



Oregon Commission for Voluntary Action and Service

May 22, 2020

9:00am-12:00pm

Skype Link: <https://meet.lync.com/stateoforegon-oregon/brittany.e.melzer/7M0JJNTD?sl=1>

To listen, call: 888-808-6929 Access Code: 2135630

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

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

Non-voting

members:
GEOFFREY HICKOX

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

9:00	1.0	Call to Order & Welcome	Co-Chairs
	2.0	Commission Business	Co-Chairs
		2.1 Public Comment (<i>Each Individual/Group will have a time limit of three minutes</i>)	
		2.2 Agenda Review	
		2.3 Commission Member Announcements	
		2.4 Membership Updates	
		2.5 New Staff Introductions	
		2.6 Director Reports	
		2.7 Consent Agenda Item	
		ACTION ITEM: Approve Meeting Minutes	
9:40	3.0	Equity Framework initial report-out	J. Cruz & C. Bauer
10:00	4.0	Program Updates	A. Holland & S. Solomon
		4.1 Program Updates	
		4.2 Program Funding recommendations	
10:30	5.0	Legislative & Policy Updates	
		5.1 HECC & OWI Updates	K. Humelbaugh
		5.2 2021 OV Legislative Concepts Updates	C. Bauer
		5.3 Federal Legislative Updates	C. Bauer
11:15	6.0	Strategic Planning	Co-Chairs
		6.1 Next Steps	
11:40	7.0	Parking Lot	Co-Chairs
11:50	8.0	Upcoming Dates & Meetings	Co-Chairs
12:00	9.0	Adjourn	Co-Chairs

Docket Item: #2.4: Membership Updates

Summary:

- Kelly Wessels has resigned from her position.
- Current openings include: Business Representative and DVSA Program Representative and Head of State Education Agency.
- It is not known right now when a Senate hearing will be scheduled to approve appointments or reappointments.
- Several members' positions are expiring and some are up for renewal later in the year. Carie will reach out individually to discuss status and/or next steps.
- CNCS' Geoff Hickox will be transitioning out of the ex-officio role after this meeting. Mary Greusel will be the new CNCS ex-officio representative.

Staff Recommendation:

Submit recommendations for recruitment to Carie Bauer.

In particular, consider candidates who have experience in public policy, holding public office, partnership-building, community outreach, public speaking, and passion for national service and/or volunteerism, and/or represent underserved communities and populations.

Strategic Plan Goals:

- 1 • Strengthen Oregon's AmeriCorps Programs
- 2 • Strengthen Oregon Volunteers: Commission for Voluntary Action & Service

Docket Item: #2.5 New Staff Introductions

Summary:

Co-chairs Schubert and Todd will introduce new staff.

Docket Material:

None.

Staff Recommendation:

This is an informational item. No action is required.

Strategic Plan Goals:

- 1 • Strengthen Oregon's AmeriCorps Programs
- 2 • Strengthen Oregon Volunteers: Commission for Voluntary Action & Service

Docket Item: #2.6 CNCS Directors' Report

Summary:

CNCS Staff, Geoffrey Hickox, State Program Director, and Mary Greusel, Senior Portfolio Manager, will be providing updates to Commissioners, including:

- CNCS regionalization
- Senior Corps service in Oregon during COVID-19
- AmeriCorps VISTA service in Oregon during COVID-19
- Upcoming AmeriCorps VISTA Request for Concept Papers deadline

Docket Material:

CNCS Report May 2020

Staff Recommendation:

This is an informational item. No action is required.

Strategic Plan Goals:

- 1 • Strengthen Oregon's AmeriCorps Programs
- 2 • Strengthen Oregon Volunteers: Commission for Voluntary Action & Service

Docket Item: 2.6 OV Director Report

Docket Summary:

Carie Bauer, Director of the Oregon Volunteers Commission, will be giving updates covering topics such as:

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

Docket Materials:

Directors Report

Contact Tracing examples

Staff Recommendation:

None. This is an informational item only.

REGIONALIZATION UPDATE

The CNCS West Region office is now nearly fully staffed and we're thrilled to have a talented team which includes individuals with a wealth of national service and grant management experience. In Oregon, we're fortunate to be led by Mary Greusel, Senior Portfolio Manager for Oregon and Washington. Mary's bio is below and you will find the bios for the rest of the West Region staff [here](#).

Prior to joining the West Region, Mary Greusel served as a Program Officer for the CNCS Texas and California State Offices since 2012. Before joining CNCS, she served as a Peace Corps Volunteer in the Dominican Republic and as an AmeriCorps member in Austin, Texas. As a Peace Corps Volunteer, Greusel worked with community groups along the Dominican-Haitian border. As an AmeriCorps member, she served at Goodwill Industries of Central Texas.

Greusel earned a bachelor's degree from the University of California, Santa Cruz. At The University of Texas at Austin, she graduated with a Master of Public Affairs degree from the Lyndon B. Johnson School of Public Affairs and a Master of Science in Social Work degree.

As of May 22, we will have completed the transition of grant portfolios to their permanent Portfolio Managers and Senior Portfolio Managers. The portfolio transfer occurred through a sequenced transition over the course of the past three weeks.

SENIOR CORPS & AMERICORPS VISTA COVID-19 UPDATE

AmeriCorps VISTA

As of May 15, most of the AmeriCorps VISTA members in Oregon have transitioned to full-time teleservice, with a handful on emergency leave status. A small portion of VISTA members have pivoted in some way to support COVID-19 response or recovery activities. This could include capacity building activities or direct service, such as sorting food at their local food bank.

In particular, Oregon's largest VISTA intermediary sponsor, the Oregon Health Authority is on the front lines of the [COVID-19 response](#) in Oregon. In response to needs arising from the impacts of COVID-19, nine [Oregon Health Authority AmeriCorps VISTA Partnership Project](#) members have pivoted focus to the COVID-19 response. Since January, OHA VISTA members have: developed and created PPE donation drop off sites in two counties, managed PPE donations, acquired in-kind donation of hotel rooms for emergency volunteers, assisted in processing over 500 new volunteers and supported deployment of 76 volunteers through the State Emergency Registry of Volunteers in Oregon ([SERV-OR](#)), created geographic mapping to show participants involved in the COVID-19 ECHO sessions for clinicians, applied for and received a grant in the amount of \$18,000 from SAIF for workplace safety gear, and compiled numerous web and social media based resources for partners, stakeholders and community members.

Looking forward, supporting COVID-19 response and recovery is a priority for CNCS. For new organizations that are interested in AmeriCorps VISTA support to COVID-19 related activities, CNCS is accepting and reviewing concept papers on a rolling basis, outside of normal application deadlines, to expedite our responsiveness. Concept papers for activities outside of COVID-19 response will follow our standard request for concept papers timeline.

Senior Corps

In early March, Senior Corps authorized Foster Grandparent Programs (FGP) and Senior Companion Programs (SCP) to pay temporary pay allowances to Senior Corps volunteers who were unable to serve due to health concerns or site closures due to COVID-19. In Oregon, most of our SCP and FGP programs have utilized this flexibility to support their volunteers during this pandemic.

Retired Senior Volunteer Programs (RSVP) have also been significantly impacted. Most RSVP service sites have been closed due to COVID-19. We do have several RSVP volunteers that are continuing to serve with a handful of programs, most of which are focusing on food and meal distribution.

AMERICORPS VISTA CONCEPT PAPER DEADLINE APPROACHING

The Corporation for National and Community Service (CNCS) seeks Concept Papers for the AmeriCorps VISTA (Volunteers in Service to America) program from outcome-driven organizations that share the AmeriCorps VISTA mission of providing long term solutions to poverty.

The next round of concept papers are due June 1, 2020, which will be the final concept paper cycle this fiscal year. Interested organizations should review the [Request for Concept Papers Notice](#) for more information and are encouraged to contact wa@cns.gov with any questions.

Director's Report

May 2020

The following is a general summary of information, resources and activity:

Funding & Operations:

Grants: At the start of May, CNCS issued Round 2 guidance for Commission Support Grants and Commission Investment Fund grants. Round 2 Guidance clarified state CSG allotments based on updated census report data and CIF guidance addressed carryover options. Oregon's state CSG allotment remains unchanged at \$265,000. New CIF guidance states that Commissions may carry over 100% of the remainder of their 2019 CIF funds, enabling OV to carryover CIF funds to address continued training and technical assistance needs. Traveling restrictions and cancellations will impact items already budgeted. OV Program Officers are discussing training needs with AmeriCorps programs to determine ways in which funds can be used to assist recruitment efforts and other program training and technical assistance needs.

Contracting & Fiscal: OV Staff is working with HECC Fiscal on submission of E-board documents to address technical fixes with limitations. Procurement continues to amend existing AmeriCorps contracts in order to allow programs' flexibility in member activities and hours, at programs' requests.

Trainings: OV made the decision to cancel the LifeAfter AmeriCorps event. In its place, OV is planning to offer a webinar series to address LifeAfter topics and provide a space for networking and education. OV issued a Request for Proposals and will be reviewing those this week to determine next steps.

CNCS and National Service Updates:

West Region CNCS Regional Office Opening: See Director Report from Geoff Hickox, Oregon State CNCS Office Director, for more information on the office opening and AmeriCorps VISTA and Senior Corps updates.

CNCS Branding Project: Some branding activities are paused, however it is expected that the next phase of research will be the stakeholder engagement piece. Shenika Cumberbatch, Commission member, is the Oregon Volunteers representative to the branding activities.

NCCC: NCCC anticipates their return to service date will be June 1. Members will return in a teleservice/virtual capacity for the remainder of the year (July).

CNCS COVID Response: CNCS continues to update FAQs to address administrative barriers during the COVID-19 crisis. Recently, they developed a broader resource page to address questions from prospective members and volunteers, share safety resources, etc. Resource Page: <https://www.nationalservice.gov/about-cnccs/coronavirus-disease-2019-covid-19>. Additionally, CNCS has partnered with the CDC to discuss options for engaging national service programs in contact tracing: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/national-service-resources-support.pdf>.

Partner Updates:

ASC:

- ASC has kept Commission partners briefed on COVID response and resources through twice-weekly partner information calls and frequent resource updates to their Commission network Basecamp site, including items like contact tracing examples from states that have moved forward in utilizing national service in addressing contact tracing needs. Examples from the OneStar Foundation, the TX Commission, are included with this report.

- Commission ROI Project: Updates forthcoming. Depending on outcomes of updates, Commission may want to consider additional activities for inclusion of program and stakeholder feedback to support development of the State Service Plan for 2021-2023 and determining other priorities.

Public Policy Committee Updates:

Pandemic Response & Opportunity through National Service Act

Last week both the House and Senate formally introduced the Pandemic Response & Opportunity through National Service Act. House Bill – HR6702 and Senate Bill – 3624.

The legislation combines a number of the priorities from other national service proposals, such as:

- Front loads funding for 750,000 national service positions over a three-year period of response and recovery, in part to meet the projected need for as many as 300,000 public health workers.
- Prioritizes funding for activities directly related to COVID-19 response and recovery, such as: public health services, emergency logistics, workforce and reemployment services, education support (including for adult learners), and services that combat nutrition insecurity.
- Creates a partnership between AmeriCorps and CDC inspired by FEMA Corps to provide for additional response surge capacity that could be deployed to specific areas as needed.
- Provides flexibilities for programs to grow quickly and respond to dynamic local recovery needs.
- Increases and removes the federal tax of the AmeriCorps living allowance to 175 percent of the federal poverty line or approximately \$22,500 while lifting the maximum cost per MSY to approximately \$30,000.
- Ties the value of the Segal Education Award to the cost of two years of public university tuition or to about \$20,000 non-taxed.
- Funds new online tools for Senior Corps to safely move to a teleservice model.
- Extends priority enrollment to Peace Corps, U.S. Fulbright, and AmeriCorps participants whose service or grants was interrupted by the COVID-19 pandemic, and encourage participation by members of low-income and minority communities, those who have had contact with the juvenile justice system, and those of diverse abilities.
- Provides program authority for state commissions during the COVID-19 emergency response and recovery through FY22 and includes \$50 million for the Volunteer Generation Fund to be allocated under the formula except that there shall be a minimum grant of \$250,000.

ORVOAD: I am currently serving on the nomination committee for ORVOAD leadership selection. Both the President and Vice-President will be ending their terms in June. Once leadership has been established, ORVOAD and COADS seek to partner more with OV to discuss how to collaboratively address disaster response, as entities both listed under ESF 15 in the OEM Disaster Response Plan. COADS are uniquely situated to partner with local groups, including AmeriCorps programs and volunteer groups.

Conference Updates:

- Due to COVID-19, ASC has made the difficult decision to cancel all Regional Conferences. Information about any other impacts on ASC-provided trainings or cohorts will be forthcoming.
- Points of Light has also made the decision to cancel their annual conference. Instead, they will be hosting a free online international conference June 10th-12th. Information can be found at: <https://www.pointsoflight.org/>.

Upcoming Meetings/Dates of Note/Holidays:

LifeAfter AmeriCorps: virtual series anticipated to occur in June. (Dates TBD.)

Points of Light: June 10th-12th

Commission Board Meeting Retreat: June 26th-June 27th, 2020 (Status TBD)

HECC Commission Meeting: June 11th, 2020

Job Description – Contact Tracer

Contact tracing is a process that identifies individuals who may have been in contact with someone who is infected by a virus—in this case, COVID-19. Once these contacts are identified, public health workers known as contact tracers communicate with these individuals to warn them of potential exposure and connect them with public health information and services including testing.

Contact Tracers will support DSHS and local health departments for statewide contact tracing. The aim of this will be to call every person diagnosed with COVID-19, gather their contacts, and proceed to call every contact in Texas. This is in tandem with other statewide efforts to increase testing, improve communication and implementation of isolation and quarantine, if needed. This will fortify efforts to control the pandemic in Texas.

The Contact Tracer will use a web-based data management platform to call all contacts of anyone diagnosed with COVID-19 to document a self-check for information and symptoms, refer them for testing according to established protocols, and provide them with instructions and refer to resources for isolation, if appropriate. Contact Tracers are required to follow all scripts, policies and procedures provided by DSHS, and comply with DSHS training regarding confidential information related to personal information.

Responsibilities

- Call contacts of newly diagnosed patients.
- Communicate with contacts in a professional and empathetic manner.
- Collect and record information on symptoms into data management platform.
- Provide contacts with approved information about Texas' quarantine procedures, and if appropriate, refer them to testing according to protocol and/or to a COVID-19 social resources.
- Contact tracers will follow the script to inform contacts about the importance of quarantine and what to do if symptoms develop. They are not permitted to deviate from the script or provide information that is not included in the script.
- Contact tracers will be provided resources, which can include a telephone, computer and electronic equipment.

- Maintain daily contact with supervisor.

Qualifications

- Ability to exhibit a professional, positive attitude and work ethic
- Excellent interpersonal skills required and ability to interact professionally with culturally diverse individuals during a time of crisis and distress
- Ability to show empathy to distressed individuals
- High school diploma, or equivalent required
- Excellent organizational and communication skills
- Ability to speak, read, and write English
- Second or multiple languages a plus
- Critical thinking and sound judgment required
- Ability to handle confidential information with discretion and professionalism
- Proficiency with computers
- Texas resident preferred and familiarity with Texas' geography.



AmeriCorps Members for Contact Tracing

Proposal to Texas Department of State Health Services

OneStar Foundation serves as a State Service Commission and is charged with administering all AmeriCorps State funds throughout Texas. We are responsible for administering a portfolio of 31 AmeriCorps programs, which place AmeriCorps members throughout the state. OneStar believes AmeriCorps members are well positioned to support contact tracing efforts through the Texas Department of State Health Services and meet the minimum qualifications for a contact tracer. Detailed information regarding our proposal of AmeriCorps members to serve in contact tracing roles are outlined below:

WORKFORCE AVAILABILITY

- **75** AmeriCorps members serving in a **full-time capacity** (35-40 hours a week) through **June 30, 2020**.
- **80** AmeriCorps members serving in a **part-time capacity** (20-35 hours a week) through **June 30, 2020, with some of the 80 available into July and August**.
- **250** AmeriCorps members serving in a **limited capacity** (10-20 hours a week) through **July/August 2020**.

These numbers are approximates and may change slightly as details of this partnership are finalized.

OneStar may be able to place additional members in these roles starting September 2020, dependent on the State's needs and OneStar's ability to identify available members.

OVERALL SHIFT STRUCTURE

We will be pulling AmeriCorps members from 20 different AmeriCorps programs, and as such the shift structure will vary dependent on program. All members will be able to serve a shift length that is a minimum of 4 hours per day, and a minimum of 2 days a week. All will be able to serve within the open hours of 8AM – 8PM 7 days a week. Details regarding the weekly available hours are included in the workforce availability above.

SUPERVISION STRUCTURE

All members have a direct supervisor within their program. These supervisors are responsible for general support and oversight to the member, including approval of timesheets. Program supervisors would not be equipped to provide support specific to the contact tracing activities, i.e. questions that the member has, troubleshooting IT challenges, etc.

AmeriCorps members would need a contact to help navigate challenges that arise with these activities, although hopefully those situations would be minimal. They would also need a clear process to elevate calls in the event concerning information is shared.

COSTS

No costs would be needed for the member availability outlined above.

If OneStar had additional members to place in these roles starting in September, a potential cost share may be necessary, up to \$15,000 for a full-time capacity member for a 10-month period.

ADDITIONAL INFORMATION

AmeriCorps members may not displace current staff or supplant the hiring of staff. As such, AmeriCorps members available through OneStar, would only be available to serve in contact tracing positions, to the extent that there are worker shortages in filling these positions, and that contact tracing remains an emergency need in Texas.

Docket Item: #2.7 Approve Meeting Minutes

Summary:

Vote to approve meeting minutes.

Docket Material:

Attached meeting minutes.

Staff Recommendation:

This is an informational item. No action is required.

Strategic Plan Goals:

- 1 • Strengthen Oregon's AmeriCorps Programs
- 2 • Strengthen Oregon Volunteers: Commission for Voluntary Action & Service

Oregon Commission for Voluntary Action and Service

Members:

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Co-Chair

JOSH TODD

Co-Chair

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ELIAS VILLEGAS

KELLY WESSELS

Non-voting members:

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Director

SYDNEY KING

Board Administrator

STEPHANIE SOLOMON

Interim Program Officer

Technical Advisors:

KAREN HUMELBAUGH

*Director, Office of
Workforce Investments*

February 21, 2020

10:30am – 2:30pm

Public Service Building, Higher Education Coordinating Commission

255 CAPITOL Street NE, Third Floor, H301

Salem, OR 97310

To listen, call: 888-808-6929 Access Code 2135630

MEETING MINUTES

Members Present: Co-Chair Derenda Schubert, Co-Chair Josh Todd (phone), Sierra Barnes, Shenika Cumberbatch, Jorge Cruz, Heidi Edwards, Michael Fieldman (phone), Todd Jones, Jayesh Palshikar, Elias Villegas

Members Not Present: Adele McAfee, Nathan Rix, Courtney Snead, Kelly Wessels

Technical Advisors and Staff Present: Carie Bauer, Karen Humelbaugh, Sydney King, Stephanie Solomon

1.0 Call to Order & Welcome

1.1 Meeting was called to order at 10:35am by Co-Chair Derenda Schubert.

2.0 Commission Business I

2.1 Public Comment (*Each Individual will have a timeframe of 3 minutes*):

Public comment was submitted in writing by MacKenna Hainey, and read aloud to the Commission by Co-Chair Schubert. Ms. Hainey wrote about her experience with AmeriCorps, and her aspirations and obstacles around the Ed Award.

The Commission agreed to discuss this matter more in depth at the retreat. It was found that this is a CNCS Statute. Co-Chair Josh Todd will follow up with a call to Ms. Hainey, thanking her for reaching out, and explaining next steps.

2.2 The agenda was reviewed by Co-Chair Schubert.

2.3 Commission members went around the room and introduced themselves.

Jayesh invited the board to the hospital he works out to make the connection for both parties regarding disaster response.

Heidi reported that there has been an increase in AmeriCorps members in the Hillsboro area.

Oregon Commission for Voluntary Action and Service

February 21st, 2020 MINUTES (continued)

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Todd Jones shared that as a teacher, he leads a “Lobby Club” where his students pick topics they are passionate about and they engage with policy makers. Evan Sorce, Chief of Staff for Rep. Evans, was mentioned as a possible connection and future presenter to the Oregon Volunteers Commission.

Co-Chair Josh Todd shared that he has resigned from Campus Compact, and is now the new CEO of Campfire Columbia.

2.4 There are still empty seats on the Commission, please send Carie recommendations to fill these seats and have a full complement.

2.5 Geoff Hickox shared his director report first, and went over the President’s proposed budget for FY21. This proposed budget suggests eliminating funding for CNCS.

Mr. Hickox also went over the new structure within CNCS, and consolidating an office per state, to an office per region. The western region will be in Los Angeles.

Public Comment is open and available for the proposed rulemaking regarding background checks until March 8th.

Board Director Carie Bauer went over internal staffing, and had Office of Workforce Investments Director, Karen Humelbaugh, go over the hiring process for the open Oregon Volunteers Program Analyst positions.

Commission members were offered a seat on the interview panel to ensure these jobs go to people who are passionate about the cause. Jorge, Heidi, Elias and Jayesh all verbally expressed interest.

The Oregon Volunteers Commission members were invited to attend the Oregon Talent Summit on March 9th 2020, in Portland. Heidi and Jayesh expressed interest in attending.

March 17th-19th presents an opportunity to attend an Office of Emergency Management training that Commission members are invited to join. Adele McAfee will be attending.

HECC and OWI are in the process of reviewing leases to move into a new building, and house OWI under HECC’s roof. The aim is to move by April 1st, so please be aware the location for the next meeting will be in a new building if everything goes according to plan.

2.6 Elias motioned to approve the January 2020 minutes, Jorge seconded. Unanimously agreed, motion passed. January 2020 minutes approved.

3.0 Leadership Convening Recap

3.1 America’s Service Commissions (ASC), the network’s national association held its annual Leadership Convening in Washington, D.C., February 10th-14th. Included in the week were Capitol Hill Visits and the Voices for National Service “Friends of National Service Awards”. Co-Chairs Schubert and Todd met with: Senators Wyden and Merkley, Representatives Bonamici

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February 21st, 2020 MINUTES (continued)

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and Blumenauer, and were able to spend additional time with Merkley at a Good Morning Oregon coffee/discussion. Senator Merkley was also honored at awards with the FDR Service and Conservation Corps Leadership Award.

- 3.2 There is a goal to have several senators and representatives join the National Service caucus. An idea was presented to tie the AmeriCorps members living allowance to minimum wage so there are more incentives to participating in this program.

4.0 Legislative Activity & Updates

- 4.1 A survey was sent out to sub-grantees regarding the impending name change. Results were discussed. The Commission discussed preference of the name suggestion Oregon Serves. Discussion occurred around naming conventions for commissions, and full titles for Commissions. Heidi motioned to move forward with this name change, Jayesh seconded. Jayesh proposed an amendment for the name to read Oregon Serves: State Commission for National and Community Service. Josh suggested looking further into the full name possibilities in regards to formatting. The Commission unanimously agreed to the amendment for name. Motion passed.
- 4.2 ORS Revision Updates will include the name update. The Higher Education Coordinating Commission reviewed the updates made to the ORS, and gave feedback to staff.
- 4.3 Director Bauer urged members to reach out, it is a vital time with the National Service recognition week.

5.0 Commission Business II

- 5.1 There were general changes made to the bylaws. Some structure things were discussed, such as the difference between Co-Chair and Chair, Vice Chair. Co-Chair Schubert asked for a motion to postpone the finalization on the bylaws until the May meeting. Jayesh seconded.
- 5.2 Co-Chair Schubert asked the records to reflect the June Retreat to be on the 26th and 27th in Tillamook.
- 5.3 Co-Chair Todd drafted a NSCHC letter regarding background checks and how the organization conducts them. Public comment is still open on this policy, and the Commission will draft public comment around vendors and federal regulations around tribal identification. Jayesh motioned to submit public comment. Heidi seconded. Motion passed.
- Co-Chair Todd also drafted the Ed Award letter, requesting from universities around Oregon to participate in the match program.

6.0 Parking Lot Items

- 6.1 None discussed.

Oregon Commission for Voluntary Action and Service

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7.0 Upcoming Dates & Meetings

- 7.1 Director Bauer reminded the Commission that HECC and OWI will be moving buildings, and that the May meeting may be in a different building. A new date for the May meeting was proposed. Retreat planning was discussed.

8.0 Adjourn

- 8.1 Meeting adjourned at 2:25pm.



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Director, Office of Workforce Investments

KURT TACKMAN

Deputy Director, Office of Workforce Investments

March 23, 2020

11:00am – 11:30am

Conference Line

To listen, call: 877-810-9415 Access Code 4851345

Persons wishing to testify need to email Sydney.G.King@oregon.gov by 10:30am on 3/23.

AGENDA

Members Present: Derenda Schubert, Josh Todd,

Sierra Barnes, Michael Fieldman, Nathan Rix

Staff Present: Carie Bauer, Karen Humelbaugh,

Sydney King, Stephanie Solomon

1.0 Information Sharing

1.1 Meeting began at 11:02am. Karen Humelbaugh introduced what the call would cover and encouraged questions. Karen Humelbaugh

- Shelter in place is now in effect. Grocery stores, pharmacies and other essential stores remain open. Restaurants and non-essential stores are not.
- The government will remain open and serving the public, most people are teleworking, and have been for a week. HECC's fiscal department remains functional, and operating normally. Funding is being prioritized for universities and colleges.
- Federal assistance has been applied for. \$1 million in Layoff Aversion funds have been awarded to Oregon, and the State has dispersed to the local workforce boards.

2.0 Questions

2.1 Q: Ability of members to help with emergency services, such as volunteering at food banks, etc.?

A: A lot of programs are looking to get members involved with volunteering to assist in the crisis. A

Oregon Commission for Voluntary Action and Service

March 23rd, 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

KELLY WESSELS

form is available to be filled out by program, reviewed by OWI, and then submitted to Procurement for an amendment to the contract.

Q: What action is the state taking to aiding non-profits?

A: A multi-million dollar Layoff Aversion package was dispersed to the 9 local boards, businesses are encouraged to contact their local boards for assistance.

ACTION ITEM: Sydney will send out an email including the FDA loan link, Unemployment Insurance Workshare, and links to various websites to track COVID-19 news.

2.2 Carie shared that the Oregon Volunteers Commission are trying to get emergency funds from CNCS, waiving match requirements, and keeping members in service.

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER
Director

STEPHANIE SOLOMON
Program Officer

SYDNEY KING
Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH
Director, Office of Workforce Investments

KURT TACKMAN
Deputy Director, Office of Workforce Investments

2.0 Public Comment

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

2.1 Public Comment: None.



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

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TODD JONES

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NATHAN RIX

COURTNEY SNEAD

ELIAS VILLEGAS

KELLY WESSELS

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER

Director

STEPHANIE SOLOMON

Program Officer

SYDNEY KING

Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH

Director, Office of Workforce Investments

KURT TACKMAN

Deputy Director, Office of Workforce Investments

March 30, 2020

11:00am – 11:30am

Conference Line

To listen, call: 877-810-9415 Access Code 4851345

Persons wishing to testify need to email Sydney.G.King@oregon.gov by 10:30am on 3/30.

AGENDA

Members Present: Derenda Schubert, Sierra Barnes, Shenika Cumberbatch, Michael Fieldman, Adele McAfee, Nathan Rix, Geoff Hickox

Staff Present: Carie Bauer, Karen Humelbaugh, Sydney King

1.0 Information Sharing

1.1 Meeting began at 11:05am. Karen Humelbaugh introduced what the call would cover and encouraged questions.

Karen Humelbaugh

- Shelter in place is still in effect until further notice. Grocery stores, pharmacies and other essential stores remain open. Restaurants and non-essential stores are not.
- The government will remain open and serving the public, most people are teleworking. HECC's fiscal department remains functional, and operating normally.
- Staff have been engaging program directors in similar calls to update AmeriCorps programs in a similar type of call as this. Explaining what is happening on the State side, and addressing local needs.
- Amy Holland, from within HECC, in a scholarship division, will be joining the OV team soon, and Stephanie Solomon has been redeployed, along with 4 other OWI

Oregon Commission for Voluntary Action and Service

March 23rd, 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

KELLY WESSELS

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER
Director

STEPHANIE SOLOMON
Program Officer

SYDNEY KING
Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH
Director, Office of
Workforce Investments

KURT TACKMAN
Deputy Director, Office of
Workforce Investments

staff, to assist our sister agency, Oregon
Employment Department.

- There has been no guidance released around non-profits that Karen is aware of yet.
- Resources were sent out from Director Carie Bauer this morning. These materials are welcome to be shared with your networks.

1.2 Carie spoke to the standing of bills that Oregon Volunteers, and AmeriCorps are involved in. Most members are able to transfer to tele-service, and those who cannot have been redeployed to different areas of work. Members have not had to leave programs.

- Website is being updated.

2.0 Questions and Needs

2.1 Q: Can AmeriCorps members help with the Census?

A: Most likely not, but staff will check.

Q: Documents that were shared, are they allowed to be shared in member's networks?

A: Yes.

2.0 Public Comment

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

2.1 Public Comment: None.



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

KELLY WESSELS

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER

Director

STEPHANIE SOLOMON

Program Officer

SYDNEY KING

Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH

Director, Office of Workforce Investments

KURT TACKMAN

Deputy Director, Office of Workforce Investments

April 6, 2020

11:00am – 11:30am

Conference Line

To listen, call: 888-204-5984 Access Code 4726317

Persons wishing to testify need to email Sydney.G.King@oregon.gov by 10:30am on 4/6/20.

AGENDA

Members Present: Derenda Schubert, Sierra Barnes, Michael Fieldman, Adele McAfee, Heidi Edwards, Nathan Rix, Geoff Hickox

Staff Present: Carie Bauer, Amy Holland, Karen Humelbaugh, Sydney King

1.0 Information Sharing

1.1 Meeting began at 11:05am. Karen Humelbaugh introduced Amy Holland to the Oregon Volunteers team. Stephanie is currently on vacation for a week. Karen Humelbaugh

- A resource sheet concerning COVID-19 was sent out to board members. Karen will forward a list of nonprofit resources that she had seen.
- Shelter in place is still in effect until further notice. Grocery stores, pharmacies and other essential stores remain open. Restaurants and non-essential stores are not.
- The government will remain open and serving the public, most people are teleworking. HECC's fiscal department remains functional, and operating normally.
- Staff have been engaging program directors in similar calls to update AmeriCorps programs in a similar type of call as this. Explaining what is happening on the State side, and addressing local needs.

Oregon Commission for Voluntary Action and Service

April 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

KELLY WESSELS

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER
Director

STEPHANIE SOLOMON
Program Officer

SYDNEY KING
Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH
*Director, Office of
Workforce Investments*

KURT TACKMAN
*Deputy Director, Office of
Workforce Investments*

- Amy Holland, from within HECC, in a scholarship division, will be joining the OV team soon, and Stephanie Solomon has been redeployed, along with 4 other OWI staff, to assist our sister agency, Oregon Employment Department.
- There has been no guidance released around non-profits that Karen is aware of yet.
- Resources were sent out from Director Carie Bauer this morning. These materials are welcome to be shared with your networks.

1.2 Carie Bauer talked about the efforts CNCS have been taking regarding COVID-19.

- The Care Act has been passed. This allows for fixed programs to draw down.
- Members can access their full EdAward if their service was ended because of COVID-19.
- ASC is lobbying for technical fixes, and \$250 million emergency match waiver from CNCS.

2.0 Questions and Needs

2.1 Q: Do AmeriCorps members qualify for FMLA benefits?

A: Carie will clarify with CNCS.

Q: What impact has Coronavirus had on the timeframe to CNCS regional transition?

A: Things are on track.

2.0 Public Comment

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

2.1 Public Comment: None.



Oregon Commission for Voluntary Action and Service

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

KELLY WESSELS

April 13th, 2020

11:00am – 11:30am

Conference Line

To listen, call: 888-204-5984 Access Code 4726317

MEETING MINUTES

Members Present: Derenda Schubert, Sierra Barnes, Heidi Edwards, Shenika Cumberbatch, Michael Fieldman, Adele McAfee, Jayesh Paylshikar, Elias Villegas, Nathan Rix

Technical Advisors and Staff Present: Karen Humelbaugh, Carie Bauer, Sydney King, Brittany Melzer

AGENDA

1.0 Call to Order & Welcome

1.1 Roll call conducted. Meeting called to order at 11:01am.

OWI Director Karen Humelbaugh gave some quick federal updates:

- New Executive Order is extending school year in person closure through the end of the academic year.
- There are other packages currently in Congress right now that may benefit us besides the CARES Act.

CNCS updates:

- Covid-19 program guidance related FAQs to allow for match waivers for 2019 and 2020 program years. We don't have implementation plans from CNCS yet.
- There are questions about hazard pay and early exits that need further research.
- Discussing progress reports and due dates for members still serving.

Staff Updates:

- Once Amy is on-boarded in a more formal way we will discuss workflow and duties for Stephanie Solomon and Amy Holland.

General Updates:

- The program director, and board member calls are working great to get folks answers to questions quickly.
- HECC staff are continuing to work virtually, it's going well, and the lease for the new HECC building was signed. The address is 3225

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER

Director

SYDNEY KING

Commission Administrator

STEPHANIE SOLOMON

Program Officer

Technical Advisors:

KAREN HUMELBAUGH

Director, Office of Workforce Investments

Oregon Commission for Voluntary Action and Service

April 13th , 2020 MINUTES (continued)

Members:

DERENDA SCHUBERT, PhD
Co-Chair

JOSH TODD
Co-Chair

SIERRA BARNES

SHENIKA CUMBERBATCH

JORGE CRUZ

HEIDI EDWARDS

MICHAEL FIELDMAN

TODD JONES

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JAYESH PALSHIKAR

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KELLY WESSELS

25th Street Southeast. There is a formal conference room there for board meetings. Free parking. More updates on that as we find out more information for board members.

2.0 Questions and Needs

Discussions:

- Commission member Edwards is meeting with Representative Bonamici's office this afternoon. Director Bauer outlined the 500 million dollar emergency fund from CNCS. We do not have registered lobbyists for federal asks. Director Bauer will send out guidance.
- Next Monday's call we should make sure we have quorum to further discuss drafting a letter to establish advocacy for this support on behalf of the commission. Between now and next Mondays meeting Director Bauer will work up a draft of this letter.

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER
Director

SYDNEY KING
Board Administrator

STEPHANIE SOLOMON
Interim Program Officer

Technical Advisors:

KAREN HUMELBAUGH
*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



Oregon Commission for Voluntary Action and Service

<p>Members: DERENDA SCHUBERT, PhD <i>Co-Chair</i> JOSH TODD <i>Co-Chair</i> SIERRA BARNES JORGE CRUZ SHENIKA CUMBERBATCH HEIDI EDWARDS MICHAEL FIELDMAN TODD JONES ADELE McAFEE JAYESH PALSHIKAR NATHAN RIX COURTNEY SNEAD ELIAS VILLEGAS KELLY WESSELS</p>	<p>April 20, 2020 11:00am – 11:30am Conference Line To listen, call: 888-877-9415 Access Code 4851345</p> <p><i>Those wishing to testify must submit comment to Sydney.G.King@oregon.gov 24 hours prior to meeting.</i></p>
AGENDA	
	<p>Members on phone: Derenda Schubert (Co-Chair), Josh Todd (Co-Chair), Sierra Barnes, Heidi Edwards, Michael Fieldman, Adele McAfee, Nathan Rix, Elias Villegas, Geoffrey Hickox Staff on phone: Carie Bauer, Amy Holland, Karen Humelbaugh, Sydney King, Brittany Melzer</p>
	1.0 Information Sharing
<p>Non-voting members: GEOFFREY HICKOX</p> <p>Commission Staff: CARIE BAUER <i>Director</i> AMY HOLLAND <i>Program Officer</i> STEPHANIE SOLOMON <i>Program Officer</i> SYDNEY KING <i>Commission Administrator</i></p> <p>Technical Advisors: KAREN HUMELBAUGH <i>Director, Office of Workforce Investments</i> KURT TACKMAN <i>Deputy Director, Office of Workforce Investments</i></p>	<p>1.1 Co-Chair Schubert called meeting to order at 11:05am. The Director of the Office of Workforce Investments, Karen Humelbaugh, gave a report.</p> <ul style="list-style-type: none"> Governor Brown released 5 criteria the state must meet to begin reopening. Staff have been engaging Program Directors in COVID-19 Briefings as well. Data driven conversations have been happening around consistent testing, ability to isolate outbreak, and setting a threshold for when to self-isolate. This data varies from statewide to county-wide. <p>1.2 Director of the Oregon Commission for Voluntary Service and Action, Carie Bauer gave a report.</p> <ul style="list-style-type: none"> The Commission needs to now focus on the safety net of resources for the volunteers for after their service ends. The outlook for leveraging this program year to jump into a new job is compromised. Staff are waiting on the new information on the match

All meetings of Oregon Volunteers! Oregon Commission for Voluntary Action and Service are open to the public and will conform to Oregon public meetings laws. A request for an interpreter for the hearing impaired or for accommodations for people with disabilities should be made to Oregon Volunteers (OV) Staff at OREGON_VOLUNTEERS_CAL@oregon.gov. Requests for accommodation should be made at least 72 hours in advance. Staff respectfully requests that you submit 25 collated copies of written materials at the time of your testimony. Persons making presentations including the use of video, DVD, PowerPoint or overhead projection equipment are asked to contact OV staff 24 hours prior to the meeting.

Oregon Commission for Voluntary Action and Service

April 20th, 2020 (continued)

		waiver from CNCS and what it will look like.	
Members: DERENDA SCHUBERT, PhD <i>Co-Chair</i> JOSH TODD <i>Co-Chair</i> SIERRA BARNES JORGE CRUZ SHENIKA CUMBERBATCH HEIDI EDWARDS MICHAEL FIELDMAN TODD JONES ADELE McAFEE JAYESH PALSHIKAR NATHAN RIX COURTNEY SNEAD ELIAS VILLEGAS KELLY WESSELS		ACTION ITEM: Commission Member Michael Fieldman motioned that the Commission adopts the letter of support with the proposed changes and send it out to the delegation. Nathan Rix seconded. No discussion. None opposed. None abstaining. Motion passed. Motion passed.	
		1.3 Staff are currently reviewing 7 grants requests from programs. 5 of the 7 are continuations. After staff review, the grants will be sent to the volunteer readers from the Commission to score over the period of 2 weeks. The goal is to have these ready to award by the May 22 nd meeting.	
	2.0	Questions and Needs	
		2.1 The Commission indicated that these briefings are helpful and beneficial. They have agreed to continue meeting on the current cadence.	
	3.0	Public Comment	
Non-voting members: GEOFFREY HICKOX		<i>Each Individual/Group will have a time limit of three minutes</i> 3.1 Public Comment: None. Other Public Comment	
Commission Staff: CARIE BAUER <i>Director</i> AMY HOLLAND <i>Program Officer</i> STEPHANIE SOLOMON <i>Program Officer</i> SYDNEY KING <i>Commission Administrator</i>		Meeting adjourned at 11:32am	
Technical Advisors: KAREN HUMELBAUGH <i>Director, Office of Workforce Investments</i> KURT TACKMAN <i>Deputy Director, Office of Workforce Investments</i>			



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

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ADELE MCAFEE

JAYESH PALSHIKAR

NATHAN RIX

COURTNEY SNEAD

ELIAS VILLEGAS

KELLY WESSELS

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER

Director

Amy Holland

Program Officer

STEPHANIE SOLOMON

Program Officer

SYDNEY KING

Commission Administrator

Brittany Melzer

Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH

Director, Office of Workforce Investments

KURT TACKMAN

Deputy Director, Office of Workforce Investments

April 27, 2020

11:00am – 11:30am

Conference Line

To listen, call: 888-204-5984 Access Code 4726317

Persons wishing to testify need to email Sydney.G.King@oregon.gov by 10:30am on 4/20/20.

AGENDA

Members Present: Heidi Edwards, Michael Fieldman, Geoffrey Hickcox, Todd Jones, Adele McAfee, Elias Villegas

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

1.0 Information Sharing

1.1 Commission Member McAfee called the meeting to order at 11:07am, due to scheduling conflicts of both Co-Chairs. Karen Humelbaugh gave an update.

- Certain medical offices will begin re-opening on May 1st.
- HECC will be moving buildings on June 1st. Staff will respect social distancing while packing. The address is 3225 25th ST SE, Salem.

Carie Bauer

1.2 Carie Bauer talked about the efforts CNCS have been taking regarding COVID-19.

- Commission meeting coming up on May 22nd.
- CNCS: No current information on match waivers.
- Will be sending out surveys to programs to document how members are currently serving, and capacity to response activities.
- Commission Co-Chair sent names to National Support Letter.
- Program Directors were on call recently to voice comments and concerns around

Oregon Commission for Voluntary Action and Service

April 27th, 2020 (continued)

upcoming funding. There is excitement to see the investment that improves member experience.

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

KELLY WESSELS

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER

Director

Amy Holland

Program Officer

STEPHANIE SOLOMON

Program Officer

SYDNEY KING

Commission Administrator

Brittany Melzer

Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH

*Director, Office of
Workforce Investments*

KURT TACKMAN

*Deputy Director, Office of
Workforce Investments*

2.0 Questions and Needs

2.1 Discussion around the Program Director meetings and what their needs are ensued.

2.0 Public Comment

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

2.1 Public Comment: None.

Meeting adjourned at 11:31am.



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

KELLY WESSELS

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER

Director

Amy Holland

Program Officer

STEPHANIE SOLOMON

Program Officer

SYDNEY KING

Commission Administrator

Brittany Melzer

Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH

Director, Office of Workforce Investments

KURT TACKMAN

May 5th, 2020

3:00pm – 3:30pm

Conference Line

To listen, call: 888-204-5984 Access Code 4726317

Persons wishing to testify need to email Sydney.G.King@oregon.gov 12 hours prior on 5/5/20.

MINUTES

Members Present: Chair Josh Todd, Sierra Barnes, Michael Fieldman, Todd Jones, Adele McAfee, Nathan Rix, Elias Villegas

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

1.0 Information Sharing

- | | | |
|-----|---|------------------|
| 1.1 | Chair Josh Todd called the meeting to order at 3:03pm. A lot more movement on when and how businesses and things can reopen. Phase 1 organizations include medical and retail/restaurant sectors. Phase 2 and phase 3 are being discussed. This affects our members' ability to serve. Pandemic unemployment insurance is now being paid. AmeriCorps members qualify, when typically they do not qualify for UI. | Karen Humelbaugh |
| 1.2 | Federal Report Out
We are ready to move forward on the Pandemic Support letter. It will go out later this week. Pandemic Response through National Service Act. The National Governors Association board will be hearing about it this Friday May 8 th . There is a push to connect the national service world with the contact tracing initiative. NCCC is looking to become active again. There may be some capacity coming up for AmeriCorps members to get in service hours over summer in childcare or summer camps. | Carie Bauer |

Oregon Commission for Voluntary Action and Service

May 5th, 2020 (continued)

*Deputy Director, Office of
Workforce Investments*

ACTION ITEM: Approve 3/24, 3/30, 4/6, 4/13,
4/20, 4/27 Meeting Minutes. Did not have quorum
to vote.

2.0 Questions and Needs

Members:

DERENDA SCHUBERT, PhD
Co-Chair

JOSH TODD
Co-Chair

SIERRA BARNES

JORGE CRUZ

SHENIKA CUMBERBATCH

HEIDI EDWARDS

MICHAEL FIELDMAN

TODD JONES

ADELE McAFEE

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COURTNEY SNEAD

ELIAS VILLEGAS

KELLY WESSELS

2.1 Member Nathan Rix asked about how other states are handling the emerging needs for volunteers that may lay just outside the umbrella of AmeriCorps. Carie Bauer responded that the Commission does not have much involvement outside of response and recovery activities.

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 3:29pm.

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER
Director

Amy Holland
Program Officer

STEPHANIE SOLOMON
Program Officer

SYDNEY KING
Commission Administrator

Brittany Melzer
Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH
*Director, Office of
Workforce Investments*

KURT TACKMAN



Oregon Commission for Voluntary Action and Service

Members:

DERENDA SCHUBERT, PhD
Co-Chair

JOSH TODD
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SIERRA BARNES

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TODD JONES

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JAYESH PALSHIKAR

NATHAN RIX

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ELIAS VILLEGAS

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER
Director

Amy Holland
Program Officer

STEPHANIE SOLOMON
Program Officer

SYDNEY KING
Commission Administrator

Brittany Melzer
Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH
Director, Office of
Workforce Investments

KURT TACKMAN
Deputy Director, Office of
Workforce Investments

May 11th, 2020

11:00am – 11:30am

Conference Line

To listen, call: 888-204-5984 Access Code 4726317

Persons wishing to testify need to email Brittany.E.Melzer@oregon.gov 12 hours prior.

MINUTES

Members Present: Chair Josh Todd, Jorge Cruz,
Heidi Edwards, Michael Fieldman, Adele McAfee,
Courtney Snead

Guest Present: Jordan Jungwirth

Staff Present: Carie Bauer, Karen Humelbaugh,
Brittany Melzer

1.0 Information Sharing

- | | | |
|-----|---|------------------|
| 1.1 | Chair Josh Todd called the meeting to order at 11:04am. | Karen Humelbaugh |
| 1.2 | Federal Report Out
ACTION ITEM: Approve 3/24, 3/30, 4/6, 4/13, 4/20, 4/27, 5/5 Meeting Minutes
Quorum not met.
Discussion regarding Senator Coons' legislation expanding national service. The Commission's letter of support was sent and received by Senator Merkley and Senator Wyden's offices so far. | Carie Bauer |

2.0 Questions and Needs

- 2.1 Discussion around the Program Director meetings and what their needs are ensued. Discussion of the cadence of these meetings in the future and how they will shift to meet the recovery needs and future disaster placement of volunteer efforts and where the commission will fit into that.

3.0 Public Comment

Oregon Commission for Voluntary Action and Service

May 5th, 2020 (continued)

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

3.1 Public Comment: None.

Members:

DERENDA SCHUBERT, PhD

Co-Chair

JOSH TODD

Co-Chair

SIERRA BARNES

JORGE CRUZ

SHENIKA CUMBERBATCH

HEIDI EDWARDS

MICHAEL FIELDMAN

TODD JONES

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KELLY WESSELS

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

CARIE BAUER

Director

Amy Holland

Program Officer

STEPHANIE SOLOMON

Program Officer

SYDNEY KING

Commission Administrator

Brittany Melzer

Commission Administrator

Technical Advisors:

KAREN HUMELBAUGH

*Director, Office of
Workforce Investments*

KURT TACKMAN

*Deputy Director, Office of
Workforce Investments*



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

Non-voting members:

GEOFFREY HICKOX

Commission Staff:

- CARIE BAUER
Director
- Amy Holland
Program Officer
- STEPHANIE SOLOMON
Program Officer
- SYDNEY KING
Commission Administrator
- Brittany Melzer
Commission Administrator

Technical Advisors:

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

May 18th, 2020

11:00am – 11:30am

Conference Line

To listen, call: 888-204-5984 Access Code 4726317

Persons wishing to testify need to email Brittany.E.Melzer@oregon.gov 12 hours prior on 5/18/20.

MINUTES

Members Present: Co-chair Derenda Schubert, Sierra Barnes, Michael Fieldman, Adele McAfee

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

1.0 Information Sharing

- 1.1 Co-chair Schubert called the meeting to order at 11:05am. Guidance from the Governor’s office is continuing to come out this week. Staff will continue to watch and update when relevant. HECC move is set for the weekend of May 29th. HECC turned in a budget shortfall exercise. The budget forecast comes out Wednesday and we will have a good idea of what the effects may be. Karen Humelbaugh
- 1.2 Federal Report Out- Director Bauer is getting a new work phone and will send out the new number tomorrow if it is changed. The AmeriCorps funding did not make it into the CARES Act money. Representative DeFazio signed on in support of the *The Pandemic Response and Opportunity Through National Service Act* legislation. Status quo for now. Quick overview for Friday’s meeting, it will be Geoffrey Hickox’s final meeting. Carie Bauer

2.0 Questions and Needs

- 2.1 No questions and needs at this time.

3.0 Public Comment



Oregon Commission for Voluntary Action and Service

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

3.1 Public Comment: None.

Meeting adjourned at 11:32am.



Oregon Commission for Voluntary Action and Service

Members:

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

May 19, 2020
11:00am – 11:30pm

Virtual Link:
<https://us02web.zoom.us/j/81011357922?pwd=ZEJ3UHBFN2tSTkZicHJLeTBSK2FnZz09>

Commission Staff:

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

MINUTES

Members

Present: Co-Chair Derenda Schubert, Co-Chair Josh Todd

Staff

Present: Carie Bauer, Sydney King, Brittany Melzer

Guest: Jeri Lerwick

Technical Advisors:

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

Standing Business

1.0 Preliminary and Organizational Business

1.1 Roll call, opening remarks and agenda review D. Schubert
Meeting called to order at 11:10am.

2.0 Public Comment

Each Individual/Group will have a time limit of three minutes
2.1 Public Comment: None.

Strategic Leadership

3.0 Strategic Planning – Review & Discussion

3.1 Board Leadership- Discussion surrounding the C. Bauer
language of the by-laws. Director Bauer recommended to ask the commission to review the by-laws with the suggested changes incorporated in, and vote on them at the June meeting, and announcing the recruitment for the executive leadership for OV at the May meeting. Further clarification around workgroup roles will be completed in preparation for the June meeting.

Oregon Commission for Voluntary Action and Service

April 26, 2019 MINUTES (continued)

3.2 State Service Plan- Since the goals may shift for OV given the current climate a new timeline may emerge for the state service plan. Recommendation to move forward with seeking a consultant with broad experience in online discussions and planning. Discussion ensued on integrating the Program Directors' comments into the state service plan via invite to the June meeting. C. Bauer

3.3 State and Federal Legislation C. Bauer

- Outreach and Education Planning
- OV Program and Staffing Support

Discussion on adding another person for the States4Service membership who may have more latitude than Director Bauer, as well as discussion of what was put on hold due to Covid-19 that may now move forward. Discussion ensued on internal planning for additional staffing if legislation for additional funding passes.

4.0 Full Commission Agenda Planning

4.1 Overview: dates, finalize agenda, content J. Todd

Discussion of voting in support of staff recommendations and of the Commission beginning conversations of equity framework.

Meeting adjourned at 12:13pm.

Docket Item: #3.0 Equity Training Follow-Up Report

Summary:

During the February meeting, Commission members asked Carie Bauer to continue researching equity training resources for Commission members, including the Intercultural Development Inventory (IDI). Member Jorge Cruz volunteered to co-lead that work and subsequently, Carie and Jorge met to discuss ideas for a thoughtful and intentional training approach to be put into place, prior to development by the Commission of an equity lens implementation plan. The goal of this approach would be to introduce the concepts of equity through small exercises and discussion, in order to develop shared understanding and awareness for staff and Commission members.

Recommendations for the board to consider:

- Conduct a land acknowledgement at the start of every meeting.
- Make space during meetings for a discussion topic. This could occur as a meeting agenda item, or a pre-meeting workshop, depending on time needed. These may be led by Jorge, or a Commission member or non-member guest designated by the workgroup.
- Development of an equity advisory workgroup and appointment of a Workgroup Chair to oversee the workgroup activities.

Docket Material: N/A

Staff Recommendation:

- Approval of land acknowledgement as standing agenda item.
- Approval of introduction of discussion and workgroup topics into meeting or pre-meeting format.
- Approval of formation of equity advisory group, a workgroup to be tasked with workshop topic implementation and development of recommendations to Commission for development and implementation of an equity plan for the Commission, in coordination with HECC Equity Lens development and implementation. Workgroups are primarily made up of members of the Commission but can include non-member membership, as approved by chairs.
- Form workgroup and discuss process for identifying Workgroup Chair.

Strategic Plan Goals:

- 1 • Strengthen Oregon's AmeriCorps Programs
- 2 • Strengthen Oregon Volunteers: Commission for Voluntary Action & Service

Docket Item: #4.1 Program Updates

Summary:

AmeriCorps programs continue to operate across Oregon in the midst of the COVID-19 pandemic. Examples of member service include supporting K-12 students and their parents, supporting vocational and technical students with distance learning, and providing hunger relief via food distribution.

Docket Material:

Program Officer Report: Service During COVID-19

Staff Recommendation:

This is an informational item. No action is required.

Strategic Plan Goals:

1

• Strengthen Oregon's AmeriCorps Programs

2

• Strengthen Oregon Volunteers: Commission for Voluntary Action & Service

**Program Officer Report: Service During COVID-19
 May 2020**

The following are a few spotlights of AmeriCorps member activities and reflections during the pandemic:

Campus Compact of Oregon: Connect2Complete

The Program Director writes about member activities at Lane Community College: *“Our program model technically includes vocational and technical certificate students, but no school focused on supporting those students or even noted that they worked with them for the AmeriCorps projects. Given the hands-on nature of the work that vocational and technical students do, Lane was not set up to support them virtually when campuses closed, and social distancing went into effect. The member and supervisor at Lane realized this incredible need to support those students in implementing and feeling comfortable with distance learning options. I’m proud to say that their work is helping to fulfill a large institutional need/gap while also beginning to focus on a population that the program doesn’t highlight enough.”*

Metropolitan Family Service - Portland

The Program Director writes: *“Our MFS Hunger Relief team has continued operating five of their school-based food pantries, and many of our Community School AmeriCorps members have been able to support this food distribution from a safe social distance [see photo]... For the rest of our AmeriCorps team, they are using their teleservice activity to get creative in staying in touch with and providing support and continued learning for their students. For example, our Community School member at Cherry Park Elementary has developed a blog site for her students, to upload social-emotional learning (SEL) assignments and ideas, along with resources for families to participate in SEL activities together.”*



MFS Hunger Relief Activities

Forest Grove School District: Partners for Student Achievement

A member at an elementary school shares her experiencing supporting an immigrant student and her parents, as they navigate schoolwork and parent-teacher meetings remotely despite language, cultural, and technological barriers. The member writes: *“Like many other experiences throughout my service year in AmeriCorps, the coronavirus pandemic is encouraging me to get comfortable being uncomfortable. Experiences are foreign until we do them. The fear of making a mistake will always be present. But we do not learn until we make that mistake or try something new... So, over the next few weeks as the students, parents, and I navigate online learning together, we will make mistakes. We will correct those mistakes, and then move on.”*



PSA Virtual Team Meeting

University of Oregon: RARE

A member reflects on their situation in central Oregon: *"I am filled with the same uncertainty, fear, and grief that so many of us are feeling right now as a result of the COVID-19 pandemic, but knowing that I am part of a network as vast and esteemed as RARE and that I am (virtually) surrounded by people who know exactly what I'm going through helps me pick myself up each morning and get back to work. Most of that work right now is just listening to business owners and being present in the rural communities I serve, which doesn't always feel like it's enough. When the horizon clears and the dust settles though, I know I'm exactly where I need to be to help in the recovery. Now more than ever, communities will need capacity to rebuild their economies; our nation's workforce will need professional experience to keep moving towards their goals; and all of us will need to find our place and people to weather the future together."*

Ethos: Rural Outreach Project

AmeriCorps members create musical videos to connect with their students and communities. Visit <http://ethos.org/>.



AmeriCorps News Coverage

- [David Douglas Schools' Families Get 'Hunger Relief'](#) (East Portland News), featuring Metropolitan Family Service - Portland
- [Local Organizations Work Together to Encourage Safety While Riding Bicycles, Walking](#) (The News-Review), featuring an AmeriCorps member with United Community Action Network

Docket Item: #4.2 Program Funding Recommendations

Summary:

Seven existing AmeriCorps programs applied to receive 2020-21 formula funding. Staff provide a summary of funds available, past program performance, and formula funding proposal details that include cost-saving measures.

Docket Material:

Funding proposal.

Staff Recommendation:

Staff recommends that the Commission vote to support the staff funding proposal for 2020-21, which will then be submitted to CNCS.

Strategic Plan Goals:

- 1 • Strengthen Oregon's AmeriCorps Programs
- 2 • Strengthen Oregon Volunteers: Commission for Voluntary Action & Service



2020-21 AmeriCorps Formula Funding Proposal

Amy Holland &
Stephanie Solomon,
OV Program Officers

MAY 22, 2020

2020-21 Competitive Funds Approved by CNCS

Heart of Oregon:	\$329,112
College Possible:	\$389,999
Total Competitive Funds:	<u>\$719,111</u>

2020-21 Formula Funds Available

CNCS Allocation:	\$ 2,113,541
Unexpended Funds Carryover:	\$ 68,449
Total Available Funds:	<u>\$ 2,181,990</u>
Total Request from Subgrantees:	\$ 2,386,254
Gap in Funding:	<u>\$ (204,264)</u>

Comparison of Formula Applicants

Applicant/Program Name	3-year Average: Member Enrollment Rate
Forest Grove/PSA	67.4%
Campus Compact	77.2%
Ethos/Rural Outreach Project	78.6%
UO/RARE	95.0%
United Community Action Network	95.3%
Metropolitan Family Service - Portland	97.6%
Confluence Environmental Center	97.6%

Cost-Saving Reductions

Reduction of Cost per MSY

- Reduce cost per MSY to 90-96% of original requests, based on program performance (i.e. member enrollment rate)

Reduction of Number of MSYs

- Forest Grove: 4.0 MSY
- Campus Compact: 1.35 MSY

Impact of Reductions

Applicant/Program Name	% of Request Funded (by MSYs)	% of Request Funded (by Funds)
Forest Grove/PSA	80.0%	80.0%
Campus Compact	94.7%	85.2%
Ethos/Rural Outreach Project	100.0%	90.0%
UO/RARE	100.0%	95.7%
United Communities AmeriCorps	100.0%	95.7%
Metropolitan Family Service - Portland	100.0%	95.7%
Confluence Environmental Center	100.0%	95.7%

Funding Proposal

Applicant/Program Name	# of MSY	Cost per MSY	Total Funds
Forest Grove/PSA	16.0	\$15,479	\$247,664
Campus Compact	24.0	\$14,705	\$352,923
Ethos/Rural Outreach Project	10.0	\$14,067	\$140,669
UO/RARE	30.0	\$14,531	\$435,934
United Communities AmeriCorps	20.0	\$15,782	\$315,636
Metropolitan Family Service - Portland	23.5	\$15,782	\$370,883
Confluence Environmental Center	22.0	\$14,464	\$318,208
TOTALS	145.5	\$14,685 (average)	\$2,181,918

Summary of Funding Proposal

With these reductions, Oregon Volunteers aims to fund as much AmeriCorps programming as possible while maintaining a fair approach based on past program performance.

In the coming year, OV staff will provide Training and Technical Assistance to programs to strengthen their activities and member recruitment efforts.

OV staff recommend that the Commission vote to support this funding proposal for the 2020-21 year, which will then be submitted to CNCS.

Docket Item: 5.1 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: #5.2 - 2021 OV Legislative Concepts Updates

Docket Summary:

For the upcoming 2021 legislation, OV submitted documents seeking:

- ORS Revisions. (Clarifying language for volunteerism-related duties; disaster response-related activities, and potential name change.)
- Exemption from State Tax on Education Awards

Discussion Points:

- Review legislative concepts - updates
- Revisit name change - confirm
- Discuss approach and planning pre-session
- Discuss if necessary to form education and policy workgroup

Docket Materials:

- ORS Revisions document
- State Tax Exemption document
- Draft – Education and Outreach Plan
- Draft – Education and Outreach Talking Points

Staff Recommendation:

- Confirm long-form name and formatting
- Form workgroup and discuss process to identify Workgroup Chair

Strategic Plan Goals:

1

- Strengthen Oregon's AmeriCorps Programs

2

- Strengthen Oregon Volunteers: Commission for Voluntary Action & Service



2020 LEGISLATIVE CONCEPT PROCESS

PROPOSAL FOR A LEGISLATIVE CONCEPT

2020LC-Carrie Bauer-Cleanup

Name: Carrie Bauer

Office: Workforce Investments

Phone: 971-273-9144

Email: carie.e.bauer@oregon.gov

Problem: Oregon Volunteers (OV) is the federally-required state Commission for the administration of AmeriCorps and the state entity for the promotion of volunteerism and civic engagement. OV is authorized in ORS 458.555-458.595 and is seeking to revise the state statutes to bring them into further alignment with federal requirements, to finalize the transition to the Higher Education Coordinating Commission (HECC), and to clarify the role Oregon Volunteers plays in the administration and promotion of service-related activities in Oregon. These changes will further enhance OV's ability to expand service in Oregon.

OV administers approximately \$3million in federal funds, annually, to local nonprofits, public agencies and schools to operate AmeriCorps programs. Members serving in AmeriCorps enable the organization to increase their capacity to address critical community needs, through activities delivered in multiple focus areas: mentoring, anti-poverty services, conservation and education, disaster response and increasing academic achievement. When conducting these activities, AmeriCorps members and programs often engage community volunteers, increasing awareness of community issues and utilizing volunteers in the solutions.

National Service, in addition to improving lives and fostering civic engagement, provides AmeriCorps members with the opportunity for skill-building, networking, vocational experience and connections to leading employers within the private, public and nonprofit sectors. Members are able to leverage their service into full-time jobs upon completion of their service year, or can use their Education Award to pay off student loans or seek additional vocational training. For members, AmeriCorps serves as a

pathway to a career or continued education.

AmeriCorps is possible in Oregon through OV's role as the State Commission. Federal funds provide for the majority of OV's operating costs, and as such, dictate requirements for OV's role as the state Commission, including required roles for the Commission members and development of a state service plan, identifying the ways in which OV will support and advance service in the state. This cleanup addresses discrepancies between the federal language and state language, to ensure OV is in alignment with federal requirements.

OV is also the state entity charged with promotion of volunteerism and civic engagement in Oregon. Oregon has a strong volunteerism ethic, and in 2018 ranked as the #3 state in volunteerism. 43% of Oregonians volunteer, and in 2018 contributed 177.7 million hours of service. Volunteers serve for many reasons, including to give back, gain experience, learn new skills, and make a difference in their community. Volunteers are supported at organizations by trained volunteer managers. In research conducted in 2015, volunteer managers across Oregon stated the need for OV, as a statewide entity, to play a broader supportive role, in the area of training, communications and advocacy. However, many of the mandates in the ORS place OV in a direct services role. Clarification of these roles in the ORS will allow OV to focus on the measurable ways that it can support volunteerism and volunteer managers, as well as further define its strategies to seek funding to support its role.

Finally, Oregon Volunteers seeks a name change to Oregon Serves: State Commission for National & Community Service, a name that represents the broader ethos of service, represents OV's full menu of focus areas, and is in alignment with other national service commissions. The name Oregon Volunteers represents a singular focus, and confers to the public that we are an entity that recruits and places volunteers. OV receives numerous messages from organizations, on a monthly basis, seeking services that OV does not provide. This name change will underline OV's role as a statewide entity with a higher-level, broader focus.

Background: Formed in 1994, Oregon Volunteers (OV): Commission for Voluntary Action and Service, was established in accordance with the federal National and Community Service Trust Act of 1993 to operate as the federally-required state Commission for the operation of AmeriCorps state programs. In addition to staff, the Commission is composed of up to 25 voting members creating a commission of

non-partisan, diverse citizens reflecting Oregon's unique nature.

The Oregon Volunteer and Community Service Act was passed in the 2007 legislation session with the stated purpose to promote the development of better communities by using citizen participation and volunteerism to foster greater civic responsibility. Oregon Volunteers Commission for Voluntary Action and Service is mandated to identify goals to develop and facilitate the initiation of public and private entity programs that will encourage and reward citizen participation and volunteerism. Oregon Volunteers is authorized in ORS 458.555-458.595.

OV became a part of Oregon Housing and Community Services in 2001, moved to the Office of the Governor in 2017 and officially became a part of the Higher Education Coordinating Commission (HECC)'s Office of Workforce Investments on July 1, 2018. OV physically moved operations from Portland State University to Salem as part of that transition.

To complete this transition, this technical cleanup request includes, but is not limited to the following: a name change of the State Commission, a move of the ORS from OHCS to HECC, to finalize ORS that were made as law but not added to the ORS officially, to add and correct required Commission membership roles and requirements to match federal statute language, to add and correct duties of Commission as administrator of AmeriCorps, and to clarify and revise Commission duties as coordinator of volunteer and civic engagement activities. Overall, the Commission seeks to adjust and streamline language to inclusive, achievable and measurable concepts that highlight our responsibilities and capabilities, while serving the underlying mission to support service and volunteerism as a means to engage Oregonians and address community needs.

Proposed Solution: See attached ORS Cleanup Document.

Equity Analysis: N/A

Legislative History: ORS 458.555-458.595 was last updated during the 2017 legislative session, with the passage of HB 5201 and HB 4163, effective July 1, 2018.

Fiscal Impact: There is no financial impact.

Education & Awareness Timeline (EXAMPLE)

May 2020

Activity	Suggested Timeline	Activity Deliverables
Establishment of Education and Policy Workgroup	May/June	Interested individuals will be approved by OV Commission co-chairs
Schedule Workgroup meetings	June	Identify meeting cadence
Finalize education materials	June-July	Identify stories, successful programs, and challenges to highlight in communications materials to be used during education outreach and the upcoming legislative session.
Distribute education materials	July	Send to legislators and stakeholders selected education materials about national service impact in Oregon.
Identify 3 service programs that could host a site visit with a legislator	July-August	Select service programs from different regions of the state and ask if they would be willing to host a (virtual or physical) site visit before the end of the year. See if they have any special projects that this visit could coincide with. An OV Staff member and Commission member would participate.
Coordinate Site Visit #1	August-September	Using the Site Visit Planning Tool, help a program coordinate a site visit. OV Staff and Commission members attend if able.
Coordinate meetings with Legislators	August-December	Meet with an identified legislator to discuss service programs in their district. Collect information for town halls, legislative coffees or other outreach events.
Coordinate Site Visit #2 and #3	October	Using the Site Visit Planning Tool, help a program coordinate a site visit. OV Staff and Commission members attend if able.
Pre-Session Planning	November	Update outreach plan. Plan Day at the Capitol to celebrate AmeriCorps and national service and the impact in the communities and on the lives of those it serves.
Schedule Day at the Capitol	December	Reserve space at the Capitol if needed and start compiling an invitation list.

ORS for Oregon Volunteers
2021 Legislative Session: Technical Cleanup

458.555 Oregon Serves. (1) There is established Oregon Serves: State Commission for National & Community Service within the Higher Education Coordinating Commission.

(2) The commission shall consist of at least 15 members appointed by the Governor and may consist of not more than 25 members appointed by the Governor.

(3) The term of office of each member is three years, but a member serves at the pleasure of the Governor. Before the expiration of the term of a member, the Governor shall appoint a successor whose term begins on the first day of the next following month. A member is eligible for reappointment. If there is a vacancy for any cause, the Governor shall make an appointment to become immediately effective for the unexpired term.

(4) The appointment of the members of the commission is subject to confirmation by the Senate in the manner prescribed in ORS 171.562 and 171.565.

(5) A member of the commission is entitled to receive, from moneys available to the commission, actual and necessary travel and other expenses incurred in the performance of official duties as provided in ORS 292.495. [2001 c.848 §1; 2005 c.29 §1; 2017 c.725 §9]

458.558 Commission membership. (1) Members of the Oregon Serves Commission must be citizens of this state who have a proven commitment to community service and who have a demonstrated interest in fostering and nurturing citizen involvement as a strategy for strengthening communities and promoting the ethic of service in all sectors of this state.

(2) A member may represent none, one, or more than one category, but each of the following categories must be represented.

(3) The Governor shall appoint as members of the commission at least one of each of the following:

(a) An individual with experience in educational, training and development needs of youth, particularly disadvantaged youth.

(b) An individual with experience in promoting involvement of older adults, age 55 or older, in service and volunteerism.

(c) A representative of community-based agencies or organizations within this state.

(d) The Executive Director of the Department of Education or designee.

(e) A representative of local governments in this state.

(f) A representative of local labor unions in this state.

(g) A representative of business.

(h) An individual between the ages of 16 and 25, inclusive, who is a participant or supervisor of a service program for school-age youth, or of a campus-based or national service program

(i) A representative of a national service program described in 42 U.S.C. 12572(a).

(j) A representative of the volunteer sector

(4) In addition to appointing members under subsection (2) of this section, the Governor may appoint as members individuals from the following groups:

(a) Educators. Including representatives from institutions of higher education and local education agencies.

(b) Experts in the delivery of human, educational, environmental or public safety services to communities and individuals.

(c) Members or Representatives of Native American tribes.

(d) Out-of-school or at-risk youth.

(e) Entities that receive assistance under the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4950 et seq.).

(5) In making appointments of members described in subsections (2) and (3) of this section, the Governor shall ensure that:

(a) No more than 50 percent of the appointed members are from the same political party; and

(b) No more than 25 percent of the appointed members are state employees. [2001 c.848 §3; 2005 c.29 §2; 2011 c.731 §24; 2012 c.97 §6; 2017 c.630 §10; 2017 c.725 §10]

(6) To the extent practicable, the Governor shall ensure that the membership for the Commission is diverse with respect to race, ethnicity, age, gender, and disability characteristics.

458.560 Commission officers; meetings. (1) The voting members of the Oregon Serves Commission shall select a commission member as chairperson and another as vice chairperson, for terms, and with duties and powers necessary for the performance of the functions of those offices, as the commission determines.

(2) The chairperson is elected by the voting members of a State Commission. To be eligible to serve as chairperson, an individual must be an appointed, voting member of a State Commission

(3) A majority of the members of the commission constitutes a quorum for the transaction of business.

(4) The commission shall meet at least once every three months at a place, day and hour determined by the commission. The commission shall meet at other times and places specified by the call of the chairperson or of a majority of the members of the commission. [2001 c.848 §4; 2005 c.29 §3]

458.565 Advisory and technical committees. (1) The Oregon Serves Commission may establish advisory and technical committees as the commission considers necessary to aid and advise the commission in the performance of commission functions. These committees may be continuing or temporary committees. The commission shall determine the representation, membership, terms and organization of the committees and shall appoint the committee members.

(2) Members of the committees are not entitled to compensation, but at the discretion of the commission may be reimbursed, from moneys available to the commission, for actual and necessary travel and other expenses incurred by them in the performance of their official duties, as provided in ORS 292.495. [2001 c.848 §7; 2005 c.29 §5]

458.568 Commission duties. The Oregon Serves Commission shall:

(1) Develop programs and provide oversight and administration of programs granted to this state by the Corporation for National and Community Service under the National and Community Service Trust Act of 1993, as amended, (P.L. 103-82).

(2) Prepare state applications to the Corporation for National and Community Service for financial assistance for state-based service programs.

(3) Develop a three-year, comprehensive national and community service plan and establishment of State priorities.

(4) Develop projects, training methods, curriculum materials and other materials and activities related to state service programs that receive assistance directly from the Corporation for National and Community Service.

(5) Coordinate national service and volunteer role in statewide activities for disaster preparedness, response and relief activities, and climate mitigation, including administration, training methods and curriculum materials.

- (6) Promote citizen engagement in volunteerism and service to strengthen communities in Oregon by:
- (a) Promoting a statewide volunteer recognition plan open to all sectors;
 - (b) Assisting efforts by Oregon communities to encourage citizen involvement in volunteerism;
 - (c) Evaluating the status of volunteerism and service in the public, private and nonprofit sectors of this state;
 - (d) Assisting efforts to inform young Oregonians about opportunities for involvement in the public, private and nonprofit sectors, through service and volunteerism;
 - (e) Promoting the value of service learning as an educational strategy in the kindergarten through higher educational systems;
 - (f) Promoting the concept and practice of business and corporate volunteering, with emphasis on communities where business and corporate volunteering initiatives are less developed.
 - (g) Promoting best practices of volunteer management, including screening and background check processes;
 - (h) Promoting and supporting the concept of participation and volunteerism by all citizens as an effective means to address community needs and achieve a collective commitment to lifelong community service
 - (i) Recognizing individual members of service and volunteer organizations as a means to honor and celebrate their impact in Oregon communities.
 - (i) Recognizing National Volunteer Week and AmeriCorps Week as a time for encouraging citizens to participate in community service projects.

(7) Biennially submit a report to the Governor and the Legislative Assembly as provided under ORS 192.230 to 192.245:

- (a) Detailing commission activities during the preceding two-year period;
- (b) Reviewing and summarizing, to the extent the commission deems relevant, the content of reports accepted by the commission on behalf of the Governor;
- (c) Assessing the state of national service in Oregon; and
- (d) Containing specific recommendations for any additional legislation the commission deems necessary to carry out the purpose of the Oregon Volunteer and Community Service Act or to improve the effectiveness or efficiency of the commission. [2001 c.848 §2; 2005 c.29 §6; 2007 c.6 §3; 2012 c.97 §7; 2017 c.630 §11]

458.570 Additional duties. (1) The Oregon Serves Commission shall act in all respects as the successor to the Oregon Commission for National and Community Service formed in response to the National and Community Service Trust Act of 1993.

(2) The Oregon Serves Commission shall act at all times in compliance with the requirements imposed upon a state commission by the National and Community Service Trust Act of 1993 in effect on January 1, 2006. [2001 c.848 §9; 2005 c.29 §7]

458.573 Rules establishing standards and guidelines. In accordance with applicable provisions in ORS chapter 183, the Higher Education Coordinating Commission, in consultation with the Oregon Services Commission may adopt rules:

- (1) Establishing standards and guidelines for applications for grants; and
- (2) Establishing standards and requirements for administration of programs funded by grants. [2001 c.848 §6; 2005 c.29 §8]

458.575 Solicitation of moneys by commission. The Oregon Services Commission may apply for and accept grants, contributions and assistance from any federal, state or local government agency and any foundation, individual or organization for the purposes of:

- (1) Performing commission duties under ORS 458.568;
- (2) Implementing programs and policies necessary to carry out the duties, functions and powers of the commission; or
- (3) Assisting citizens and public and private entities in implementing commission programs and policies adopted under the Oregon Volunteer and Community Service Act. [2001 c.848 §8; 2005 c.29 §9; 2007 c.6 §4]

458.577 Short title for ORS 458.578. ORS 458.578 may be cited as the Oregon Volunteer and Community Service Act. [2007 c.6 §1]

Note: 458.577 and 458.578 were enacted into law by the Legislative Assembly but were not added to or made a part of ORS chapter 458 or any series therein by legislative action. See Preface to Oregon Revised Statutes for further explanation.

Note: 458.585 to 458.595 were enacted into law by the Legislative Assembly but were not added to or made a part of ORS chapter 458 or any series therein by legislative action. See Preface to Oregon Revised Statutes for further explanation.

Docket Item: #5.3 – Federal Legislative Updates

Docket Summary:

Presentation on the latest federal regulations, national response initiatives and legislative updates.

Docket Materials:

N/A

Staff Recommendation:

None. This is an informational item.

Strategic Plan Goals:

- 1 • Strengthen Oregon's AmeriCorps Programs
- 2 • Strengthen Oregon Volunteers: Commission for Voluntary Action & Service

Docket Item: #6.0 – Strategic Planning

Docket Summary:

Discussion of the following strategic planning items:

- Board leadership succession
- Revisit board meeting calendar
- June Retreat cancellation – June meeting date confirmation
- Program and Staff support – planning and preparation for potential of new legislation and funding opportunities
- State Service Plan development – revisit timeline and activities

Docket Materials:

N/A

Staff Recommendation:

- Determine board meeting dates
- Determine new timeline for state service plan development
- Plan for board succession

Strategic Plan Goals:

- 1 • Strengthen Oregon's AmeriCorps Programs
- 2 • Strengthen Oregon Volunteers: Commission for Voluntary Action & Service