



Oregon Commission for Voluntary Action and Service

October 9th, 2020 Commission Board Meeting 9:00am – 12:00pm

Meeting Link: [Click here](#) Phone: 1 253-215-8782

Meeting ID: 953 7370 8551 Passcode: 382581

Members:

DERENDA SCHUBERT, PhD

Co-Chair

JOSH TODD

Co-Chair

DANIEL ALTAMIRANO

SIERRA BARNES

SHENIKA CUMBERBATCH

JORGE CRUZ

HEIDI EDWARDS

MICHAEL FIELDMAN

TODD JONES

ADELE McAFEE

JAYESH PALSHIKAR

NATHAN RIX

COURTNEY SNEAD

ELIAS VILLEGAS

AmeriCorps Ex-Officio:

MARY GREUSEL

Commission Staff:

CARIE BAUER

Director, OV

AMY HOLLAND

Program Officer

STEPHANIE SOLOMON

Program Officer

BRITTANY MELZER

Board Administrator

Technical Advisor:

KAREN HUMELBAUGH

Director, OWI

1.0 Call to Order – Meeting Begins		Co-Chairs
9:00	Opening Remarks: Land Acknowledgement Introductions: New Members & Guests Public Comment Commission Member Announcements Agenda Review	
9:15	<u>Consent Agenda:</u> Approve Meeting Minutes: Executive Committee, COVID-19 Informational, September Commission Meeting <u>Approve:</u> 2021 Chair Positions Nathan Rix, Chair Elias Villegas, Vice Chair	
9:25	<u>Recognition:</u> Outgoing Members	C. Bauer
2.0 Reports & Updates		
9:45	AmeriCorps / West Region Report	M. Greusel
10:00	OV Director Report <u>Action Item:</u> Adopt 2021 Meeting Calendar	C. Bauer
10:15	OWI Director Report	K. Humelbaugh
10:30	OV Program Officer Report	A. Holland
10:45	Equity Advisory Workgroup Report <u>Action Item:</u> Approve Commission Letter	S. Barnes
11:15	Expansion Advisory Workgroup Report <u>Action Item:</u> Adopt Workgroup Recommendations	T. Jones
11:30	Public Policy Advisory Workgroup Report	N. Rix
3.0 New Business		
11:45	Upcoming Meeting Dates, Agenda Items, Follow-Up Activities	C. Bauer
12:00	Adjourn	Co-Chairs

Oregon Commission for Voluntary Action and Service

Members:

DERENDA SCHUBERT, PhD
Co-Chair
JOSH TODD
Co-Chair

September 1, 2020

7:30am – 8:30am

Conference Call #: 1-929-229-5751 Access Code: [624 107 07#](#)

CARIE BAUER
Ex-Officio

SHENIKA CUMBERBATCH
Workgroup Chair
NATHAN RIX
Workgroup Chair

BRITTANY MELZER
Commission Administrator

MINUTES

Members Present: Co-Chair Derenda Schubert, Co-chair Josh Todd, Director Carie Bauer, Shenika Cumberbatch, Mike Fieldman, Nathan Rix

Staff Present: Brittany Melzer

Standing Business

1.0 Preliminary and Organizational Business

Meeting called to order at 7:35am.

ACTION ITEM: All Meeting Minutes approved.

2.0 Public Comment

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

Public Comment: None.

Standing Reports

3.0 Reports & Updates

3.1 OV Director Report: Director Bauer updated that the RFP evaluation team met. Two proposals were received and one was selected. Discussion of next steps for the strategic plan development.

3.2 CNCS new AmeriCorps branding update. AmeriCorps will also have a new website

Oregon Commission for Voluntary Action and Service

September 1, 2020 MINUTES (continued)

under this project. There will be an expectation for Commissions to begin using the new branding within the next year.

- 3.3 Chair and Vice-chair positions will be discussed at our meeting. A general email asking for interest will be coming out to the commission describing the positions and how they work together.
- 3.4 Shenika Cumberbatch, Equity Workgroup Chair, reported that there is a need from members for the Commission to clarify their stance on supporting members on certain racial justice issues, in the form of a welcome letter. Discussion on what will be shared at the commission meeting.
- 3.5 Mike Fieldman, chair of the The Expansion (Response and Recovery) Advisory Workgroup reported on how they had to shift due to probably not receiving an influx of money soon and moved on to long term planning focus instead.
- 3.6 Nathan Rix, chair of the Public Policy and Education Advisory Workgroup gave updated on the discussion of reframing the state tax exemption letter around Covid-19. The group will be partaking in an ASC Training webinar on public policy. The whole commission will be invited to take part in the training webinar.

4.0 Full Commission Agenda Planning

- 4.1 Overview of September commission meeting draft agenda and approval.

Meeting adjourned at 8:20am.



Oregon Commission for Voluntary Action and Service

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- DERENDA SCHUBERT,
PhD
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- 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 Advisor:

- KAREN HUMELBAUGH
Director, Office of Workforce Investments

September 21st, 2020
COVID-19 Special Meeting / Call

MEETING MINUTES

Meeting called to order at 11am.

OWI Director Updates:

Karen Humelbaugh gave updates on: the state of Unemployment Claims and State Legislation and Budget. Updates were also given on the Rapid Response Team and their approach and activities to assisting communities impact by the Oregon wildfires.

OV Director Updates:

Carie Bauer gave updates on: Office of Emergency Management’s status report on wildfires in Oregon and OV’s role in participating in ESF 15, with OEM and ORVOAD in response to the wildfires. Currently, OV is coordinating with AmeriCorps NCCC to determine if additional teams could be redirected to assist impacted communities.

Meeting adjourned at 11:30am.



Oregon Commission for Voluntary Action and Service

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- 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

September 4, 2020

9am-12:30pm [Meeting Link](#)

Meeting ID: 813 6006 1031 Passcode: tSFr7W

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

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 Josh Todd, Co-chair Derenda Schubert, Jayesh Palshikar, Mary Greusel, Todd Jones, Shenika Cumberbatch, Nathan Rix, Sierra Barnes, Heidi Edwards, Amorée Lovell, Elias Villegas, Mike Fieldman

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

Call to Order & Welcome

Meeting called to order at 9:03am.

Commission Business

Public Comment: None.

Consent Agenda: Commission approved minutes.

Agenda Review: No changes made.

Commission Member Announcements: Co-chair Josh Todd announced his son is in his entry training with NCCC. Bridge Meadows has a virtual opening gala next week. The link to join was sent to commissioners. No other member announcements.

Reports & Updates:

CNCS Report: Ex-officio Mary Greusel gave report out on CNCS' efforts to promote equitable grantmaking and ways in which grants are administered, and fostering an equitable workplace within processes and staff. CNCS is looking at recruiting and retaining diverse corps members. CNCS branding is trying to make them restructured and more visible and externally fit what they do better. Contracted with branding team experts in an attempt to streamline messaging. Virtual opening for the West Regional Office is next Wednesday.

OV Director Report:

Membership Update: Daniel Altamirano's appointment package was sent as well as the reappointment packages for Jorge Cruz, Adele McAfee, and Elias Villegas. The next round of appointments can be turned in right around the October meeting.

ORS Status Report: Name change styling is not allowed in the statute so it will be included in the bylaws.

Federal Legislative Status Report: Interest for National Service is still high with legislators but The CORPS Act is being pushed back as other focus areas come out. Not a lot to share right now. **State Service Plan Status Report:** The Coraggio Group was chosen to consult the state service plan.

OWI Director Report: Karen Humelbaugh, director of Office of Workforce Investments (OWI), updated that HECC is continuing to work virtually through the end of the year. OV Staff have continued providing support to the programs with their shift to virtual service.

State Budget Report: Legislative concepts were added to the Policy Option Packages (POPs). The Agency Request Budget (ARB) has been turned in with the budget as is with some additional POPs added on. The Governor's Requested Budget will come out around early December and we will know more what to expect then. No problems are anticipated with funding for the program. OWI will make sure that any contracting we do through the program will be with partners that align with our equity goals.

Program Officer Report: Program officer Stephanie Solomon shared that CNCS accepted all submitted recommended changes. IPERIA testing has been submitted. Remote desk monitoring has been going well since August. The program officers will give the programs a completed report by October. OV AmeriCorps Programs are creating a Racial Equity Learning Series. Going through the RFP proposals that were received. 911 day of service is next week. AmeriCorps gear was ordered and will be distributed as a welcome package in September which will include masks, lapel pins, signs, etc.

Program Spotlight: Amorè Lovell, program director with ETHOS, shared what ETHOS is doing in rural communities, particularly in Monument, Oregon with music through pictures and videos. They are using videos to keep up with the Covid-19 environment they now must teach through. ETHOS has a new director this year.

Advisory Workgroup Updates: Shenika Cumberbatch, chair of the Equity Advisory Workgroup gave update on the welcome letter that the group is drafting to give new members as they begin their service year. A draft of the letter will be ready for review at the next commission meeting. Mike Fieldman, Chair of the Expansion and Readiness Workgroup reported that the focus of their work so far has been defining which populations of people are most effected by the pandemic, and how to reach them for the recovery piece. Nathan Rix, chair of the Policy Workgroup shared that there will be an ASC Policy Webinar taking place next month that everyone is invited to attend.

ASC Presentation:

Elisa Gleeson of Membership and Training with America's Service Commissions (ASC) gave presentation on grantmaking best practices and answered questions from commission members.

Parking Lot Items: None.

Upcoming Dates & Meetings: Discussed timeline of upcoming meetings.

Adjourn: Meeting adjourned at 12:15pm.

Docket Item: AmeriCorps West Region Report

Docket Summary:

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

These updates may go over such topics as:

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

Docket Materials:

West Region Senior Portfolio Manager Report document.

Staff Recommendation:

None. This is an informational item only.

AmeriCorps Update

Oregon Volunteers Commission Meeting: October 9, 2020

AmeriCorps Brand Update

On September 29, 2020, AmeriCorps officially launched our brand update. We are excited to launch our new identity as AmeriCorps and AmeriCorps Seniors to tell a simpler, more unified story of service. Our goal is to raise awareness about AmeriCorps and AmeriCorps Seniors to ensure every American knows how they can make a difference through service to their community.

Visit our [brand update site](#) for downloadable social media graphics, press release resources, brand guidelines, and more. Learn more at [AmeriCorps.gov](#).

Transformation and Sustainability Plan

As part of the [Transformation and Sustainability Plan](#), AmeriCorps has established eight new regional offices and is transitioning the day-to-day contact for organizations to a new portfolio manager within these regional offices. The final two regional offices, located in Austin, TX and Philadelphia, PA, have now opened and are in the process of onboarding and training staff and transitioning portfolios.

- Mountain, North Central, Northeast – transition occurred October 2019
- West, Midwest, Southeast – transition occurred May 2020
- South Central, Mid-Atlantic – September 2020 transition

Thank you for joining us for the West Region Virtual Opening Celebration that took place on Wednesday, September 9, 2020. We look forward to meeting you in person, hopefully in the very near future. If you missed any of the event, you can access it [here](#).

FY2021 AmeriCorps VISTA Annual Program Guidance

We are pleased to announce the release of the [FY 2021 AmeriCorps VISTA Annual Program Guidance](#). This guidance lays out both the programming and target population priorities for new AmeriCorps VISTA project development in the upcoming fiscal year. In addition to AmeriCorps VISTA's anti-poverty programming focus, our agency-wide funding priorities include investing in



programs that actively engage in removing structural racial inequities, advancing racial equality, and increasing opportunity in order to achieve sustainable change in communities.

The AmeriCorps VISTA [Request for Concept Papers Notice and Timeline](#) have both been posted to the AmeriCorps website. AmeriCorps VISTA Concept Papers for Cycle 2 are due on January 4, 2021 in eGrants.

Docket Item: 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:

2021 Proposed Commission Calendar

Staff Recommendation:

Adopt proposed calendar.

OREGON VOLUNTEERS COMMISSION

2021 Meetings Calendar

Full Commission Meetings (Quarterly & Third Friday)

Months: January, April, July, October

Time: Virtual (9am-12pm), In-Person (10am-2:30pm)

Dates:

- January 15th
- April 16th
- July 16th
- October 15th (Annual Meeting)

Retreat (Two-Day)

Dates:

- July 16-17th

Executive Committee Meetings

Dates:

- January 7th, 10-11am
- April 1st, 10-11am
- July 1st, 10am-11am
- September 30th, 10-11am

Committees and Workgroups Meetings

Workgroups (Monthly & TBD)

- Equity
- Public Policy

Committees (Quarterly & TBD)

- Membership

Docket Item: OWI Director Report

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:

None.

Staff Recommendation:

None. This is an informational item only.

Docket Item: OV Program Officer 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
- Disaster Services
- Upcoming Events, Trainings, Meetings

Docket Materials:

OV Program Officer Report document.

Staff Recommendation:

None. This is an informational item only.

Program Officer Report: October 2020

COVID-19 Program Monitoring

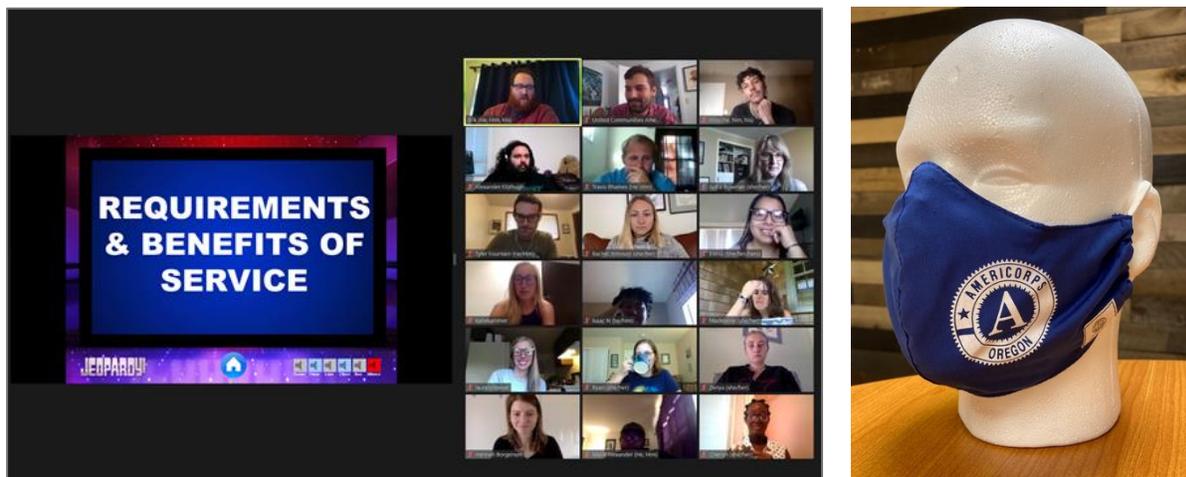
Program Officers conducted remote desk monitoring on program activities between July-September, with a focus on program operations impacted by COVID-19. Programmatic desk monitoring has included secure submission of member files and program policies, and a video interview with each Program Director. Several themes, challenges, and lessons emerged from these interviews:

- Since the onset of COVID-19, programs have been heavily focused on keeping members safely engaged in existing or new activities, to avoid member attrition and negative impact on host sites.
- Programs increased their regular communication with members and supervisors, to ensure adequate support and compliance. Programs have rapidly adopted new technology and tools.
- Most programs shifted their site monitoring activities to remote methods, such as video interviews.
- Programs swiftly rolled out teleservice policies and appropriate documentation to track member activities.
- Although member recruitment has been high, site host recruitment has been more challenging due to economic impacts, organizational staff capacity, and uncertainty (especially in schools).
- Many programs have encountered challenges in meeting their normal performance measures.
- Increased flexibility from CNCS and OV has been beneficial, especially in regards to policies such as member exits and match waiver.
- Regular, timely communication and support from OV has been beneficial, including the weekly Program Director meetings that took place throughout the spring.

Program Officers will deliver a monitoring report to each program by the end of October.

2020-21 Member Orientation

To kick off the new year, programs hosted their new member orientation sessions during August and September, with the majority of activities occurring remotely. OV supplied each program with branded member gear including lapel pins, safety vests, stickers, face coverings, and neck gaiters. Although Program Directors shared the stress and challenges that came with delivering orientation sessions remotely, they were also pleased to find that creating connection in a virtual setting *is possible and effective*. One benefit—it was easier for programs (especially rural ones) to host training sessions with



Member orientation with United Communities AmeriCorps included an engaging Jeopardy game. All new members received two face coverings from OV, in addition to other gear.

members and site host supervisors, since virtual training was more feasible than traveling across the state.

Racial Equity Learning Series

Following a robust response to OV's Request for Proposals, a review committee has selected *Engage to Change LLC* to create and deliver this training opportunity. *Engage to Change* has provided anti-racism trainings, facilitations, consultation, and strategic planning to government agencies (including the Oregon Health Authority), not-for profits, educational institutions, and businesses for over 20 years combined. The racial equity learning series will be held virtually between October and December 2020, with attendees to include AmeriCorps program staff, members, and site supervisors; and OV staff and commission members.

2021-22 Grantmaking Process

Following the release of the AmeriCorps State and National 2021 Notice of Funding Opportunity, OV has developed our own 2021 Request for Applications (RFA). OV will release the RFA in mid-October with opportunities for Competitive and Formula operating grants. The competitive application process will be open to existing AmeriCorps State programs, in addition to organizations that have previously administered AmeriCorps programs in Oregon. The formula application process will only be open to existing AmeriCorps State programs.

OV intends to release a Planning Grant RFA later in the grant cycle (spring 2021) with a focus on programming that increases equity and access for underserved and underrepresented populations.

Training & Technical Assistance

OV provides a variety of training opportunities and resources for AmeriCorps program staff:

- Regular Program Director meetings include training on programmatic and fiscal topics.
- 8 program staff are currently participating in the America's Service Commissions (ASC) AmeriCorps Program Boot Camp series.
- Program staff are encouraged to attend a 3-part series with ASC: Diversity, Equity, and Inclusion Training: Building a Framework for Inclusive National Service.
- OV purchased the Virtual Orientation in a Box resource for all programs, which includes a variety of tools and templates for use in member orientation sessions.
- OV purchased On3Learn online courses for staff and members which covers a variety of AmeriCorps topics such as prohibited activities, member files, and National Service Criminal History Checks.

Docket Item: 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

October Meeting Discussion Items: Commission Welcome Letter final draft review and discussion, next projects for workgroup.

Docket Materials:

Final Draft: Commission Welcome Letter

Staff Recommendation:

Approve Commission Welcome Letter.



Oregon Commission for Voluntary Action and Service

Commission

Members:

DERENDA SCHUBERT,
PhD

Co-Chair

JOSH TODD

Co-Chair

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JAYESH PALSHIKAR

NATHAN RIX

COURTNEY SNEAD

ELIAS VILLEGAS

Equity Advisory

Workgroup Members:

SIERRA BARNES

JORGE CRUZ

SHENIKA

CUMBERBATCH, *Chair*

AMORÉE LOVELL,

National Service

Representative

ADELE MCAFEE

AmeriCorps Ex-Officio:

MARY GREUSEL

Commission Staff:

CARIE BAUER

Director

AMY HOLLAND

Program Officer

STEPHANIE SOLOMON

Program Officer

BRITTANY MELZER

Board Administrator

Technical Advisor:

KAREN HUMELBAUGH

Director, OWI

October, 2020

Dear / To.....

From the Oregon Volunteers Commission, we **THANK YOU** for making a commitment to serve your community and make an impact, whether as an AmeriCorps program staff or member, and whether you are coming from near or far.

As the Governor-appointed Commission for AmeriCorps in Oregon, we wanted to reach out and welcome members to this upcoming service year, and share with you what is currently on our hearts and minds.

Collectively, we are facing some very hard truths right now with a reckoning on racial injustice and violence, and loss of Black, Indigenous, People of Color’s (BIPOC) and Latinx lives, which continues to have a deep and painful impact on our communities. We are asked to confront white silence and white supremacy in our institutions, in individuals, in our nation and in Oregon. We are asked – with our words and with our actions – to truly show that Black Lives Matter in our nation. We also have seen how COVID-19 has further highlighted the inequities the BIPOC and Latinx communities are experiencing, and how it has changed the nature of national service, and every other aspect of life.

Within the Commission, we are learning, acting, and reflecting how we can further support members. Growth begins with ourselves, as individuals, as staff and commission members, and as a collective agency. We are committed to listening more intentionally to our AmeriCorps programs and members. We will do our part to ensure that Oregon is a welcoming and inclusive space for all, regardless of race, ethnicity, culture, color, disability, gender, gender identity, marital status, national origin, age, religion, sexual orientation, socio-economic status, veteran status, and immigration status.

The Commission commits to adapt to the needs of the moment and be responsive to the experiences of programs and members, and to utilize the state’s guiding frameworks for addressing equity within our systems and structures, including national service in Oregon. As we continue our equity journey, we are reviewing our mission, values and goals through the lens of anti-racist principles, and are creating an Equity Commitment that will serve as a guiding path for the Commission’s work.

To all members, we thank you and value your service.

To our BIPOC and Latinx members, we acknowledge your experiences and commit to intentionally seeking out and lifting up your voices, providing you with support throughout your service, and transforming our organization inside and out, to live up to our aspirations as an antiracist organization.

Your partner in service,

Members of the Oregon Volunteers Commission

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

Docket Summary:

The Expansion 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

October Meeting Discussion Items: Stimulus Funding Priority Recommendations, next steps for workgroup.

Docket Materials:

Final Draft: Recommendations Framework document

Staff Recommendation:

Adopt workgroup Recommendations Framework document.



Expansion (Response & Recovery) Advisory Workgroup Recommendations

In the short-term, in response to increased or supplemental funding from relief bills, that may become available to the Oregon Volunteers Commission,

- i. recognizing communities who are disproportionately-affected by COVID-19*
- ii. recognizing communities who are systemically underrepresented and under-resourced*
- iii. with a focus on response and recovery*
- iv. with a focus on expanding access to national service as a tool to address community's most pressing needs*
- v. with a focus on the Commission's capacity to administer funds, support national service programming and programmatic capacity, and reach goals defined by the State Service Plan*

the Expansion (Recovery and Response) Advisory Workgroup recommends implementation of the following:

MEMBER SUPPORT:

If passage of relief funding does not include an AmeriCorps policy provision to raise the minimum living allowance, the Commission will

- Consider feasibility of Commission-level policy for increasing the living allowance to a livable wage.
- Consider set-aside to provide additional funding to current grantees at the time, to increase living allowance for members, if feasible.
- Consider increased funding requests of current grantees for increased staffing and program capacity.

GRANTMAKING:

Within the relief-funding grantmaking application process, priority is given to programs proposing program models that address the following and/or serve communities identified as historically and currently underserved within Oregon, as identified within the [State of Oregon Equity Framework](#):

- Health Disparities
- Achievement Gaps
- School to Prison Pipeline
- Systemic Economic Disadvantages
- Community Resiliency
- Environmental Equity
- Housing Affordability and Rent initiatives for BIPOC
- Workforce Impacts
- Activities that actively engage in removing structural racial inequities, advance racial equality and increase opportunity in order to achieve sustainable change in communities
- Increasing capacity and meeting urgent needs in rural communities

Set aside at least 5% of relief funds for planning grants for development of new programs. Give priority to:

- Existing grantees that are seeking to expand an existing program model to a rural community or create a new program to address the above listed priorities
- New programs from BIPOC-serving or led organizations



- Program models addressing the above-listed priorities

Within the relief-funding grantmaking process, implement grantmaking policies that recognize the challenges of smaller organizations to access AmeriCorps programs and support an increase in diverse membership:

For example:

- Allow phased MSY models. (1-Year: 5 Members, 2-Year: 15 Members, 3-Year: 25 Members)
- Priority given to programs recruiting members from underserved and underrepresented populations

CAPACITY-BUILDING:

Dedicate funding to increase capacity in areas of:

- **Program Officer, Fiscal/Compliance Officer, Training Officer staffing**, to ensure adequate outreach, training and technical assistance, and fiscal and compliance support is available to current and new programs, that communities are made aware of these opportunities, and the Commission is able to successfully distribute funding to the targeted communities and interventions.
- **Data Collection and Analysis Tools and Activities**, to ensure the Commission is collecting, reviewing and analyzing demographic data to inform programming priorities, communication strategies and targeted investments, to track performance measures and targets, to provide data collection and analysis support to national service grantees.
- **Communication Plan**, that addresses:
 - Inclusive communications
 - Accessibility
 - Targeted Community Outreach
 - Collection of Feedback

In the long-term, the workgroup recommends that the Commission considers these recommendations while developing equity, inclusion, funding and capacity-building goals and policy, in relation to the development and implementation of the State Service Plan.

Further, in the event of discretionary funds, the workgroup recommends Commission prioritizes direct support for members to serve traditionally underserved populations, before increasing funding for Commission and program staffing.

The Expansion (Recovery and Response) Advisory Workgroup further recommends the Commission utilizes resources to refine these recommendations, both short- and long-term, by taking the following actions:

For long-term strategic planning, redefine and expand purpose of workgroup

- Identify additional stakeholder members for workgroup
- Inform strategic planning process
- Identify data collection needs
- Utilize state service plan consultants to collect data and input from identified stakeholders, organizations and communities

Docket Item: Public Policy & Education Advisory Workgroup Report

Docket Summary:

The Public Policy & 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

October Meeting Discussion Items: ASC Public Policy 101 Webinar recap, next steps for workgroup.

Docket Materials:

None.

Staff Recommendation:

None. Informational Only.