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**New Mexico Commission for Community Volunteerism  
Executive Director Report to the Commission Board  
Samuel Sokolove, Executive Director**

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**Purpose of the Executive Director**

The NMCCV Executive Director reports to the State Service Commission, Commission Board of Directors, and DWS (NMCCV Fiscal Agent), the Executive Director (ED) has overall strategic and operational responsibility for the commission's staff, programs, expansion, and execution of its mission.

**Activities/Items:**

Formula RFP 17-18: worked with NMCCV staff on drafting of Formula RFP 2017-18, including incorporating updated procurement requirements.

Budget: Met regularly with DWS finance staff to track and adjust, when necessary, the 2017 Commission budget. Facilitated on-boarding on Spring Intern Rio O'Neal with HR Department.

Commission Recruitment and Administration: Continued to lead effort to recruit new NMCCV Commissioners to meet recruitment matrix by identifying and interviewing, with Outreach Officer Kristin Hsueh, nine pending appointees. Met with Commissioners Armijo-Brasher, Chavez, Dallago, Hallstrom, Humiston, Montoya; held monthly check-in calls with Chair Riordan.

Competitive RFP: facilitated response from Procurement Office to address complaints/questions from non-responsive applicants.

Monitoring: with Program Officer Logan Rice, conducted on-site monitoring visits with Atrisco, NACA, Highlands, Earth Care and RMYC and worked with Program Officer on corrective action plans when required. Consulted with CNCS Program Officer to promptly address issues of Prohibited Activities.

Training: Participated in ongoing trainings offered by America's Service Commissions (ASC) designed for new Commission Executive Directors.

Outreach: facilitated meetings with representatives of the United Way Center for Non-Profit Excellence, Grants Collective, SWH Innovations, NM Historic Sites, Fathers Building Futures, New Mexico Department of Health, NM Child Advocacy Networks, Santa Fe Mountain Center to explore possible application opportunities during the 2017 Formula process, including a Healthy Futures Opioid reduction/prevention initiative for 2017. Maintained ongoing communication with regional CNCS and NCCC offices to coordinate relevant planning and strategic efforts.

Respectfully Submitted,

Samuel Sokolove  
March 23, 2017



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**New Mexico Commission for Community Volunteerism  
Program Officer Report to the Commission Board  
Logan Rice, NMCCV Program Officer**

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**Purpose of the Program Officer**

The NMCCV Program Officer manages the program portfolio, assisting in the development of an annual monitoring plan, management of monitoring and reporting activities, and overseeing compliance of grant agreements, regulations, and policies.

- Monitoring Visits:
  - Atrisco Heritage Foundation
    - Probation- Recruitment and retention issues
    - Nondisplacement and duplication concerns
  - EcoServants
    - No concerns
    - Assisting in data standardization for environment programs
  - NACA-Inspired Schools Network
    - Continuing steps in the right direction
  - Rocky Mountain Youth Corps
    - No concerns
    - Assisting in data standardization for environment programs
  - New Mexico Highlands University
    - No concerns
  - Earth Care Cadre
    - Alleviated our concerns regarding prohibited activities being conducted

**Upcoming Activities/Items:**

- Monitoring visits
  - Families and Youth Inc.
    - March 28<sup>th</sup> through March 31<sup>st</sup>
  - Teach for America
    - April 3<sup>rd</sup> through April 5<sup>th</sup>

Respectfully Submitted,

Logan Rice  
March 23, 2017



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**New Mexico Commission for Community Volunteerism  
Community Outreach and Events Officer Report to the Commission Board  
Kristin Hsueh, NMCCV Community Outreach and Events Officer**

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**Purpose of the Program Officer**

The NMCCV Community Outreach and Events Officer works to strengthen subgrantees and communities through program development and management, event planning, training, support, community outreach, and administrative support.

**Activities/Items:**

- Day at the Legislature on February 28<sup>th</sup>, 2017
  - 10 Organizations present with tables including: NMCCV, Teach for America, Rocky Mountain Youth Corps, NMHU, CNCS/NCCC, Roadrunner Food Bank, CVC, Red Cross, CNPE, NM State Parks
  - Commissioners Present: Matthew Montoya, Elaine Graff, Nancy Hughes, Alice Garza, Hank Humiston, Greg Hallstrom, Jorja Armijo-Brasher
  - Program Present: Earth Care, EcoServants, NACA- Inspired Schools Network, New Mexico Highlands University, Rocky Mountain Youth Corps, Teach for America
  - Certificate on the House-Representative Smith- Presentation of 3 AmeriCorps Members (Emily Ewings- Earth Care, Alexandria Burnquist- NMHU, Eilene Morgan- NACA-ISN) and Sam and Logan
  - Memorial on the Senate- Senator Pinto- Presentation of 3 Senior Corps (Rosario Torres, Marcy Miranda, Karen Thoene) and Kristin. Remarks in the Rotunda had 75+ individuals present; Throughout the day 175-200 people present
- After Day at the Legislature- CNCS, NCCC, NMCCV sit down at the Montoya Federal Building.
  - Discussed possible collaboration and overlap
  - Commissioners Present
- Promotional/Outreach Videos- Contract with Edit House Productions
  - EcoServants
  - FYI

**Upcoming Activities/ Items:**

- Service Summit- 3-23-17 & 3-24-17
  - 3/23/17- 222 registrations, All streams of Service represented- 9 Exemplary Members
  - 3/23/17-217 registrations, National Service Programs, nonprofits, and volunteer managers- 9 Champions of Service
- Promotional Videos Featuring Earth Care and NACA-ISN scheduled to be completed by 6/17

Respectfully Submitted,

Kristin Hsueh  
March 23, 2017