

## Board of Directors Introduction

### It Starts and Ends with YOU

*Make investment decisions* that will improve the livelihood of people in your community

*Transform jobseekers* into qualified, viable candidates through skill development initiatives

*Use your industry knowledge* to assure a pipeline of talent to secure a prosperous economy in the region

*Drive economic* success of your community through partnerships and collaboration

As a board member, you just became a key player in improving the workforce for the entire region. You can expect to collaborate with other business partners, government agencies, economic developers, and community organizations. Your work on this board is critical to the effort to build a strong community – economically and socially – all at the same time.

Think about it, our local, regional, state, and national economic success depends on thriving businesses and industry and those businesses depend on a pool of skilled workers. Your insights are essential to ensure this network of partners is responding to changes in a way that will meet the needs of its valued customers – YOU!

### Your Region

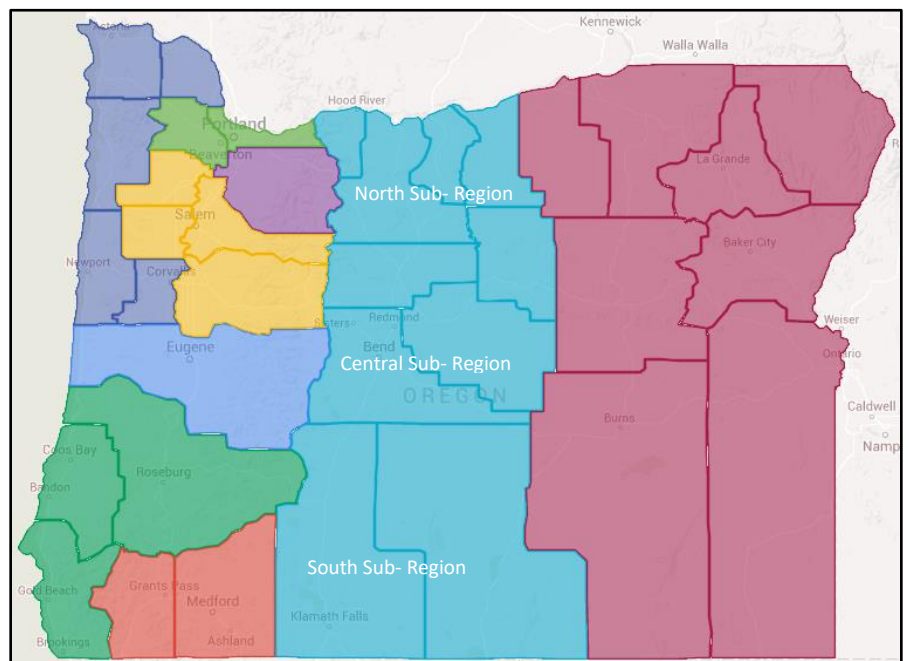
The East Cascades Workforce Area is a ten county region in Oregon that *covers nearly 30,000 square miles* and runs from the Washington border in the north to the California border in the south, encompassing *Hood River, Wasco, Sherman, Gilliam, Wheeler, Crook, Jefferson, Deschutes, Klamath and Lake Counties*.

Within this large region, there are three unique labor sheds:

*The North Sub-region*, concentrated along the Columbia River Gorge and the Columbia Plateau, including the *counties of Hood River, Wasco, Wheeler, Gilliam, and Sherman*.

*The Central Sub-region*, situated in the high-desert and commonly referred to as Central Oregon, includes *Crook, Jefferson, and Deschutes Counties*.

Lastly, *the South Sub-region*, in the basin of *Klamath and Lake Counties*.



## Your Responsibility

In 2015 following the federal authorization of the Workforce Innovation and Opportunity Act, the Governor of Oregon designated the responsibility of overseeing the public workforce system to nine, newly redistricted Local Workforce Boards, of which we are one. It is within the purview of East Cascades Works Board and Staff to ensure that *high-quality training and career services* are delivered to both businesses and job-seekers through the public workforce system, known as WorkSource.

As a non-profit organization, it is important that we are good stewards of public funds, the board entrusts its staff with implementing policies and procedures that are *focused on sustainability planning, budget management, fiscal compliance and rigorous management of complex funding streams*. In addition, the board relies on staff for ensuring that we are compliant with the Workforce Innovation and Opportunity Act (WIOA), state and local laws, regulations, policies, and procedures; as well as any expectations set forth by the board.

## Your Priorities

Our 51% private sector led board tasks staff with providing voice to *four target industries: Health Care, Manufacturing, Construction and Technology*; to identify resource and policy gaps. *EC Works serves as a collaborative, neutral convener for industry*, bringing education, training, and public sector partners together to ensure that jobseekers and the emergent workforce are prepared in a way that meets industry demand AND connects individuals to a living wage career.

At the same time, our board focuses our training and career related resources on creating more opportunities for *individuals living in poverty, justice system involved, English language learners, those experiencing disabilities, those with low math and reading skills, veterans and the emergent workforce*. Furthermore, we focus on youth in our communities who have *dropped out or disconnected from high school, those pregnant, parenting, involved in foster care, or experiencing homelessness*.

2

---

## Your Commitment

Serving as a volunteer member of the board means that you, uphold the *Values of East Cascades Works*:

- We embrace equity and inclusion.
- We are trusted experts in workforce development and rigorous stewards of public funds.
- We are collaborative neutral conveners.
- We inspire a call to action.
- We are results- driven.
- We are innovative problem solvers.

As a volunteer member you would be expected to:

- Adhere to the Bylaws established by East Cascades Works.
- Attend and actively participate in all quarterly board meetings (January, April, July, October), as well as monthly Executive Committee Meetings if applicable.
- Actively participate in the review and evaluation of critical organization documents, especially those requiring board vote.

- Participate in board voting, except where conflicted.
- Sign letters of support for East Cascades Works as appropriate.
- Provide input, expertise, and advice at the request of the Executive Director and/or Chair.
- Actively recruit new members to join the Board of East Cascades Works.
- Speak on behalf of East Cascades Works, as requested by the Executive Director and/or Chair.
- Volunteer to serve on sub-committees, action teams or industry groups as appropriate, and as recommended by the Executive Director and/or Chair.

### You're Invited

All East Cascades Works Board meetings are open to the public and are currently being held virtually via Zoom. Should you wish to attend, please RSVP via email to [jessica@ecworks.org](mailto:jessica@ecworks.org).

### Your Next Steps

Please complete the following with as much information as you are comfortable sharing; and send to [jessica@ecworks.org](mailto:jessica@ecworks.org). A member of our board, or our Executive Director will contact you with more information and to answer your questions. If you are a good fit and meet the criteria for joining a Workforce Board (see Appendix A), we will be delighted to have you.

Name:

3

---

Address:

Phone:

Email:

I prefer to be contacted by:

I still have questions about:

I am currently a member of the following boards/committees:

I embody the following characteristics, skills, and assets that I believe would further strengthen the East Cascades Works Board: Complete the enclosed worksheet.

Category/Demographic	Existing Board Composition	Mark or List Details
*All information is optional. In addition, individuals can select more than one option in any one category. Totals will not all add up to 100%.		
<b>Age</b>		
15-19	0	
20-34	0	
35-49	7/15 (47%)	
50-64	8/15 (53%)	
65 and Over	0	
Prefer Not to Disclose	0	
<b>Gender</b>		
Female	7/15 (47%)	
Male	8/15 (53%)	
Other	0	
Prefer Not to Disclose	0	
<b>Race/Ethnicity</b>		
African American/Black	0	
Asian/Pacific Islander	0	
White/Caucasian	14/15 (93%)	
Hispanic/LatinX	2/15 (13.3%)	
Native/Indigenous	1/15 (<1%)	
Other	0	
Prefer Not to Disclose	0	
<b>Target Industry</b>		
Construction	4/15 (26.6%)	
Healthcare	1/15 (<1%)	
Manufacturing	2/15 (13%)	
Technology	0	
Other (please list):	2/15 (13%) Communications and Legal	
Prefer Not to Disclose	0	
Not Applicable	5/15 (33%)	
<b>Sub-Region</b>		
Central	7/15 (47%)	
North	3/15 (20%)	
South	1/15 (<1%)	
Regional	4/15 (27%)	
Other	0	
Prefer Not to Disclose	0	
Not Applicable	0	
<b>Areas of Interest</b>		
Apprenticeship/Pre-Apprenticeship	5/15 (33%)	
Diversity, Equity & Inclusion	11/15 (73%)	
Emergent Workforce	11/15 (73%)	
English Language Learners	6/15 (40%)	
Fundraising/Grant Writing	5/15 (33%)	
Criminal Justice Impacted/Justice Involved	4/15 (27%)	

Other (please list):	5/15 (33%) Examples: Innovation, AI, Workforce Trends	
<b>Representation* refer to Appendix A for details</b>		
Adult Education and Literacy Rep	1 Filled	
Business Owner (Including Small Business)/Decision Maker/ Business Organizations/Chambers of Commerce/Business Membership Org Rep	5 Filled/ 5 Open	
Community Based/Non-Profit/Philanthropy Organization Rep	1 Filled	
Economic/Community Development	1 Filled	
Higher Education Provider Rep	1 Filled	
Rehabilitation Act Rep	1 Filled	
Trade Associations/Labor Rep	3 Filled	
Wagner Peyser Act Rep	1 Filled	
Optional Positions- Veterans/Disabilities Services/Local Public Program/ Youth Provider/Program Representatives		
<b>Other Information Not Listed/Helpful to Share:</b>		

### \*Appendix A: ARTICLE III of East Cascades Works Bylaws

#### A. Membership Requirements

The size of the Workforce Board shall be variable with the number of members determined by the Consortium. The composition of the Workforce Board must comply with the WIOA, as well as 29 US Code 3122, 20 CFR 679.310, and all applicable state policies and statutes, including, but not limited to ORS 660.321.

1. The majority, as defined by 51 percent or greater, of the members shall be representatives of business from the East Cascades region, who—
  - a. are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority.
  - b. represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; and
  - c. are appointed from among individuals nominated by local business organizations and business trade associations.
2. Not less than 20 percent of the members shall be representatives of the workforce within the East Cascades region, who --
  - a. shall include representatives of labor.
  - b. shall include a representative, who shall be a member of a labor organization or a training director, from a joint labor-management apprenticeship program, or

- if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists;
- c. may include representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and
  - d. may include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.
3. The ECWIB shall include representatives of entities administering education and training activities in the local area, who—
    - a. shall include a representative of eligible providers administering adult education and literacy activities title II of the Workforce Investment and Opportunity Act.
    - b. shall include a representative of institutions of higher education providing workforce investment activities (including community colleges).
      - i. When there is more than one local area provider of adult education and literacy activities under title II, or multiple institutions of higher education providing workforce investment activities, nominations are solicited from those entities.
    - c. may include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.
  4. The ECWIB shall include representatives of governmental and economic and community development entities serving the local area, who—
    - a. shall include a representative of economic and community development entities.
    - b. shall include an appropriate representative from the State employment service office under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) serving the East Cascades area.
    - c. shall include an appropriate representative of the programs conducted under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732, 741), serving the East Cascades area.
    - d. may include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance; and
    - e. may include representatives of philanthropic organizations serving the local area; and
  5. Each local board may include such other individuals or representatives of entities as the chief elected official in the local area may determine to be appropriate; and as nominated by locally recognized business organizations, such as chambers of commerce or business membership organizations.