
OREGONSERVES COMMISSION MEMBERSHIP COMMITTEE AGENDA

Meeting Date and Time: August 21, 2025 from 11am to 12pm

Join by Phone: (612) 328-1310 Passcode: 3 2 3 6 6 6

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11:00 am – Meeting Opening

Facilitated by Chair

- Call meeting to order
- Approve previous meeting minutes
- Receive public comments

11:10 am – Director Report-Out

Presented by the Director

- Updates on state, federal, and commission activities
- Updates on recruitment campaign activities, applications, and Office of Appointments news

11:30 am – Development Discussion

Facilitated by Chair

- Address old business and introduce new topics
- Review of policies, processes, and projects under development

11:55 am – Meeting Closing

Facilitated by Chair

- Review of next meeting dates
- Recap of action items

12:00 pm – Meeting Adjourned

OREGONSERVES COMMISSION

MEMBERSHIP COMMITTEE MEETING MINUTES

Meeting: June 23, 2025

Location: Virtual

Format: Meeting minutes follow the flow of the meeting agenda for clarity.

Commission Members in Attendance (need 2 for quorum)

- Cari Vandecoevering
- Jared Pruch

Commission Staff in Attendance

- Carie Bauer, OregonServes Commission Director
- Kelly Hale McNabb, Office Support Specialist

Meeting Opening

- Meeting chaired and called to order at 11:03am by Director Bauer
- Meeting quorum was confirmed
- No public comments were received

AmeriCorps Updates

Federal and State Activities

- Director Bauer provided updates on the Federal and State activities including sharing that funding has been received for 2025 Commission operations. There is no news to report on the CIF grant.
- Director Bauer mentioned some other potential funding streams and what we are currently seeing with other state programs and Commissions.
- The injunction request was successful, and AmeriCorps has been requested to return terminated grants to status quo while the lawsuit is active.
- Director Bauer shared strategies that we are using to advocate for bringing terminated members back on board.
- Director Bauer addressed the status of the Youth Mental Health Corps grant and possibilities within multiple funding outcomes.

Recruitment Updates

- Director Bauer shared a folder containing recruitment materials for review and comment with the Committee members.
- Director Bauer shared the appointments timeline with due dates for applicants and recommendations from the OregonServes Commission, and the process for approval. A current roster was also shared showing the membership expiration dates of current Commission members and Director Bauer addressed the need for recruitment efforts. Required membership slots and total number of Commission members were discussed as well.
- Director Bauer gave a high-level overview on candidates who have applied.
- Recruitment tools and targets were shared as well as additional resources and templates that are available for use in recruiting efforts. Discussion took place around connecting with populations who we haven't historically been successful in bringing to the table.
- Strategies and next steps were discussed, such as targeted outreach efforts, timing and quick wins using established networks. Going forward, we can look at developing a process for a more robust recruiting strategy.

Operational Tools Discussion

- Director Bauer provided a review of draft-versions of tools such as surveys, assessments and Membership Committee charter.
- Director Bauer shared the Policy Proposal Impact Analysis document and discussed the proposed approvals process and how it would be used. She addressed gaps, needs, and potential timelines. She also shared a document that could be used to guide the Commission through the proposals and questions that might be important to consider.
- The committee was asked to review and comment to move the documents forward in asking for approval from the full Commission according to a proposed timeline. Jared and Cari both agreed that they could review the documents according to the proposed schedule.

Meeting Closing

- Recap of decisions and action items
 - Review and comment on draft items by scheduled dates
 - Director Bauer to continue working on documents
 - Jared offered to fill slot #14 to fulfill local government requirement
 - Jared to connect with youth who may fit slots #16 and #18
 - Jared to work with contacts on best practices
 - Cari to connect with friends and family who may fit slot #12

- WTDB outreach by Carie for slot #15
 - VISTA alum could fulfill the slot Mary once did
 - Do some blanket outreach as much as possible now, with the intention of being more targeted at a later time
 - Submit ideas for targeted recruitment
- Review of next meeting dates – Next full Commission meeting is July 11. Public Policy meeting – June 27. In-person meeting in September.
- Meeting adjourned at 12:02pm by Director Bauer