

# **NORTHWEST OREGON WORKS BOARD OF DIRECTORS**

## **MEETING MINUTES**

Friday, October 28, 2016

10:00 AM – 12:00 PM

Oregon Coast Community College

3788 SE High School Drive

Lincoln City, OR 97367

### **Members Present**

Amanda Morris

Amy Jauron

Connie Green

Gail Muller

Henry Balensifer III

Jeff Kemp

John Hawkins

George (Jorge) Anguiano

Karen Sanders

Pat Malone

Randy Getman

Rod Belisle

Rhonda Meidinger

Stephanie Hurliman

Tony Erickson

Whitey Forsman

Zach Poole

### **Members Absent**

Debra Smith

Jim Tierney

### **Commissioners**

Commissioner Anne Schuster

Commissioner Doug Hunt

### **Staff**

Heather DeSart

Pete Svendsen

Jamie Kendellan

### **CALL TO ORDER, CONFIRMATION OF POSTING, AND ROLL CALL.**

Chair Erickson called the meeting to order at 10:09 AM. Staff confirmed that the meeting has been properly noticed. Roll call was taken and a quorum was present.

### **FIRST PUBLIC COMMENT SESSION**

No comments were made.

### **CONSENT AGENDA**

- October board meeting agenda with inclusion of any emergency items and deletion of any items
- Approve board meeting minutes from the July 22, 2016 meeting

*A motion was made by John Hawkins and seconded by Pat Malone to approve the following policy statements as presented: Dislocated Worker Eligibility, Eligible Training Provider List, Equal Opportunity and Non-discrimination, Incentives and Stipends, Individual Training Accounts, Monitoring, Rapid Response, On-The-Job Training, Priority of Services, Self-Employment Training, Supportive Services, Youth Eligibility and Additional Assistance, and Incident Reporting. No further discussion, Motion carried.*

### **UPDATE ON THE RETHINKING JOB SEARCH GRANT**

At Chair Erickson's request, Ms. Meredith Howell, the training facilitator for the Rethinking Job Search program, gave an overview of the program. It is a 12 lesson program that assists unemployed

individuals learn about the resources available to them to get back to work as well as process the emotional issues that may have developed from being out of work. The program is being piloted in eight sites across the state; in the Northwest Area, it is offered in at the Newport WorkSource center. The program is very successful. Ms. Howell reported that the program is only two short of meeting the contract performance of serving 20 individuals.

## **OVERVIEW OF REGIONAL SOLUTIONS**

At Chair Erickson's request, Ms. DeSart introduced Jackie Mikalonis, the Regional Solutions Coordinator for the South Valley / Mid Coast Region. Ms. Mikalonis informed the board of the program's purpose is to promote economic development and prosperity in each area of the state. There are 11 different regions in the state. Ms. Mikalonis oversees activities in the South Valley / Mid Coast Region which includes Linn, Benton, Lincoln, and Lane counties. Her counterpart Mark Ellsworth is the Regional Solutions Coordinator in the North Coast Region which covers Clatsop, Columbia, and Tillamook counties.

Each region has an advisory committee appointed by the Governor. After analyzing the data, the committee choose the priorities for the area. The priorities for the North Coast Region and the South Valley/Mid Coast Region are similar. Both areas have included priorities that incorporate entrepreneurial opportunities and small business growth, housing, readiness of industrial land, and transportation. Priority projects are also selected by the committee. The Regional Solution Team is made up representatives from various state agencies convened to support and coordinate resources for the area priorities and projects. As an example of a local priority project support by Regional Solutions, Ms. Milakonis gave an overview of the Regional Accelerator and Innovation Network (RAIN) as a strategy for supporting entrepreneurs.

## **INFORMATIONAL VIDEOS**

Due to time constraints, Chair Erickson elected to skip the presentation of the informational videos: "The Big Picture" video which provides an overview of Oregon's workforce systems and Success in the New Economy. Staff will send out the links to the videos.

## **BUDGET MODIFICATION**

Chair Erickson asked the board to refer to the budget modification presented in the packet. At the time it was developed, the budget was based on estimated amount of unexpended funds. Ms. DeSart explained that there was not as much unexpended from the previous program year as anticipated. The state has provided additional funds for board staff training and to support the colocation of the WorkSource centers. Staff have reduced line items in variety of places in order to have a stable level of remaining funds for the start of the next program year. Staff will be working to seek additional grants to bring other resources in the door. There are also upcoming discussions with state to determine how and what levels of funding is needed to support the local boards.

*A motion was made by John Hawkins and seconded by Henry Balensifer III to approve the budget modification as presented.*

Mr. Malone asked what level of remaining resource line item is staff aiming for. Ms. DeSart and Ms. Kendall shared that it would be a goal to have \$400,000.

*No further discussion. Motion carried.*

## **BYLAWS CHANGE**

Chair Erickson introduced the change of the bylaws to include name adjustment of the organization from Oregon Northwest Workforce Investment Board (ONWIB) to Northwest Oregon Works (NOW). Also included in this proposed change is to change the Vice Chair officer position to Vice Chair/Secretary as it is required from Oregon State Law governing non-profits to have a Secretary officer position.

*A motion was made by John Hawkins and seconded by Amy Jauron to change the bylaws to include the change to the organization from ONWIB to NOW and Vice Chair/Secretary position. No discussion. Motion carried.*

### **PERFORMANCE FOR THE 2015 PROGRAM YEAR**

At Chair Erickson and Ms. DeSart's request, Mr. Svendsen will provide an overview of what the program performance measures are for the WIOA Title I Adult, Dislocated and Youth Services. He also reviewed the outcomes of the measures from the 2015 program year (July 1, 2015 through June 30, 2016). Ms. DeSart added that this program year there will be more training occurring as it is a requirement in the services contract. Mr. Svendsen also answered questions from members to provide additional understanding of the meaning of the measures.

### **BOARD CHAIR REPORT**

Chair Erickson reported that there is an Executive Committee meeting in December and the next board meeting is in January. He commented that they are still working on the advanced textile manufacturing partnership. There is a meeting coming up for the employers and partners at Michael Curry Studios in Scappoose.

### **EXECUTIVE DIRECTOR REPORT**

Ms. DeSart thanked Commissioner Schuster and Gail Muller for bringing the treats for the meeting. She also thanked Amy Jauron for her service to the board. She will be moving up to Portland to continue her career in economic development at Greater Portland Inc. Ms. Jauron participated on the planning committee as the consortium and board were forming.

### **BOARD MEMBER COMMENTS**

Mr. Malone asked if there was a map of the workforce development areas. Ms. DeSart said that it is available and staff will send it out to members. He also mentioned that the food at Tongue Point Job Corps Center was great and suggested having a meeting there each year. He also commented that it was great to have Representative Gomberg at the meeting.

Mr. Hawkins asked for confirmation that all information received as board members is public as he would like to share it with his acquaintances. Ms. DeSart confirmed that it is public information and he is welcome to share it.

Commissioner Schuster reported that Ms. DeSart and herself visited the Angell Job Corps Center in Yachats. It was very interesting and insightful. She also inquired about the healthcare sector partnership. Ms. DeSart reported that there has been an initial meeting where an employer champion was identified. There is a meeting scheduled in November with the employer champion and Francie Genz, NOW's consultant supported by the state, to plan on how to proceed. There may also be an opportunity to partner with Incite, the local board for Linn, Marion, Polk, and Yamhill counties, as they are in the process of launching a healthcare partnership.

### **SECOND PUBLIC COMMENT SESSION**

Shawna Sykes of the Oregon Employment Department reminded the board that herself and Erik Knoder are available to assist with economic or workforce data. She is happy to add people to the distribution list for the Northwest Area's economic indicator newsletter.

### **ADJOURNMENT**

Chair Erickson adjourned the meeting at 11:52 AM.