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OFFICE OF THE GOVERNOR

STATE CAPITOL
SANTA FE, NEW MEXICO 87503

BRUCE KING
GOVERNOR

(505) 827-3000

EXECUTIVE ORDER NO. 94-03

WHEREAS, the increasing realization of the importance of volunteerism and civic participation, the growing recognition of community service as a means of community and state problem-solving, and the revival of national service as an avenue for addressing many of the country's unmet human, environmental, educational and public safety needs have led to new options for enhancing the quality of life for New Mexicans; and

WHEREAS, the federal government has enacted the National and Community Service Trust Act to promote community service; and

WHEREAS, a state commission is necessary to advise and assist in the development and implementation of the Americorps and Community-based service learning programs for school-age youth funded under the National and Community Service Trust Act of 1993;

NOW, THEREFORE, I, BRUCE KING, Governor of the State of New Mexico, by virtue of the authority vested in me by the Constitution and the Laws of the State of New Mexico, do hereby order that the State Commission on National and Community Service (hereinafter "Commission") is hereby established as follows:

SECTION 1. Establishment. The Commission is established to advise and assist New Mexico's implementation of the National and Community Service Trust Act of 1993; to develop a long-term, comprehensive national and community service plan for New Mexico; and to serve as the state's liaison to national and state organizations which support its mission.

SECTION 2. Membership.

A. In establishing the Commission, the Governor shall appoint one-third of the initial members for a term of one year; one-third for a term of two years; and one-third for a term of three years. Following expiration of the initial terms, all appointments shall be for three-year terms.

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B. Not more than 25 percent (25%) of the Commission members may be employees of state government, though additional state agency representatives may sit on the Commission as non-voting, ex-officio members.

C. Not more than 50 percent (50%) plus one of the Commission may be from the same political party.

D. To the extent possible, the Commission shall be balanced according to race, ethnicity, age, disability and gender and geographic characteristics.

E. The Commission shall consist of not less than fifteen (15) and no more than twenty-five (25) members appointed by the Governor on a bipartisan basis as follows:

1. not less than one (1) representative of a community-based agency or organization in the state;
2. the head of the State Department of Education or his designee;
3. not less than one (1) representative of local government in the state;
4. not less than one (1) representative of local labor organizations in the state;
5. not less than one (1) representative of business;
6. not less than one (1) individual between the ages of 16 and 24, inclusive, who is a participant or supervisor of a service program for school-age youth, or of a campus-based or national service program;
7. not less than one (1) representative of a national service program;
8. not less than one (1) individual with expertise in the educational, training, and development needs of youth, particularly disadvantaged youth;
9. not less than one (1) individual with experience in promoting the involvement of older adults (age 55 and older) in service and volunteerism; and

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10. other voting members as the Governor may appoint.

F. The interim representative of the Corporation for National and Community Service (hereinafter "Corporation") on the Commission shall be the ACTION State Director who shall be a non-voting, ex-officio member. This representative shall change if the change is requested by the Corporation.

G. The Commission members shall serve at the pleasure of the Governor.

H. Vacancies among the members shall be filled by the Governor to serve for the remainder of the term.

SECTION 3. Meetings.

A. The Commission shall meet at least monthly for the first six (6) months with subsequent meetings on a bi-monthly basis.

B. The Chair may call such other meetings as deemed necessary by the Chair or a majority of the members of the Commission.

C. For purposes of conducting business, a majority of the membership of the Commission shall constitute a quorum.

D. All meetings of the Commission shall be conducted pursuant to the provisions of §10-15-1 through 10-15-4 of the Open Meetings Act.

SECTION 4. Officers.

A. The officers of the Commission shall be a Chair and a Vice-Chair.

B. The Chair and Vice-Chair shall be selected by the members by majority vote.

SECTION 5. Committees. The Commission may appoint standing or ad hoc committees to facilitate its work.

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SECTION 6. Commission Duties. The Commission shall:

A. prepare a national three-year plan for the state's implementation of the National and Community Service Trust Act, which follows state and federal guidelines;

B. prepare the state's application for service positions supported by the National and Community Service Trust Act within federal and state guidelines, with the quality of programs being the primary criteria;

C. assist in the preparation of the application by the New Mexico Department of Education for school based service learning programs for school-aged youth funded by the Corporation;

D. make technical assistance available to interested groups to plan and implement corporation-funded service programs;

E. develop and implement a system of obtaining information and technical support concerning implementation of Americorps and community-based service learning for school-aged youth;

F. promote strong interagency collaboration as an avenue for maximizing resources and provide that model on the state level;

G. provide public recognition of successful implementation of its efforts by groups and individuals;

H. identify and utilize state and private resources to initiate, expand and reinforce its quality service programs;

I. serve as the state's liaison and voice to the Corporation;

J. develop a system to assist with the recruitment and placement of participants in Americorps and disseminate information concerning such opportunities;

k. administer the state's grant program under Americorps and Corporation-funded community-based service learning programs using assistance provided to the state, including selection, oversight and evaluation of grant recipients; and

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1. coordinate its functions (including recruitment, public awareness and training activities) with any division of the federal ACTION program or the Corporation as required by the Corporation.

SECTION 7. Administration.

A. The Governor's Office shall provide the necessary administrative and support services to the Commission utilizing funds received from the Corporation.

B. The Commission is authorized to accept funds and in-kind services from state and federal entities and private sources as authorized by applicable New Mexico statutes.

SECTION 8. Expenses.

A. The Commission members shall serve voluntarily and shall serve without compensation.

B. Members of the Commission and staff are eligible to receive reimbursement for authorized travel and subsistence expenses in accordance with the provisions of applicable New Mexico statutes and Rules and Regulations promulgated by the Department of Finance and Administration regarding the payment of travel and per diem.

This Executive Order supersedes any other previous orders, proclamations or directives in conflict. This Executive Order shall take effect immediately and shall remain in effect until such time as it is rescinded by the Governor.

ATTEST:

Stephanie Gonzales

DONE AT THE EXECUTIVE OFFICE
THIS 26TH DAY OF JANUARY, 1994

WITNESS MY HAND AND THE GREAT
SEAL OF THE STATE OF NEW MEXICO

Bruce King
BRUCE KING
GOVERNOR

