



MINUTES
NORTHWEST OREGON WORKS
BOARD of DIRECTORS MEETING

Oregon Manufacturing Innovation Center R&D Facility (OMIC)
33701 Charles T. Parker Way
Scappoose OR 97056

Friday, August 24, 2018 - 10:00 a.m. – 12:00 p.m.

Those wishing to speak should sign the “Public Comment” sign-in sheet

Present: **Tony Erickson**, Oregon AERO, Chair; **Debra Smith**, Central Lincoln PUD, Vice Chair; **John Hawkins**, Service Employees International Union; **Pat Malone**, Sunrise Tree Farm; **Stephanie Hurliman**, Oregon Employment Dept.

Conference Call-In: **Amanda Morris**, Samaritan Health Services; **Bryan Campbell**, Oregon Dept. of Human Services; **Cami Aufdermauer**, Tillamook County Habitat for Humanity; **Henry Balensifer**, LEKTRO; **Tom Nelson**, Corvallis-Benton County Economic Development Office; **Whitey Forsman**, Pacific Oyster; **Zach Poole**, Pig’N Pancake

Excused: **Anne Buchele**, Linn-Benton Community College; **Birgette Ryslinge**, Oregon Coast Community College; **Ivan Castille**, Laborers Local 737; **Linda Dugan**, Linda Dugan Insurance Agency; **Rod Belisle**, NECA-IBEW Electrical Training Center; **Todd Simmons**, Tillamook People’s Utility District

Staff: **Heather DeSart**, NOW Executive Director; **dj Smith**, NOW Operations Manager; **Francisco Garcia**, NOW Program Manager; **Jason Swain**, NOW Chief Financial Officer; **Emily Schwartz**, NOW Accounting Intern

Guests: **Lianne Thompson**, Clatsop County Commissioner; **Anne Schuster**, Benton County Commissioner; **Henry Heimuller**, Columbia County Commissioner; **Shawna Sykes**, Oregon Employment Department; **Diana Nish** and **Angeline Chen Pepper**, ResCare; Two Youth, **Daniel and Amanda**, ResCare; **Myronda Schiding**, Northwest Regional Education Service District; **Craig Thompson**, Executive Director, OMIC; **Chris Holden**, Training Director, OMIC; **Mohammed Maraee**, Training and Industries Coordinator, OMIC; **Jordana Barclay**, Oregon Employment Department; **Linda Wechsler**, OMEP

Heather DeSart, NOW Executive Director, introduced new staff: Debra J. Smith, Operations Manager and Emily Schwartz, Accounting Intern

1. Call to Order, Confirmation of Posting and Roll Call

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

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

2. Discussion and Possible Action

(Approve the agenda with the Inclusion of any emergency items or deletion of any items).

MOTION: John Hawkins SECOND: Pat Malone Motion carried.

3. First Public Comment Session

No Public Comments.

4. Discussion and Possible Action *(The Consent Calendar is approved with one motion).*

Minutes of the June 22, 2018 Board Meeting

Ms. DeSart informed the Board that due to lack of Quorum at the June 22, 2018 meeting, several items will need to be voted on again later in the meeting.

MOTION: John Hawkins SECOND: Pat Malone Motion carried.

5. Informational

- a. Diana Nish and Angeline Chan Pepper shared success stories with Board and brought two youth (Daniel and Amanda) to share how their lives have been positively impacted.
- b. Craig Thompson and Chris Holden gave an overview of the OMIC Center; Mohammed Maraee was also present but did not speak.
- c. Shawna Sykes, OED, gave a power point presentation of Northwest Economic Indicators.

Five Minute Break

Roll Call taken again to ensure everyone was still present on the Conference Call; All were still present; Quorum was determined.

- d. Myronda Schiding gave an update on the Manufacturing Day event coming up on October 5, 2018, based on Makers Gone Pro Project and shared information on Clatsop Community College Internship Programs;
- e. **State Senator Betsy Johnson and guest from Boeing dropped by and shared future plans for the OMIC R&D Facility with those present.**
- f. Jason Swain, NOW CFO, gave an overview of the Budget to Actual and will give a final report for the FY17-18 at the October 26, 2018 Board Meeting.

The following four items were brought for Board approval again having already been approved by the Executive Committee and Consortium. Approval was not achieved at June 22nd Board Meeting due to Lack of Quorum.

6. Discussion and Possible Action

A. Approval of PY 2018-19 Budget

MOTION: John Hawkins

SECOND: Pat Malone No discussion. Motion Carried.

B. Approval of ResCare Provider Contract

MOTION: John Hawkins

SECOND: Pat Malone No Discussion. Motion Carried.

C. Approval of Transfer of Funds

MOTION: John Hawkins

SECOND: Stephanie Hurliman No Discussion. Motion Carried.

D. PY 18-19 Board Meeting Schedule

Heather stated that the Annual Meeting originally scheduled for the August meeting will now be held in October at which time elections and renewal of members will be held.

MOTION: Pat Malone

SECOND: John Hawkins No Discussion. Motion Carried.

7. Board Chair's Report – Tony Erickson, Chair

Chairman Erickson gave an update on the Port of Columbia County

8. Executive Director's Report – Heather DeSart, NOW Executive Director

Ms. DeSart recognized Program Manager, Francisco Garcia, who gave a summary of activities for the last few months and gave an update on program plans for PY2018-19 and asked for input from Board Members.

9. Board Member Comments – Roundtable

- a. Board Member Hawkins applauded Executive Director DeSart for the good job she is doing.*
- b. Board Member Malone asked that a copy of a Board Roster be sent out to members.*
- c. Debra Smith discussed Central Lincoln PUD college internship program.*

10. Second Public Comment Session

Commissioner Schuster mentioned the need for a Strategic Planning Session. Heather acknowledged the need and stated she would be checking with Jason Swain, CFO, on funding to bring in someone to lead the session. She will also be creating an ad hoc Committee to begin planning. Commissioner Thompson and Commissioner Heimuller volunteered to be a part of this Committee.

11. Chairman Erickson adjourned the meeting at 1:10pm.

OMIC Tour – Chris Holden and Craig Thompson

Northwest Oregon Works meetings are open to the public and will conform to Oregon public meetings laws. A request for an interpreter for the hearing impaired or, other accommodations for persons with disabilities, should be made at least 72 hours in advance of the meeting to our office at (541) 921--7329, or info@onwib.org. TTY is available at 711 or (800) 735-2900.