

**The Oregon Consortium Board of Directors  
And  
The Oregon Workforce Alliance  
Business Meeting April 17, 2008  
Kah-Nee-Ta Resort, Warm Springs Oregon  
2:00 pm - 5:00 pm**

**TOC Board Members**

Commissioner Rita Bernhard	Commissioner Ben Boswell
Commissioner Barbara Briggs	Judge Steve Grasty
Commissioner John Hatfield	Commissioner Nellie Hibbert
Commissioner Mike McCabe	

**OWA Members**

Joyce Aho	Betty Albertson	Mark Bell
Larry Blount	Kolleen Carrel	Bob Craft
Susie Cederholm	Pat Davis	Norm Gershon
Oscar Johnson	Scott Koch	Mark Maliwauki
Wes Melo	Tom Moore	Robin Popp
Tara Pritchard	Bob Schroth	Randy Scruggs
Teri Simonis	Jue-Jue Withers Lyon	

**Youth Council**

Mary Taylor

**TOC Staff**

Jackie Cray	Jeff Dickason
Kris Latimer	Melissa Metz
Elisha Schilling	

**Guests**

Perry Andrews	Tara Bishop	Kevin Bradley
Robin Cope	Chad Freeman	Julie Gassner
Deborah Hayward	Mike McCoy	Evelyn Roth
Joy Yori		

**MEETING SUMMARY**

**I. Welcome and Introductions**

Judge Steve Grasty, TOC Chair called the meeting to order at 2:07 pm and introductions were made.

## II. TOC/OWA Joint Meeting Minutes from January 2008

**MOTION:** Bob Schroth moved, seconded by Commissioner Rita Bernhard to approve the joint TOC/OWA meeting minutes from January 2008. Motion passed unanimously.

## III. OWA Consent Agenda

- a. Treasurer's Report
- b. Eligible Training Provider Additions

**MOTION:** Tom Moore moved, seconded by Robin Popp to approve the OWA consent agenda as presented. Motion passed unanimously.

## IV. OWA Officers Update/Election

Scott Koch explained that due to a recent change in employment, Craig Schmidt has resigned his position on the Oregon Workforce Alliance leaving the position of President vacant. In accordance with the OWA bylaws, Scott, currently serving as Vice President has been serving in the role of President as necessary. The bylaws do not speak specifically to filling the office prior to the end of the term therefore the floor was opened for nominations for President.

**MOTION:** Pat Davis moved, seconded by Norm Gershon to nominate Scott Koch as OWA President. Motion passed unanimously.

**MOTION:** The floor was then opened for nomination for Vice-President. Bob Schroth moved, seconded by Randy Scruggs to nominate Wes Melo as Vice-President. Motion passed unanimously.

## V. TOC Board Report

- a. TOC Annual Meeting Minutes—January 2008
- b. Report & Potential Action from Executive Session

Judge Grasty explained that the TOC Board met earlier in executive session and that no action was taken.

Following the Executive Session, an open public session was convened and the TOC Board reviewed and recommends two OWA applications for appointment to the OWA board. Grady McMahan to represent Job Corps, and Diana Corder, currently serving as an OWA member for Economic Development, will serve as a Business and Industry representative. The Board also discussed the need to develop bylaws and to engage other LEO's with the Consortium.

**MOTION:** Commissioner Rita Bernhard moved, seconded by Commissioner Bill Brown to approve the TOC Annual meeting minutes from January 2008. Motion passed unanimously.

Kris Latimer distributed a handout which outlined recent progress on the KLETI resolution.

## **VI. Committee Charter Presentations**

### Emerging Worker

Larry Blount presented the charter on behalf for the Emerging Worker Committee. Larry explained that the Emerging Worker committee met and has agreed to add Bob Craft, Oscar Johnson and Mary Taylor to its membership roster.

Finally, Larry explained that the committee selected Larry Blount to serve as chair for a one year term. Each committee member volunteered to complete a survey with one of the WIA 1B youth providers. The survey will familiarize the Emerging Worker Committee members with services being provided throughout the area under Title 1B of the Workforce Investment Act, and more specifically the ten required WIA elements.

A letter, along with a copy of the “draft” survey will be sent to the Regional Directors, RWIB Chairs and Staff, seeking assistance in hosting a committee member for a visit and completing the survey. The committee has proposed two dates in July to meet in person at the TOC/OWA Administrative office to discuss the results of the survey. Kevin Bradley (Youth Council Staff) was charged with developing the survey.

**MOTION:** Larry Blount moved, seconded by Pat Davis to approve the Emerging Worker Committee Charter as presented. Motion passed unanimously.

### System Partners

Julie Gassner presented the committee charter and explained that the committee is seeking two action items to be approved by the OWA board.

First was a recommendation that the OWA serve as the one stop operator for the rural service delivery system. There were many questions and extensive discussion. System partners explained that this designation would assist the rural system in assuring quality, consistency and achieving economy of scale.

**MOTION:** Norm Gershon moved, seconded by Larry Blount to approve the OWA to serves as the one stop operator for the rural service delivery system. Motion passed unanimously.

The second was approval of the committee’s charter.

**MOTION:** Joyce Aho moved, seconded by Oscar Johnson to approve the System Partners Committee Charter as presented. Motion passed unanimously.

### Membership and Communications

Norm Gershon presented the Membership and Communications Committee Charter. The Membership and Communications committee will perform two functions:

- 1) First, the M&CC will recruit and retain qualified Board members for TOC/OWA from the twenty-four county area.
- 2) Second, the M&CC will be responsible for crafting both an External and Internal Communications Plan for TOC/OWA.

**MOTION:** Norm Gershon moved, seconded by Robin Popp to approve the Membership and Communications Committee Charter as presented. Motion passed unanimously.

### Business and Industry

Wes Melo presented the Business and Industry Committee Charter. The Business and Industry Committee's major area of responsibilities are to:

- 1) Assure that investments in talent and skill development of the workforce are demand driven;
- 2) Champion the alignment of demand driven workforce systems that support regional and state-wide economic development goals, objectives and strategies;
- 3) Recommend and refine workforce system investments;
- 4) Assure that services are delivered in a high quality and effective manner;
- 5) Recruit economic development, business and industry, state and community leaders and topic experts to support economic and workforce development in rural Oregon.

**MOTION:** Wes Melo moved, seconded by Randy Scruggs to approve the Business and Industry Committee Charter as presented. Motion passed unanimously.

### Governmental Relations

Bob Schroth presented the Governmental Relations Committee Charter. He explained that Judge Grasty and Commissioner Brown were added to the committee's membership. The committee's goals include:

- 1) TOC/OWA gains a reputation as a valuable resource to policy makers;
- 2) Members are active participants in the policy process in our rural Area;
- 3) TOC/OWA have a positive working relationship with local, state and federal officials;
- 4) Federal, state and local officials, along with the general public understand the benefits of the workforce development system and the impact local program achievements have on policy;
- 5) Rural Oregon has appropriate and responsive representation at all levels;

- 6) Provide an affective system of communication for sharing information related to workforce development issues.

**MOTION:** Bob Schroth moved, seconded by Pat Davis to approve the Governmental Relations Committee Charter as presented. Motion passed unanimously.

**VII. Region 9 One Stop Certification**

Jeff Dickason explained that the Business and Industry Committee is recommending that the OWA approve and update the WorkSource Oregon One-Stop certification of the Hood River Columbia Gorge One-Stop from developmental to full certification.

**MOTION:** Wes Melo moved, seconded by Bob Schroth to approve the full certification of the Region 9 One Stop. Motion passed unanimously.

**VIII. Oregon Workforce Alliance Bylaws—Refinement and Update**

Kris reviewed the OWA by-laws and explained that the copy distributed in the packet is a simple illustration of changes, members who would like to review the exact detail of changes can access a complete version at [www.tocowa.org/tocowameetingdocs](http://www.tocowa.org/tocowameetingdocs).

She explained that this review was a first reading and that comments or questions could be emailed to her attention. A final reading of the by-laws will be presented at the October TOC/OWA meeting.

**IX. NAWB Conference Report**

Teri Simonis provided a report from the recent National Association of Workforce Boards Conference that she, Scott Koch and Kris attended in Washington DC. The main focus of the conference was workforce transformation, keeping up with the times and how to respond to the new global economy.

**X. Administrative Report**

Kris explained that the Administrative office has recently hired Donna George as the Fiscal and Program Specialist. Donna will be working with Melissa and Jennifer in the fiscal department – which is becoming more and more complex as we continue to access more varied funding streams.

Craig Schmidt resigned his position as OWA President in March 2008, and a copy of his resignation letter was outlined in the administrative report section of the meeting packet.

Additional topics highlighted were:

- Funding

- OED and CCWD – Workforce 2008

- TOC and OWA – Something New Is Truly Emerging

**XI. Good of the Order**

Pat Davis shared that the Pacific NW Council of Carpenters was able to place 8 returning guardsmen into the carpentry apprenticeship. This was a direct result of the contacts Pat was able to make at the January OWA meeting and they are excited to be able to assist these vets who participated in a career day activity sponsored by the National Guard.

Judge Steve Grasty announced that the Eastern Oregon Rural Alliance is working on an event "Doing Business Differently in Oregon". The event is scheduled to be held in August in Portland, and he will keep folks informed.

Steve also announced that the October TOC/OWA meetings will be in October in Burns.

Melissa Metz announced that the Budget Committee will schedule a conference call for May 20<sup>th</sup>, with a budget hearing scheduled for June 12<sup>th</sup>.

**XII. Adjourn**

The meeting was adjourned at 4:31 pm.