

OREGONSERVES COMMISSION

Meeting Minutes

Meeting Date: October 11, 2024

Commission Members in Attendance:

In-Person: Greg Carpinello, Jared Pruch, Shenika Cumberbatch-Corpas, June Bass, Sierra Barnes, Susan Dove Carlisle Taylor

Online: Heidi Echeverría, Jayesh Palshikar, Daniel Altamirano Hernandez, Cari Vandecoevering, Latrissa Lee Neiworth, Craig Wiroll, Mary Greusel

Commission Members Absent:

None.

Commission Staff in Attendance:

Carie Bauer, OregonServes Commission Director, Kelly Hale McNabb, Office Support Specialist, Priscila Narcio, Outreach and Program Development Specialist.

Invited Guests in Attendance:

Cameron Blossom, National Conference on Citizenship

Jeff Coates, National Conference on Citizenship

Meeting Opening:

Meeting chaired by Heidi Echeverría.

Meeting called to order at 11:04am by Chair.

No public comment at this time.

Introductions & Announcements:

New Members, Staff Updates, General News | Chair Echeverría

- Chair Echeverría began a round of introductions
- Chair Echeverría reviewed the agenda
- Quorum was met.
- September 27th Meeting Minutes were submitted for approval 1st: Daniel Altamirano Hernandez, 2nd: Greg Carpinello – No discussion, no abstentions, minutes approved.

Informational Items:

2022-2024 State Service Plan | Carie Bauer

- Director Bauer gave an overview of on the current State Service Plan, as well as plans to create the next State Service plan.
- Director Bauer noted that what we learn from the Civic Health Index will tie in nicely to this conversation.

- We will be looking at developing a new plan to cover three years, and with a focus on inclusivity and have communities help lead this process and document development.
- Director Bauer noted that we are contracting with Coraggio this time around.
- For the last plan, community groups were interviewed and also acted as focus groups. Director Bauer shared key findings from those interactions.
- Liz Gronert asked a question about the focus groups and who was involved.
- Director Bauer went on to cover volunteerism, capacity building, goals and wins, concluding her presentation.

National Conference on Citizenship | Cameron Blossom and Jeff Coates

- Cameron and Jeff introduced themselves and gave a background on the National Conference on Citizenship.
- Cameron shared a map showing areas where data has been collected previously and reviewed general categories, or “key indicators” that they collect information on.
- Some data that has been collected in other states was shown as an example of what they look for and how it can tie into what groups are looking for specifically and how reports can be tailored to needs.
- Cameron mentioned that sometimes additional, outside data can be collected and used to help tell the story, and that in those instances, it is notated in the report.
- Reports can take 4-6 months to produce.
- Cameron emphasized that it’s important to include other partners in the process, and sometimes they bring extra budget/dollars with them.
- It was proposed that May would be when the report is released for OregonServes, and noted that the National Conference on Citizenship will have new/additional data in November.
- There was some conversation around data and it’s impact on citizenship; as well as the importance of making recommendations with report.
- There was a question and answer session and information was shared around building partnerships with Veterans groups, possible reasons that volunteerism has dropped overall.

Discussion Items | Everyone

Incorporating what we just learned

- Chair Echeverría asked the Commission to think about and discuss how we can incorporate what we just learned during the presentation into our State Plan.
- There was lots of conversation around timing, getting qualitative data to support the findings and tell the stories, and getting a workgroup together.
- Conversation around how to bring Veterans groups into the conversation was robust, and there were connections and contact information shared.
- Director Bauer offered to give a presentation to the Veterans Services.
- Latrissa and Sierra offered to network, as they both have connections with Veterans groups.
- The group discussed overarching goals of the State Service Plan, and what it should address; such as building partnerships, expanding volunteerism opportunities to older folks, participating in advocacy days at the Capitol, and identifying next steps.
- Volunteers to participate in a workgroup were identified and others who are interested will contact Director Bauer directly.

Training: Workday 101 | Kelly Hale McNabb

Kelly gave a presentation on the basics of WorkDay. She has created a PowerPoint to help newcomers with acclimating themselves with WorkDay. She went over the following topics: logging in, setting up your profile, setting up direct deposit, W-4s and travel reimbursement.

DEIA | Carie Bauer, OregonServes

- Director Bauer gave a presentation on Diversity, Equity, Inclusion and Accessibility.
- She talked about how we can infuse these values into all of our work, and suggested giving over the documents to those who are impacted by them to make recommendations and send back to us.
- Director Bauer gave a progress report on items she has been working on and how they are used.
- Director Bauer spoke of accountability and collecting data to ensure continuous improvement.
- She brought up that she would like to build up membership and create a group to help with those endeavors, as well as create a mentoring-type of environment for new members.
- She discussed opportunities to bring on non-voting, technical advisors, and/or ex-officios to our Commission as well.
- Director Bauer also mentioned creating an alumni contact database for tracking members and including them in our communications, acknowledging them, and inviting them to participate in surveys and other opportunities.
- She suggested that there should be two Committees, a Public Policy Committee, which already exists, and the creation of a Membership and Development Committee
 - The Commission took the suggestion to a vote, and Sierra motioned to approve the creation of a Membership and Development Committee, Shenika seconded, and the Commission was all in favor, with zero abstentions. Jared, Cari and Carie volunteered to staff the Committee.
 - The Public Policy Committee will provide a tentative schedule for 2025.

Meeting Closing:

Recap, Reminders, and Agenda Item Requests

- Director Bauer thanked the Board and staff present for their time and commitment to the OregonServes Commission, and presented some gear to the group.
- A recap was given and next steps were reviewed.
- Priscila Narcio, of OregonServes, gave a brief preview of the Kickoff event, happening Monday, 10/21!
- Please let Director Bauer know who is interested in joining the workgroups and/or committees.

Meeting Adjourned:

Meeting adjourned at 2:55pm by Chair.

Next meeting: December 13, 2024.

Commission meeting materials can be located on our website:
[OregonServes Commission Board : About Us : State of Oregon](#)

Please contact board administration for any further assistance at:
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