



## MINUTES

### **NORTHWEST OREGON WORKS BOARD OF DIRECTORS MEETING**

January 26, 2018, 10:00 a.m.

B'nai B'rith Summer Camp  
3509 NE East Devil's Lake Road  
Lincoln City, Oregon 97367

Call-in: (646) 876 9923; Meeting ID: 784-566-887

**Present:** **Tony Erickson**, Oregon AERO, Chair; **Amanda Morris**, Samaritan Health Services; **Henry Balensifer III**, LEKTRO; **Pat Malone**, Sunrise Tree Farm; **Todd Simmons**, Tillamook People's Utility District; **Whitey Forsman**, Pacific Oyster; **Zach Poole**, Pig 'N Pancake; **Linda Dugan**, Linda Dugan Insurance Agency; **Cami Aufdermauer**, Tillamook County Habitat for Humanity; **John Hawkins**, Service Employees International Union; **Rod Belisle**, NECA-IBEW Electrical Training Center; **William Lang**, Oregon Laborers Apprenticeship; **Birgitte Ryslinge**, Oregon Coast Community College; **Karen Sanders**, Portland Community College; **Stephanie Hurliman**, Oregon Employment Department; **Tom Nelson**, Corvallis-Benton County Economic Development Office

**Excused:** **Debra Smith**, Central Lincoln PUD, Vice Chair/Secretary; **Jeff Kemp**; Pacific Stainless Products; **Scott Lee**, Clatsop County Commissioner

**Staff:** **Heather DeSart**; NOW Executive Director; **Lisa Grisham**, NOW Recorder; **Pete Svendsen**; NOW Program Manager; **Jason Swain**, NOW Chief Financial Officer; **Cierra Guerrero**, NOW Youth Development Coordinator

**Guests:** **Bryan Campbell**; **Anne Schuster**, Benton County Commissioner; **Doug Hunt**, Lincoln County Commissioner; **Henry Heimuller**, Columbia County Commissioner; **Tim Josi** Tillamook County Commissioner; **Erik Knoder** and **Shawna Sykes**, Oregon Employment Department; **Myronda Schiding**, Northwest Regional Education Service District; **Linda Wechsler**, Manufacturing Consultant; **Shalee Hodgson**, Oregon Employment Department, **Diana Nish**, Community Services Consortium; **Angeline Chan-Pepper**, ResCare; **Charlotte Robeson**, ResCare; **Mark Warne**, Oregon AFL-CIO

#### **1. CALL TO ORDER, CONFIRMATION OF POSTING, AND ROLL CALL**

Chair Erickson called the meeting to order at 10:12 a.m. Chair Erickson asked for confirmation of the posting, which Grisham confirmed. Roll call was taken, and a quorum was achieved.

## 2. REVIEW AND APPROVE AGENDA

No changes were made to the agenda.

**MOTION:** Hawkins moved to approve the agenda. Belisle seconded the motion, which carried 16-0.

## 3. FIRST PUBLIC COMMENT SESSION

There were no comments from the public.

## 4. INFORMATION

4.1 The board will hear recent program success stories from Community Services Consortium and ResCare – *Sean Larsen, CSC and Camille Padilla, ResCare*

The board heard recent program success stories. Larsen thanked everyone for asking the Career Tech students to come out and give their presentation on drone flight. Chan-Pepper introduced Charlotte Robeson. Robeson shared her story with the board.

## 5. INFORMATION AND DISCUSSION

5.1 Board Assessment – *Shalee Hodgson, System Alignment Manager, Oregon Employment Department*

Hodgson presented her board assessment report. She works with the Higher Education Coordinating Commission (HECC), Department of Human Services (DHS), and other state level partners, to align policy, develop strategies to leverage resources, and coordinate workforce development services to support the Board.

Hodgson has been travelling the state, and visiting local areas to understand how things are working with data driven decision making. How boards are implementing strategic plans, what their partnerships and investments look like, and how programs run. She took an in-depth look at how things run locally, and learned a lot about best practices.

Some identified best practices are:

- The Local Leadership Team (LLT). It is focused both operationally and strategically.
- Great local economic information is presented to the Board.
- Board is supportive of staff
- Board does excellent job of understanding local participants needs, and appreciates hearing from participants directly

DeSart said staff will post the report to the NOW website, and she can email the report to board members at their request.

Erickson recessed the meeting at 10:31 a.m.

Erickson reconvened the meeting at 10:36 a.m.

5.2 Oregon Employment Department Economic Update – *Shawna Sykes and Erik Knoder, Oregon Employment Department*

Shawna Sykes and Erik Knoder presented an economic update focusing on Lincoln County (Exhibit #1).

Poole arrived at 10:50 a.m.

5.3 Oregon Manufacturing Extension Partnership and One-Stop Operator Update – *Linda Wechsler, Manufacturing Consultant*

Wechsler introduced herself. She works with the Oregon Manufacturing Extension Partnership (OMEP), and is our One-Stop Operator. OMEP is a non-profit that assists manufacturers in the State of Oregon. She visited both the Tillamook and Lincoln City WSO's. Wechsler stepped through the employer process of submitting a job posting, and went through the intake process so she could understand what paperwork was involved for customers. The Local Leadership Team (LLT) took an existing mapping exercise, and looked-for gaps, improvement opportunities, streamlined and reprioritized it. What they now have is a problem-solving poster (Exhibit #2). Wechsler stated it is based on continuous improvement principles, and can be used on any type of process. It also gives an idea of inputs and outputs, and identifies stakeholders involved.

Wechsler explained their next steps will be to identify a problem for the LLT. Some ideas they have brainstormed include consolidating the email process, strengthening the referral process, and building the northwest workforce academy. OMEP has someone in Oregon six regions – NOW, Lane Workforce Partnership, Mid-Willamette Workforce Network, Clackamas Workforce Partnership, East Cascades Workforce Investment Board and the Rogue Workforce Partnership. They meet monthly to discuss and consolidate all their information. Wechsler provided an example: all regions struggle with data duplication across the various systems, and duplicative entries, or entering information multiple places.

Dugan asked Wechsler about her iMatch experience. Wechsler replied it was fine, however it may be more challenging for those without any computer experience. Hunt asked how OMEP is funded, the partnership. Wechsler said they receive both state and federal funds.

5.4 Update on 2nd Quarter Operating Budget for PY17-18 – *Jason Swain, NOW CFO*

Swain presented the operating budget for the second quarter of program year 2017-2108 (Exhibit #3).

5.5 Education Service District Update – *Myronda Schiding, Northwest Regional Education Service District*

Schiding reported on the grants they are working on. They serve Washington, Columbia, Clatsop and Tillamook counties. In that service, Schiding stated they offer grant writing services to school districts. They Applied for eight grants, received four (Exhibit #4). Schuster asked if other ESD's offered grant writing services. Schiding responded she did not know. DeSart divulged that because

of that, we are very lucky to have Schiding working with us. Ryslingle commented that Lincoln County is part of the Lincoln-Benton-Linn (LBL) ESD. Hunt asked how this board provides support, and could we be more effective with our support. Schiding said being able to have the board write letters of support for grant submissions is invaluable. Hunt recommend she also contact county commissioners for grant letters of support. Additionally, being a part of the LLT is a huge networking and collaboration advantage stated Schiding. Erickson added as a board we are business driven. As individuals, we could support these efforts by opening opportunities within our companies for internships.

#### 5.6 Program and Performance Update – *Pete Svendsen, NOW Program Manager*

Svendsen gave an update on program performance. He also reported on the Veterans Stand Down for Columbia, Clatsop, Tillamook and Lincoln counties. Schuster asked about Benton County. Svendsen replied they partner with Linn county. He then disclosed there is a plant in Columbia County, is shutting down in May 2018. They currently employ approximately 126 people. We have had services available on-site for two of their meetings.

#### 5.7 Rethinking Youth Development Update – *Ciera Guerrero, NOW Youth Development Coordinator*

DeSart introduced Guerrero. Guerrero reported on a Rethinking Youth Careers update. She shared a story where she connected with Tillamook County Animal Aid, Inc. It is a non-profit working to support animal welfare by creating a safe haven for animals that are obtained through law enforcement. The organization is run by one director. All other positions are filled by volunteers, which are in short supply. Guerrero spoke with Diana Nish, of Community Services Consortium (CSC). Nish referred an 18-year old client to Guerrero, who was then able to offer the client a work experience at the Tillamook County Animal Aid, Inc. shelter. Both the director and the client report a successful relationship and work experience.

### 6. BOARD CHAIR'S REPORT – *Tony Erickson, Chair*

Erickson gave an update on OMIC and STEM. He said they turned an old automotive shop into a new facility, and brought in approximately \$500,000 of advanced manufacturing equipment. Programs are coalescing. Erickson reported that the board is going to try something new with the budget presentation. Swain will meet with the Executive Committee (EC) and present the budget to them. The EC will then present financials to Board, with assistance from Swain. This is a timing issue, and should relieve some constraints.

### 7. EXECUTIVE DIRECTOR'S REPORT – *Heather DeSart, Northwest Oregon Works*

DeSart announced the next board meeting is April 27, 2018 in Tillamook County. We were recently awarded \$15k grant for a hospitality training pilot program by the Lincoln County Economic Development Alliance, which was approved by the Lincoln County Board of Commissioners. The pilot program will take place in Waldport. DeSart announced the Svendsen is retiring in approximately six to eight months.

**8. BOARD MEMBER COMMENTS – Roundtable**

Schuster spoke of a forestry boot camp project. It offers workforce employment and training. There could be money to train 18 adults. The program runs from December 2017-December 2018. The forestry industry is having difficulty recruiting individuals in good physical shape. We are applying for a grant with The Family Ford Foundation.

Ryslunge spoke about the \$500,000 Grow-Your-Own-Teachers funding Oregon Coast Community College (OCCC) received for acquiring K-12 teachers.

Hunt said Maritime waiting on task force appointments per SB867. Sector meeting will be scheduled after the task force has been identified, which hopefully will be in next few months.

Malone announced he is running for Benton County Commissioner. Schuster announced she is retiring as Benton County Commissioner. Hunt announced he is running for re-election as Lincoln County commissioner.

**9. OTHER BUSINESS**

No other business was discussed.

**10. SECOND PUBLIC COMMENT SESSION**

There were no comments from the public.

**11. ADJOURN**

Chair Erickson adjourned the meeting at 12:12 p.m.

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Tony Erickson, Chair

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Lisa Grisham, Recorder