

East Cascades Workforce Investment Board

Executive Board Meeting Minutes

March 8, 2017 from 1-3pm

In person: Wally Corwin, Treasurer; Amy Gibbs, Executive Com Member; Heather Ficht, Executive Director; Jessica Fitzpatrick, staff

On the phone: Brad Porterfield, Executive Com Member; Steve Kramer, Ex-Officio

Wally called the meeting to order at 1:07pm

Topic	Description
Consent Agenda	Meeting minutes from 2/8/17 Ex Com. (<i>vote required</i>)
	Includes Amy's addition of the Executive Session minutes from 2/8/17 Actions: March 31, 2017 is the deadline for all activities named in the Executive Session minutes. Executive Committee will share the list of partners that will be solicited for 360° feedback will be shared with Heather. The feedback received will not be shared. Motion: Brad moves to approve, with Amy's additions. Wally seconds. Unanimous approval of minutes from 3/8/17 as written, with Amy's additions
Corrective Actions	Jessica, Heather and Steve - update on Mid-Columbia Council of Governments (MCCOG) board meeting 3/7/17 re: Youth Formula Contract
	Discussion: Steve shared that the ECWIB team, Heather and Jessica, did a great job presenting to the MCCOG board regarding the concerns with the youth contract and progress under corrective action. The MCCOG board will meet on the 28 th of this month to discuss next steps, following the discussion RE: cultivating partnerships to support the youth program; consider whether they move forward and reapply for future workforce services or discontinue this service; consider other entities that could be appropriate to provide these services.

	<p>Heather summarized continued issues around MCCOGs youth contract:</p> <ol style="list-style-type: none"> 1. Not meeting enrollment capacity- 31 of 38 youth enrolled 2. Not meeting the 20% Work experience (WEX) requirement- 0% spent 3. Not serving youth from 3 of the 5 counties (Gilliam, Wheeler, Sherman) <p>Actions: ECWIB staff have thought through the idea of procuring early for youth services in the Northern sub-region if no further progress is made under the current youth contract and/or no further resources are leveraged to support it. A procurement would likely be in the summer, with contracts negotiated in the fall, in order to allow for a transition period from MCCOG to the new provider (if not MCCOG). The decision of when to procure will be presented to the ECWIB Executive Com after further consideration.</p> <p>ECWIB staff will also be meeting with the Adult Basic Education (ABE) staff and others at CGCC to discuss whether or not the college would be appropriate to deliver services.</p> <p>ECWIB staff will continue to keep the board up to date on the progress. A report out will be given to the full-board meeting on April 27, which will include an update regarding MCCOGs decision from Steve.</p>
<p>US DOL convening in SFO</p>	<p>Chip and Heather share learnings from Department of Labor (DOL) Region 6 convening 2/27-2/28 (includes: Hawaii, Guam, Alaska, Washington, Idaho, Oregon and California)</p> <p>Discussion: Heather shared a couple take-aways:</p> <ol style="list-style-type: none"> 1. Department of Labor focused on urban areas, with rural areas being left behind, especially around innovation 2. No guidance around the regulations provided 3. Board engagement topic was really helpful, which could be great for us, especially around follow-up with folks who do not show up. <p>Actions: Heather to continue to push for funds to support a rural convening, with Oregon Workforce Partnership (OWP) convening on our behalf. Heather also pushing DOL to fund a mobile unit for delivery of services in rural areas.</p>

	<p>Amy to reach out to Michigan Works regarding their mobile unit to connect Heather.</p> <p>Heather will share her notes on board engagement with this group.</p>
<p>ECWIB April meeting planning</p>	<p>Discussion around potential agenda topics for the April Meeting:</p> <ul style="list-style-type: none"> • Intro new board members- all Union and Public are filled. 3-4 open Private Sector members are open. • Discuss ECWIB collateral and outreach material • Election? – Historically this happened in the summer. Gives the group a chance to work with the Central Oregon Workforce Consortia (COWC) and new business contacts. Steve has been working with each county to make contacts and appointing new members. • Discuss immigrant and English Language Learners (ELL) service gap in WorkSource Centers- example of the way the board can be strategic: could potentially be an opportunity to identify areas where Adult/Dislocated Worker funds to support ELL services or any of the other services offered under Adult/DW, however more work has to be done to understand this. • Update on Emergent Workforce and WorkSource Action Teams: Emergent Workforce will be aligning with the Regional Achievement Compacts, rather than have a separate table. WorkSource Action team will also disband for the time being as other efforts for WorkSource continue to gain traction. <p>Actions: Heather will bring packet of materials by the next Executive Committee meeting to review.</p> <p>Executive Committee Elections will happen in the summer meeting with an overview of the process in the April meeting. Empty board member (private) seats will be filled in the next meeting.</p> <p>Katie Condit will present at April board meeting about the work being done around emergent workforce, internship matching and career readiness curriculum.</p> <p>Re: ELL/Immigrant Services. Wally has asked that Brad do some work to explore potential areas for the board and ex com to consider, which would have to include an analysis of gaps in current service, so that if we were to consider funding other services, we know that it is addressing the needs. How does the current system fail to provide</p>

	<p>adequate services? What resources could be freed up to support this? Brad to present his findings at the April board meeting. Heather will help schedule this meeting for Brad with Martin Campos-Davis, Karla Castillo and Chip for to support this effort.</p> <p>April agenda should include Sector and Action Team updates—Exec. Com would like to have direct beneficiaries of the sector funding. Should also consider business engagement and the forming of a potential action team to focus on this.</p> <p>We should consider having WorkSource teams present a WorkSource 101 at a future Board Meeting.</p>
Misc. items	<ul style="list-style-type: none"> • Business Competiveness Action Team- RFP for Incumbent Worker Training support will be released next week. Team working really well together on tangible work and will be meeting after the release of the RFP to develop a scoring rubric. • Resource Development Action Team- will be meeting as needed and activated by the other action teams. Wally would also like to see this group develop a volunteer group. • Potential New Action Team- Engagement Action Team- connecting business to workforce opportunities and services, as well as the initiatives of the board. This group will also help to solicit feedback and interest in workforce from businesses.
Cost Sharing and MOU	<p>Update – we’re still at it 😊</p> <p>Actions: Meetings next week. First draft of Operator Procurement reviewed- will also be taken to the Strategic Alignment Team (SAT).</p> <p>Also: We will want to offer the board members an opportunity to participate in the review of ABE proposals. We’re unsure of this timeline currently, but Heather will reach out to the board with more information when available.</p>

Amy moves to adjourn. Wally seconds and calls the meeting to close at 2:44pm.