



NEW MEXICO COMMISSION FOR
**COMMUNITY
VOLUNTEERISM**



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MEETING MINUTES

**March 11, 2016
3:30PM-4:45 PM**

Commissioners in Attendance

Jorja Armijo-Brasher

Bernadine Dallago

Erin Atkins (via Conf. Call)

Alice Garza

Dustin Chavez

Elaine Graff

Patricia Lee Chavez

Nancy Hughes

2016 Ex-Officio Commission Members in Attendance

Curtis Cannon

Michael Garcia

Staff in Attendance

Curtis Cannon, Executive Director

Logan Rice, Program Officer

Kristin Hsueh, Outreach and Events Officer

Others

Greg Hallstrom- Public



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Call to Order

Patricia Lee Chavez, called the meeting to order at 3:30 PM

Roll Call

Curtis Cannon, Executive Director called roll.

Approval of Minutes

The minutes were sent out to the Commission prior to the meeting. Secretary, Elaine Graff asked if there were any corrections, Dustin Chavez corrected the minutes by removing Jennifer Riordan name twice from the roll call. The minutes were then accepted as amended.

Grants Management and Program Development Committee

This agenda item was moved up so that Erin Atkins would be able to participate in the discussion and vote via conference call. The notes below are in addition to the individual report.

Curtis Cannon reported on planning grants. There are two options for going forward in regards to inclusion of planning grants in the RFP process for FY 15-16. Currently, the planning grant is tied to the RFP process in which case there is a specified amount of money designated for planning grants and requires the awarding of the designated money. The other option is to include the planning grants as a part of the overall review of grants but does not require the Commission to award money specifically to this type of proposal.

After discussion by commission members Elaine Graff, Bernadine Dallago, and Curtis Cannon, Bernadine Dallago made a motion to review for the planning grants but not to specify a category for planning grants. Alice Garza seconded this motion and it was approved by consensus.

Commission Announcements:

Staff Announcements

Curtis Cannon introduced Kristin Hsueh to the board as the new Community Outreach and Events Officer. Curtis Cannon then introduced Greg Hallstrom, member of the public, who is waiting to be confirmed as a member of the Commission. Greg gave a brief introduction of himself which included his work with Community Link Albuquerque and his eagerness to join the Commission.

CNCS State Office Announcements

Staff Announcements

Michael Garcia announced upcoming events which included the following:

Mayor's/County/ Tribal Day of Service





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Mr. Garcia announced that several communities throughout New Mexico will be participating in this event on April 5, 2016. He stated that he will distribute via e-mail a detailed list of events that are going on throughout the state of New Mexico and encouraged the commissioners to attend these events if possible.

Cluster Conferences

Mr. Garcia encouraged commissioners to attend at least one cluster conference being held in various places throughout the country during the month of April. These conferences are meant to help inform and train Commissioners, Commission Staff, and National Service Participants. Curtis Cannon made note that due to the state of the New Mexico State Budget, there have been cut backs for out of state travel and he is currently waiting for approval to send two staff members to conference but will not be able to send commissioners at this time.

Committee Report Outs:

Each committee had a report out, the following are in addition to those individual reports:

Executive Committee

Curtis Cannon reported on the Executive Committee. They met on March 3, 2016 to discuss the upcoming Commission Meeting set for March 3, 2016. They also discussed a date and time for the following Commission Meeting which would serve as the Business Meeting for the year and will be the meeting at which officer positions will be nominated and voted upon

Board Development Committee

Curtis Cannon reported on the Board Development Committee. Matt Montoya has agreed to be the interim chair of this committee. Curtis Cannon also discussed the creation of a Wiggio forum page for the Commission and stated he will send out invitations for the page to the Commission in the following weeks. The page can be used for questions, documents, and polling. Commissioner Graff would like to explore the possibilities of using Wiggio to be the resource and access point for electronic copies of documents for future meetings.

Community Outreach Committee

Committee Chair Patricia Lee Chavez passed out a revised version of the Community Outreach Committee report. The Legislative Day was successful with members being recognized on both the house and senate sides. Commissioner Lee Chavez would like to have the next Day at the Legislative planned and ready for submission by September 1, 2016. With early planning, this Legislative Day should be a larger event and hopefully create more of a presence. Kristin Hsueh then presented the prototype for Commissioner Outreach Traveling Trunks which includes a tote, brochures, program pamphlets, sign in sheets, promotional items, name badges, and a PowerPoint on a USB. Things we will



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also include will be talking points, dos and don'ts for talking about AmeriCorps, and how to tailor this program for various age groups.

State Service Plan Taskforce

The draft version of the 2016 State Service Plan was sent out to the Commission prior to the meeting. Curtis Cannon asked for feedback. Chair, Commissioner Jennifer Riorden gave her feedback and minor corrections via e-mail and her changes have been incorporated into the draft version that was sent out. Commissioner Lee Chavez stated that she would like to see the titles and committee chairs be added to the final version. Commissioner Dallago made a motion to accept the State Service Plan with the addition of titles and committee chairs to be added where appropriate and to seek Governor approval, Commissioner Lee Chavez seconded the motion and it was passed unanimously.

Old Business

Board Member Proxies

After discussion and proposed revisions to the Proposed Resolution to bylaws by adding the following italicized changes:

A voting member may select one designee to serve when necessary in his/her place. A letter/*e-mail* must be submitted *24 hours in advance of the meeting* to the Chair of the Commission for the Commissioner nominating the designee and indicating his/her credentials for service and relationship to the constituency the Commissioner represents. *This designee may only serve for the immediate meeting, the only exception to be made for long term designees will be made for members of the Cabinet.* Designees shall enjoy the full privileges of Commission memberships but may not be an officer of the Commissioner.

This new proposal was discussed by the Commission but was proposed by Commissioner Dallago to be tabled until the next meeting. This proposal was seconded by Commissioner Lee Chavez and was unanimously decided to be tabled.

New Business

N/A

Announcements

N/A

Next Meeting Proposed





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The Executive Committee proposes the next meeting, which will be a business meeting, to be June 17, 2016 from 12pm-3pm.

Public Comment

Greg Hollstrom- none

Meeting Adjourned

Commissioner Lee Chavez moved to adjourn; it was seconded by Commissioner Dallago at 4:45pm.

Minutes Prepared by Kristin Hsueh