



BOARD MEETING MINUTES

August 18, 2016

Southwestern Oregon Community College
1988 Newmark Ave.
505 Tioga Hall (Board Room)
Coos Bay, OR 97420

SOWIB Members Present:

Connie Stopher, Acting Chair
Bryan Grummon
Patty Scott
Dena Miles

Joe Benetti
Debbie Sargent
Jesse Morrow

Mike Lehman
Andy Owens
Tami Trowbridge

SOWIB Staff Present:

Jake McClelland

Lisa Crockett

Others Present:

Susie Yeiter, SCBEC
Annette Tiderman-Shelton, OED
Rena Langston, UT&E

Marke Warne, Oregon AFL-CIO
Tehren Randleas, SO Goodwill
Susan Buell, UT&E

PROCEEDINGS

The meeting was called to order at 10:03 AM by Connie Stopher, Acting Chair. Roll call was taken and a quorum was present.

PUBLIC COMMENT SESSION:

No comments were made.

APPROVAL OF MINUTES OF JUNE 30, 2016

After a few minor corrections were addressed, a motion was made by Tami Trowbridge and seconded by Bryan Grummon to approve the minutes of June 30, 2016. Motion passed by unanimous vote.

DISCUSSION AND POSSIBLE ACTION: Review and approve proposed required Board policies

In order to be in compliance with WIOA, SOWIB needs to have a number of policies approved. There are still some sections requiring information and feedback from the state, as they are also in the process of updating their policies to include WIOA regulations.

Jake stated that the policy language is pretty standard so we just need to get something in place to say that we are in compliance and then as we go through and see what works and doesn't work for our local area, we can amend them. These do not have to be set in stone. Instead of going through the policies one by one, it was suggested that the Board approve them as a whole and revisit them as necessary. Jesse Morrow made a motion that we accept the policies as they are and then amend as needed. Tami Trowbridge seconded. The motion passed by unanimous vote.

INFORMATION: Monthly Performance Reports

The purpose of the Monthly Performance Reports is to give a snapshot of where the service providers are in their deliverables, as well as give a balance on their remaining budget. The attached report gives an estimate of their enrollments or participants for the year and gives an idea of where they are. With this being the first month of the new contract year, and with transitions that are going on with the partners including collocation in the WorkSource offices, there are some numbers that are not yet included. There are some categories where we need to step it up a little bit. Particularly in Curry County, where the service provider staff has been experiencing some retirements and they were unable to provide information.

Bryan Grummon asked if Curry was blank because the numbers just haven't been filled in yet or if it was because there haven't been any participants yet. Jake said that we have not gotten anything from SCBEC regarding Curry County.

There were no other questions regarding performance reports.

INFORMATION: Update on America's Promise Grant Application

SOWIB in partnership with SWOCC and UCC will be submitting a grant proposal for the America's Promise grant currently being offered by the Department of Labor. The purpose of the grant is to provide tuition free education in certain certificate and degree programs that connect students to in-demand jobs. Healthcare was a target sector for the America's Promise grant as well as a target sector for our board, so it was a natural fit. The duration of the grant is four years and we are requesting just under \$500,000 a year. As the budget sits right now, we will be providing free tuition to 130 students a year (51 at SWOCC and 69 at UCC) in a variety of programs ranging from phlebotomy to nursing. The students will be a mix of recent high school graduates, adult and dislocated workers, and incumbent workers. We are working on a system to make sure that the spots are awarded proportionally throughout the three counties. The deadline to submit the proposal is August 24, 2016. Overall it is coming together nicely.

INFORMATION: Update on Healthcare Sector Partnership

The first sector partnership launch will be held on August 31 and will be in the healthcare sector. The initial training of core support partners (higher education, workforce development, economic development, K-12, community partners) in May was very successful. The state is contracting with Lindsey Woolsey, a nationally renowned expert on sector strategies. Now it is time to get the industry folks together, so we are having our official launch on August 31 in Coos Bay. There has been a great response, with healthcare industry leaders from all 3 counties planning on attending the launch at the Oregon Coast Culinary Institute. The idea is for those folks to collaborate and work on an agenda that the industry partners drive, and then the core support partners provide assistance in bringing those needs to fruition. We are hoping this is the beginning of similar work in the other sectors.

INFORMATION: Update on Plan to Seek Regional Solutions Funds for Youth Career Center

The Regional Solutions Team recently announced the availability of funds for projects tied to work experiences for youth. Initially, the plan was for those funds to be used by local service providers to pay for the work experiences themselves. However, through the legislative process and due to the nature of where the funds are coming from, the money has to be spent on capital construction projects only, with proposers required to explain how their project will connect to youth work experience. SOWIB staff has developed a concept for a Youth Career Center. The deadline to submit the idea is September 15 and if they like the idea, we will be asked to submit a more formal application.

Kyle and Jake attended a youth meeting with Jeremy Skinner of the Curry Public Library and youth in Curry County to discuss workforce issues. Some youth were unaware of the workforce system and others said they were aware of WorkSource resources but thought the services were for adults and not youth. A report showed that less than 10% of youth actually use the workforce system as a job search tool. So the idea SOWIB staff has been exploring is creating a Youth Career Café, similar to current models across the country. The purpose is to create a fun environment where youth might actually want to show up and participate in various activities, and then while they are there, they would have access to other workforce services from various partners. It almost functions as a one-stop center for youth, except the partners aren't federally mandated to be there, so it is all on a volunteer basis. The project has endless possibilities as far as the types of difference services you could have going on inside. Staff has been looking at available locations within Coos and Curry counties, with possible expansion of an additional youth center in Douglas county.

Mike Lehman stated that he felt it was not the right direction to build a new facility and then struggle to find partners to fill it. He felt it was necessary to partner with other groups to accomplish this goal. Jake stated that staff has met with several different groups in the area including the Ark, Boys and Girls Club, Youth Move, and the intention is not to do this alone. Youth services in Coos and Curry are currently being provided out of the WorkSource centers through our service provider, SCBEC but these services could be collocated in the youth center.

Bryan Grummon stated that he has been involved in many youth discussions and there is a stigma associated with anything to do with the Employment Department and WorkSource Centers. He felt there needs to be a big push to promote this type of facility to youth so they can access services.

Tami Trowbridge stated that she didn't feel like UT&E has the image problem with the workforce system that Bryan is discussing. She would hate to think that they were duplicating existing programs being provided by our current service providers. Bryan commented that the situation in Curry is far different than that in Douglas county and this type of facility is desperately needed in Curry county.

Jake agreed that there does appear to be different needs for each county and the marketing aspect of the youth center is critical, so the youth don't feel like they are coming into a social services building. Although the services are needed in Coos and Curry county, they may not

be needed in Douglas county. The funds are there and staff is looking at finding ways to use that money to help with youth issues.

INFORMATION: Executive Director Report

Jake stated that when he first started, the Board asked him what his major concerns were for the startup of SOWIB, and he had responded that he found it odd that the budget did not allow for a full time fiscal person. At the urging of the Executive Directors, the state did decide to give the 4 new boards the funds to hire a full-time CFO to be shared equally. We hired a talented CFO, however the task of overseeing 4 separate boards has proven to be unrealistic. The Executive Directors of each of the new boards and the state are trying to come up with solutions on how to solve this problem.

Tami asked if this is why there is no budget report and Jake answered yes.

Jake stated that the September board meeting would be in Curry county on September 15 with normal videoconferencing access in Roseburg and Coos Bay. There was discussion about the frequency and location of in-person board meetings and Jake said he would come back to the board with some meeting options for 2017. Tami stated that if changes were going to be made to the schedule, that some consideration be offered for evening meetings to accommodate work schedules. A doodle poll can be sent out to determine if the Board is interested in evening meetings.

Debbie Sargent gave an update on what the Local Leadership Team has been doing. In the past, the LLT has been a Coos/Curry meeting and a Douglas meeting, however the team has now been combined in to the overall 3 county leadership team. They have had the initial meeting to discuss what the 2 workgroups have been working on and are now looking towards finding gaps and eliminating duplication in the workforce system, as directed by the Board.

SECOND PUBLIC COMMENT SESSION

No comments were made.

ADJOURNMENT

The meeting was adjourned at 10:53 AM.

Adopted on October 20, 2016