



**EC Works Board Meeting Agenda**  
**January 25, 2023 from 11:30am-1:30pm**  
**Virtual Meeting Via Zoom or Phone**

**I. 11:32am: Call to Order – K'Lynn Lane, Chair**

- a) Consent Agenda – Minutes from October EC Works Board Meeting – *vote required*
  - A. Motion to approve October EC Works Board Meeting - *Dave Burger 1<sup>st</sup>, Martin Campos-Davis 2<sup>nd</sup>; Unanimously Approved*
- b) Introduce New Board Members and Staff:
  - Laurie Chesley, Central Oregon Community College
  - Jamie Eder, Visit Bend/Visit CO
  - Lindsey Rey, EC Works Adult Program Manager
- c) Fond farewells:
  - Dave Aiken, Tofurkey
  - Bob Malicki, EC Works Director of Finance
  - Suzanne Lindsay, Google

**II. 11:50am: WORKing Together Conference Debrief – Heather Ficht, Staff and K'Lynn Lane, Chair**

Attendees: K'Lynn Lane, Martin Campos-Davis, Ron Cholin, Suzanne Lindsay, Laurie Chesley, Julie Matthews, Dave Aiken, Soledad Haines, and Dave Burger

- a) *Resoundingly positive feedback and due to that, the conference will be held in Bend for the next 2 years (November, 2023 and October, 2024). The State and Local board dinner was very positive and K'Lynn's opening remarks were very warm, positive, and inviting. Highlights for members who attended included: Re-Entry and Data/Retention workshops; networking portions because relationships drive a lot of the work we do; meeting with the state board members; childcare breakouts; Chris Wilson's keynote speech. Further members acknowledged that conferences are a massive amount of work and it was well planned.*

**III. 12:20pm: Election of Treasurer – K'Lynn Lane, Chair**

- a) Lori Chesley volunteered even though she is absent from this meeting.
  - A. Motion to approve Lori Chesley as the new Treasurer – *Martin Campos Davis 1<sup>st</sup>, Dave Burger 2<sup>nd</sup>; Unanimously approved.*

**IV. 12:35pm: Upcoming events and initiatives – Heather Ficht, Staff**

- [National Association of Workforce Development Boards Conference](#) – March 26-28, 2023 in Washington DC,
  - a) *Heather Ficht, Teresa Cummings-Weir, Jessica Fitzpatrick, Dave Burger, and Martin Campos Davis will be attending and will report out.*
- Volunteer opportunities:
  - [State of the Workforce Report](#) – January - February 2023

*This report is a snapshot in time about the economics in our area. It is required under WIOA. Martin Campos Davis will help to develop the scope of work and Jake Procino offered to help gather data for the report. Almost everything in the report is based on data captured outside of our organization.*

○ **Strategic Planning** – March - April 2023

*We would like to reflect as an organization on what our target industries are and what initiatives we will be focusing on. Maggie Hubbell wants to be slow and deliberate and happy to participate in the development of our strategic planning. Julie Matthews, Soledad Haines, Jaime Eder, and Dave Burger all volunteered to help with the strategic planning process.*

○ **Comprehensive Communications Strategy** – May - June 2023

*This work will begin after the strategic planning process is well underway. K'Lynn Lane volunteered to help with the communications strategy.*

**V. 1:15pm: General Updates and Discussion – All Present**

- a) Current EC Works Job Openings – Director of Finance & Office Manager
  - *EC Works is recruiting, while Jessica continues to lead fiscal and our contract for outside help. The positions are posted on our website and Indeed.com – please share widely.*
- b) *Jake Procino – OED will be announcing the new economist for the region within the next month.*
- c) *Dave Burger will be serving on the state workforce board (WTDB) and will be able to continue his service on the EC Works Board as well.*
- d) *Shannon McGivney – Oregon Tradeswomen and COCC are gearing up for a few spring programs with our funding.*
- e) *Jessica Fitzpatrick – EC Works is in the middle of the annual audit. You will be hearing in an upcoming meeting the outcome of the audit at which time you will be asked to vote on the tax returns.*
- f) *Jaime Eder – Finishing up a tourism needs assessment with OSU and will share out results.*
- g) *Dave Aiken – There is a The Dalles Chamber event called The Business Case for Inclusive Workplaces which is February 9<sup>th</sup>.*
- h) *Erin Szymoniak has a GED instructor position open that has been open for a long time and is asking for help from this group to promote the position.*

Next meeting: April 26<sup>th</sup>

Meeting Adjourned : 12:44pm

**Attachments:**

- Draft October EC Works Board Meeting Minutes
- State of Workforce Report (linked in agenda)