

MINUTES

NORTHWEST OREGON WORKS JOINT BOARD OF DIRECTORS and CONSORTIUM BOARD MEETING

October 23, 2020 10:00 a.m. - 12:00 p.m.

Zoom Call

Present:

Board:

Tony Erickson, Oregon AERO, Chair; **Lauren Smith**, DHS, VocRehab; **John Hawkins**, Service Employees International Union; **Linda Dugan**, Linda Dugan Insurance, Treasurer; **Birgitte Ryslinge**, Oregon Coast Community College; **Heather Clark**, Alterations by Heather; **Stephanie Hurliman**, Oregon Employment Dept.; **Ivan Castille**, Laborers Local 737; **Amanda Morris**, Samaritan Health Service; **Zach Poole**, Pig' n Pancake, Vice Chair/Secretary; **Josh Kvidt**, Alyrica; **Cami Aufdermauer**, Tillamook County Habitat for Humanity; **Ann Buchele**, Linn-Benton Community College

Consortium:

Doug Hunt, Lincoln County Commissioner; **Pamela Wev**, Clatsop County Commissioner; **Pat Malone**, Benton County Commissioner; **Mary-Faith Bell**, Tillamook County Commissioner; **Henry Heimuller**, Columbia County Commissioner

Excused:

Rod Belisle, NECA-IBEW Electrical Training Center; **Henry Balensifer III**, LEKTRO; **Terre Cooper**, Tillamook County Economic Development; **Todd Simmons**, Tillamook Peoples' Utility District; **Whitey Forsman**, Pacific Oyster

Staff:

Heather DeSart, NOW Executive Director; **Jason Swain**, NOW CFO; **Emily Schwartz**, NOW Office Manager

Guests:

Shawna Sykes, Oregon Employment Department; **Erik Knoder** Oregon Employment Department; **Camille Padilla**, Equus; **Diana Nish**, Equus; **Angeline Chan-Pepper**, Equus; **Sandi Pickering**, Equus; **Karen Litvin**, Project Masters; **Kate Porsche**, Benton County Economic Development; **Jordan MacDonald**, Equus; **Carley Curtis**, Equus;

1. CALL TO ORDER, CONFIRMATION OF POSTING, and ROLL CALL

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

a. NOW Board

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

b. Consortium Board

Commissioner Hunt asked for confirmation of the public posting of the meeting; Emily Schwartz confirmed; Roll Call taken, and Quorum established.

2. REVIEW and APPROVE AGENDA

Ms. DeSart stated that item 6 had a typo in the Bylaws revision. The strikethrough of the word Secretary was not intended and was to be kept in the revised Bylaws.

BOARD:

MOTION: Linda Dugan SECOND: John Hawkins MOTION CARRIED.

CONSORTIUM:

Unanimous Consortium Approval MOTION CARRIED.

3. PUBLIC COMMENT SESSION

There were no comments from the public.

4. DISCUSSION and POSSIBLE ACTION

Accept Staff's recommendation to approve the Minutes of the August 28, 2020 Board Meeting. NOW Board

BOARD:

MOTION: Cami Aufdermauer SECOND: Heather Clark MOTION CARRIED.

Accept Staff's recommendation to approve the Minutes of the June 26, 2020 Consortium Meeting.
Consortium Board

CONSORTIUM:

MOTION: Pat Malone SECOND: Mary-Faith Bell MOTION CARRIED.

5. DISCUSSION and POSSIBLE ACTION – Linda Dugan, NOW Board Treasurer

Accept the FAT's recommendation to approve the PY2020-21 Revised Annual Budget – Board then Consortium

Ms. Dugan explained that there were a few changes made to the annual budget and the Financial Advisory Team had met to go over them. There was some discussion with the team about the changes, but they were fine with the revisions.

BOARD:

MOTION: John Hawkins SECOND: Heather Clark MOTION CARRIED.

CONSORTIUM:

MOTION: Pat Malone SECOND: Mary-Faith Bell MOTION CARRIED.

6. DISCUSSION and POSSIBLE ACTION: BOARD

Accept Staff's recommendation to approve the revised Board Bylaws

There was confusion about the audit draft approval item that was removed before posting. Ms. DeSart explained she went over the draft agenda with Chairman Erickson and Commissioner Hunt prior to the removal of the item. The final audit report will be presented at the January meeting.

Chairman Erickson handed the item over to Ms. DeSart to explain the changes to the Bylaws that would remove term limits to Board Officers positions, and to align with the State's Bylaws. She explained she had sent out an email prior to the meeting to explain the change and had only received one response opposing the change.

Ms. Hurliman stated that she was the one who was opposed to the changes and explained why. She stated that a regular rotation was healthy for a board and gets other board members involved.

Ms. Dugan asked if there had been any other members interested in the Board Chair position. Ms. DeSart stated that there had not been any other interested parties.

Mr. Kvidt asked for clarity as to why the change was proposed and why the parameters were put on in the first place. Ms. DeSart explained we did want to align with the state as well as allow the board the flexibility to be held to something that is self-imposed. She stated that the Bylaws were already put in place by a group of contractors before she came on as the Executive director. Mr. Kvidt explained that he agreed with Ms. Hurliman's comments and believes that rotations is healthy for the board.

Ms. Clark stated that she agreed with the comments but that she believes that the language in the revision shows that there is still an option for a change in officers at any point.

Mr. Castille stated that he appreciated the flexibility that the change offers.

MOTION: Ivan Castille SECOND: Heather Clark
Aye Votes: 8 Nay Votes: 2 MOTION CARRIED.

7. DISCUSSION and POSSIBLE ACTION: BOARD

Accept Staff's recommendation to Nominate and Reappoint Board Officers:

- a. Tony Erickson – Board Chair

Chairman Erickson recused himself and Vice Chair Poole asked for any other nominations. There were no other nominations.

Vice Chair Poole nominated Tony Erickson for reappointment. Cami Aufdermuer seconded. Unanimous aye votes. Motion Carried.

Tony Erickson will begin his third term as Board Chair on November 1, 2020. His term will end on October 31, 2022.

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

b. Zach Poole – Vice Chair/Secretary

Chairman Erickson nominated Zach Poole for reappointment; there were no other nominations. Unanimous aye votes. Motion Carried.

Zach Poole will begin his second term as Vice Chair/Secretary on November 1, 2020. His term will end on October 31, 2022.

c. Linda Dugan – Treasurer

Chairman Erickson nominated Linda Dugan for reappointment; there were no other nominations. Unanimous aye votes. Motion Carried.

Linda Dugan will begin her second term as Treasurer on November 1, 2020. Her term will end on October 31, 2022.

8. DISCUSSION and POSSIBLE ACTION: CONSORTIUM BOARD

Reappointment of Board Member representing Business. The term will be October 23, 2020 – November 1, 2023 – **Todd Simmons, Tillamook PUD**

MOTION: Mary-Faith Bell SECOND: Pat Malone MOTION CARRIED.

Reappointment of Board Member representing Business. The term will be October 23, 2020 – November 1, 2023 – **Linda Dugan, Linda Dugan Insurance Agency**

MOTION: Mary-Faith Bell SECOND: Henry Heimuller MOTION CARRIED.

9. INFORMATION

Program and Strategic Goals Update – Karen Litvin

Ms. Litvin presented on the Boards Strategic Goals first and explained how staff felt they were doing at this point in the program year according to goals outlined by the Board previously. She stated that there were areas where NOW was doing well and exceeding, but there were some areas that needed improvement.

Following the Strategic Goals Update, Ms. Litvin gave her background in Workforce to the board before presenting the program report. She stated that movement on some of the programs was slow due to COVID-19 and staff training for Equus.

10. INFORMATION

Equus-Program Success Stories – Camille Padilla, Diana Nish, and Angeline Chan Pepper

Equus presented two participant success stories videos from Benton County: Sadie, a youth participant and Brady Shepherd, an adult participant.

11. INFORMATION

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

Mr. Knoder presented on State and Region unemployment. While the unemployment has gone down, the level is still significant. According to indicators, more women are unemployed than men currently. He stated

that indicators show that Oregon should be back to prerecession levels by 2023 provided there were no other shutdowns. Mr. Knoder also presented on some employment barriers that people face in the region.

12. INFORMATION

State of Economic Development in Benton County – Kate Porsche

Ms. Porsche presented on how Benton County was working to handle the COVID-19 situation, and the collaboration efforts with partners in other counties.

13. INFORMATION

State of Linn-Benton Community College – Ann Buchele

Ms. Buchele presented on the transition to the new College President and how the college was handling the challenges of dealing with COVID-19.

14. NOW BOARD CHAIR REPORT – Tony Erickson, Chair

Chairman Erickson stated he did not have a report for the board.

15. CHIEF LOCAL ELECTED OFFICIAL REPORT-Commissioner Hunt

Commissioner Hunt noted there was a good partnership with the maritime sector and the initiative was gaining traction.

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

Ms. DeSart let the Board know she was asked to be on the North Coast Regional Equity and Recovery Council.

17. BOARD MEMBER COMMENTS – Roundtable

There were no comments.

18. SECOND PUBLIC COMMENT SECTION

Please clearly state your name and address for the record. Each public comment will be limited to three (3) minutes at the Chair’s discretion.

Diana Nish let the board know that she had attended the Accessing Union Apprenticeship workshops and would send out information on that at a later time.

19. ADJOURN

The meeting was adjourned at 12:10 p.m.