



OTA Board meeting
January 17, 2023
[Join Zoom Meeting](#)
Meeting ID: 878 8612 9642
Passcode: 705950

Agenda

Record Meeting


Call to Order: 10:31 AM

Roll Call:

Present: President-Chris Mahan, Past President-Christine Riehl, Executive Director-Matt Bisek, Treasurer-Katie Chiavarini, Communications Rep-Naomi McCreary, District 1 Rep-Troy Henri, District 2 Rep-Zach Jones, District 3 Rep-Summer Baber, District 4 Rep-Destiny Hunt, District 5-Rep Efra Quevedo-Ramos, OTA Fellow-Alejandra Lopez Nestor

Absent:

Approval of Minutes:

 December 2022 OTA Board meeting



- Motion: Efra
- Seconded: Christine
- Discussion: None
- Result: Approved

Consent Agenda:

- Motion: Destiny
- Seconded: Efra
- Discussion: None
- Result: Approved

Committee Reports:

Finance & Personnel:

- Date of last meeting: 1/12
- Date of next meeting: 2/16
- Action Items Completed:
 -  December_Finance_Committee_Reports.pdf
 -  December_Board_Reports.pdf
- Action Items In-progress/Pending:
 - 2023 Membership Invoices have been sent
- Announcements:
 - Balances as of 1/17/23
 - Operating Fund Balance: \$42,743.44
 - Scholarship Fund Balance: \$15,159.66
 - Organizational Fund Balance: \$299,440.76
 - US Bank Total: \$357,343.86
 - Membership Total: 14/56 processed
- Questions for the Board of Directors:
- New Business:

2022/2023 PDC:

- Date of last meeting: 1/5
- Date of next meeting: 2/2
- Action Items Completed:
 - Registration is now open
 - Tentative agenda available on website
- Action Items In-progress/Pending:
 - Currently Registered:
 - Sponsors: Seeking 4 participants
 - Planning committee looking to fill breakout sessions without call for proposals
 - Pre-conferences: Free conversations regarding Legs & Regs with expert trainers in SSS, TS, UB & McNair.
- Announcements:
- Questions for the Board of Directors:

2022 SLC:

- Date of last meeting: 12/19
- Date of next meeting: 1/23
- Action Items Completed:
 - Saturday event: **April 22nd**

- Ready, Set, Pose will be at the event
- Partnering with Rhizome and NextUp for Civic Leadership focused breakouts.
- Action Items In-progress/Pending:
 - Marilyn working to finalize site details
 - Angela Archer will reserve the space later in winter for april 22nd
 - Need to contact legislative staff for participation in the event.
 - Will open registration in early February
- Announcements:
- Questions for the Board of Directors: Partner with outside organizations

Alumni:

- N/A

Government Relations:

- N/A

Membership & Fair Share:

- N/A

Communications:

- Date of last meeting: 1/17
- Date of next meeting: 2/21
- Action Items Completed:
 - Naomi will be developing the 2022 Factbook
 - New map available on OTA website
 - Legislature posts completed for newly elected officials
- Action Items In-progress/Pending:
 - Will work with HECC on press for undocumented student news once finalized
 - #TRIOWorksInOregon video social media starting March - student driven content.
- Announcements:
- Questions for the Board of Directors: none

Awards:

- Date of last meeting: 12/6
- Date of next meeting: March
- Action Items Completed:
 - 38 Applicants for Winter Last Mile
 - Awarded funding in the amount of \$32,500 to 13 students
- Action Items In-progress/Pending:
 - Spring due date of February 17th

- Announcements:
- Questions for the Board of Directors: none

International Education:

- Date of last meeting: 10/4
- Date of next meeting: TBD
- Action Items Completed:
 - Student Applicants: 49
- Action Items In-progress/Pending:
 - Application Review in progress by committee members
 - Looking to schedule committee meetings later this month to determine our finalists
 - Final decision will require CIEE to complete their review for us to have full access to scholarship funds awarded.
- Announcements:
- Questions for the Board of Directors:

Strategic Planning: None

- N/A

Taskforce: Value-added resources & training:

- Date of last meeting: 12/13
- Date of next meeting: TBD
- Action Items Completed:
 - Created initial list of recommendations for professional Development
 - **Value Added Resources & Training**
- Action Items In-progress/Pending:
 - OTA is working to provide these on a ongoing bases
 - PDC will have several factors addressed in our sessions and pre-cons.
- Announcements:
- Questions for the Board of Directors:

Taskforce: Volunteer engagement:

- Date of last meeting: N/A
- Date of next meeting: TBD
- Action Items Completed:
- Action Items In-progress/Pending: Troy Henri needs to send out write-up about this to garner interest, as well as a Doodle poll to those who have already expressed interest to schedule the first meeting. That's now on his to-do list. Sorry.
- Announcements:

- Questions for the Board of Directors:
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Board Reports:

Executive Director - Matt Bisek:

- Increase TRIO Grants in OR
 - Created a list of contacts for all higher ed institutions to expand SSS programs
 - Will begin contacts in January
 - Higher Ed in Prison
- Unallowable Cost Update
 - 25/54 programs have completed requests so far.
- Other Updates
 - TRIO Service Day on Feb 25th
 - SOLVE Oregon - Beach cleanup Day
 - OTA Mock Trial
 - March 4th (MHCC, PSU, Chemeketa, OSU)
- Sustainable funding
 - State Funding
 - Joint Taskforce for Underrepresented Students in Higher Education concluded their meetings on 12/13. Voted to move forward into legislation a request for \$1 million in funding to OTA.
 - Now we wait for a bill to be attached to our request and start the legislative process of getting through the state long-session starting in January.
 - Funded Grants
 - Roundhouse Foundation (\$5,000) - OSU Cascade Tech Grant
 - Grants Pursued since last meeting
 - Pape Foundation (\$5,000)
 - Three Rivers Foundation (\$8,000)
 - Black United Fund (\$4,000)
 - Pending Opportunities
 - James F. and Marion L. Miller Foundation (\$30,000)
 - Randall charitable Trust (\$10,000)
 - Healy Foundation (\$25,000)
 - Missed Opportunities
 - Coquille Tribal Community Fund (\$6,000)
- Student Advisory Board
 - 10 Student participants
 - Will be meeting starting in January through June of 2023

- Citizenship waiver status
 - Working with department of Ed to draft an agreement.
 - Will meet with all OTA membership to discuss nuances and implementation once an agreement has been provided (but before signing)
 - Overall implementation - contradictions and things to be determined by participating programs.

President - Chris Mahan:

- OTA Membership goal
 - Aiming for 100% buy-in
- Fair Share
 - https://drive.google.com/drive/folders/11KDZJ9AmouVoknsUnw9_ecF7-94G3TS
 - 10 for 10 Requirement \$100 by June 30 2022 Goal: 7
 - SWOCC
- NEAOP Board Meeting 1/20/23
- Motivated Board & Successful Organization

Past-President - Christine Riehl:

- Will be attending NAEOP Board meeting as well as the Peer Review Lead
- Look at recruiting for open OTA board positions later this year.
 - Strategize where we will have openings
 - President-Elect for sure
 - Need to determine if 6th district is being added or Secretary is staying
 - Open Positions:
 - President-Elect
 - Secretary?
 - District 2
 - District 4
 - District 5 (Former is now District 6)
 - Determine timelines for nominations & election prior to October start date
 - Prioritize at PDC
 - Highlight during business meeting
 - Hosted lunch/breakfast during event by OTA Board
 - Newcomer Event - Introduce board members

OTA Fellow - Alejandra Lopex Nestor:

- Primary Email
 - alumni@oregontrio.org








- Policy Seminar Templates
 - Wants to customize our outlines based on her prior experience
 - Has relationships with Legislative Staff in most offices
- Student Advisory Board
 - Looking to engage with the SAB and can help report back on student perspectives to the OTA board.

Unfinished Business:

- Policy Seminar
 - Status of Travel information
 - 1 - Troy: Done
 - **2 - Zach - Need flight & Hotel info**
 - 3 - Summer - Done
 - 4 - Destiny - Done
 - **5/6 - Efra - Will provide Matt with travel details**
 - **Tech/Comm - Naomi - Need flight reimbursement**
 - Matt & Chris will arrange meetings in early february to begin discussions and determine who will be making the invitations for scheduling meetings on the hill.

New Business:

- Dirks TRIO Achiever Awards
 - In 2022, we opened in February and closed on March 1st
 - Do we want to mirror that timeline for 2023?
 - Will provide 2 \$500 awards to each district
 - Need to check with OSU Cascade about Dist. 5
 - Christine w/ Peer Review & Matt talk with Amy
- In-Person Meeting at PDC
 - Do we want to meet the morning of april 3rd at PDC (9am - Noon)
 - Is OTA looking to provide financial incentives for board members to attend conference?
 - What OTA will pay for
 - **Hotel Night April 2nd**
 - **Hotel Night April 3rd**
 - **Conference Registration Fee**
 - **Travel Costs**
 - Work on what we are presenting to the membership during the conference (OTA updates, recruitment, Policy Seminar presentations)
 - Try to finlize the OTA Employee Handbook by this meeting
- Employee Handbook Approval

- Will start reviewing and approving in 2023
-  OTA Employee Handbook - Draft
 - Matt will break board members into 3 parts.
 - Please review your section prior to February meeting
 - Breakout sessions will take place next meeting to discuss each portion.
- Board Funding Conversation (**TABLED**)
 - Board fundraising Policy Conversation:
 -  Board Fundraising Policy Key Elements.pdf
 -  Board-Fundraising-Policy.pdf
 -  100+ Fundraising Tasks.pdf
 - Need to determine where our efforts will be focused on moving forward
 - Funding sources:
 - Membership
 - Currently \$300 per grant
 - Grants
 - Mostly driven by state funds
 - Foundations have provided supplemental support and there is a modest chance of seeing significant increases in the realm. Hard to imagine more than \$150k in annual funding from these sources.
 - Fundraising
 - Do we want to go here?
 - Board member support or recruiting of fundraising.
 - Online Resources
 -  Board Fundraising_ The Role Boards Play In Develop...
 -  Board Members and Personal Contributions - Board...
 -  Cycle-of-Fundraising, Activity (Train Your Board).pdf
 -
 - Sponsors
 - Corporations & Universities
 - Need to find developed relationships to foster this
 - Something board members can assist in.
 - Revenue
 - Events and Workshops
 - PDC is not a revenue generating engine at this time
 - Workshops have provided modest income \$3k in the past (grant writing focus)

Meeting Adjourned: 12:00 pm

Recording:

https://us06web.zoom.us/rec/share/4gEuGOUxCY9xIHqpPMiTW-opcyqHTZdMKHk3cCeEtssbMrLYTVyjtYN7pdzUkQQ1.jax9pCfa4CadA_vg

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