**COWC Annual Meeting Minutes- Approved via email vote 8/4/16**

**November 19, 2015**

**Called to Order**- 5:00pm

**In Attendance:** Liz Casey (ECWIB), Mike McCabe (Crook County), Wayne Fording (Jefferson County), Chip Massie (ECWIB), Lisa Nisenfeld (OED), Karen Humelbugh (CCWD/OED), John Chamberlin (CCWD/WIOA Attorney), Mike Kennedy (CCWD/TA), Chris Perry (Wheeler Co. Judge), Ken Fahlgren (Crook Co), Steve Kramer (Wasco Co), Jim Bellet (Klamath Co), Dan Shoun (Lake Co), Mike Smith (Sherman Co), Alan Unger (Deschutes Co), Steve Shaffer (Gilliam Co)

**For Decision**

1. **Meeting Minutes**
* 2/4 approved unanimously
1. **Partnership**

- Moved- Dan S.

- Seconded- Steve S.

- Moved/ Sec to Affirm- Unanimous Affirm

1. **Code of Conduct**

- Moved- Steve K

- Seconded- Jim B

- Moved/Sec- Unanimous Affirm

1. **By Laws**

- Moved- Jim B

- Seconded- Chris P

- Moved/Sec- Unanimous Affirm

1. **Interim Local Plan**

- Moved-Chris P.

- Seconded- Steve K

- Moved/Sec- Unanimous Affirm

1. **Full 19 Members of the Board**
* Moved- Dan S.
* Seconded- Steve S.
* Moved/Sec- Unanimous Affirm
1. **Join Letters/Sub Regions/Bend Offices (Centrally located)**
* Moved- Dan S
* Seconded- Steve S.
* Moved/Sec- Unanimous Affirm
1. **Number of providers**
* Moved- Steve K.
* Seconded- Chris P.
* Moved/Sec- Unanimous Affirm

**Discussion**

1. **Strategic Planning Questions were raised**
2. **Lisa N- gave overview**
* Sectors chosen by board
* Target Populations
* 25% of $ on direct training outcomes/measures & Youth
1. **Mike K**- Ensuring that local plan includes and validates counties. Consortium is expected to participate.
2. **Chip M- Timeline**
* RFP simultaneous to Local Plan
* Local advisory teams will lead the effort
* Trying not to designate local groups as committees of the board
* Committees invited to each local meeting
* Drawing from data available by each sub-region (Damon)
* What is 1st priority? Pick one and go.
* Must be business driven and focused
1. **Alan U-** 3 areas/3 teams
2. **Chip M- (Timeline Continued)**

- Strategy plan to state March 11

 -Needs 30 days’ public comment so out to public Feb 1.

-RFP on streets end February

1. **Alan U- RFP**
* Braid funding with Workforce (WIOA), Education and DHS
* Do you (state) recognize our service providers need to have $ from all/partners
1. **Karen H**- RFP is an opportunity to decide what is included- which partners.
2. **Lisa N**- ECWIB can decide to do 1 or 3 RFPs (By local area)
* What outcomes we want?
* Where to put $?
* What expectations do we have of the providers?
1. **Judge Perry** reported concerns that this may look more like more of the same. How are rural areas represented?
2. **Lisa N.** – this plan can be fairly global and get more specific later.
3. **Mike K.** – building a plan for how we want it to be. This is a compliance document state is provided guidance on how we want to do it here.
4. **Chip M.-** We have a certain pot of money to provide series to the entire local area but have an opportunity to identify what is really needed locally also. This a foundational document to build. We need to get businesses back to the table. All parties need to invest. “Skin in the game.”
5. **Lisa N.** – You (each county) can decide (thru the board) strategically where and what is important
6. **Chip M -**  What questions do we need to ask locally?
7. **Alan U-** Basecamp is not being used, would rather get emails directly
8. **Budget**
9. **Chris P** asks why providers were decreased
10. **Liz C/ Chip M** explained we were conservative in no knowing (see decision)
11. **Executive Director-** Heather Ficht has accepted the offer.
12. **Financial Services**- let COWC OWA Fiscal contract is a temporary fix. Looking at solutions
13. **Staff- Liz C.** discussed on-boarding schedule of Admin Staff. Recommends staff of 4-5 for this board.
* **Alan U-** there will be an Executive Director, Deputy Director and a Temporary support staff
* **Liz C.-** this is the plan “for now”, however this board we need to obtain outside grants and funds and needs CFO level support to address any potential fiscal concerns/liabilities.
* **John C.** – Agree, we need more money for internships and grants. We hope to double the pot.

**Adjourned- 6:25pm**