

State of North Carolina

ROY COOPER
GOVERNOR

December 31, 2020

EXECUTIVE ORDER NO. 186

COMMISSION ON VOLUNTEERISM AND COMMUNITY SERVICE

WHEREAS, pursuant to 42 U.S.C. § 12638, a state shall maintain a Commission on National and Community Service that satisfies requirements for eligibility of grants; and

WHEREAS, the increasing realization of the importance of volunteerism and civic engagement; 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 social, environmental, educational, public safety, and homeland security needs have revealed new options for enhancing the quality of life for North Carolinians; and

WHEREAS, promoting the capacity of North Carolina's people, communities, and enterprises to work collaboratively is vital to the long-term prosperity of this state; and

WHEREAS, building and encouraging community service as an integral component of the formula to our growth as a state and as a nation requires cooperative efforts by the public sector, the private sector, the nonprofit sector, and partnerships among these sectors; and

WHEREAS, a state commission is necessary to assist in the development and implementation of a comprehensive, statewide service plan for promoting and recognizing volunteer involvement and citizen participation in North Carolina.

NOW, THEREFORE, pursuant to the authority vested in me as Governor by the Constitution and laws of the State of North Carolina, **IT IS ORDERED**:

Section 1. Establishment

The North Carolina Commission on Volunteerism and Community Service ("Commission") is hereby established to encourage and recognize community service and volunteer participation as a means of community and state problem-solving; to promote and support voluntary citizen engagement in government and non-governmental programs throughout the state; to develop a long-term, comprehensive vision and plan of action for community service initiatives in North Carolina; and to serve as the state's liaison for national and state organizations that support its mission.

Section 2. Membership

- A. All members of the Commission shall be appointed by the Governor and shall serve at the pleasure of the Governor. The Commission shall consist of no fewer than 15, and no more than 25, voting members.
- B. Commission members shall serve terms of three (3) years. Terms shall be staggered for one, two, or three years so that approximately one-third of the terms expire each year. Vacancies among the members shall be filled by the Governor to serve for the remainder of the unexpired term. All members appointed to the Commission prior to the effective date of this executive order shall continue to serve at the pleasure of the Governor for the remainder of their appointed terms.
- C. To the extent practicable, the members of the Commission shall be diverse with respect to ethnicity, age, disability, gender and race.
- D. Not more than 50 percent of the members of the Commission, plus one member, may be from the same political party.
- E. The number of voting members of the Commission who are officers or employees of the state may not exceed 25 percent (reduced to the nearest whole number) of the total membership of Commission members; although, additional state agency representatives may serve as non-voting members.
- F. The Commission shall include the following voting members:
 - 1. An individual with expertise in the educational, training and developmental needs of youth, particularly disadvantaged youth.
 - 2. An individual with experience in promoting the involvement of older adults in service and volunteerism.
 - 3. A representative community-based, nonprofit agency or organization within the state.
 - 4. The Superintendent of the Department of Public Instruction or Chairman of the State Board of Education, or their designee.
 - 5. A representative of the volunteer sector.
 - 6. A representative of the military or veterans.
 - 7. A representative of the faith community.
 - 8. A representative for local governments in the state.
 - 9. A representative of local labor organizations in the state.
 - 10. A representative of business.
 - 11. An individual between the ages of 16 and 25 who is a participant or supervisor in a national service program at the time of nomination.
 - 12. A representative of a national service program described in 42 U.S.C. § 12572(a), (b), or (c).
- G. The Commission also may include the following voting members:
 - 1. Members selected from among local educators.
 - 2. Members selected from among experts in the delivery of human, educational, environmental, homeland security, or public safety services to communities and persons.
 - 3. Representatives of Native American tribes.
 - 4. Members selected from among out-of-school youth or other “at-risk” youth.
 - 5. Representative of entities that receive assistance under the Domestic Volunteer Service Act of 1973 (42 U.S.C. § 4950 et seq.).
- H. The Commission shall include the following non-voting members:
 - 1. A representative from the AmeriCorps national office.
 - 2. A designee from the Governor’s Office.
 - 3. A representative of the service-learning community.

Section 3. Officers

The Officers of the Commission shall be the Chair and Vice-Chair. All officers shall be elected by the voting Commission members from among their ranks. Election for Officers shall occur every three (3) years in conformity with the Commission's State Service Plan. Vacancies in any offices shall be filled by election conducted by the Commission for the remainder of the unexpired term.

- A. **Chair**. It shall be the responsibility of the Chair to preside at all meetings of the Commission, to ensure all committee chairs are appointed, to assist all committee chairs in the planning of the committee plans, to authorize and execute the wishes of the Commission, and to be an ex-officio member of all committees. Other specific committee responsibilities may be assigned to the Chair.
- B. **Vice-Chair**. The Vice-Chair shall assist the Chair and, in the absence of the Chair, shall perform the duties of the Chair. The Vice-Chair shall accept special assignments from the Chair and shall perform other duties as delegated by the Commission.

Section 4. Committees

- A. **Standing Committees**. Standing committees of the Commission shall include the Executive Committee, the Program Management Committee and the Nominating Committee. The standing committees shall advise and assist the Commission in carrying out its duties and responsibilities. Committee chairs shall be appointed by the Commission Chair from among Commission members; however, the committee members need not be limited to Commission members. The Commission Chair, in consultation with the committee chairs, shall name committee members.
 - 1. **Executive Committee**. The Executive Committee shall be comprised of the Chair and Vice-Chair of the Commission, along with the chairs (or co-chairs) of all standing committees, ad hoc committees and taskforces. The Chair of the Commission serves as chair of the Executive Committee.
 - 2. **Grant Review Committee**. The Grant Review Committee shall be comprised of a minimum of two members of the Commission. The Committee shall review all grant applications submitted by the Commission for funding by AmeriCorps. Committee members may participate in the peer review process, and shall make national service grant funding recommendations to the full Commission.
 - 3. **Nominating Committee**. The Nominating Committee shall be comprised of a chair and a minimum of two voting members of the Commission. The Commission Chair shall appoint nominated committee members at the third quarterly meeting of the Commission. The Nominating Committee shall provide a nominating report at the fourth quarterly meeting of the Commission.
- B. **Ad Hoc Committees**. The Commission may establish ad hoc committees or task forces, as necessary, to carry out the duties of the Commission.

Section 5. Meetings

- A. The Commission shall meet at least quarterly. Failure to attend 75 percent of called meetings in any calendar year may result in a recommendation to the Governor to remove the member from the Commission. For the purpose of transacting the business of the Commission, a quorum shall consist of a simple majority of voting members.
- B. A voting member of the Commission shall not participate in the administration of a grant program described below in Section 6(l) (including any discussion or decision regarding the provision of assistance or approved national service positions, or the continuation, suspension, or termination of such assistance or such positions, to any program entity) if: (1) a grant application related to the program is pending before the Commission, and (2) the application was submitted by a program or entity of which such Commission members is, or in the one-year period before submission of such application was, an officer, director, trustee, full-time volunteer, or employee.
- C. Exception: If, as a result of the operation of subsection (a), the number of voting members of the Commission is insufficient to establish a quorum for the purpose of administering

such program, then voting members excluded from participation by subsection (a) may participate in the administration of such program, notwithstanding the limitation in Subsection (b), to the extent permitted by regulations issued under Section 12651d(b)(12) of Title 42 by the Corporation for National and Community Service.

Section 6. Duties

The Commission shall perform the following tasks and functions:

- a. Ensure funding decisions meet all federal and state statutory requirements.
- b. Promote volunteerism and ensure strong interagency collaboration as an avenue for maximizing resources to strengthen communities and develop leaders.
- c. Encourage youth civic engagement and service through initiatives like the Governor's Page Program.
- d. Coordinate disaster related volunteer and donation activities in accordance with the State Emergency Plan.
- e. Prepare a three-year plan for the state, in accordance with state and federal guidelines, that is developed through an open and public process (such as regional forums, hearings, web-based surveys, and other means that provide maximum participation and input). The plan must be updated annually.
- f. Prepare the applications of the state under Section 12582 of Title 42 for assistance.
- g. Assist in the preparation of the application of the North Carolina Department of Public Instruction for assistance under Section 12525 of Title 42.
- h. Prepare the state application under Section 12582 of Title 42 for the approval of service positions, such as the national service educational award described in Division D of Title 42.
- i. Make technical assistance available to enable applicants for assistance under Section 12571 of Title 42 to plan and implement service programs and to apply for assistance under the federal service laws.
- j. Assist in the provision of healthcare and childcare benefits under Section 12594 of Title 42 to participants in national service programs that receive assistance under Section 12571 of Title 42.
- k. Develop a state system for the recruitment and placement of participants in programs that receive assistance under the national service laws and disseminate information concerning national service programs that receive such assistance or approved national service positions.
- l. Administer the state's grant program in support of national service programs (using assistance provided to the state under Section 12571 of Title 42) including selection, oversight, and evaluation of grant recipients.
- m. Make recommendations to the Corporation for National and Community Service with respect to priorities for problems receiving assistance under the Domestic Volunteer Service Act of 1973 (42 U.S.C. 4950 *et seq.*).
- n. Develop projects, training methods, curriculum materials, and other materials and activities related to national service programs that receive assistance directly from the Corporation for National and Community Service or from the state using assistance provided under Section 12571 of Title 42, for use by programs that request such projects, methods, materials, and activities.
- o. Work with appropriate state agencies and private entities to develop a comprehensive State Service Plan for adults age 55 or older.
- p. Coordinate with other state agencies that administer federal financial assistance programs and with volunteer service programs.
- q. The Commission shall perform other duties as directed by the Governor.

Section 7. Administration and Expenses

The Governor's Office shall provide necessary administrative and staff support services to the Commission. The Commission is authorized to accept funds and in-kind services from other state and federal entities, as authorized by the North Carolina State Budget Act. No per diem allowance shall be paid to members of the Commission. Members of the Commission and staff may receive necessary travel and subsistence expenses in accordance with state law. These expenses shall be paid from federal funds where possible. If federal funds are not available, these expenses may be paid only if the Commission has sufficient funds.

Section 8. Duration


This Executive Order is effective immediately. It supersedes and replaces all other Executive Orders on this subject. This Executive Order shall remain in effect until December 31, 2024 pursuant to N.C. Gen. Stat. § 147-16.2, or until rescinded.

IN WITNESS WHEREOF, I have hereunto signed my name and affixed the Great Seal of the State of North Carolina at the Capitol in the City of Raleigh, this 31st day of December in the year of our Lord two thousand and twenty.



Roy Cooper
Governor

ATTEST:



Elaine F. Marshall
Secretary of State

