



BOARD MEETING MINUTES

October 20, 2016

Southwestern Oregon Community College
1988 Newmark Ave.
505 Tioga Hall (Board Room)
Coos Bay, OR 97420

SOWIB Members Present:

Connie Stopher, Acting Chair
Jon McAmis
Georgia Nowlin (phone)
Bryan Grummon

Joe Benetti
Robert Westerman
Jesse Morrow
Dena Miles

Mike Lehman
Andy Owens
Amy Kincaid (phone)

SOWIB Staff Present:

Jake McClelland

Kyle Stevens

Lisa Crockett

Others Present:

Susie Yeiter, SCBEC
Michael McLarrin
Dodie Hargrove

Gerry Livingston, SCBEC
Karen Domine, SWOCC
Meredith Howell, RJS

Beth Palmer, SCBEC
Steve Simms, BOLI
Frank Brown, OED

Call to Order and Confirmation of Quorum

The meeting was called to order at 10:05AM by Connie Stopher, Acting Chair. Roll call was taken and a quorum was present.

PUBLIC COMMENT SESSION:

SCBEC Success Story: Beth Palmer invited Michael McLarrin to speak about his experience with the training he received through SCBEC. Michael stated he had long term positions with both Hewlett Packard and Harden Optical but lost both positions due to downsizing or outsourcing. After looking for work for nearly 4 years, he contacted SCBEC and with their assistance, he was able to get online Wastewater Treatment training through UC Santa Barbara and on the job work experience at the North Bend Wastewater Plant. He has now been hired full time at the CH2M facility in Coos Bay with a starting wage of \$18, medical, dental and vision insurance, as well as pension. The Board congratulated him on his hard work and success.

BOARD ACTION ITEMS

DISCUSSION AND POSSIBLE ACTION: Review and approve board meeting minutes from August 18, 2016 and September 15, 2016, *Lisa Crockett*

During Mike Manning's presentation of BC Fisheries in Brookings, he stated that he had received assistance from the SCDC and Georgia Nowlin wanted an addition in the minutes to reflect that Board Member Connie Stopher played an integral role in assisting with the financing involved in the project. A motion was made by Mike Lehman and seconded by Robert Westerman to approve the minutes with the additional statements. Motion carried by unanimous vote.

DISCUSSION AND POSSIBLE ACTION: Review and approve Program Year 2016 Budget, *Jake McClelland*

Jake stated that in July, the Consortium approved a 90-day provisional budget with the caveat that staff would have to provide additional detail and bring it back to them for final approval. After a healthy conversation, they did approve the 2016-2017 budget. It is now being presented to the SOWIB Board for review and approval.

Bryan asked about grants for next year, is staff looking at those types of sources to make up for deficits in the budget created by the grants that will not renew for the next year. Jake stated that staff is on the lookout for new funding opportunities daily. Bryan offered his services for grant writing should staff need his assistance in trying to secure funding opportunities.

A motion was made by Bryan Grummon and seconded by Dena Miles to approve the Program Year 2016 budget. Motion carried by unanimous vote.

DISCUSSION AND POSSIBLE ACTION: Review and approve 2017 SOWIB Board Meeting Calendar, *Jake McClelland*

At the September 15 Board meeting, staff suggested changing to a quarterly board meeting schedule. A quorum was not present to take action but subsequent communication with board members has shown that there is interest in moving to a quarterly schedule and changing the start time to noon to allow for additional travel times.

A motion was made by Mike Lehman and seconded by Dena Miles to approve the 2017 SOWIB Board meetings be moved to a quarterly schedule. The next scheduled board meeting will be on February 16, 2017 in Douglas County from 12:00 noon to 2:00 pm.

BOARD DEVELOPMENT/COMMUNITY UPDATE

INFORMATION: Presentation on REEF Project, *Connie Stopher*

Connie presented the Rural Entrepreneurship Ecosystem Framework (REEF) Project to the Board. This project is part of Business Oregon's larger pilot project of 4 locations throughout Oregon (Coos Bay, Baker City, La Grande and Klamath Falls) to create a center for entrepreneurship that will address unique needs of each community and become a model for rural communities across the state. Each location is required to have virtual training facilities available so trainings occurring in Klamath Falls will be televised in Coos Bay; if there is industry specific training at one location but no expert at the Coos Bay location, they can provide those trainings remotely for the entrepreneurs.

Each location is also required to have business incubation space and each center is free to make the space and functioning of that space their own, so that it is unique to that community. They have decided to integrate the training and incubation portion of the

project and then partner with other local agencies on programs and/or co-locate to offer a variety of business development services. The building is located at 150 Central Ave in downtown Coos Bay. The concept for the 25,000 sf space is to have the top floor be co-location of service providers, the middle floor would be incubation, training, shared conference rooms and meeting spaces and co-working space, with the ground floor representing a mixture of the existing retail, a commercial kitchen for food-based entrepreneurs and retail incubator space. They are also hoping to design rooftop event space for launching and networking events for the entrepreneurs. Because the upper floors have been vacant for almost 40 years, extensive repairs will require electrical, water, heating, and HVAC. They have conducted an appraisal and are working with the City of Coos Bay in negotiating the purchase. If that goes well, the city would transfer ownership to SCDC once they have acquired enough funds to start construction, and once that purchase agreement is in place, they will be able to start executing grant applications. SCDC has been talking to the Economic Development Administration who has awarded large grants for these types of programs, and has received good responses from The Ford Family Foundation, The Meyer Memorial Trust, Oregon Community Foundation and Coquille Tribal Fund. Because of the location of the building, this project would qualify for new market tax credits and it is on the historic registry so it further qualifies for tax credits. Hopefully, they will have the \$6M-\$7M in funds to be able to renovate the full 25,000 sf. The next steps are to secure the purchase agreement and get grant responses by late this year or early next year with an 18-24 month full buildout. Any questions, please contact Connie Stopher at connie@scdcinc.org.

INFORMATION: Presentation on Apprenticeship, *Stephen Simms*

Stephen Simms is the Administrator for the Apprenticeship and Training division at BOLI. They are responsible for the oversight of all registered apprenticeship programs in the state. Steve and his staff have been visiting all the local workforce boards to talk about what they are doing at a statewide level and hoping to plant some seeds locally to grow apprenticeship throughout the state. Please refer to the PowerPoint Presentation attached.

A registered apprentice is an individual who is registered to a program who is engaged and paid, supervised on the job, and under the leadership of a subject matter expert. The apprentices will receive 55-60% of a journeypersons wage (the average Electrician wage is \$36 per hour) when they begin the apprenticeship program so it is an incentive to encourage individuals into the trades. Minimum qualifications are usually a high school diploma, GED or equivalent.

Jon McAmis stated that Roseburg Forest Products is at a critical shortage for licensed Electricians and they are unable to keep up with the demand. He asked if it was possible to reduce the amount of OJT hours required so that these apprentices can be moved into the positions more quickly. Stephen responded by saying that this discussion has to go through the State Electrical Board. He suggested that industry leaders reach out to other businesses in the manufacturing and industrial sectors who use electricians, as well as companies who work with inside electricians and develop a strategy before approaching the Board. By getting together jointly to prove there is an industry demand and an overwhelming need to address the issue, the Electrical Board may determine it is a change that needs to be made. From a long term perspective, he said there needs to be more focus on people going through

high school and getting them into CTE programs that will prepare them to enter apprenticeships at a younger age. The Electrical Board will not make any movement unless there is a broad consensus that there is a critical need that requires immediate solutions. If it looks like a regionalized problem, they board would not likely be convinced to change the existing requirements.

Mike Lehman asked how the trades are currently dealing with diversity, asking if they are doing a better job of getting gender and non-white populations in the trades. Steve stated that in the last 10 years, the apprentice program went from an 11% protected class minority to a 17.5% protected class minority. The overall workforce demographics in the state of Oregon for protected class individuals is about 21.8%. They are getting there. For women they have gone from 4.5% to about 6.4%. But they are aware it is a problem. Having said that, you just can't snap your fingers and its done. They have spent a lot of time, money and research on this and with respect to protected class minorities, they feel they can get to that 21.8% if they start focusing on retention. They have found that out of that protected class, minorities terminate from their program at a rate 33% higher than white males. They also find that women terminate at a rate 42% higher than white males. And although that wouldn't solve the problem, it does get them closer to where they need to be. They are working on many diversity strategies. Any questions please contact Stephen at ATDEMAIL@Oregon.Gov 971-673-0760.

INFORMATION: Update on Rethinking Job Search, *Meredith Howell*

Meredith Howell is the Facilitator for the Rethinking Job Search program for SOWIB, ONWIB in Lincoln City and the Lane Workforce Partnership in Eugene. Rethinking Job Search is a 4 week, 12 lesson program for those individuals that are collecting unemployment insurance, are at least 18 years old and have a high school diploma or GED. What they are finding is that the people that self-select to participate in RJS are either middle-age workers or older and of the 50 some odd people in the program, 3 of them have been under 45. The program seems to be targeted towards a specific population of older people who have lost their jobs and are in an altered space. Especially being middle-aged or older, they likely haven't been through the process of being out of work and they are kind of freaked out about it, so their behaviors are different. It is a big hit on their self-esteem, some of them go into a manic mode and some go into a fog. The Rethinking class is space for them to gather themselves and talk about how they are really feeling and gain the confidence that shifts their behaviors and their thoughts about themselves back into a more positive and confident place so that when they go into interviews or job searches, they are the capable person that they used to be when they were working.

RJS spends the first 5 lessons talking about cognitive behavioral change. If the job seeker is in a space where they are exhibiting negative behaviors, like being angry at their last employer, RJS reexamines the thoughts that are leading to those negative feelings and behaviors. In the latter part of the class, they talk about emotional management, responsibility, credibility, goal setting and prioritizing tasks which not only helps get them back on their feet, but gives them time to think about how do they match what they really want to do with the motivation to go out and find that career. She then introduced Dodie

Hargrove and said she felt that the best way to share the program was to bring in a participant to share their experience.

Dodie has had opportunities of being unemployed before and has been through other types of training through her jobs but when she found this RJS workshop, she felt this was an opportunity for her to build up new skills and find out what is working and what isn't working that has led her to this position in life. She has picked up new tools and reaffirmed some old tools. She has learned a lot more about where her strengths lie and has been reminded how she is employable, and she works harder to not get down on herself. It was more of a self-esteem issue and when you have things that are uncertain that start falling on your plate, you can fall into a fog. But she also feels that the lessons in the RJS plan are good for anyone. It can be helpful whether or not you are employed, it can help you in your relationships with your coworkers. This would actually contribute back to our community very well for a lot of people and help them to become more self-reliant. She found that anybody in any situation could make something more for themselves to be more self-confident and more self-reliant and evaluate what role are they playing in their life. It is a very valuable course and she hopes it continues and expands.

Meredith mentioned that Dodie was in the class that started in February. She took a full time temp job at Sunset Park as a ranger, so she is still looking for full time state or government work. The focus is to not just get you into a career but let's build resilience so that you keep searching for the career that is the one that is right for you and that feels like a career. Jake mentioned that she is part of the first cohort, we have had 2 with a 3rd starting on Monday October 24.

Bryan stated that the major problem he sees in people that become unemployed later in life is that there is no acceptance of the responsibility of their position. It is someone else's fault, that thing that happened to me, that job that went overseas. How do you deal with that mental situation?

Meredith explained that those are risky thinking and irrational thoughts covered in the first five lessons. They do not help you reach your goals and they don't make you feel the way you want to feel. If you can recognize it is a risky thought, then you can learn to let it go. People are sharing a lot of personal things and it is part of learning how to let it go. There are 8 sites around the state involved in the 2 ½ year pilot and the goal is to get 1,000 people through the program so that Incite has enough data to help decide if Oregon should pick it up as a statewide program.

STANDING REPORTS

INFORMATION: Performance Update, *Kyle Stevens*

Kyle presented a performance update for the first quarter (please refer to Agenda and Packet for these reports.)

Bryan stated that the performance they are seeing down in Curry County is unacceptable. Although he understands that people retired in the SCBEC Curry office, he wanted to state or

the record that the outcomes in Curry are unacceptable and the board is unhappy with the performance with the existing provider. He would like to hear some alternatives because the numbers are not working.

Jake stated that staff is also concerned and although there have been some issues, it is a problem that is being addressed. SOWIB has scheduled quarterly meetings with both service providers and will be meeting with SCBEC next week to see what the board can do to help them grow the enrollment and work on outreach. Jake asked if Susie Yeiter, Program Manager for SCBEC wanted to respond to Bryan's comments.

Susie stated that she had met with Georgia Nowlin to discuss performance and explained that both of their Curry employees retired on August 31. They hired Jerri on August 22. They have 3 youth in the process of being enrolled now, with one additional adult waiting to be enrolled. One of the problems has been that Jerri hasn't had access to the management information system which means someone in Coos has to enroll the participants, which creates a lag time for them to show up in the performance measures. Susie has talked with Ray's market and they have 30 layoffs and SCBEC will be meeting with them to find solutions. Beth Palmer will be picking up youth in Curry County as well as Coos County. They are aware of the problems, but are working on correcting them.

Bryan stated that his problem is that if this were a problem created from 2 employees retiring, they should have seen it coming, and the numbers have been low for 3 months. From his point of view, this should have been seamless and there shouldn't have been a 3-month lag. The board is putting a lot of pressure on Jake. They want to work with SCBEC but what has happened is totally unacceptable.

Susie explained that she met with her Curry staff at the end of July and one of the two employees informed her that they would be retiring August 31 and the second employee quickly said "me too." She had no warning and in her opinion she didn't feel that they were at an age where retirement was even an option.

Mike Lehman said that Gerry Livingston should get things whipped into shape quickly in Curry.

INFORMATION: Fiscal Update, *Jake McClelland*

Jake provided a Budget to Actual for July and August 2016 and included a detailed listing of operating expenses.

INFORMATION: Executive Director Report, *Jake McClelland*

Jake stated that one of the reasons they had Stephen come and do the apprenticeship presentation is because we are looking at starting a medical based apprenticeship program as part of SOWIB's sector work.

Mike asked if SOWIB had an active role in the Regional Achievement Collaborative (RAC) because Tim Sweeney and the Coquille School District are working with SWOCC to create an

early learning program. Jake stated that Kyle is on the committee but due to a scheduling snafu, was unable to attend the meeting from the day before. SOWIB is looking into the program.

Robert Westerman asked if there was any kind of program in place at the WorkSource Office to help people already involved in registered apprenticeships, to receive any kind of assistance should they need new tires or work clothes, as discussed in the apprenticeship presentation. Jake answered that those services are currently offered, but the apprentice has to come into the WorkSource offices and enroll with one of the service providers. The enrollment process is not burdensome but is required.

Bryan motion to adjourn and Dena seconded. Meeting adjourned at 12:03pm

Adopted February 16, 2017