

## **V. 3 Draft 5/6/21**

### **Advisory Council Stipend and Investment Policy**

Multnomah County's Aging, Disability, and Veterans Services Division (ADVSD) is committed to delivering the highest quality programs and services to our communities and recognizes that advisory councils play a key role in shaping and improving the programs and services ADVSD provides. Additionally, Multnomah County is deeply committed to leading with race, racial equity, inclusion, and representation on our advisory councils across race, gender identity, culture, ability, sexual orientation, and income. We recognize the unique contributions consumers and community members bring through their participation and as an effort to support their participation by sharing their time, wisdom, and lived experiences with ADVSD. The division has created the following Advisory Council Stipend and Investment Policy for advisory council members who do not already receive compensation for participation in the Aging Services Advisory Council (ASAC) and Disability Services Advisory Council (DSAC) meetings.

#### **Member Technology Stipend**

In support of safe, supported, and equitable meeting access for ADVSD's advisory council members, each advisory council member may receive a device such as a laptop, tablet or smartphone, or desired accessories (eg hotspot, headset, keyboard, mouse, protective accessories) up to \$600 or reimbursement of up to \$600 for similar purchases to support their participation in advisory council activities. The reimbursement will be paid by check or direct deposit. NB: Ongoing operation and maintenance of these devices is the responsibility of the members and members may retain any such devices or accessories upon completion of one advisory council term.

## Digital Access Stipend

Members may also access a monthly digital access stipend to support their participation. Digital access stipends are intended to cover the cost for internet service or cellphone bills and will be available during the time period of the member's term. The monthly stipend is \$35 per council member unless a different level of need is documented. This stipend will be paid by check or direct deposit.

## Member Meeting Stipend

Members can access one (1) \$30 Member Stipend for attendance/participation in scheduled monthly ASAC and DSAC meetings and/or *encouraged* training. Stipends will be provided as a gift card or a payment by check or direct deposit. Advisory Council members may begin receiving their stipend after becoming an appointed member (added to the roster through ADVSD approval). The following stipulations apply:

- Taking a stipend is voluntary and members can change their mind at any time;
- This stipend is available for up to 12 meetings or trainings per member per year, and is:
  - Not paid for optional meetings or trainings, advocacy work, or legislative testimony;
  - Not paid if meeting is cancelled due to inclement weather;
  - Not paid to members who are being compensated by Multnomah County.
- Attendance at one (1) special meeting, such as quarterly meetings for O4AD or conferences lasting over 4 or more hours are eligible for one (1) \$70 stipend each quarter.

## Tax Implications and Opting Out

- A Federal Tax Form 1099 will be issued to advisory council members if the total of all stipend payments received from Multnomah County is more than \$600 per calendar year.
- The member may opt out if they choose not to participate; no other expense reimbursement will be offered in lieu of the stipend.

## Additional Member Investments:

One of ADVSD's goals is to invest in our community members as a way of increasing capacity and wellbeing. As such, we offer the following additional investments for advisory council members:

- Lunch or refreshments will be provided at advisory council meetings consistent with Multnomah County Policy;
- Advisory council member transportation needs related to participation will be supported in the form of public transportation, taxis, or mileage and parking reimbursements as appropriate, requested, and as approved by ADVSD staff.
- Funding for participating in training and professional development events is available to advisory members as appropriate, requested, and as ADVSD budget allows. Advisory Council members may request training and professional development support as the opportunities arise. These opportunities may take the form of:
  - Attendance at conferences or trainings
  - Providing trainings at advisory council meetings
  - Webinars