



Serving Baker, Grant, Harney, Malheur, Morrow,  
Umatilla, Union and Wallowa counties

## Minutes

**Tuesday, April 16, 2019, 11 AM – 1PM (MDST)**  
**Hanigan Board Room, #115A, in the Laura Moore Cunningham Science Center**  
**Ontario OR 97914**

### By Video Conference

**Zoom Meeting Link:** Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/735240504>

**Board Member:** (X denotes presence)

X	Susie Cederholm, Chair		Kathy Gover-Shaw, Vice Chair
X	Sheryll Bates, Secretary		

	Doug Dalton	X	Patrick Davis
X	Joseph Franell		Rich Fulton
X	Deb Gargalis	X	Connie Green, BMCC Interim President
	Jeff Gritz	X	Terri Hellbusch
X	Riley Hill		Forrest Keady
	Donna Keddy		Patrick Patterson
X	Jesse Schmidt	X	Mark Warne
	William Wylie	X	Dana Young, TVCC President

**Guests Present:**

Eric Labonte, TEC	Denise Jerome, CAPECO	Paula Hall, CAPECO
Michael McCoy, HECC	Dan Joyce, Judge of Malheur	Ed Susman, OED
John Fields, BMCC	Tara Morrell, OED	Tammy Karwcyk, BMCC
Tony Wendell	Dave Koehler, TVCC	Cathy Yasuda, TVCC

**EOWB Staff Present:**

Bill Rosholt, Executive Director	Farideh Alvijeh, Accountant
Brenda Frank, Grants & Contracts	Sheri McDonald, Controller

### Meeting Called to Order: 11:05 AM– Susie Cederholm

- Roll Call
- Introductions
  - Ontario High – Culinary School

### Approval of Draft Agenda– Susie Cederholm

- Deb Gargalis - Motion to approve the Draft Agenda as presented
- Joe Franell – Seconded the motion

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- Voice Vote Carries the Motion

#### **Financial Report – Sheri McDonald, EOWB CFO**

- Spend Rate – is about 50% but there are special projects now on going that will increase that rate. Over all EOWB is in a good place monetarily.
- Budget Process Review
  - Board reviews the budget, makes the recommendation to the Eastern Oregon Jobs Council
  - Eastern Oregon Jobs Council are responsible for approving the budget
- Review Monitoring Reports
  - Process, this is not an audit. Request for all materials for review are requested 1-month in advance. Process is the same every year
  - The report serves as an indicator to EOWB of increased risk.
  - CAPECO Monitoring Report– Due to concerns of the Board.
    - Deb Gargalis – Motion to follow up with CAPECO for guidance and coaching in 30-60 and 90 days, with resolution at 90-day mark and report to the Board.  
Seconded by Dana Young.
    - Voice Vote Carries the Motion
  - TEC Monitoring Report– No major issues, nothing that would be noted.

#### **Adoption of Consent Agenda– Susie Cederholm**

- Minutes, February 26, 2019
- Policies: Incumbent Worker Training
- Financial Report
- Director’s Report
- Joe Franell – Motion to approve the Consent Agenda  
Mark Warne – Seconded the Motion  
Voice Vote Carries the Motion

#### **Appointment of Sector Funding Committee– Susie Cederholm**

- Funding of \$48,000 request is out with a deadline of 4/19/2019. A committee will be formed to decide.
  - This was originally set aside for County Projects within the EOWB Region
  - The first three months there were no requests. EOWB Executive Committee suggested that the offer of up \$48,000 be offered for projects within the county.
  - Application sent out to EOWB members and County contacts with a lot of response.
- If business member wants to volunteer for this: Joe Franell, Riley Hill
- Sheryll Bates – Allow EOWB Chair to make a decision who can serve on the committee  
Joe Franell – Seconded  
Voice Vote Carries the Motion

#### **RFP Procedure – Susie Cederholm**

- Committee, Mark Warne, Pat Davis, Susan Roberts, Sheryll Bates, Susie Cederholm; to review the RFP’s.
- The Committee did not come to a decision. They have more questions about the proposals.
  - Committee is asking for time to ask the questions, come to a recommendation, call a Special Meeting by conference call and ask for the vote. Any questions
    - No questions were asked by the Board members

- The Committee will keep the Board updated

**2019 WIOA Statewide Conference – Brenda Frank & Eric Labonte**

- General update of the Provider Conference in Eugene Oregon April 10-12.
- Mentioned Josh Davies and his General Session regarding the future of some jobs now that will not be around in the future.

**Federal Employment – Tony Wendel, Workforce Analyst**

- Power Point Presentation

**CTE Expansion TVCC – Dana Young**

- Presentation about the new building and programs that will be offered through this building.

**For Good of the Order:**

Dana Young - Eastern Oregon Economic Summit – possibly July 26

**Public Comment:** None

**Adjourn @ 1:21 PM**

Submitted by BFrank

Approved 7/16/2019