

East Cascades Workforce Investment Board

Board Meeting Notes

October 27, 2016; 11am-2pm

Location: Klamath Community College - 7390 S 6th St, Klamath Falls, OR 97603, Building 6 Room H138

Attendees:

Board members: Chip Massie, Roberto Gutierrez, Wally Corwin, Molly Joubert, Mark Warne, Debbie Hagen, Amy Gibbs. By Phone: Brad Porterfield, Trygve Bolken, David Burger

Staff: Jessica Fitzpatrick, Liz Casey, Lauren Arbuckle, Heather Ficht

COWC members: Dan Shoun, Jim Bellet

Public: Frank Brown, Tom West, Kristen Berry, Randy Norris

Meeting called to order by Chair Massie- 11:04am

Quorum Established.

I. Welcome and introductions 11:00am-11:15am

II. Approval of minutes from July 28, 2016 ECWIB Meeting (vote required) 11:15-11:20am

Amy Gibbs proposed spelling change from “and” to “an” on page one.

Wally Corwin moved to accept minutes as amended. Roberto Gutierrez seconded.
Vote: Unanimously accepted.

III. Policy and Charter Review and Approval (vote required) 11:15am-noon

- A. Executive Committee Charter: Ex Director gave overview of proposed charter. Chair Massie explained that the focus thus far has been on standing up the board; this charter now allows the Executive Committee to operate on specific duties. Board had a clarifying discussion around specific duties related to reviewing and approving budgets, as well as what that Executive Committee can approve that enters the organization in to new debt if any, which is clearly defined as being a responsibility of the full board. A decision was made to include an edit to include “exempting leases and rental agreements on real property” to allow the Executive Committee to approve on the board behalf. This change was made in real time.

The Board suggests that the Charter be reviewed by legal counsel prior to adoption.

Wally Corwin moved to accept the Charter as modified, subject to legal counsel.
Amy Gibbs seconded.
Vote: Unanimously accepted.

- B. On-The-Job (OJT) Training: Ex Director provided an overview of the policy as well as the definition of OJTs. The group had a discussion related to the value of OJTs as well as the positive experience some have had.

A suggestion was made to add a caveat to include the marijuana supply chain as an ineligible industry. This suggestion will require input on language to be obtained from state policy consultants.

Jessica pointed out the specific decision point: a maximum reimbursement rate of up to 75% is allowed by law if the board would like to raise the maximum. The consensus was that 50% is the limit with exceptions to exceed 50% to be approved by the ECWIB staff.

Wally Corwin moved to approve the OJT policy with the suggested amendment.
Molly Joubert seconded.

Vote: Unanimously Approved.

- C. Priority of Service: Wally Corwin moved to accept the policy as written.
Mark Warne seconded.

Vote: Unanimously accepted.

- D. Youth- Needs Additional Assistance: Jessica, ECWIB staff, provided an overview of the policy and the data that contributed to developing it. This policy creates an onramp for young people who have their GED or diploma, but have other challenges that prevent them from continuing their education or finding employment.
Wally Corwin moves to accept as written.

Amy Gibbs seconded.

Vote: Unanimously accepted.

IV. Break to grab lunch noon-12:15pm

Chip Massie: Meeting called back to order at 12:24pm

V. Sub-Committee Action Team Report Out 12:15pm-1:00pm

- A. Resource Development: Wally Corwin, ECWIB Treasurer and Chair of the Development Action Team, reported out on the meeting held on October 24. The purpose of the committee is to align efforts and resources across partners, as well as to better understand how we can all leverage the work that is already being done. The added value of this group is in facilitating conversation across the other groups to provide a collective approach and to better research opportunities. This group will be working on an asset mapping of opportunities and will work to bring partners in business and EC Development to the table. They see their purpose as supporting the priorities of the other three Action Teams.

- B. Emergent Workforce: Amy Gibbs reported out on the meeting held on October 24. It was clear that there are many views on what “emergent” meant. The group discussed that this can be Vets, Youth, Immigrants, Offenders, people new to the workforce, etc.. The group will start broad with a resource mapping and will focus on

a few specifying questions: How do we expand the talent pool and prepare for the future? What proactive partnership can be leveraged? How do we expand opportunities in rural communities? The group requested that this Action Team connect with all Regional Achievement Compacts in support of their college/career work to support youth rather than create a new table. Steve Brown and Kiki Parker-Rose suggested as additions.

- C. WorkSource: David Burger reported out on the meeting held on October 25. There was a discussion here between the Workforce system and WorkSource. It was agreed that WorkSource is the hub, but would benefit from improved connections and relevance related to business and connecting job-seekers. This group also decided to focus on a resource mapping to collect data on what is currently being done. They will also aim to tackle better market penetration for WorkSource, and soft and hard skills development. They also agreed that a communication mechanism is necessary for effectively working with businesses.
- D. Business Competitiveness: Chair Massie reported out on the meeting held on October 25. This group will be focusing on researching the next skilled workforce for the next business type. They will also look to get a better understanding of the talent pipeline that exists in our 10 counties & what the definition is of “work ready”. This groups current objective is to also do a resource mapping and to bring economic development to the table. They will also define a process for companies to apply for incumbent or cohort training funds to bring to the ECWIB for approval.

VI. Engaging Business – ECWIB meeting format 1:00pm-1:55pm

Wally led the discussion focused on how we might better bring business to the table. He reminded the group that business is as diverse as we are and we cannot assume that they are one group. He pointed out that business has short term vision and has to see the connection in order to stay engaged. We need to be clear on their role at the table- to lead and to champion. The 3 levels of engagement could be different: Board level, Action Team level or at the Sector Strategy level. And we need to make sure that business has “skin in the game”.

Ex Director let the group know that the current meeting format seems to be a barrier due to location changes and lack of reliable technology. Various suggestions were made, ex: hosting meetings on site at businesses with a tour to follow, holding phone conferences, let business talk first, etc.

Tom West, consultant with TPMA provided a background on what he saw work in Kentucky:

- A. Board meetings need a home. Moving the meet around promotes issues. If the time and place are established, folks will plan around it.
- B. Sector Strategies and Action Teams that are effective will get business to the table.

- C. New Board Orientation is a must. This could include members of the Executive Committee going on a tour of a business along with the new member.
- D. Board Members should have a business card and a summary sheet (elevator speech) AND a communication mechanism for board to staff and back.
- E. Meetings must begin with business members providing their input first. Meetings cannot be admin heavy, but should be focused on action.
- F. Materials have to be sent early and in advance, meetings last 2 hours, with no food.
- G. All must remain engaged in between meetings.

ECWIB agreed with following format moving forward meetings will be 2-hours in length and remain over the lunch period and will continue to rotate between sub-regions in North, South and Central.

VII. Adjourn 2:00pm

Wally Corwin moved to adjourn.

Mark Warne seconded.

Vote: Unanimously Adjourned at 1:53pm