



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

## Minutes

**Tuesday, February 26, 2019, 10 AM – 12 PM (PDST)**  
**Eastern Oregon Workforce Board, WSO Center Large Conference Room**  
**1901 Adams Avenue, La Grande OR 97850**

### 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	X	Kathy Gover-Shaw, Vice Chair
X	Sheryll Bates, Secretary		

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

**Guests Present:** Denise Jones, CAPECO      Courtney Crowell, ORS      Eric Labonte, TEC;  
 Susan Roberts, CLEO      Michael McCoy, HECC      Chris Rich, OED  
 Mike Muller, CPA      Leann Rea, Morrow County

**EOWB Staff Present:** Bill Rosholt, Executive Director      Farideh Alvijeh, Accountant  
 Brenda Frank, Grants & Contracts      Sheri McDonald, Controller

### Meeting Called to Order: 10:05 AM

- Roll Call      Quorum Established

### Approval of Draft Agenda

- Change Kali Davis to present about 10:45 AM instead of 11:35 due to conflict.
- Motion to Approve Agenda with change made by Sheryll Bates, seconded by Jessie Schmidt.
  - Voice Vote Carries the motion

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### **Audit Report - Mike Muller, CPA**

- EOWB contracted with firm to file taxes and the annual audit for EOWB
- The 2018 Audit was presented to the Board, shared via Zoom. The report can be found on the EOWB Website. The Board members asked no questions

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

- Financial Statements presented for 6/30 through 12/31 of 2018  
No questions were asked about the Financial Statement
- Annual monitoring of the WIOA Providers started in January 2019
  - TEC is complete
  - CAPECO is incomplete because not all the materials needed were available at the time. Mostly due to their staffing.
- If there are extra funds as we approach the end of the year EOWB Staff looking at other opportunities such as Incumbent Worker Training
  - There has been an on-going request from Advance Manufacturing to IWT funds
  - Funding to go out to providers for this purpose

### **Director’s Report – Bill Rosholt, ED EOWB**

- Recognized Mike McCoy for his work in trying to secure funding for Lathes for Malheur ESD
  - Lathes at John Day CTE Program will be purchased by Malheur
  - John Day will then use these funds for greenhouses
- ODOT Career Day – EOWB sponsorship request of \$500 to ODOT to assist with costs
- Construction Combine – EOWB sponsorship for a 2-day event for those job seekers interested in construction and honing those skills. Home Depot, Construction Contractors, TVCC, and WSO are doing this. Ed Susman from Ontario OED is very involved
  - Ask is a \$1,500 sponsorship request for the Construction Combine
- EOWB is collaborating with GO-STEM of Eastern Oregon for the project of videos showing careers and businesses of Eastern Oregon. These videos will be shown to students in K-12 schools, primarily students in the 5<sup>th</sup> grade, but also those in junior high and high school.
- Health Sector – Sheryll Bates and Bob Houser, CEO Morrow County Health District and Pioneer Memorial helped bring together administrators from the other hospitals in Eastern Oregon. They have met a couple of times and have put together a list of priorities important to them. Meeting scheduled March 5 between the administrators and the schools of higher education to discuss needs of the hospitals. The end goal is to have a launch in April or May 2019.
- End of our contracts with the WIOA providers. A RFP is out now to contract for 3 years for the Adult, Dislocated Worker and Youth services. There will be a need to help with scoring the applications. Mark Warne volunteered to sit on the Review Boards.

### **Educator Externship – Bill Rosholt & Kali Davis**

- Educator Externship Program with the Port of Morrow.
  - This is the sponsorship of six educators in an eight-day program.
  - Kali provided highlights about the program. Teachers do a lot of shadow and explore days with businesses. The teachers will also spend time with community college apprenticeship programs to learn about pathways.
  - 16 educator slots are available at the cost is \$1,450 for a teacher to participate.

- Bill made the proposal to fund Educators in this program at \$1,600 per person (due to the additional required cost of going to Portland) and offer six more scholarships in the area. Therefore, the asking is of \$19,000 for sponsorship of educators.

### **Adoption of Consent Agenda**

Motion made by Sheryll Bates and seconded by Deb Gargalis to approve the Consent Agenda and the costs of the sponsorships presented today.

- Audit Report & Financial Report
- Meeting Minutes 12/11/2018
- ODOT Career Fair and Construction Costs @ \$500
- Combine Funding sponsorship at \$1,500
- Educator Externship Funding @ \$19,000

Motion Carries – Voice Vote. No Nays or Abstention votes

### **Next Generation Sector Academy**

- Report from Susie Cederholm and Sheryll Bates.
- Overall, great

### **GDP & Benefits – Chris Rich, Regional Economist**

GDP: Gross Domestic Promise

This was a Power Point Presentation.

### **19/21-01 WIOA RFP- Brenda Frank**

- RFP has been open and posted since January 23, 2019
- Question & Answer period completed on 2/22/2019.
- Applications are due to EOWB on March 6, 2019 at 4:30 PM (PST)
  - Need is for at least 5 Evaluation Reviewers from the Board.
    - Volunteers: Mark Warne, Pat Davis, Susie Cederholm
    - Brenda will send out email-requesting volunteers.

**Public Comment:** None

**Adjourn: 11:37 AM (PDST)**

Submitted by BFrank