

## East Cascades Workforce Investment Board

### Executive Board Meeting Minutes

May 9, 2018 from 1-3 pm

Call in 1-971-337-0147 code 5464794

Attendees: Wally Corwin (Chair), Brad Porterfield (member), Amy Gibbs (member), Heather Ficht (Executive Director), Stefanie Siebold (staff), Jamie Kendellen (staff), Cynthia Crossman (staff)

By phone: Mark Warne (Secretary/Treasurer)

Quorum Reached

Meeting called to order: 1:10 pm

Topic	Lead	Time	Description
Consent Agenda	Wally	1:00pm	<ul style="list-style-type: none"><li>Meeting minutes from 3/14/18 Exec Comm. - <i>vote required</i></li></ul>
			Motion: Amy moves Mark seconds Unanimously approved
Upskill/Backfill	Stefanie	1:15pm	We received two responses to the Upskill/Backfill RFP, both from Klamath County: <ul style="list-style-type: none"><li>Collins Products - Approved award of \$6124 for them to train Fall Prevention trainers. Employees who attend will receive a certificate and a \$1.25/hr. wage increase.</li><li>REACH, Inc. – Their application was too broad and vague. We need to meet with them to identify specific training that would result in increasing skills for their current staff</li></ul>
			Actions: Stefanie will meet with REACH to see if they can come up with a plan that would qualify for funding.
Review & adopt 2018-2019 Budget	Jamie	1:20pm	<ul style="list-style-type: none"><li>Deliberate on the 2018-2019 Draft Budget. Adoption is required to send to COWC for approval. <i>Vote required</i></li></ul> <p><u>Discussion:</u> We are anticipating a 13% reduction in next year's budget but have not yet received final word from the State. There are three factors that enter into their</p>

		<p>formula: One is support for communities that have high unemployment. Since all areas currently have low unemployment, the State must decide how to allocate that third of the budget. Each percentage point of reduction means \$30K less in our budget.</p> <p>Per Wally, we can't reduce our administrative costs any further if we are going to do our job.</p> <p>Heather – There are possible other funding sources. The state apprenticeship grant could pay for 25% of Stefanie's salary plus \$200K for programs. There is also a GED Wraparound grant that could provide two years' worth of funds. And we will probably get something from the anticipated Innovation grant.</p> <p>We are planning to evaluate the costs related to our WorkSource centers. Factors to consider:</p> <ul style="list-style-type: none"> <li>• Low unemployment doesn't necessarily result in lower WorkSource needs or costs. There may be fewer jobseekers coming into the centers, but those who do generally have much higher barriers to employment. Therefore, we have to spend more time and resources to help them raise their skill levels and overcome other obstacles.</li> <li>• IFA expenses – we still don't know what these will be for current fiscal year or for next year.</li> <li>• If we reduce services in one area, this has a domino effect on other services. It's a very complex issue, not just a matter of closing a center to save money. We don't want to reduce services but determine how to improve delivery without increasing expenses.</li> <li>• We will have to put a lot of thought and analysis into this evaluation in order to present something to the Board, most likely in October. We may also need to educate Board members as to what the WorkSource centers actually do in order for the Board to make an informed decision.</li> </ul> <p>We hope to have more info from the State about the budget in the next few days. If there are major reductions that would affect our staffing, the Executive Committee would need to review the budget again. But reductions to programs are to be expected and would not need further review.</p>
		<p>Motion:</p> <p>Mark moves to approve the 2018-2019 budgetB</p> <p>Brad seconds</p> <p>Unanimously approved</p>

Review & approve Jan-Mar 2018 Financial Statement	Jamie	1:53pm	<ul style="list-style-type: none"> <li>January-March 2018 Financial Statemen ready for approval. <i>Vote required</i></li> </ul> <p><u>Discussion:</u> We can carry in 100% of current year admin funds to next year. We can use admin \$ to pay for program costs but cannot use program \$ to pay for admin. We're projecting that current year Adult/DW/Youth funds will be spent and obligated down to 20%.</p> <p>Anything we carry in will help to smooth out the cuts for next year for our providers. State 2-year fund contracts were received very late in the year causing delay in spending for the first year.</p> <p>Providers' expenses are being spent down slowly. Our providers overall are doing well. Transition in North is going well and is for the better. South – Youth side is in corrective action. Major changes are being made. Clear plan will be implemented. Jamie &amp; Stefanie will meet with KCC to help them develop their PY18 budget. Action Teams –funds for the video project in Central were taken out of unrestricted funds.</p> <p>Motions: Mark moves to approve Jan-Mar 2018 Financial Statement Brad seconds Unanimously approved</p>
Debrief Board Meeting	Wally & Heather	2:19pm	<p>Wally felt the Board meeting went well and was pleased to see local area attendees. from St. Charles, which is the largest employer in Central Or</p> <ul style="list-style-type: none"> <li>Future meeting topics <ul style="list-style-type: none"> <li>Board members should suggest topics that are of interest to the Board. Future of Work is a possible topic.</li> <li>At each meeting there should be one topic that is of interest to business.</li> <li>Suggestion was made to include an onsite visit to a WorkSource center to help them understand what WorkSource does. It was felt a Board meeting wasn't the place to do this. Perhaps it could be part of each new Board member's orientation.</li> </ul> </li> <li>State of the Workforce Wally - this is an exciting piece and should be shared more widely, which Heather plans to do. She will present to Bend City Council in near future.</li> </ul>

			<ul style="list-style-type: none"> <li>• Action Teams Wally feels these teams should be driven by the private sector. This is a place for businesses to get input from each other without involving EC Works Board or staff. Heather feels the meetings should be quarterly. Amy – what makes a business member show up if it doesn't directly benefit them? Wally – the benefits are networking. Business is starting to understand that they need advocates for getting workers, which is EC Works; through this networking they can come up with new ideas to propose for partnering with us. Next steps would be to get the private sector co-chairs more engaged and have them take responsibility.</li> </ul>
			Actions: none
General updates	All	2:45pm	<ul style="list-style-type: none"> <li>• IFA – We still don't know how much to budget for or what we will owe for current year due to lack of data and leases. Innovation Fund RFP - An RFP is supposed to be released in April to let funds for business-led innovative workforce solutions and we want to be prepared. Heather is working with target industry groups to get meetings scheduled to identify their common needs for the proposal.</li> <li>• Mark – had a conversation with several people at the State Second Chance Summit about a program he developed in Colorado called Ready, Set, Go. It's designed to prepare people with barriers to employment for a trade job. Pays participants \$15/hr for classroom and on-the-job training, plus provides healthcare benefits, daycare, clothing allowance, etc. With this 270 hours of training, participants will be able to walk into a trade job afterwards. Such programs exist throughout the State. Funds will come out of Future Oregon, which has \$300M for apprenticeship programs. Heather wants us to help support this program. Wally – Klamath really wants/needs apprenticeship programs. Dan Shoun from Lake County would be interested.</li> <li>• Regarding Rural Conference – Wally, Heather and Dr. Gutierrez from KCC will be presenting as part of a panel</li> </ul>

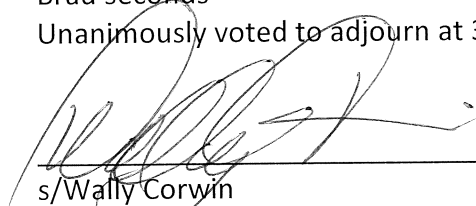
			<ul style="list-style-type: none"> <li>• Regarding Rural Conference – Wally, Heather and Dr. Gutierrez from KCC will be presenting as part of a panel</li> <li>• Second Chance Summit to be held in Bend on Sept 11. Mark is helping with planning.</li> <li>• WORKing Together to be held in Eugene Sept. 26-27. Topic is the future of work. Stefanie Siebold and Teri Hockett will present on the Apprenti program.</li> <li>• Future Ready – efforts are being made to get Business Oregon and Workforce to work together. Business Oregon has a possible project at Warm Springs that we could help with.</li> <li>• Endless Summer Nights – EC Works is the beneficiary of R&amp;H Construction’s annual fundraiser. There will be live music, pubcycle races, food trucks, bouncy house. We are discussing possibly using the funds for a Boot Camp to give young people some hands-on work experience in construction.</li> </ul>
			Actions: none

Motion to adjourn:

Mark moves

Brad seconds

Unanimously voted to adjourn at 3:07pm

  
 s/Wally Corwin  
 Board Chair

6/20/2018  
 Date

