging the gap between community perception and reality of safety and racial justice issues.

Parking Lot Items

4.0 None.

Upcoming Dates & Meetings:

5.0 Work groups scheduled. Upcoming commission meeting will be September 4th. We need to have the nominations for co-chairs at the September meetings, and then vote for them at the October meeting.

Adjourn

Co-chair Josh Todd adjourned meeting at 11:52am.



Oregon Commission for Voluntary Action and Service

Members:

- DERENDA SCHUBERT, PhD
Co-Chair
- JOSH TODD
Co-Chair
- SIERRA BARNES
- JORGE CRUZ
- SHENIKA CUMBERBATCH
- HEIDI EDWARDS
- MICHAEL FIELDMAN
- TODD JONES
- ADELE MCAFEE
- JAYESH PALSHIKAR
- NATHAN RIX
- COURTNEY SNEAD
- ELIAS VILLEGAS

CNCS Ex-officio:

MARY GREUSEL

Commission Staff:

- CARIE BAUER
Director
- AMY HOLLAND
Program Officer
- STEPHANIE SOLOMON
Program Officer
- BRITTANY MELZER
Commission Administrator

Technical Advisors:

- KAREN HUMELBAUGH
Director, Office of Workforce Investments
- KURT TACKMAN
Deputy Director, Office of Workforce Investments

July 6th, 2020

11:00am – 11:30am

Microsoft Teams Call in:

+1 929-229-5751

Conference ID: 923 053 88#

MINUTES

Members Present: Mike Fieldman, Sierra Barnes, Adele McAfee, Josh Todd, Elias Villegas

Staff Present: Stephanie Solomon, Brittany Melzer, Carie Bauer, Amy Holland

1.0 Information Sharing

- 1.1 Co-chair Josh Todd called meeting to order at 11:03am.
- 1.2 Face covering guidance begins statewide July 1st. We encourage you to sign up for notices on the governor’s website. Businesses have to provide disposable face coverings for those that don’t have one. Telecommuting work from home guidance has been extended to September first. May be extended, but status quo for now with virtual only meetings. Director Bauer requested funds for providing safety vests and masks to distribute to the programs. Stephanie Solomon has sent out a survey to judge necessity and desire for an order of the face coverings. It’s in process. Working to get them to the programs within the next thirty days.
- 1.3 CORPS act, status quo. Public policy meeting later this week and Director Bauer will update next week as appropriate. The prospect for a second Covid-19 relief package is on pause will various negotiating occurs. Director Bauer is reworking her Policy Option Package to request an emergency response staff position because of the current situation for disaster response. CNCS confirmed that the CNCS Symposium will be virtual only this year. We do not

Oregon Commission for Voluntary Action and Service

July 6th, 2020 (continued)

Members:

DERENDA SCHUBERT, PhD
Co-Chair

JOSH TODD
Co-Chair

SIERRA BARNES

JORGE CRUZ

SHENIKA CUMBERBATCH

HEIDI EDWARDS

MICHAEL FIELDMAN

TODD JONES

ADELE MCAFEE

JAYESH PALSHIKAR

NATHAN RIX

COURTNEY SNEAD

ELIAS VILLEGAS

Non-voting members:

MARY GREUSEL

Commission Staff:

CARIE BAUER
Director

Amy Holland
Program Officer

STEPHANIE SOLOMON
Program Officer

BRITTANY MELZER
Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH
*Director, Office of
Workforce Investments*

KURT TACKMAN
*Deputy Director, Office of
Workforce Investments*

have concrete guidance to give to the program directors regarding the match waiver yet. There are many moving parts that are making it difficult for program directors to plan their program years with the ever changing Covid-19 climate.

- 1.4 Amy Holland gave update on how program directors are doing and let the commission know they are now meeting biweekly for Covid-19 informational updates as well.

2.0 Questions and Needs

- 2.1 Members did not have questions at this time.

3.0 Public Comment

Each Individual/Group will have a time limit of three minutes

- 3.1 Public Comment: None.

Chair Josh Todd adjourned meeting at 11:23am.



Oregon Commission for Voluntary Action and Service

Members:

DERENDA SCHUBERT, PhD
Co-Chair

JOSH TODD
Co-Chair

SIERRA BARNES

JORGE CRUZ

SHENIKA CUMBERBATCH

HEIDI EDWARDS

MICHAEL FIELDMAN

TODD JONES

ADELE McAFEE

JAYESH PALSHIKAR

NATHAN RIX

COURTNEY SNEAD

ELIAS VILLEGAS

CNCS Ex-officio:

MARY GREUSEL

Commission Staff:

CARIE BAUER
Director

AMY HOLLAND
Program Officer

STEPHANIE SOLOMON
Program Officer

BRITTANY MELZER
Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH
Director, Office of Workforce Investments

KURT TACKMAN
Deputy Director, Office of Workforce Investments

July 13th, 2020

11:00am – 11:30am

Microsoft Teams Call in:

+1 929-229-5751

Conference ID: 923 053 88#

MINUTES

Members Present: Jayesh Palshikar, Mike Fieldman, Elias Villegas, Heidi Edwards, Adele McAfee, Sierra Barnes

Staff Present: Stephanie Solomon, Brittany Melzer, Carie Bauer, Amy Holland

1.0 Information Sharing

- 1.1 Mike Fieldman called meeting to order at 11:03am.
- 1.2 Director Bauer emailed out information about the new employment website. The expansion workgroup met yesterday. We are moving the meetings to every couple of weeks because there is an urgency with this work.
- 1.3 Discussion on budget. More momentum will pick up with the bills as the month goes on, but we could expect potentially high numbers. We will share updates as appropriate. Four programs got grants from the PPP.
- 1.4 Governor Brown is now requiring face coverings if you can't maintain 10 feet of space between people you don't live with in outdoor settings. Discussion surrounding AmeriCorps information coming out this September from ASC.

2.0 Questions and Needs

2.1

Oregon Commission for Voluntary Action and Service

July 13th, 2020 (continued)

Members:

DERENDA SCHUBERT, PhD
Co-Chair

JOSH TODD
Co-Chair

SIERRA BARNES

JORGE CRUZ

SHENIKA CUMBERBATCH

HEIDI EDWARDS

MICHAEL FIELDMAN

TODD JONES

ADELE MCAFEE

JAYESH PALSHIKAR

NATHAN RIX

COURTNEY SNEAD

ELIAS VILLEGAS

CNCS Ex-officio:

MARY GREUSEL

Commission Staff:

CARIE BAUER
Director

Amy Holland
Program Officer

STEPHANIE SOLOMON
Program Officer

BRITTANY MELZER
Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH
*Director, Office of
Workforce Investments*

KURT TACKMAN
*Deputy Director, Office of
Workforce Investments*

3.0 Public Comment

Each Individual/Group will have a time limit of three minutes

3.1 Public Comment: None.

Mike Fieldman adjourned meeting at 11:26am.



Oregon Commission for Voluntary Action and Service

Members:

- DERENDA SCHUBERT, PhD
Co-Chair
- JOSH TODD
Co-Chair
- SIERRA BARNES
- JORGE CRUZ
- SHENIKA
- CUMBERBATCH
- HEIDI EDWARDS
- MICHAEL FIELDMAN
- TODD JONES
- ADELE McAFEE
- JAYESH PALSHIKAR
- NATHAN RIX
- COURTNEY SNEAD
- ELIAS VILLEGAS

Ex-officio:

MARY GREUSEL

Commission Staff:

- CARIE BAUER
Director
- AMY HOLLAND
Program Officer
- STEPHANIE SOLOMON
Program Officer
- BRITTANY MELZER
Commission Administrator

Technical Advisor:

KAREN HUMELBAUGH
Director, Office of Workforce Investments

July 27, 2020

11:00am –11:30am

To listen, call: +1 929-229-5751 Conference ID: 923 053 88#

Persons wishing to testify need to send an email twelve hours prior to: Brittany.E.Melzer@hecc.oregon.gov

MEETING MINUTES

Members Present: Adele McAfee, Heidi Edwards, Shenika Cumberbatch, Mike Fieldman, Jayesh Palshikar

Staff Present: Carie Bauer, Karen Humelbaugh, Amy Holland, Stephanie Solomon, Brittany Melzer

1.0 Information Sharing

- 1.1 Mike Fieldman called meeting to order at 11:04am.
- 1.2 Karen Humelbaugh clarified that the face covering guidance is not for children age five and under. OWI and the Program Directors have been working on an equity series. If congress passes legislation that effects this program we will update contracts and get in new staff or technical assistance as it applies.
- 1.3 Director Bauer shared new guidance that indoor gatherings are limited to 100 people. There is a new unemployment website. RFP is with procurement, will update as appropriate. National service and The CORPS Act are getting the most Federal attention second to schooling. There is tons of support for this legislation passing.

2.0 Questions & Needs

- 2.1 Reminder, our next commission meeting is September 4th. The workgroups have been meeting. Discussion surrounding slowing our pace to biweekly.

3.0 Public Comment: Each individual / Group will have a time of three minutes.

- 3.1 Public Comment: None.

4.0 Adjourn

- 4.1 Mike Fieldman adjourned at 11:25am.



Oregon Commission for Voluntary Action and Service

Members:

- DERENDA SCHUBERT,
PhD
Co-Chair
- JOSH TODD
Co-Chair
- SIERRA BARNES
- JORGE CRUZ
- SHENIKA
- CUMBERBATCH
- HEIDI EDWARDS
- MICHAEL FIELDMAN
- TODD JONES
- ADELE McAFEE
- JAYESH PALSHIKAR
- NATHAN RIX
- COURTNEY SNEAD
- ELIAS VILLEGAS

CNCS Ex-officio:
MARY GREUSEL

- Commission Staff:**
- CARIE BAUER
Director
 - AMY HOLLAND
Program Officer
 - STEPHANIE SOLOMON
Program Officer
 - BRITTANY MELZER
Commission Administrator

Technical Advisor:
KAREN HUMELBAUGH
Director, Office of Workforce Investments

August 10th, 2020

11:00am –11:30am

Dial: [+1 929-229-5751](tel:+19292295751)

Conference ID: 923 053 88#

Persons wishing to testify need to send an email twelve hours prior to: Brittany.E.Melzer@hecc.oregon.gov

MEETING MINUTES

Members Present: Derenda Schubert, Co-Chair; Josh Todd, Co-Chair, Sierra Barnes, Jayesh Palshikar, Mike Fieldman,

Staff Present: Carie Bauer, Karen Humelbaugh, Amy Holland, Stephanie Solomon, Brittany Melzer

1.0 Information Sharing

1.1 Co-chair Derenda Schubert called the meeting to order at 11:04am. Karen Humelbaugh updated that the President signed a number of Executive Orders relating to Unemployment Insurance. Special session begins today for Oregon. Cleaning up some statutory changes. Follow up on legislative days on police accountability. Business conducting different than normal to accommodate social distancing. HECC and OWI just began internal DEI meetings and have established draft goals that will be informed by those conversations.

1.2 Director Bauer updated that The CORPS Act language has not made it into current legislation. Tom Branen the Chief Policy Officer from ASC will probably have an update later this week that will be shared. The public policy workgroup meeting is canceled for tomorrow due to training webinar opportunity that is forthcoming. HECC Updated FAQs on guidance for in-person instruction, residential and research activities at Oregon Colleges and Universities: <https://www.oregon.gov/highered/about/Documents/News-Updates/QA-HECC-higher-education-health-standards.pdf>

2.0 Questions & Needs

2.1 Discussion of which virtual platform to use for the upcoming commission meeting.

3.0 Public Comment: *Each individual / Group will have a time of three minutes.*

3.1 Public Comment: None.

4.0 Adjourn

4.1 Co-chair Josh Todd adjourned meeting at 11:23am.

Docket Item: 2.1 CNCS West Region Report

Docket Summary:

Mary Greusel, Senior Portfolio Manager, West Region, Office of Regional Operations, will be giving updates from CNCS and the West Region Offices.

These updates may go over such topics as:

- CNCS and West Region updates and announcements
- Transformation and Sustainability Plan
- National Service news and updates
- Budgets and Appropriations
- Upcoming Events, Trainings, Meetings

Docket Materials:

CNCS West Region Senior Portfolio Manager Report document.

Staff Recommendation:

None. This is an informational item only.

RACIAL EQUITY AND INCLUSION

In June 2020, CNCS CEO Barbara Stewart released a statement supporting the movement to bring about justice in response to systemic racial inequities in our communities across the country.

Consistent with the understanding that “racism, discrimination, and hate run counter to our core values,” CNCS is developing an agency-wide Equity and Inclusion Plan, to include work towards promoting equitable grantmaking, fostering an equitable workplace, and recruiting and retaining diverse Corps members.

CNCS BRANDING

Research has shown not enough Americans know about their opportunity to serve through national service programs; meanwhile, grantees and sponsors continue to find it difficult to communicate about our programs. CNCS currently supports over fifteen different brands, making it difficult to break through to the American public. On August 24, 2020, CNCS led a branding preview webinar for grantees and sponsors. The public brand launch will take place on September 29, 2020.

On August 26, 2020, CNCS emailed grantees and sponsors information on how to pre-order uniform gear and provided print guidelines and other resources. These are initial resources to help grantees and sponsors prepare for the full brand launch. Items ordered and logos shared may not be used until then.

For more information about the CNCS branding project, please review the frequently asked questions [online](#).

WEST REGION VIRTUAL OPENING CELEBRATION

The grand opening celebration of the West Region Office will take place on Wednesday, September 9, 2020 from 12:00-1:30 PST. Please join us and meet CEO Barbara Stewart, the new Regional Administrator, Amy Dailey, and the team supporting AmeriCorps and Senior Corps programs, members, and volunteers in Alaska, Washington, Oregon, California, Nevada, Hawaii, Guam, American Samoa, and the Northern Mariana Islands. Invitation to the virtual event can be accessed [here](#).

Docket Item: 2.2 OV Director Report

Docket Summary:

Carie Bauer, Director, Oregon Volunteers, (OV), will be giving updates on OV and state commission topics.

These updates will go over such topics as:

- Funding & Operations
- National Service Updates
- Partnership Updates
- Committees & Cohorts
- Public Policy Updates
- Legislative Updates
- Upcoming Events, Trainings, Meetings

Docket Materials:

n/a

Staff Recommendation:

None. This is an informational item only.

Docket Item: 2.3 HECC & OWI Updates

Docket Summary:

Karen Humelbaugh, Director of the Office of Workforce Investments (OWI) will be giving updates on OWI, and the Higher Education Coordinating Commission Agency (HECC).

These updates will go over topics such as:

- Agency Budget
- Agency Changes
- Legislative Updates
- COVID-19 Updates
- Upcoming Events and Meetings

Docket Materials:

No materials.

Staff Recommendation:

None. This is an informational item only.

Docket Item: 2.4 AmeriCorps Program Report

Docket Summary:

Oregon Volunteers (OV) Program Officer(s) will be giving updates on Oregon Volunteers' AmeriCorps grants and programs.

These updates may go over such topics as:

- Funding and Grantmaking
- Service Day Events
- Program highlights
- Performance Measures
- Upcoming Events, Trainings, Meetings

Docket Materials:

OV Program Officer Report document.

Staff Recommendation:

None. This is an informational item only.

Program Officer Report: September 2020

2020-21 Formula & Competitive Funding

We are pleased to announce that Oregon Volunteers (OV) received the 2020-2021 Notice of Grant Award from the Corporation for National and Community Service (CNCS), and has awarded the following for our Formula and Competitive Programs:

Program	Approved Budget	MSY
Formula Cost-Reimbursement:(CR)		
Campus Compact – Oregon	\$351,800	23.08
Confluence Environmental Center	\$318,208	21
Ethos, Inc. – Rural Outreach Project	\$140,669	10
Metropolitan Family Services	\$370,883	23.5
United Community Action Network	\$315,640	20
<i>Subtotal (CR)</i>	<i>\$1,497,201</i>	<i>97.58</i>
Formula Fixed:		
University of Oregon – RARE	\$435,934	30
Forest Grove SD – PSA	\$247,664	16
<i>Subtotal (Fixed)</i>	<i>\$653,598</i>	<i>46</i>
<i>*Formula Total:</i>	<i>\$2,180,800</i>	<i>143.58</i>
Competitive:		
College Possible	\$389,999	30
Heart of Oregon Corps	\$329,112	22.92
<i>Competitive Total:</i>	<i>\$719,111</i>	<i>52.92</i>
Portfolio Total:	\$2,899,911	196.5

**CNCS accepted the recommendations submitted by Oregon Volunteers for the formula programs that were presented to the Commission in June.*

OIG Special Review

As reported to the Commission in June, Oregon Volunteers was selected for participation in the Corporation for National and Community Service’s (CNCS) Office of Inspector General (OIG) special review of subrecipient monitoring activities. OV responded to this request, provided information, policies, procedures, and other key documents related to subrecipient monitoring activities that occurred in 2018 and 2019.

IPERIA Testing

The Corporation for National and Community Service’s (CNCS) Office of the Chief Risk Officer (OCRO) randomly selected two programs within the Oregon Volunteers portfolio in the second round of Improper Payments Elimination and Recovery Improvement Act (IPERIA) testing for Fiscal Year 2020. Oregon Volunteers is responding to this request, and providing additional documentation by HECC fiscal, as well as documentation supplied by the two selected programs, for random transactions selected by CNCS.

COVID-19 Program Monitoring

Oregon Volunteers staff have been conducting remote desk monitoring during July and August 2020, with a focus on program operations impacted by COVID-19. The monitoring process is helping OV staff to identify areas for increased support and TTA. Programmatic desk monitoring has included secure submission of member file documents and program policies. Program officers have scheduled and are conducting a virtual interview with each Program Director where they will be discussing program and member activities. OV Program Officers will provide a monitoring report to each program by the end of October 2020.

America's Service Commissions (ASC) Risk Based Monitoring Project

Oregon Volunteers is taking part in the America's Service Commissions (ASC) Risk Based Monitoring Project. This project encompasses; research of monitoring-related best practices at both the federal level and the state commission level, development of risk-based monitoring tools, and will provide training and technical assistance to OV staff on tools developed. The timeline for this project is:

- *Sept-Early Nov: Reviewing existing tools along with commission, and develop monitoring tools*
- *Early/Mid Nov: Share draft tools with commissions with a follow-up roll-out call for feedback*
- *Mid/Late Nov: Final roll-out of tools*
- *Late Nov – Dec: Technical assistance available to commissions*

Life After AmeriCorps Virtual Series

In lieu of an in-person event, Oregon Volunteers recently hosted a 4-part webinar series for AmeriCorps State and National Direct members and recent alumni to attend. The facilitator for the series was Sharon Tewksbury-Bloom of Do Good, Be Good. Recordings of these sessions were provided to the attendees, and are available on Basecamp for our AmeriCorps program directors to use, now and in the future. This series received high praise from attendees, which covered the following topics:

- *Leveraging Your AmeriCorps Experience In Your Next Step*
- *How I Used My Education Award*
- *Leaving AmeriCorps When the Unemployment Rate is at 20%*
- *Making a Great First Virtual Impression - Small Group Interview Practice*
- *A bonus-networking event was offered, which helped members and alumni connect across the state for both AmeriCorps State and National programs.*

OV AmeriCorps Programs Racial Equity Learning Series

Following discussions regarding the impact of recent events in Oregon communities and in AmeriCorps programs, OV identified a need for high-quality learning and engagement opportunities for AmeriCorps programs, sites, and members across the state, in addition to OV staff and commission members. Our AmeriCorps programs requested a space for staff and AmeriCorps members to learn, grow, and discuss racial equity topics together, across many different regions and contexts in Oregon. With input from program directors, OV staff, the OV equity work group, as well as the HECC DEI director, a request for proposal (RFP) was released. Due to COVID-19 and the geographic spread of AmeriCorps sites, this racial equity learning series will be held virtually enable as many participants as possible, between September and November 2020.

ASC AmeriCorps Program Boot Camp

Oregon Volunteers opted into the 2020 ASC AmeriCorps Program Boot Camp historically an in-person event, this year it will be held virtually via the Zoom platform. OV will be able to have up to six (6) program staff attend, with a priority given to new program directors, and those that were not able to attend the in-person training last year. Trainings will be three times a week, for 90 minutes, starting September 21st, with three Q&A sessions starting in October, going until the end of the month. Topics covered will include:

- *AmeriCorps and National Service*
- *What does it mean to be an AmeriCorps program?*
- *Governing Documents and Regulations*
- *Member Eligibility*
- *Prohibited and Unallowable Activities*
- *Member Enrollment and Exit*
- *Member File and Timekeeping*
- *Member Supervision and Grievances*

Upcoming Events/Calendar:

OV COVID-19 Desk Monitoring	August – October 2020
CNCS 2020 AmeriCorps State & National Symposium **	September 15– 17, 2020
ASC AmeriCorps Program Boot Camp	Sept. 21 – October 31, 2020
OV AmeriCorps Programs Racial Equity Series	September – November 2020
Service Day: National Day of Service and Remembrance	September 11, 2020
Service Day: Make a Difference Day	October 24, 2020

** Host by CNCS, the AmeriCorps State and National Symposium offers an opportunity to learn more about grant requirements and best practices, build relationships with CNCS staff at all levels, and network with colleagues from a variety of programs. Participants include executive directors, program officers, and financial officers who manage AmeriCorps funds and programs.

Docket Item: 2.5 Program Spotlight: Ethos, Inc.: Rural Outreach Program

Docket Summary:

Amorée Lovell, Program Director for Ethos, Inc.'s, AmeriCorps program, Rural Outreach, will share information with the Commission members about Ethos and the AmeriCorps program it operates in rural communities in Oregon. Highlights will include photos and videos of members and students.

Docket Materials:

None. Items will be shared during presentation.

Staff Recommendation:

None. This is an informational item only.

Docket Item: 2.6 Grant making Best Practices - ASC Presentation

Docket Summary:

Elisa Gleeson with Membership and Training at America's Service Commissions (ASC) will give a training on grant making best practices.

Docket Materials:

Attached slideshow.

Staff Recommendation:

None. This is an informational item only.



AMERICA'S
SERVICE
COMMISSIONS

Commission Grantmaking
Oregon Volunteers Commission

September 2020



Agenda

- America's Service Commissions
- Scope of Work
- Oregon Volunteers Grantmaking Philosophy
- Outreach Strategy
- Short and Long Term Recommendations



America's Service Commissions

America's Service Commissions (ASC) is a nonpartisan, nonprofit organization representing and promoting state service commissions across the United States and territories. ASC is a peer network of governor-appointed commissioners, along with staff from the state service commissions.

ASC's work is focused in three core areas including:

- Commission Capacity Building
- Federal Advocacy
- Activation of the State Network



Scope of Work

ASC was approached by Oregon Volunteers to examine their current grant making practices and to provide recommendations on the process that would ultimately lead to:

- Opportunities for growing AmeriCorps State in Oregon
- Suggestions for how to diversify AmeriCorps State programming in Oregon
- Efficiencies in the grantmaking process
- Sharing best practices in grantmaking from commission colleagues



Oregon Volunteers Grantmaking Philosophy

The philosophy of Oregon Volunteers in administering a grantmaking strategy should be developed in conjunction with the priorities of the commission as determined by the:

- Governor
- Commissioners
- State Service Plan

The grantmaking process should be a cycle of development, implementation, reflection, and improvement.



ASC Recommendations



ASC Recommendations | Short Term

1. Set a realistic goal for diversifying your AmeriCorps portfolio in 2021-2022
 - Conduct outreach to networks to identify potential new organizations
 - Identify geographic location to target staff resources
2. Examine your current portfolio and identify areas for improvement:
 - Right-sized program MSYs
 - Review budgets for reasonable and necessary items
 - Opportunity for site expansion
3. Select at least 2 Formula funded programs to submit for Competitive funding consideration.



1. Growing the Portfolio

Reflect on what "growth" looks like for Oregon

- More CNCS funding
- More MSYs
- More Members/Slots
- More AmeriCorps programs
- More representation from geographically diverse locations
- More representation from diverse focus areas
- More representation from demographically diverse populations



1. Growing the Portfolio

As a short-term goal, focus outreach efforts on Geographic Diversity and build connections with networks to:

- Identify a currently underserved community
- Identify VISTA programs that are ready to transition to AmeriCorps State
- Request Commissioner outreach to their networks
- Identify an entity to serve as an intermediary or lead applicant organization
- Target staff/consultant time to get to know the selected community:
 - How can AmeriCorps state add value to what already exists in the community?



2. Strengthening the Current Portfolio

- Discuss with current programs the big picture strategy of the commission to bring new national service resources to Oregon
- Clearly articulate performance expectations with current programs
 - Develop written improvement plans for low performing programs
- Right-size programs that have not had strong enrollment or retention
- Examine budgets closely for items that are not necessary
- Develop an annual status report that can be shared with programs and commissioners so that performance is clearly understood by all parties
- Hold conversations with existing programs on expansion opportunities



3. Transition Existing Formula Programs to Competitive

- Review the current portfolio to identify at least two programs that would make good candidates to submit to CNCS for Competitive funding consideration
- Factors to take into consideration when making the determination are:
 - Stability of program design
 - Strong history of member enrollment and retention
 - Meeting a CNCS priority area
- Hire a consultant to help selected grantees edit and improve their competitive application (ex: logic model, theory of change, evidence tier, performance measures).



ASC Recommendations | Long Term

1. Continue to develop relationships with statewide networks (including HECC and other state agencies) for the purpose of identifying future host sites, intermediary organizations, or lead applicants.
2. Hold conversations with commission leadership to further develop state priorities.
3. Develop a strategy and process for applying for Competitive funds.
4. As staff become more experienced, dedicate roles for positions to play in the grantmaking process.
5. Explore how Planning Grants may strengthen incoming new programs or provide opportunity for existing programs to grow.
6. After implementing changes to the grantmaking process, sit down with staff to determine if you got what you wanted out of the process or if there are improvements to be made. Make at least one change or improvement to the process each grant cycle.



Questions?

Docket Item: **2.7a Equity Advisory Workgroup Report**

Docket Summary:

The Equity Advisory Workgroup chair and members will provide updates on workgroup activity, including:

- Meeting Summaries
- Workplan Updates and Timeline Check-Ins
- Membership Updates
- Project discussions and updates

September Meeting Discussion Items: Commission Welcome Letter initiative, Commission Equity Commitment, State Service Plan goal-setting.

Docket Materials:

None.

Staff Recommendation:

None. This is an informational item only.

Docket Item: **2.7b Expansion (Recovery & Response) Advisory Workgroup Report**

Docket Summary:

The Expansion (Response & Recovery) Advisory Workgroup chair and members will provide updates on workgroup activity, including:

- Meeting Summaries
- Workplan Updates and Timeline Check-Ins
- Membership Updates
- Project discussions and updates

September Meeting Discussion Items: The CORPS Act update, new member: Carmen Denison, ED of Campus Compact, Funding Priority Mapping, Review of Governor's Equity Framework for COVID-19 Response and Recovery.

Docket Materials:

[Governor's Equity Framework for COVID-19 Response and Recovery](#)

[Racial Justice Council of Oregon](#)

Staff Recommendation:

None. This is an informational item only.

Docket Item: **2.7c Public Policy and Education Advisory Workgroup Report**

Docket Summary:

The Public Policy and Education Advisory Workgroup chair and members will provide updates on workgroup activity, including:

- Meeting Summaries
- Workplan Updates and Timeline Check-Ins
- Membership Updates
- Project discussions and updates

September Meeting Discussion Items: State Tax Exemption letter, ASC Public Policy 101 webinar training.

Docket Materials:

None.

Staff Recommendation:

None. This is an informational item only.