



Oregon Commission for Voluntary Action and Service

Members:

DERENDA SCHUBERT, PhD
Co-Chair

JOSH TODD
Co-Chair

PABLO BRITO

CORD BUEKER

ROSS CORNELIUS

JORGE CRUZ

HEIDI EDWARDS

MICHAEL FIELDMAN

ADELE McAFEE

JAYESH PALSHIKAR

COURTNEY SNEAD

ELIAS VILLEGAS

KELLY WESSELS

Non-voting members:

GEOFFREY HICKOX

Staff:

CARIE BAUER
Director, Oregon Volunteers

Stephanie Solomon,
*Program Officer, Oregon
Volunteers*

Barbara Zeal,
*Program Officer, Oregon
Volunteers*

SYDNEY KING
*Office Specialist, Office of
Workforce Investments*

Technical Advisor:

KAREN HUMELBAUGH
*Director, Office of Workforce
Investments*

October 11, 2019

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: Jorge Cruz, Geoffrey Hickox (non-voting), Michael Fieldman, Adele McAfee, Jayesh Palshikar, Nathan Rix (phone), Josh Todd (co-chair), Elias Villegas, Kelly Wessels (phone)

Members Absent or Excused: Pablo Brito, Ross Cornelius, Heidi Edwards, Derenda Schubert (co-chair), Courtney Snead, Cord Bueker

Staff and Technical Advisors Present: Carie Bauer, Doug Denning, Karen Humelbaugh, Sydney King

Standing Business

1.0 Call to Order & Welcome

1.1 Call to order at 10:36am.

Welcome of new Commission member, Nathan Rix.

2.0 Commission Business

2.1 No public comment. Keven Dimmick, member of the public, observed/listened on the phone. Shenika Cumberbatch, prospective member also listened in on the meeting.

2.2 Agenda was reviewed.

2.3 The Commission has 4 prospective members waiting to be approved. They will likely become members in mid-November. While non-partisan membership requirements are being met, Director Carie Bauer advised Commission members to continue to seek recruitment of diverse political parties to maintain balance.

2.4 Geoffrey Hickox, Director of the Oregon CNCS State Office, presented the CNCS report. (*See Meeting Materials*) Key Information: CNCS continues to implement the Transformation and Sustainability Plan with the recent

Oregon Commission for Voluntary Action and Service

October 11, 2019 MINUTES (continued)

opening of the Denver office. Senior Corps/Foster Grandparent program applications are currently being accepted.

Carie Bauer, Director of Oregon Volunteers (OV), presented the Director's Report. (*See Meeting Materials*) Key Information: (*Membership Updates*) Four potential Commission members have been submitted to the Governor's Office for appointments. Appointments are expected to occur in November. New members will fill roles of: Public Policy Services Expert, Service Learning Services Expert, National Service Representative and 16-25 participant or supervisor of national service or service learning program. Cord Bueker submitted resignation effective November 1. OV is awaiting the name of a new designee from Oregon Department. Discussion occurred amongst the Commission over the issue of inactive members and the struggle to meet quorum, as well as the importance to consider the calendaring of meetings that supports participation and access. (*Staffing Updates*) Oregon Volunteers is in need of filling staffing roles within the office. The OV Program Officer began extended leave starting in August, returning in November. Stephanie Solomon will fill in as Program Officer and has begun monitoring visits with Program Analyst Rachel Soto. Due to this understaffing, the 2019 AmeriCorps Kick-Off and 25th AmeriCorps Anniversary celebrations have been cancelled. Per Karen Humelbaugh, Director of Office of Workforce Investments, recruitments may be able to open next week for the open positions.

(*Funding Updates*) OV will open the 2020-21 Grant Application cycle to new competitive grants that have previously administered AmeriCorps programs in Oregon.

2.5 Consent Agenda: Co-Chair Josh Todd suggested some changes be made to the minutes from last meeting. Dates updated and members absent updated. Director Bauer provided additional information about 2019 funding portfolio recommendations and missed quorum.

Co-chair Josh Todd motioned to pass the consent agenda, Michael Fieldman moved, and Jayesh Palshikar seconded. Motion passed.

3.0 Partner Program Introduction

Doug Denning, Director of Oregon Youth Corps (OYC), formally known as Oregon Youth Conservation Corps (OYCC), presented information about OYC to the Commission. Highlights of discussion included reasoning behind name change, program requirements, funding status and common target audiences between AmeriCorps and OYC. Director Denning explained that the mission of OYC is to empower youth by providing them with unique working opportunities, an ability to gain job experience, develop soft skills, provide connections to work with professionals, and make an impact in their

Oregon Commission for Voluntary Action and Service

October 11, 2019 MINUTES (continued)

local community. Director Denning also expanded on the funding of OYC: OYC receives no state general funds and is funded only through “Special Funds,” namely through the Oregon Lottery, the Oregon State Marine Board, and the Bureau of Land Management. Because these funds are not anticipated to increase with OYC’s needs, OYC is seeking alternative funding solutions. Commission member Michael Fieldman commented that these are issues that Oregon Volunteers has experienced before and, along with other members, offered ideas for assistance in this area. Suggestions amongst the Commission included combined legislative visits and a VISTA member for capacity-building. Commission member Jorge Cruz suggested a program that he is familiar with in his area that connects students of color to nature, and suggested this may be a good for OYC as well. Commission member Cruz offered to follow-up with OYC outside of the Commission meeting. Commission members and OYC agreed there is potential overlap with OV in goals and strategies.

4.0 ORS Discussion

Co-Chair Todd presented his work on the Oregon Revised Statutes, which included an initial review to indicate which sections of the ORS are state versus federal mandates, and would require clean-up. OV Director Bauer and OWI Director Humelbaugh provided information on their meeting with Kyle Thomas, HECC Legislative Affairs Director, and the subsequent expected timeline and messaging that will occur with a possible ORS revision and name change. Per Director Thomas, this work will occur in the long session in 2021. To prepare, changes should be started by the end of November, and by June or July needs to be clean. A workgroup was suggested and implemented. Those that showed interest were members Michael Fieldman, Jayesh Palshikar and Josh Todd.

Co-Chair Josh Todd suggested nominating Governor Kate Brown for the championship award. Jayesh Palshikar motioned, Elias Villegas moved, Jorge Cruz seconded. Motion passed.

5.0 State Service Plan Review

Director Bauer presented an updated version of the 2018-2020 State Service Plan, based on suggestions made at the August Retreat.

The goals listed in the State Service Plan have been narrowed down to two primary goals for the Commission to focus on in the last year of the plan. The 3rd goal focus area will include the goals in the required Supplemental Plan for Volunteers 55+. For the next three-year plan, beginning development in 2020, OV will hire a facilitator that they and other boards in OWI have used previously, in order to ensure an aligned strategic plan within the OWI and HECC.

Oregon Commission for Voluntary Action and Service

October 11, 2019 MINUTES (continued)

Co-Chair Josh Todd moved to approve the State Service Plan with changes discussed. Michael Fieldman motioned, and Nathan Rix seconded.

6.0 Commission Business (continued)

- 6.1 DIA/Commission ROI Project: Due to a scheduling conflict with the presenter from Dialogues in Action (DIA), Director Bauer presented information about the Commission ROI research project, a project being conducted by DIA, and contracted through an opportunity with the national association, America's Service Commissions (ASC). Members were asked what types of information they would want to learn about the value of the Commission's work and gave multiple questions to ask of members, stakeholders, programs, alumni and legislators. The project timeline will follow: evaluation tools by December, interviews by April, and presentation of findings by May. If anyone is interested in representing the Commission in this research project, (for example, conducting interviews), their name will be forwarded to the project representative, Jessamyn Luiz.
- 6.2 Budget Summary: 2020 Commission operation funds applications are due to CNCS in October. Allocations for CIF are now on an annual calendar schedule and will be \$166,000 for Oregon. Once OV's carryover and no cost extension of previous CIF expires in June 2020, and OV moves to a staffing model of two program officers, Director Bauer explained that the budget will become more restricted. For this coming budget year, Director Bauer will seek to utilize the CIF carryover for additional activities. Items already funded through the previous carryover include: DEI training, a data consultant, and a videographer.

7.0 2020 Calendar & Upcoming Events

- 7.1 Discussions occurred around upcoming elections. Co-chairs Todd and Schubert are willing to serve again as co-chairs during their last year on Commission, but are seeking an identified mentor for succession planning. Members McAfee and Palshikar expressed their desire to remain on the Executive Committee as Secretary and Member-at-Large respectively. Member Villegas identified himself as interested in the mentor position. Co-chair Todd suggested a bylaw amendment to clarify the mentor position.
- 7.2 Calendar: Quarterly meetings are not working for many board members. It is felt that if we increase meetings per year, there would be more engagement. The proposed calendaring is 2 months on and 2 months off. Jan/Feb, May/June, Sept/Oct.

8.0 Adjourn

Oregon Commission for Voluntary Action and Service

October 11, 2019 MINUTES (continued)

8.1 Meeting adjourned at 1:56pm.