



East Cascades Works

Executive Committee Meeting Minutes Dec. 12, 2018 from 12:30pm-2:30pm Call in 1-971-337-0147 code 5464794

Attendees: Wally Corwin (Chair), Lisa Dobey (member), Gary North (member), Amy Gibbs (member), Heather Ficht (Executive Director), Stefanie Siebold (staff), Jessica Fitzpatrick (staff), Jamie Kendellen (staff), Cynthia Crossman (staff)

Meeting called to order 12:34pm

Topic	Lead	Time	Description
Consent Agenda	Wally	12:30pm	<ul style="list-style-type: none"> Approve minutes from 11/14/18 Executive Committee meeting. <i>Vote required</i>
			Motion: Amy moves to approve Gary seconds Unanimously approved
Construction LOI Process	Jessica	12:35pm	<ul style="list-style-type: none"> Discuss Construction Letter of Interest (LOI) Process We had a meeting with construction employers to discuss hiring someone to conduct classes on introduction to construction. Decided to request LOIs rather than issue an RFP in order to streamline the process. They want to build the curriculum with the instructor to include flexibility as well as emphasize hands-on experience. Request deferral to sub-committee for approval of contract negotiations (vote required)
			Motion to approve deferring to sub-committee for contract approval and negotiations: Lisa moves to approve Amy seconds Unanimously approved
Incumbent Worker RFP	Stefanie	12:55pm	<ul style="list-style-type: none"> Update Incumbent Worker Request for Proposals (RFP) and Process The RFP has been released. We've seen more interest already than in the past. Reminder to refer all questions to the link on our website to avoid conflict of interest. Request for Executive Committee members to forward the RFP to five people. We'll also ask the rest of the Board to forward to five people.
			Actions:

			<p>Gary to email the rest of Board to forward the RFP to five others.</p> <p>Stefanie to provide Gary with necessary info and to recruit additional members for RFP review committee.</p>
January Board meeting	Heather	1:15pm	<ul style="list-style-type: none"> Review updated Workforce and Economic Info section of Strategic Plan <p>Heather plans to ask Board members in advance to pick which topic they want to focus on:</p> <ul style="list-style-type: none"> Target industries-need to consider staff bandwidth. Population - are there additional groups we need to look at? Vision, mission and goals – goals especially need to be revisited. <p>During meeting we'll break out into three groups, facilitated by ECW staff, and then come back together with results. Gary & Lisa should be in target industries and populations groups; Amy in goals and vision.</p> <p>In April meeting will present updated draft and discuss locations of comprehensive and affiliate WorkSource centers.</p> <p>Things to consider:</p> <ul style="list-style-type: none"> Need to be strategic in who we reach out to for input. When eliciting feedback, we should not rely simply on sending out copy. Board members and staff should engage people in discussions. Wally wants Exec Committee members to lead these discussions to get experience; he will be an observer. Look at University of Portland study of ROI. <p>Actions:</p> <ul style="list-style-type: none"> Heather to ask Board members to choose topic prior to January meeting and set expectations. Cynthia to set up topic groups so each group has call in number for discussions.
Post-Secondary Education Summit	All	1:45pm	<ul style="list-style-type: none"> Debrief meeting with presidents of Post-Secondary schools <p>Meeting was a success. First time we had all of our regional community college presidents in the room, as well as a representative from the trades. Purpose was to initiate conversation about how to collaborate on planning for</p>

			<p>training courses that benefit the entire East Cascades region. Can we be more competitive together?</p> <p>Important points to consider in this planning:</p> <ul style="list-style-type: none"> ○ Population density ○ How to create pipelines to target industries such as health care, trades, etc. ○ Avoid duplicating courses so there are enough students to fill the classes. Utilize technology so that students at a distance can participate. ○ Industry doesn't pay tuition but it's vital to meet their needs, as well as student interest. If students are attracted to these careers, they will pay the tuition. <p>The trades have a pre-apprenticeship program that qualifies for community college credit and automatic entry into apprenticeship training in trades programs at the colleges. The trades can work with colleges on setting this up rather than the schools starting their own pre-apprenticeship programs.</p> <p>Next steps – In January Heather will follow-up with each community college/OIT and Trades to debrief meeting and get feedback</p>
			<p>Actions:</p> <p>Heather to reach out in January to colleges/trades</p>
State General Funds	Wally & Heather	2:05pm	<ul style="list-style-type: none"> • Wally update on his CO Business Plan meeting share out <p>This group has served in the past to help us connect with our legislators. We have a new group of elected officials, so we need to have a plan for educating them as to who we are, what we do and why funding is important.</p> <p>In the 2016 legislative session regarding Workforce board funding, we advocated for change in the methodology for allocation of state funds for Workforce Boards. Previously it was based solely on population, but the change now takes into consideration physical area, high poverty areas, etc. This</p>

			<p>resulted in an increase to funding for our board and a reduction in the metro areas.</p> <p>Metro plans to advocate to get their funding back, so we need to watch that funds aren't taken away from the rural areas. When the Workforce funding issue comes up, our legislators need to let us know and advocate on our behalf. One of the jobs of our board members is to interface with local elected officials and create relationships, especially with the state legislators.</p> <p>Heather is attending the Oregon Workforce Partnership meeting this week, which has arranged for board directors to meet with their legislators.</p> <p>Actions: Heather to share talking points from OWP meetings with the legislators.</p>
Updates	All	2:20pm	<ul style="list-style-type: none"> • Amy – WorkSource is seeing an increase in job seekers coming into their offices throughout region. From a business perspective, if you are hiring this shows there are more job seekers. • Youth Career Connect has also seen an increase in traffic at their offices, which may be due in part to the radio ad voiced by Jessica Fitzpatrick (EC Works) and Kale Donnelly (OED) aimed at youth job seekers. • Bend Economic Development Advisory Board (BEDAB), a City Council chartered board tasked with providing input and policy advice to Council and staff on issues relating to business development and economic growth, is going to create a position for EC Works. <p>Actions: none</p>

Meeting adjourned: 2:07 pm


Mark Warne Secretary/Treasurer

01-09-2019
Date