



MINUTES
NORTHWEST OREGON WORKS
ANNUAL BOARD of DIRECTORS MEETING

4170 SW Research Way, Corvallis OR 97333

Friday, October 26, 2018 - 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; **Pat Malone**, Sunrise Tree Farm; **Stephanie Hurliman**, Oregon Employment Dept.; **Amanda Morris**, Samaritan Health Services; **Bryan Campbell**, DHS, VocRehab; **Ann Buchele**, Linn-Benton Community College; **Birgitte Ryslinge**, Oregon Coast Community College; **Ivan Castille**, Laborers Local 737; **Todd Simmons**, Tillamook Peoples’ Utility District; **Zach Poole**, Pig’ n Pancake, Vice Chair/Secretary; **Tom Nelson**, Corvallis-Benton County Economic Development

Conference Call-In: **Cami Aufdermauer**, Tillamook County Habitat for Humanity; **Whitey Forsman**, Pacific Oyster; **Rod Belisle**, NECA-IBEW Electrical Training Center; **Linda Dugan**, Linda Dugan Insurance;

Excused: **Henry Balensifer**, LEKTRO; **John Hawkins**, Service Employees International Union

Staff: **Heather DeSart**, NOW Executive Director; **dj Smith**, NOW Operations Manager; **Francisco Garcia**, NOW Program Manager; **Jason Swain**, NOW Chief Financial Officer; **Emily Schwartz**, NOW Office Assistant

Guests: **Lianne Thompson**, Clatsop County Commissioner; **Anne Schuster**, Benton County Commissioner; **Doug Hunt**, Lincoln County Commissioner; **Heather Kay Clark**, Alterations by Heather; **Shawna Sykes**, Oregon Employment Department; **Erik Knoder** Oregon Employment Department; **Diana Nish**, **Camille Padilla** and **Angeline Chen Pepper**, ResCare; Two Youth, **Paul and Macy**, ResCare; **David Holbert**, NWTAAC; **Caroline Baumann**, Economic Development Alliance; **Jordana Barclay**, Oregon Employment Department; **Sandra Mies-Grantham**, WSO-OED, Business Rep; **Theresa Barclay**, OWI, HECC, Call in

1. CALL TO ORDER and ROLL CALL

Chairman Erickson called the Meeting to order at 10:05am.

Chairman Erickson asked for confirmation of the public posting of the meeting; Smith 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: Pat Malone

SECOND: Ivan Castille

MOTION CARRIED.

3. FIRST PUBLIC COMMENT SESSION

Caroline Bauman, Executive Director, Economic Development Alliance
Yachats OR 97498; ecdev@orcoast.com; Telephone: 541-961-3837

Ms Bauman read a statement to the Board re the importance of the Maritime Sector

4. DISCUSSION and POSSIBLE ACTION

Approve Minutes of the August 24, 2018 Board Meeting

MOTION: Pat Malone SECOND: Stephanie Hurliman MOTION CARRIED.

5. DISCUSSION and POSSIBLE ACTION - Election of Board Officers.

a. Call for nominations and election of Chairperson. The Chairperson shall be elected from among Board members who represent business.

After giving a brief introduction of Election Process, Heather DeSart turned this section over to Board Member, Stephanie Hurliman, to receive nominations for Board Chair.

Zachary Poole nominated Tony Erickson, Oregon AERO, COO, as Northwest Oregon Works Board Chair; there were no other nominations.

MOTION: Pat Malone SECOND: Ivan Castille MOTION CARRIED.

Tony Erickson will begin his second term as Board Chair on November 1, 2018. His term will end on October 31, 2020.

Board Chair Erickson resumed his duties as Chair following his election.

b. Call for nominations and election of Vice Chair/Secretary. The Vice Chair/Secretary shall be elected from among Board Members who represent business.

Zachary Poole, Pig' n Pancake, was nominated by Tony Erickson as Vice Chair/Secretary; there were no other nominations.

**MOTION: Pat Malone SECOND: Stephanie Hurliman
MOTION CARRIED.**

Zachary Poole will begin his first two-year term as Vice Chair/Secretary on November 1, 2018 through October 31, 2020.

c. Call for nominations and election of Treasurer. The Treasurer shall be elected from among Board Members from any sector. *(This is a new position for the NOW Board. The Job Description will be developed and voted on by the Board at the January 2019 meeting).*

Linda Dugan was nominated by Tony Erickson as NOW Board Treasurer; there were no other nominations:

MOTION: Bryan Campbell SECOND: Pat Malone MOTION CARRIED.

Linda will begin her first two-year term as NOW Board Treasurer on November 1, 2018 through October 31, 2020.

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

- Approval of PY2018-19 Budget

MOTION: Zachary Poole SECOND: Pat Malone MOTION CARRIED.

- 1ST Quarter Budget to Actual

MOTION: Pat Malone SECOND: Zachary Poole MOTION CARRIED.

7. DISCUSSION and POSSIBLE ACTION – Heather DeSart, Executive Director

Approve Signatory Changes; the current signers on the NOW Account are Heather DeSart, Executive Director; Tony Erickson, Board Chair; Debra Smith, Vice Chair/Secretary

The Vice Chair/Secretary, Debra Smith, will be removed from the NOW Account; Tony Erickson, Board Chair, will remain on the account; Heather DeSart, Executive Director, will remain on the account; Linda Dugan, Board Treasurer, will be added to the account; Debra J. Smith, Operations Manager, will be added to the account.

MOTION: Pat Malone SECOND: Zachary Poole MOTION CARRIED

8. INFORMATION

Lily, Youth Development Specialist, ResCare, brought two youth, (Paul and Macy) with her to share their Success Stories with the Board. Camille Padilla, Diana Nish and Angeline Chan Pepper, from ResCare were also present, but gave their time to Lily and the Students.

9. INFORMATION

Meredith Howell, Rethinking Job Search, was not present to share a success story.

Short Break – 10:55– 11:05

10. INFORMATION

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

11. INFORMATION

David Holbert, Northwest Trade Adjustment Assistance Center, shared a summary of what the NWTAA does and how businesses can access those services.

12. INFORMATION

Program Report and Update from Francisco Garcia, NOW Program Manager

13. INFORMATION

The "Big Picture" video was not shown due to lack of time. It will be shown at a future Board Meeting.

14. INFORMATION - BOARD CHAIR REPORT

Chairman Erickson gave an update on the Manufacturing Day Event held on October 5th at OMIC. There are pictures of the event on NOW's website.

15. EXECUTIVE DIRECTOR'S REPORT – Heather DeSart, NOW Executive Director

- There will be a formal recognition of outgoing Commissioners at the January 25, 2019 meeting.
- November 7th - Healthcare Pipeline Summit, Portland Convention Center
- December 7th – California Workforce Association (CWA) Region 6 Meeting in Nevada

16. BOARD MEMBER COMMENTS – Roundtable

- *Ivan Castille will be given time on a future agenda to share information on Construction Industry*
- *Stephanie Hurliman shared information re development of a 5-county Business Services Team*

17. SECOND PUBLIC COMMENT SESSION

Camille Padilla, St. Helens, ResCare - gave an update on ResCare activities and budget.

Diana Nish, St. Helens, ResCare – update on Apprenticeship Program beginning in February, 2019.

18. ADJOURN - Chairman Erickson adjourned the meeting at 12:10pm.

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.