

**Meeting of the
Regional Workforce Investment Board for
Klamath & Lake Counties**

WorkSource Oregon One-Stop Center
Klamath Falls, Oregon
August 13, 2008
11:30 – 1:00

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| 1. | Welcome and Minutes | Tara Pritchard, Chair |
| 2. | Mural RFP Update | Handout |
| 3. | Report from Public Partners /
One-Stop Committee
- Review of WIA and Wagner-Peyser
Services Integration Plan
- Highlights from SWOT Report | Randy Norris
Perry Andrews

Greg Chandler |
| 4. | Report from Business/Industry Committee | Pamela Redding |
| 5. | Workforce Response Team / EWTF | Betty Riley |
| 6. | Election of Officers | Tara Pritchard |
| 7. | Other - RWIB Next Steps | Tara Pritchard |
| 8. | Adjourn | New Chair |

**Region 11 Workforce Investment Board Meeting
Klamath and Lake Counties
May 14, 2008
11:30 am -1:00 pm**

In Attendance

Archie Linman	Marty Demaris	Susan Galloway
Pamela Redding	Amy Hathaway	Jerry Bowers
Commissioner Dan Shoun	Tara Pritchard	Lori Theros
Betty Riley	Marc Kane	Matt Balkwill
Ann Strunk	Jan Swander	
Linda Michaelson (via phone)		

MEETING SUMMARY

I. Introductions

The meeting was called to order at 12:06 pm, introductions were made and a quorum was established.

III. Minutes from last meeting

Archie Linman moved, seconded by Jerry Bower to approve the minutes from January 2008 and the notes from the March 27th Business and Industry meeting. Motion passed unanimously.

IV. Mural Project Update

Tara provided an update on the mural project, and advised that the RFP has been posted in the local newspaper.

Linda Michaelson shared that a building as been identified in the Lakeview area for the mural.

VI. Report from Business and Industry Focus Group Meeting

There was a summary of the Business and Industry “focus group” meeting that was held previously and the outcomes of that meeting. Summary of the Business and Industry Meeting is included here for reference.

There were many questions and extensive conversation about the reason for the meeting and the suggestion that Committees be established for the Business and Industry Members and the Public Partner Members. These committees would meet regularly and then report back to one another on a quarterly basis.

The question was posed on who will take the lead for public partner members? It was suggested that Perry Andrews (COIC) and Jennie Anderton (OED) take the lead in coordinating this subcommittee.

Clarification was requested regarding Marty Demaris (labor) position. Marty clarified that he represents the Labor Council in the region.

*NOTE: According to OWA policy the labor representative falls into the business/industry category when the specific union represents individuals in business and industry and the public side if the union represents employees in the public sector.

Linda Michaelson's status was also questioned. *NOTE: According to State and OWA Policy an individual representing the healthcare industry qualifies for the business/industry category (whether they are public or private organization).

NOTE: Workforce Response Team – is a creation of state policy and functions as a subcommittee of the RWIB but includes members who are not / may not be members of the RWIB. The WRT is expected to report back to the RWIB on a regular basis and to bring projects forward for support / ratification.

Marty Demaris moved, seconded by Pam Redding to establish Lori Theros a public sector committee that includes all public members. Motion passed unanimously.

Bylaws Changes – Tara suggested that the RWIB work the next few months and then the bylaws could be reviewed and necessary changes suggested, etc.

One-Stop Committee – there will be overlap between One Stop and Public Partners Committee – they should coordinate their activities.

Tara shared that regular RWIB meetings should continue for the short term, and recommended that the Chair and Vice-Chair positions be tabled until the next meeting.

A member of the group felt that the RWIB needs to create a strategy for attracting members in Lakeview. It was suggested that the RWIB should consider holding a meeting and “forum” in the Lakeview community.

Collins Wood Products has an operation in both Lakeview and Klamath County – could they have two representatives on the Board? NOTE: Yes

FUTURE MEETINGS:

The group discussed how to proceed -

Business and Industry Committee will schedule a meeting for June 12th at the WorkSource Oregon office. The full RWIB will meet August 13th.

Public Partners / One-Stop Committee should work to schedule a meeting(s). Clarification is needed regarding committees.

RWIB should define what their intent is and then asking the public sector to use their tools to achieve that intent.

E-mails need to be directed to all members to clarify actions taken at this meeting, request Public/One-stop group schedule meeting.

VII. Workforce Training Fund

Betty Riley reports that they have a little over \$99,000 available in workforce training funds for this year that had to be obligated before April. A team has reviewed several applications and funded 3 separate businesses with a total of 5 applications.

- Jeld-Wen 50,000 award-training video to be used regional wide aimed at sustaining jobs.
- McFarland door-provided technical training for design of their product. Total grants were just under 25,000—request funds for safety training, customized software package, etc.
- Integrated building systems—22,000—provide training on new computer equipment.

Betty also shared that the \$166,000 Cluster Partnership grant application has been funded. \$45,000 of the funding will go toward Skill-Up Klamath. A training program that Klamath Community College will be offering.

VIII. Good of the Order

- a. Election of Officers Next Meeting
This topic will be tabled until the next meeting.

IX. Adjourn

Meeting adjourned.

RWIB RFP FOR SPECIAL PROJECTS:

In October of last year, the RWIB voted to set aside funds to support projects in Klamath and Lake Counties.

Klamath Falls – RWIB members determined that supporting a beautification project at the WorkSource One-Stop was appropriate. It was determined that the project should be a mural, that fit with other murals in the downtown area and that also depicted the services or focus of services in the building (i.e. work and industry). A solicitation for project proposals was run in the local paper on two separate occasions. No proposals were received.

Lakeview – The RWIB set aside funds for a project but the focus of the project was not determined. Lakeview Chamber of Commerce is interested in receiving the funds and did contact The Oregon Consortium – specifically they would like to use the funds to complete a mural project in that community. Kris Latimer looked in to this request – but because the building on which the mural would be painted is not state owned, the funds cannot be used.

These funds - \$7500 are still set aside and could be used for a “project” that the RWIB would like to support. Suggestions include business and industry forums, business night out at the One-Stop, “training scholarships,” etc.

Suggestion – the Business / Industry and Public Partners / One-Stop Committees should discuss and bring back suggestions to the next full RWIB meeting.