



**EC Works Board Meeting Agenda**  
**July 28, 2021 from 11:30am-1:30pm**  
**Virtual Meeting Via Zoom or Phone**

Phone one-tap: US: [+12532158782](tel:+12532158782), [8793810312#](tel:+13462487799) or [+13462487799](tel:+13462487799), [8793810312#](tel:+13462487799)

Meeting URL: <https://us02web.zoom.us/j/8793810312>

Meeting ID: 879 381 0312

- I. 11:30am: Call to Order - Gary North, Chair**
  - a) Consent Agenda – Minutes from April EC Works Board Meeting – vote required
  - b) Ratification of budget as approved and adopted by Exec Comm & COWC – vote required
  - c) EC Works 2018 – 2019 Monitoring report by HECC
  - d) EC Works 2019 DOL Apprenti monitoring report by HECC
  - e) CGCC 2019 – 2020 Monitoring report
  - f) COIC 2019 – 2020 Monitoring report
  - g) KCC 2019 – 2020 Monitoring report
  - h) OMEP 2019 – 2020 Monitoring report
  
- II. 11:40pm: Private Sector Industry Updates – Gary North, Chair**
  - a) Manufacturing
  - b) Health Care
  - c) Construction
  - d) Technology
  - e) Klamath Basin Drought Impacts
  
- III. 12:20pm: WorkSource Reopening Update – Stefanie Siebold and Mel Barrett, Staff**
  
- IV. 12:30pm: Jobs, Unemployment and the Economy – Damon Runberg**
  
- V. 12:50pm: General Group Updates and Discussion – All Present**

Attachments:

- Draft April EC Works Board Meeting Minutes
- 2021-2022 EC Works Budget
- Monitoring Reports
- Damon’s Power Point Presentation



**DRAFT: Executive Committee Minutes**

**July 13, 2021 from 8:30am-9:30am**

*Zoom or Call in ONLY- 1-408-638-0968*

Meeting URL: <https://us02web.zoom.us/j/89773299793?pwd=cjdhVVhtSlJLTndkMlEveXpZalg1dz09>

Meeting ID: 897 7329 9793

Passcode: 682196

Board Members Present: Gary North (Chair), Dr. Marta Cronin (Co-Chair), Martin Campos-Davis (Treasurer)

COWC Members Present: None

Others Present: Wendy Peterson, Board Member

Staff Present: Heather Ficht, Jessica Fitzpatrick, Stefanie Siebold, Stephanie Tarantino

Board Members Absent: None

- **Consent Agenda:** Meeting called to order at 8:30 am by Chair Gary North. The minutes of the June meeting were presented and the Chair asked for a motion to approve the minutes.

**Motion:** Martin moved to approve the minutes as presented, Marta seconded, and the minutes were unanimously approved.

- **PY 2021 Payment for New Insurance Policies:** Jessica explained our insurance broker and risk auditor recommended that we add the following additional insurance coverages: crime estimated at \$1,300 for any agency receiving Federal funding to address loss of money as a result of fraud or theft; cyber estimated at \$3,100 which covers liability as a result of a data breach and covers cost of paying the ransom from hackers; and umbrella estimated at \$1,000 which increases level of liability and provides extra coverage in the event of any claim / reputation damage or vehicle accident. Heather explained we are asking for approval to pay out of our \$10K Contingency fund as it was not accounted for in the budget and these recommendations came in after our budget was approved.

**Motion:** Marta moved to approve the payments as listed above out of contingency for the PY 2021 new insurance policies, Martin seconded, and the payments were unanimously approved.

- **Reopening Update:** Stefanie that as the state reopens to the public, WorkSource Centers (WSO Centers) have been working on plans to re-open to in-person appointments starting on June 6, 2021. Very few people across entire region took advantage, so most services are still virtual; however, Local Boards in concert with Oregon Employment Dept. decided to open a few centers as a pilot, of which WS Klamath Falls is included and planned for July 21, 2021. We are inviting all of the staff back two days before the actual opening to get training and make sure we are ready. The following week all WSO Centers will reopen with staff returning on July 26<sup>th</sup> and re-opening fully on the 28<sup>th</sup>. We will follow CDC protocols,



meaning masks not required but encouraged, and we will continue to clean and do contact tracing so if there is an outbreak, we can contact as needed.

Services will never go back to the way they were, as COVID created great innovations and virtual services that are popular with our customers because we are better able to meet customer where they are (i.e. outside of business hours). Centers will be opening at 8:30am instead of 8am to accommodate daily standing meetings with partners/staff, which gives staff more time to work together as a team and connect and be ready for customers which is important for our region because we have 5 state agencies represented getting different directives.

Safety is a major issue as staff have anxiety around angry unemployment insurance recipients coming in that we cannot help with things like unemployment insurance, and there were some threats in early parts of pandemic with customers waiting outside by personal vehicles. Safety committees are talking about these concerns as well as the continued COVID fears and we have done some staff training around de-escalation of angry people as well as trauma informed care training. We also created a feedback mechanism called "We're Listening" which is an anonymous email address where staff can submit anonymous feedback on concerns and share ideas around how to improve WSO Center operations.

- **Workforce and Talent Development Board - Continuous Improvement Committee (CIC):** Wendy Peterson, Board Member, presented the CIC charter including timelines, membership goals, expected outcomes and resources / risks. Wendy is co-chairing this sub-committee of the WTDB, which is a result of Senate Bill 623 around greater transparency and evaluation of public workforce system. The bill passed with the effective date of June 11, 2021 and addresses the needs of job seekers and businesses in the community, especially those affected by COVID. Due date is September 3 for recommendations by the third party vendor, Coraggio Group, so there is a really tight timeline. The first meeting with CIC was July 12<sup>th</sup> where they reviewed proposals. See attached PPT that Wendy presented containing the following information:
  - Committee Structure
  - Who will be assessed
  - Progress to date and upcoming estimated timelines
  - Future State

This is an ongoing process to ensure WorkSource is serving our community in the most effective ways possible and the system is working together. The assessment will be every even-numbered year in January to ensure continued efficiencies moving forward.

- **Draft Quarterly Board Meeting Agenda:** Heather presented the draft agenda for the July Quarterly Board meeting (see attached draft). We wanted to do sector updates again as



they provide very engaging discussion, and suggest that Wendy do her CIC presentation and have Damon Runberg, Regional Economist, do an overview of the economy.

A robust discussion ensued around the job market and reactivating the workforce and modernization of systems as unemployment is ending in September and few are applying for jobs. We have however recently seem positive changes as more people appear to be seeking work as evidenced by the two jobs fairs we held a month apart (only 23 people in Redmond vs 200+ in K Falls), although this could be attributed to differences in communities. There are millions of dollars in American Rescue Plan funds in Oregon and we need to find ways to access it in support of getting people back to work. Heather has been working on a proposal for child care and construction industry workforce training from City of Bend.

- The meeting was adjourned by Chair Gary North at 9:26 am.



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