



**Commission on
Volunteer Service**

Committee and Full Commission Meeting

September 24, 2026

Lucas Building, 321 E 12th St, Des Moines 50319
Ground Floor, Conference Rooms LG04, LG06

1:00-2:00pm Committee Meetings

Volunteer Engagement and Infrastructure

Room LG04 (Ground floor, Bureau of Refugee office)

[Click here to join the Volunteer Engagement and Infrastructure meeting virtually](#)

Or Dial [+1 469-998-6046,,226088742#](#)

[Link to VEI meeting materials](#)

Programs and Development

Room LG06 (Ground floor, Bureau of Refugee office)

[Click here to join the Programs and Development Meeting Virtually](#)

Or dial [+1 469-998-6046,,744937355#](#)

[Link to Programs and Development meeting materials](#)

2:00-2:15pm BREAK

Full Commission Meeting Agenda

Room LG04 (Ground floor, Bureau of Refugee office)

[Click here to join the meeting virtually](#)

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[Link to meeting materials](#)

2:15pm Call to Order – Tim Jacobsen

- Roll Call and Introductions
- Reminder to log hours: [Volunteer Hour Log](#)

2:25pm Consent Agenda

- Approve Meeting Minutes: May and June Full Commission Meetings
- Accept Expenditure Report
- Accept Executive Director and Programs Report
- Accept Updated Quarterly Legislative Process

2:30pm Chair's Items

- Welcome new commissioners/share good news
- Chair appointments and committee updates
- **Action Item:** Budget Amendment/Modification
- **Action Item:** Initiate Rule Making Process for Fee Structure

3:15pm Committee Reports

- Executive Committee Updates
- Programs Committee
 - **Action Item:** Mentoring conditional certifications
 - Update: AmeriCorps grantmaking timeline
- Volunteer Engagement & Infrastructure Committee Updates

3:30pm Commissioner Share Outs

- Share about program visits or event attendance

3:35pm Upcoming Dates and Reminders

- Next Full Commission Meeting November 12

3:45pm Adjourn