



STATE OF WASHINGTON  
— OFFICE OF GOVERNOR JAY INSLEE —

**EXECUTIVE ORDER 24-07**

**SERVE WASHINGTON**  
(Superseding Executive Order 16-08)

**PREAMBLE**

One of Washington State's most valuable resources is the commitment of its citizens to service and volunteerism. Since its creation in 1994, the Washington Commission for National and Community Service has helped carry on our long tradition of citizen involvement by providing opportunities for Washingtonians of all ages to improve their communities through service. In adapting state government to meet 21st century demands and opportunities, we must ensure that our approach to fostering volunteerism and citizen service remains as innovative as our state.

**WHEREAS**, the state of Washington has a long and distinguished history and is a recognized leader at implementing national model efforts that promote the ethic of citizen service; and

**WHEREAS**, the National and Community Service Trust Act of 1993 required the Governor to establish and maintain a state Commission on Service to be eligible for federal support of national service efforts, [42 USC Ch. 129 §12638: State Commissions on National and Community Service \(house.gov\)](#); and

**WHEREAS**, on February 17, 1994, Governor Lowry established the Washington Commission for National and Community Service, and charged it with improving lives, strengthening communities, and fostering civic participation through service and volunteering (Executive Order 94-03); and

**WHEREAS**, on July 1, 2014, Governor Inslee renamed the Washington Commission for National and Community Service to be known as Serve Washington (Executive Order 14-06); and

**WHEREAS**, on August 24, 2016, Governor Inslee transferred the appointment authority of the Executive Director from the governor to the Director of Office of Financial Management (Executive Order 16-08); and

**WHEREAS**, innovation is a core value in the state of Washington and continuous improvement and adaptation is vital to effectively foster and facilitate the Washingtonian commitment to service and community.

**NOW, THEREFORE, I**, Jay Inslee, Governor of the state of Washington, by virtue of the power vested in me by the Constitution and statutes of the state of Washington do, effective immediately, hereby order and direct as follows:

**I. Mission**

Serve Washington is charged with the following duties:

- A. Administer federally sponsored national service programs, such as AmeriCorps State, as follows:
  - i. Comply with all federal laws, rules, and regulations, including, but not limited to, 42 U.S.C. Chapter 129 – National and Community Service., 45 CFR Subtitle B, Chapters XII and XXV – Corporation for National and Community Service, 2 CFR Part 2205 (Uniform Guidance) and 2 CFR Part 200, all of which relate to the AmeriCorps program; and
  - ii. Identify existing and new policies or practices that lead to the expansion of national service opportunities in Washington and support federal programs and efforts that expand national service.
- B. Administer state sponsored service programs such as the Washington Climate Corps Network, and comply with all state laws, rules and related state agency policies.
- C. Administer the Community Emergency Response Team (CERT) program, and comply with all federal laws, rules and regulations, and with all state laws, rules and related state agency policies.
- D. Seek additional sources of non-federal funds to meet matching requirements and build upon existing service initiatives.
- E. Provide recommendations to the Governor pertaining to legislative or policy initiatives that promote the ethic of service.
- F. Provide the leadership and vision, alongside local volunteer organizations, civic and community groups, and units of government, to make service a part of the lives of all Washingtonians.

## **II. Membership and Terms**

- A. Membership: Serve Washington shall have a commission composed of 20 members, all appointed by the Governor. The commission shall be composed as follows:
  - i. A member with expertise in the educational, training, and development needs of youth, particularly disadvantaged youth;
  - ii. A member with experience in promoting the involvement of older adults in service and voluntarism;
  - iii. A member representing community-based agencies or organizations in Washington;
  - iv. The head of the Office of Superintendent of Public Instruction or the head's designated representative;
  - v. A member representing a local government entity;
  - vi. A member representing the organized labor community;
  - vii. A member representing the business community;
  - viii. A member between the ages of 16 and 25 who is a participant or supervisor in a program;
  - ix. A representative of a national service program described in 42 U.S.C. §12572(a), (b), or (c);
    - x. A member from the volunteer sector;
    - xi. Four members of the general public;
    - xii. A member representing an emergency management and response organization;
    - xiii. A member representing the State's tribal community;
    - xiv. A member who is a military veteran or represents a veteran-serving organization;
    - xv. The director of the Washington State Student Achievement Council or the director's designee who has expertise in community service and/or volunteerism shall serve as an ex-officio nonvoting member;

- xvi. The director of the Washington State Department of Commerce or the director's designee who has expertise in community service or volunteerism shall serve as an ex-officio nonvoting member; and
- xvii. A representative from the Corporation for National and Community Service AmeriCorps West Region Office shall serve as an ex-officio nonvoting member.

B. Terms: All members shall serve three-year terms. Voting members may be appointed for no more than three consecutive full terms. The Governor shall fill any vacancy on the Commission by appointment for the remainder of the unexpired term. Commission members shall receive per-diem and travel expenses in accordance with OFM policies.

### **III. Leadership and Operation**

The Director of OFM shall appoint an Executive Director of Serve Washington. Commission members shall elect a chairperson from within the Commission's membership, to preside over Commission proceedings. The Office of Financial Management administers the federal grants that support this effort and shall provide state resources for the staffing and support of Serve Washington.

This Executive Order, which supersedes Executive Order 16-08, shall take effect immediately.

Signed and sealed with the official seal of the state of Washington on this 26<sup>th</sup> day of December, AD, two thousand and twenty-four, at Olympia, Washington.

By

/s/

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Jay Inslee  
Governor

BY THE GOVERNOR

/s/

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Secretary of State