



MINUTES

NORTHWEST OREGON WORKS BOARD OF DIRECTORS MEETING

Samaritan Health Education Building
740 SW 9th St, Newport, OR 97365

Friday, January 25, 2019 - 10:00 a.m. – 12:00 p.m.

Those wishing to speak should sign the "Public Comment" sign-in sheet

Present: **Tony Erickson**, Oregon AERO, Chair; **Stephanie Hurliman**, Oregon Employment Dept.; **Bryan Campbell**, DHS, VocRehab; **Ivan Castille**, Laborers Local 737; **John Hawkins**, Service Employees International Union; **Rod Belisle**, NECA-IBEW Electrical Training Center; **Linda Dugan**, Linda Dugan Insurance, Treasurer; **Heather Kay Clark**, Alterations by Heather; **Terre Cooper**, Tillamook County Economic Development

Conference Call-In: **Ann Buchele**, Linn-Benton Community College; **Amanda Morris**, Samaritan Health Service ; **Zach Poole**, Pig' n Pancake, Vice Chair/Secretary; **Josh Kvidt**, Alyrica

Excused: **Henry Balensifer III**, LEKTRO; **Birgitte Ryslinge**, Oregon Coast Community College; **Whitey Forsman**, Pacific Oyster; **Cami Aufdermauer**, Tillamook County Habitat for Humanity; **Todd Simmons**, Tillamook Peoples' Utility District; **Sara Skamser**, Foulweather Trawl

Staff: **Heather DeSart**, NOW Executive Director; **Jason Swain**, NOW Chief Financial Officer; **Debra J. Smith**, NOW Program Manager; **Emily Schwartz**, NOW Office Manager

Guests: **Pat Malone**, Benton County Commissioner; **Mary Faithy Bell**, Tillamook County Commissioner; **Pamela Wev**, Clatsop County Commissioner; **Henry Heimuller**, Columbia County Commissioner, Call-in; **Shawna Sykes**, Oregon Employment Department; **Erik Knoder** Oregon Employment Department; **Diana Nish**, **Camille Padilla** and **Angeline Chen-Pepper**, ResCare; **April Macomson**, ResCare; **Ciera Guerrero**, ResCare; **Jennifer Purcell**, North Coast Regional Solutions Coordinator, Office of Governor Kate Brown; **Alma Baxter**, DHS; **Arlene Soto**, Director, Small Business Development Center, Tillamook Bay Community College; **Mackenzie Brown**; **Theresa Fitzgerald**, OWI, HECC, Call-in; **Jordana Barclay**; OED, Call-in

1. CALL TO ORDER and ROLL CALL

Chairman Erickson called the Meeting to order at 10:06am.

Chairman Erickson asked for confirmation of the public posting of the meeting; Emily Schwartz confirmed; Roll Call taken and Quorum established.

2. DISCUSSION and POSSIBLE ACTION

(Approve the agenda with the Inclusion of any emergency items or deletion of any items).

MOTION: John Hawkins

SECOND: Rod Belisle

MOTION CARRIED.

3. FIRST PUBLIC COMMENT SESSION

Jennifer Percell, North Coast Regional Solutions Coordinator (Tillamook, Clatsop and Columbia counties) from the office of Governor Kate Brown introduced herself to the board.

4. DISCUSSION and POSSIBLE ACTION

Approve Minutes of the October 26, 2018 Board Meeting

MOTION: John Hawkins

SECOND: Rod Belisle

MOTION CARRIED.

5. DISCUSSION and POSSIBLE ACTION – Jason Swain, NOW CFO

Approval of PY18-19 Budget to Actual

MOTION: Rod Belisle

SECOND: John Hawkins

MOTION CARRIED.

6. DISCUSSION and POSSIBLE ACTION – Jason Swain, NOW CFO

Approval of PY17-18 Audit Report

Zach Poole: Discussion about how much the audits cost and if we are required to get the audits done yearly. Jason says we are required yearly with the federal funding we have, and that typically runs from \$17-19,000.

Pat Malone: Asked what the approximate percentage breakdown was between program and admin. Jason says typically NOW runs at 13% admin.

MOTION: Rod Belisle

SECOND: John Hawkins

MOTION CARRIED.

7. INFORMATION

The Big Picture video was shown here to help explain the roles of the Workforce Boards and Partners.

8. INFORMATION

ResCare, NOW's Contracted Service Provider – Ciera Guerrero and April Macomson presented two Success Story videos: Luther from the TBCC truck driving school, and Isaiah who attended a work experience at Pacific Restaurant. Neither Success Story could be there in person as one was beginning work and the other was in school.

Pat Malone: Wanted to know how the training fit in with schooling. Ciera explained that the work experience was very flexible.

Heather Clark: Wanted to know what the requirements were for entering into the work experience program. Dianna explained some of the requirements that go along with the funding they have.

9. INFORMATION

State of Economic Development in Tillamook County was presented by Board Member, Terre Cooper. Gave information on current plans for the expansion of Tillamook county economic development.

10. INFORMATION

The state of Tillamook Bay Community College was presented by Alene Soto. Gave information on how the college is expanding and the courses they now offer offer.

11. INFORMATION

Oregon Employment Department gave an Economic Update for the five-county region, focusing on Tillamook County – Shawna Sykes and Erick Knoder

12. BOARD CHAIR REPORT – Tony Erickson, Chair

Chairman Erickson expressed again that the Board was needing to form the Financial Advisory Team (FAT). Expressed that we want people from the Board or Consortium but Heather will check to see if we can have other people on the team as well.

13. EXECUTIVE DIRECTOR’S REPORT – Heather DeSart, NOW Executive Director

Heather DeSart explained that at the next board meeting, she is wanting everyone to stay after for a while to help come up with our State Plan.

Updated on the Advance Textile Manufacturing Initiative.

Updated on the Healthcare Initiative that launched on April 10th.

Mentioned the construction trade and transportation could potentially be added to our sectors.

14. BOARD MEMBER COMMENTS – Roundtable

- *Introduction of the new Commissioners: Mary Faith Bell, Pamela Wev, and former Board member Pat Malone.*
- *Terre Cooper: Tillamook Works, an internship program for 16-18 year olds.*
- *Pat Malone: Wanted to know if there would be a Consortium meeting on the 28th of June. Heather DeSart confirmed.*
- *Linda Dugan mentioned people no longer want to lower their income to qualify for OHP, and instead want to stay in the workforce.*
- *Stephanie Hurliman explained the wrap around services with SNAP.*

15. SECOND PUBLIC COMMENT SESSION

There were no public comments.

16. ADJOURN - Chairman Erickson adjourned the meeting at 11:45am.

Northwest Oregon Works meetings are open to the public and will conform to Oregon public meetings laws. A request for an interpreter for the hearing impaired or, other accommodations for persons with disabilities, should be made at least 72 hours in advance of the meeting to our office at (541) 921--7329, or info@onwib.org. TTY is available at 711 or (800) 735-2900.