



MINUTES

NORTHWEST OREGON WORKS BOARD OF DIRECTORS MEETING

Friday, October 27, 2017, 10:00 a.m.

Downtown Fire Station
400 NW Harrison Boulevard
Corvallis, Oregon 97330

Call-in: (669) 900-6833; Meeting ID: 557-268-5692

- Present:** **Tony Erickson**, Oregon AERO, Chair; **Amanda Morris**, Samaritan Health Services; **Henry Balensifer III**, LEKTRO; **Jeff Kemp**, Pacific Stainless Products; **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; **Rhonda Meidinger**, DHS Vocational Rehabilitation; **Tom Nelson**, Corvallis-Benton County Economic Development Office
- Excused:** **Debra Smith**, Central Lincoln PUD, Vice Chair/Secretary; **Stephanie Hurliman**, Oregon Employment Department; **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; **Ciera Guerrero**, NOW Youth Development Coordinator
- Guests:** **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; **Shawn Collins**, United Way; **Andrea Myhre**, Corvallis Housing First; **Jeff Howell**, BlueSun, Inc.; **Grant Carlin**, Corvallis Daytime Drop-in Center; **Mark Warne**, Oregon AFL-CIO; **Karen Rockwell**, Habitat for Humanity; **Beau Henry**, Habitat for Humanity; **Kathy Ballard**, Habitat for Humanity; **Charlie Mitchell**, Yes Corvallis; **Jason Miranda** and **Ethan May**, Career Tech students; **Sarah Ligon**, Homeless Employment Launch Program (HELP)

1. CALL TO ORDER, CONFIRMATION OF POSTING, AND ROLL CALL (5 minutes)

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

2. REVIEW AND APPROVE AGENDA

No changes were made to the agenda.

MOTION: Nelson moved to approve the agenda. Malone seconded the motion, which carried 17-0.

3. FIRST PUBLIC COMMENT SESSION

There were no comments from the public.

4. CONSENT CALENDAR

4.1 Minutes of the August 25, 2017 Board Meeting

MOTION: Malone moved to approve the Minutes of the August 25, 2017 board meeting as corrected. Hawkins seconded the motion, which carried 17-0.

5. INFORMATION

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

Diana Nish introduced Dr. Chuck Getter from Career Tech Charter High School, Coastal Drone Academy. Dr. Getter introduced some students from the Drone Operations class. At the end of the program, participants will obtain their drone license. They worked with the city on a scotch broom mapping project, that assisted in eradicating the invasive species locally.

Angeline Pepper introduced Melodi, who shared successful On-the-Job-Training (OJT) experiences from Corvallis WorkSource Oregon.

6. INFORMATION AND DISCUSSION

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

Knoder presented an economic update focusing on Benton County (Exhibit #1). Knoder said of note was an interesting trend since 2004 – more workers are commuting to work outside their home county. Nelson spoke about the current business expansion in Corvallis, and noted Corvallis was voted the best city for startups in 2015.

6.2 Update on 1st Quarter Operating Budget for PY17-18 – *Jason Swain, NOW CFO*

Swain presented the operating budget for the first quarter of program year 2017-2108.

6.3 Program Performance / Stand Down Report – *Pete Svendsen, NOW Program Manager*

Svendsen gave an update on program performance, and noted everything is going well. Hunt asked why the national career readiness certificates numbered zero participants, when the stated goal is 20, and wondered if it was a timing issue. Svendsen replied it is a software upgrade issue. Assessments should be started, and certificates issued within the next 30 days.

Svendsen reported on the Columbia County Veteran's Stand Down. We have three more scheduled for this year – two in November, and one in December. We served over 50 veterans, and was a true group effort. DeSart thanked Svendsen for all his hard work. Heimuller thanked all of those involved, and noted it was clean and well organized.

6.4 Monitoring and Assessments – *Pete Svendsen, NOW Program Manager and Jason Swain, NOW CFO*

Svendsen gave an update on monitoring and assessments. He noted we were verbally told that nothing was found. Hunt spoke with Shalee Hodgson, Oregon Workforce, and asked how our board compare to others in the state. She was quite complimentary about NOW. Swain discussed the fiscal monitoring, and mentioned were the first in the state to be monitored.

6.5 Homelessness / Workforce Development – *Anne Schuster, Benton County Commissioner*

Schuster stated she is involved with the Housing Opportunity Action Council (HOAC). The council focuses on housing opportunities for underserved populations, but Schuster realized employment is part of those housing opportunities. She introduced Jeff Howell, from BlueSun, Inc. Howell explained that BlueSun specializes in job placement and employment services for veterans and individuals with all types of disabilities. Last year they formed a Carpentry Apprenticeship partnership, and placed eight apprentices locally. DeSart asked if the population he serves uses the WorkSource Oregon (WSO) Corvallis office. Howell replied he did not know. DeSart suggested connecting BlueSun, Inc. to WSO Corvallis, and asked Svendsen to assist in facilitating.

Beau Henry talked about ReStore. He spoke of the challenges of disposing solid waste that is not recyclable, such as wood that cannot be recycled or upcycled. Henry is attempting to partner with the Corvallis WSO on several projects. He needs people, but he cannot fund it properly. DeSart suggested a follow-up conversation. Schuster mentioned is China no longer taking some of the United States recycling. Malone mentioned a timber firm in Philomath that may be able to help with wood recycling, and Schuster offered Eric Thompson, of Thompson Timber's contact information to Henry. Aufdermauer suggested contacting the Department of Environmental Quality (DEQ). Sykes suggested contacting a recycling center in Clatsop county that recycles wood and building debris.

Carlin of Homeless Employment Launching Project (HELP), a part of the Corvallis Daytime Drop-in Center (CDDC) introduced Ligon. She explained that HELP is funded by grants and private donations. They match homeless with jobs around the community, such as yard work, landscaping,

interior and exterior painting, leave raking, furniture moving. They also provide janitorial services for business, among other things. All workers are paid \$14/hour and must provide their own transportation, which can be an issue. Hawkins asked if they work with Community Outreach, Inc. (COI). Carlin replied yes, they do. Malone questioned the once-a-month payroll to the homeless. He said it seemed like a long time for people who may be in need. Carlin replied they are working on an extremely limited budget, which does not allow for anything more. Belisle asked about check cashing issues, and how HELP deals with homeless that may not have a bank account. Carlin replied financial management is something they plan to teach this winter. Heimuller discussed hygiene, and how that can be an issue when folks don't have access to services like washers and dryers, not just showers.

6.6 Big Picture Video – *Heather DeSart, NOW Executive Director*

The board watched the “The Big Picture” presentation. It is the overarching scope of what Oregon’s workforce system is intending to accomplish within the WSO Standards.

7. DISCUSSION AND ACTION

7.1 Discussion and Approval of the annual Operating Budget for PY17-18 – *Jason Swain, NOW CFO*

Swain delivered the annual operating budget for program year 2107-2018.

MOTION: Belisle moved to approve the annual Operating Budget for PY17-18. Hawkins seconded the motion, which carried 17-0.

8. BOARD CHAIR’S REPORT – *Tony Erickson, Chair*

8.1 Executive Committee – *Tony Erickson, Chair*

Erickson reported on new Executive Committee (EC) members. Currently the EC includes Henry Balensifer III, Tony Erickson and Debra Smith. New members are John Hawkins, Zach Poole and Doug Hunt. Erickson welcomed them, and thanked them for agreeing to serve on the sub-committee.

9. EXECUTIVE DIRECTOR’S REPORT – *Heather DeSart, NOW*

9.1 New Board Member Welcome – *Heather DeSart, NOW Executive Director*

DeSart introduced new business representatives Todd Simmons and Linda Dugan, and new labor representative, Will Lang. New members spoke briefly about themselves. DeSart announced the next board meeting in January 2018 will be held in Lincoln County. DeSart asked Svendsen to introduce Guerrero. Guerrero spoke of how she came to work for NOW, and explained more about AmeriCorps. She is in the Resource Assistance for Rural Environments (RARE) program, and will act as NOW’s Youth Development Coordinator. Guerrero will be serving Tillamook and Clatsop counties.

10. BOARD MEMBER COMMENTS – Roundtable

Hunt clarified his role as a voting member of the Executive committee, as he is not a member of the board. He is chair of the Consortium, and the Consortium consists of one commissioner from each of the five workforce counties. Hunt explained the Consortium has the responsibility to oversee the workforce investment board, but are not voting members. He thanked everyone of the board and consortium for their engagement and involvement, as he believes that is what makes our board particularly successful.

Malone commented on the video.

11. OTHER BUSINESS

No other business was discussed.

12. SECOND PUBLIC COMMENT SESSION

There were no comments from the public.

13. ADJOURN

MOTION: Hawkins moved to adjourn. Malone seconded the motion, which carried 17-0. The meeting was adjourned at 12:26 p.m.

Tony Erickson, Chair

Lisa Grisham, Recorder