



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

**DRAFT Minutes**

**Tuesday, December 11, 2018, 1:30 PM to 3:30 PM (PDST)**

**By Video Conference**

**Zoom Meeting Link:** Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/735240504>

**Eastern Oregon Workforce, 1901 Adams Avenue Suite 8, La Grande OR 97850**

**Board Member:** (X denotes attendance in person or via Zoom)

x	Susie Cederholm, Chair	x	Kathy Gover-Shaw, Vice Chair
x	Sheryll Bates, Secretary		

	Doug Dalton		Patrick Davis
x	Joseph Franell		Rich Fulton
	Jeff Gritz	x	Riley Hill
	Terri Hellbusch		Jim Jones
	Forrest Keady		Steve Lyon
x	Patrick Patterson	x	Debbie Radie
x	Jesse Schmidt	x	Bill Wyllie
	Mark Warne		
	Donna Keddy, DHS/VR	x	Connie Green, BMCC Interim President
x	Debbie Gargalis, OED		Dana Young, TVCC President

**Guests Present:** Eric Labonte, TEC Denise Jerome, CAPECO Program Manager  
Andrea Testi, TVCC for Dana Young  
Chris Rich, OED

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

**Meeting Called to Order/Introductions: 1:30 PM** Susie Cederholm

**Approval of Draft Agenda,** Susie Cederholm

- Motion to Approve Draft Agenda as presented made by Joe Franell, Seconded by Kathy Gover-Shaw. Voice Conesus carries motion.

**Adoption of Consent Agenda,** Susie Cederholm

- Motion to Approve Consent Agenda made by Kathy Gover-Shaw, Seconded by Kathy Gover-Shaw.
  - 7/17/2018 Draft Minutes

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- Director's Report

### **2018-19 EOWB Financial Report**, Sheri McDonald, CFO

- Audit: Mr. Muller, Auditor, will present at the next meeting in detail. A broad overview was provided; EOWB was given an Unmodified or Clean Opinion. EOWB had no deficiencies or controls for compliance. The Audit can be viewed on the EOWB website, [www.eowb.org](http://www.eowb.org). *Question: Is this a qualified or unqualified audit? Unqualified, a clean opinion.*
- Brief Overview of the Financial Report, the report is the complete first quarter of the current funding year, PY18. Spending rate for EOWB and contracted providers is about what is expected at this time. Everything is on track where we anticipated being for the current year. *Question: What is the staff count? 4 at full-time*

### **EOWB Updates**

#### Sector Partners, Bill Rosholt:

- Advance Manufacturing has met twice since the last time the Board met.
  - Tasked with the development of new videos about specific career occupations in Advanced Manufacturing. The requirements of getting the job, the career path and the possible wages earned as they move through their career. Discussion was to produce about 10-12 videos, but the bids came in about \$30,000. Therefore, we looked at different avenues of generating funds because of the cost.
  - GO-STEM (Greater Oregon-Science, Technology, Engineering and Math) met with us about possible funding through Oregon Community Foundation (OCF). We have been working with Donna Rainboth of GO-STEM and OCF to assist with the development of the videos. The possible funding of up to \$50,000 but must be matched, partially with EOWB funds and other partners. Hopeful of having a favorable outcome after the New Year.
- Health Partnership Sector: Bill met with Bob Hauser of Pioneer Hospital in Heppner OR. Thanks to Sheryl Bates and her introduction. Because of this introduction the CEO's or their delegates of the, 8 of the 9 in the region, have met. Will meet Thursday to talk about priorities. Will meet in March 2019 about sector issues and bring the EOWB partners in to listen.
  - Bill also working with entrepreneur in La Grande about a medical teaching facility. In the very early stages of planning. *Question: Will the CC's be involved? Yes, when the plan is ready to move forward all parties will be involved.*

#### Status of State Grant to fund GED Prep, Brenda Frank

- Awarded \$90,000 in October 2019 for 4-Open Access GED Programs, La Grande, Hermiston, Pendleton, and Enterprise. No funds at this time. *Question: How is program going to be sustained past the end of the current PY? Sustainability is a concern. Looking to gauge interest in the areas at this time. Other State funds expand the ABE classes so we may look at those for the future, they were available this past year, but we did not apply.*

#### Preliminary Report on Provider RFP, Brenda Frank

- Tentatively, opening the RFP about January 14, 2019. The final decision of when to release has not been made and the calendar as proposed may or may not be adjusted. Bill opened the RFP Committee to any Board member volunteers.

#### Rapid Response- Hermiston Foods & Sykes, Denise Jerome

- Hermiston Foods: Closed November 2017, which affected 200 employees. The Additional Assistance Grant closed November 30, 2018. 78 participants were assisted, 43 of the 78 were provided Basic Education/English as a second language. The closure was TRA certified in May 2018.

- Sykes: Call center in Milton-Freewater OR closed November 30 of this year. Five Rapid Response sessions were held in November for the 100 effected employees. A Trade Act petition was filed and it is still pending.

Rapid Response-Boise Cascade, Eric Labonte

- Closure of sawmill in Elgin OR, which originally was projected to affect 90 employees. Rapid Response sessions had about 75-76 employees attend and completed surveys. There were 40 that actually rehired by Boise Cascade in other areas, 15 of those individuals decided they wanted to retire, leaving about 35. 15 enrolled in TEC training services. The union did file TRA petition. *Question: How are the Trade Act is different going forward? Benefits of TRA are longer more money involved.*

**Board Members**, Bill Rosholt

- Debbie Radie and Steve Lyon will not be moving forward with the Board. Appreciation for their service and the work to the EOWB was expressed.
- Some EOWB members were given letters asking about their membership to the Board. Some responses have been received but if the members would please respond to the letter acknowledging whether they would like to continue their service to the EOWB.

**OED Article Highlights**, Chris Rich EO Regional Economist

- Power Point Presentation

**Public Comment:** None

**Nest Meeting Date and Adjourn**, Susie Cederholm

- EOWB meeting in February 2019. EOWB will send something out.
- Adjourn 2:45 PM

Submitted by BFrank