



NEW MEXICO COMMISSION FOR  
**COMMUNITY  
VOLUNTEERISM**



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**MEETING MINUTES**

**October 17, 2015**

**1:00 PM-3:00 PM**

**Commissioners in Attendance**

Jorja Armijo-Brasher

Alice Garza

Erin Atkins

Elaine Graff

Dustin Chavez

Nancy Hughes

Patricia L. Chavez

Jennifer Riordan

Bernadine Dallago

**2015 Ex-Officio Commission Members in Attendance**

Curtis Cannon

Michael Garcia

**Staff in Attendance**

Curtis Cannon, Executive Director

Logan Rice, Interim Program Officer

**Others**

David Chene, CNCS Program Officer



### **Call to Order**

Chair, Jennifer Riordan, called the meeting to order at 1:09 PM

### **Roll Call**

Executive Director, Curtis Cannon called roll.

### **Approval of Minutes**

The minutes were sent out to the Commission prior to the meeting. Executive Director, Curtis Cannon asked if there were any corrections and if there are no corrections the minutes are approved as distributed.

### **Commission Staff Announcements:**

#### **Staff Moving On**

Curtis Cannon announced that Sheryl Trail, while still working in NMDWS, is no longer working for NMCCV and has dedicated 100% of her time to a different department. Mr. Cannon also announced that Ryan Vigil has moved to a different governmental department. Mr. Cannon expressed his gratitude for Mrs. Trail and Mr. Vigil's hard work for NMCCV.

#### **New Positions**

Ryan Vigil's previous position had been mislabeled as "Program Manager", due to NMDWS requirements that position has been renamed to "Program Officer", NMCCV is currently hiring to fill this position. NMCCV also announced that it is hiring for a new position titled "Outreach and Events Officer".

#### **NMDWS Support Staff**

Mr. Cannon explained the staff structure in NMDWS who supports NMCCV. This staff provides support in some of the following areas: legal, procurement, accounts payable, and marketing.

### **Programming Update**

#### **Program Year Close**

Program Year 2014-2015 came to a close on August 31, 2015. NMCCV will be turning in reports to CNCS at the end of October based on the previous program year.

#### **Program Year Open**

Program Year 2015-2016 opened on September 1, 2015. Logan Rice is providing support to the awarded organizations, including but not limited to; ensuring compliance, providing trainings and orientation, and monitoring.



### **City of Albuquerque Extension**

The City of Albuquerque's program "Running Start for Careers" was granted a 120 day no-cost extension; this extension will take the program to December 21, 2015. The City was granted this because the program started late and members were not given enough time to complete their hours in order to receive their Education Award.

### **Program Contact and New Items**

With the new program year NMCCV has been encouraging programs to use one another to contact one another for support or advice. NMCCV has also increased the amount of contact the Program Officer has with programs with the intention of allowing new and old programs the ability to answer program and fiscal questions more frequently. NMCCV implemented the use of Wiggio which helps facilitate program contact not only with one another but also NMCCV. Programs have been provided a Program Director Handbook, Terms and Conditions, and Logan Rice conducted an orientation at the beginning of the year.

### **National Symposium Highlights**

4 staff members attending the National Service Symposium in Washington D.C from September 15<sup>th</sup> through the 18<sup>th</sup>. Curtis Cannon met with senator offices who expressed their desire to support NMCCV at the conclusion for each meeting.

### **Commission Support Grant Update**

Mr. Cannon is currently in the process of applying for the Commission's support grant, due in November. During the previous year the Commission did not spend down the entirety of the budgeted amounts however with the new RFP process NMCCV will be able to spend this in its entirety. And with the completion of the State Service Plan NMCCV will be provided with a more specific direction.

### **Commission Development Request**

Mr. Cannon encouraged the Commissioners in attendance to help grow the commission to better represent the regions throughout the state, not just the population centers.

### **CNCS Announcements:**

#### **New Staff Member**

Michael Garcia introduced David Chene as the new Program Officer in the State CNCS office, Mr. Garcia also announced that his office will be adding an additional person, hopefully, by the end of the year.

#### **Opening Day**

Mr. Garcia commended NMCCV in their efforts in organizing 6 National Swearing in events throughout the state and informed the commission that all of the events in the state will be receiving national attention. 30 events throughout the country were receiving this attention and all 6 in New Mexico were gaining such recognition. Commissioners were formally invited to these events, by both NMCCV staff and CNCS staff.



### **VISTA 50th Ceremony**

Mr. Garcia informed the Commission that AmeriCorps VISTA celebrated its 50<sup>th</sup> anniversary in September. The state held a large event in Santa Fe at the Jean Cocteau Theater with a special appearance by VISTA alumni and author George R.R. Martin.

### **New Mexico In-Focus Interview**

Mr. Cannon and Mr. Garcia were featured in a PBS program because of their history with AmeriCorps VISTA. The interview originally aired on October 17<sup>th</sup>.

### **CNCS Pinning Ceremony**

Mr. Garcia told the Commission about a pinning ceremony happening on November 11<sup>th</sup> for veterans who are also serving in AmeriCorps, and veterans receiving service from AmeriCorps members. He encouraged the Commissioners to attend in anticipation of the event being moving and successful.

### **Appropriation Update**

The current federal budget has left the funding for CNCS as flat, meaning there was no reduction of funds outlined. Curtis will resend a template for messaging congressmen in regards to National Service funding, and its importance.

### **Committee Report Outs:**

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

#### **Board Development Committee**

JoAnn Beuerle has explained her inability to effectively be the chair of this committee; therefore the committee is looking for a new chair. The committee is also looking for new/diverse commissioners.

#### **Community Outreach Committee**

Chair Patricia Lee Chavez, has been attending events in her capacity as a Commissioner.

#### **State Service Plan Taskforce**

Logan Rice has been working alongside the Economic Research and Analysis department within NMDWS in helping develop data maps for the State Service Plan, he explained how this should provide more direction to the Plan.

#### **Grants Management and Program Development Committee**

Chair, Jorja Armijo-Brasher presented the timeline for the State Formula and Competitive RFP process.. Mr. Cannon is working with the state procurement office in improving state policies regarding the competitive process. NMCCV is considering adding multi-year funding opportunities to the Formula funding pool but not “whole sale”, only to the top two or three applicants.



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**Next Meeting Proposed**

Curtis Cannon proposed the next meeting for Wednesday January 6<sup>th</sup>, 2016.

**Meeting Adjourned**

Chair, Jennifer Riordan adjourned the meeting at 2:45 PM.