

**Region 13 of WorkSource Oregon
Serving
Baker, Union and Wallowa Counties
Board Meeting Minutes
May 4, 2007 – 9 a.m. – 11 a.m.
Union Baker ESD Board Room
10100 North McAllister, Island City, OR**

Welcome & Introductions

Board Members Present: Judy Loudermilk, Nellie Bogue-Hibbert, Linda Childers, Susan Cederholm, Sherry Cole, Kathy Gover-Shaw, Jennifer Hills, Teri Simonis, Bob Keyser, Craig Thompson, Kolleen Carrel, Rhonda Culley

Staff Present: Lisa Dawson

Keyser called the meeting to order at 9:04 a.m.

Review Minutes

Loudermilk moved to approve the minutes as written. Gover-Shaw seconded the motion which passed unanimously.

Review /Adoption of Revised By-Laws

2.2 – Eliminate “five-year” plan. Delete 2) about allocation of funds.

2.3.2. – Move 1 and 2 to 2.3.1 and include a timely review and evaluation, etc.

3.1 - Cole is K-12; Hills is Professional/Technical. Combine to one position, K-12 and/or career and technical education.

Discussion of EOU representation - eliminate as a voting member and move to a non-voting member.

Discussion of Executive Committee duties – if the Exec. Com. has a meeting, everybody must be notified and allowed to attend. Roles of the Executive Committee should be determined. There is nothing in the by-laws that states that the Executive Committee can take action. Thompson’s experience is that action should be taken at full-board meetings. The board might not want the Executive Committee to take full actions. What’s the point in having an executive committee? Draft the agendas of the meeting or clarify agenda items, etc. Consensus was to eliminate 4.2 and the Executive Committee.

6.3 – Staffing RFP could require public meeting notices, but this does not need to be in the by-laws. Simonis thinks the meeting notice should be provided to local newspapers. No changes were adopted.

9.1c. -- Add upon issuance of a new RFP.

Staff will send out corrected copy of changes made to the bylaws. At the next meeting the board will vote on the bylaws.

Recruitment for Board Vacancies

Kolleen Carrel is actively working on recruitment of a labor union representative.

The Board is not going to limit the number of people, but they aren't forced to fill the vacancies that we have right now, other than a labor representative. Phil Stone of Sorbenots Coffee is interested in being on the board. Region 13 is trying to spread representation among the counties.

What's in the board orientation packet? It was suggested to look on TOC/OWA page for general information. Childers said she didn't get anything. Staff should provide a copy of recruitment information to all the board. Loudermilk will write a nomination letter to TOC/OWA for Linda Childers.

One-stop Certification

The regions have to have One-Stops approved by June 15 for the July quarterly meeting of TOC/OWA. Region 13 needs a committee of people for each county and dates for each county. The committee needs private sector individuals and partners. The committee will use the certification tool and go through a tour of each location. We'll do sites in all three counties. Wallowa County is official One-Stop site. Certification of this site includes a lot more work and the site must meet a lot more requirements. Union and Baker will be affiliate sites. They have much less paperwork and have to meet fewer requirements.

The Oregon Employment Department and Training & Employment Consortium are working on business plan for the Wallowa County One-Stop.

Committees and meeting times are as follows:

WALLOWA COUNTY

Date: May 30, 2007 @ 10 am

Committee: Bob Keyser, Linda Childers, Ben Boswell, Susie Cederholm, Kolleen Carrel and other Wallowa County businesses that have expressed interest.

BAKER COUNTY

Date: June 1, 2007 @ 10 am

Committee: Kathy Gover-Shaw, Rhonda Culley, Tim Kerns, Susie Cederholm, Kolleen Carrel and other Baker County businesses that have expressed interest.

UNION COUNTY

Date: June 5, 2007

TEC Office: 10 am

OED Office: 11 am

Committee: Nellie Bogue-Hibbert, Sherry Cole, Kathy Gover-Shaw, Kolleen Carrel and other Union County businesses that have expressed interest.

The Region 13 WorkSource Oregon Board will meet on June 15, 2007 to hear the committee recommendations and to recommend forwarding them to The Oregon Consortium/Oregon Workforce Alliance for the July Quarterly meeting. Due date to TOC/OWA: June 19, 2007.

Simonis reported that Region 13 needs to revisit the resource sharing agreement between partners in the Wallowa County OneStop. This includes shared costs of operating the resource room. There is new guidance on what the costs should be for the resource sharing agreement and using a different configuration for the One-Stop area. Culley and Singer, and Housing and Voc Rehab and Simonis need to get together. There are currently changes in Voc-Rehab staff. Right now Kris Kennedy in Bend office is the person they are working with. Kennedy wants those who pay rent in the One-Stop to figure out percentages and send invoices to Voc-Rehab to pay it. Simonis will arrange for invoices to go to Kris Kennedy. Simonis will e-mail the information to the board.

Nominating Committee

There is no provision for a nominating committee in the by-laws. Elections will take place at the next meeting.

Use of Donated Computers

Eastern Oregon University has 12-20 donated computers. They want to be able to donate them for a resource room or to serve applicants for testing or something similar. They will not provide any technical service for the computers. The machines are only 2 or so years old. EOU asked Region 13 if they know of a need for these machines. The Employment Dept. is looking at re-vamping their location in La Grande. Is there a need for a learning lab? Bogue-Hibbert thought BMCC might need them for a classroom. Simonis thought they could upgrade some of the computers in the One-Stop. The issues will be brought back for discussion at the June meeting. Simonis has a storage unit they could put the computers in. Simonis asked for an inventory list of the specs on the computers.

Bronze Foundry Workforce Ideas

The bronze foundries are having a difficult time recruiting and retaining employees. They are looking at targeting Hispanics from Ontario and Boardman – training them and giving them a wage and a job. It was mentioned that employers need to be careful what they wish for. Hispanics traditionally have a family network/culture. Another issue is sustainable employment. Employers on the Governor's board are trying to find a way to resolve this issue. It was asked if anyone had ideas for how to get a workforce going in Wallowa County. The pay of jobs in the foundries isn't that high and the cost of housing is high in Wallowa County. Social service issues are big. Childers has 12-15 job openings at the hospital all the time. The hospital can't get people to apply. When the employees go to the doctor and find out they have to pay a \$300 deductible they quit because they can get everything free on Oregon Health Plan. Behlen has a similar issue. It's an issue county-wide in Wallowa County. Housing costs are a major issue. Professionals can't afford a home in Wallowa County. The newer professionals who don't have a long-term investment in their careers at the hospital and are ready to leave. People aren't building affordable speculative homes. Lower valley lots (Wallowa) are less expensive. The lowest price home in Joseph right now is \$195,000.

Simonis commented that she is not sure that the Region can do something about the housing issue. Would the bronze foundries be willing to come together to work on issue identification and maybe form a cluster to apply for funds? Should we look at transporting people to do the work, busing people back and forth? Two college students with art degrees went to work for Manuals at Hot Lake. They were anxious to get into an art career.

A subcommittee was formed to work on workforce housing issues for the bronze foundries and others: Hills, Bogue Hibbert, Childers, Keyser, Dawson.

Staff Billing

A copy of the staffing bill was handed out. The \$4,000 of last year's funds were not addressed in the bill. The board asked for a report of hours and activities. The board wants the number of hours – by staff person – and a few sentences on what they were working on. Not as itemized as the last one.

Simonis said that the Region is going with a cost reimbursement basis and wants a GL report attached to the billing. Dawson agreed to provide the GL report. Simonis said that until the issue with last year is resolved she'll have to take \$4,000 off of the payment for staff costs. Once we resolve that, the board can address the staffing payment. The \$4,000 is a separate issue. Staff agreed to provide a GL and staff report at the next meeting.

Career Fair

Cole shared some pictures from the career fair. About 145 attended. They received 86 evaluations. Major learning lessons were that all day long we had wonderful presenters trying to do a million things and when you haven't worked with children, it's a challenge. Three hours was too long. Architect from Baker left at 11:30 and said he just let the kids go. There were many buses going in many directions and they didn't want an employer or bus driver alone with the kids. All of the teachers were gone with students and Cole was the only teacher left with all the students remaining at N Powder.

Presentations have been made to Donna Betts, Teri Beri, Linda Noble, and Bob Nelson. Greg Smith's campaign sent in \$500. Singer received a plaque for allowing Employment Department staff to attend and help during career day. Culley got a plaque for her contribution. EOU basketball players came and will get a plaque in recognition. There will be a luncheon to recognize volunteers. The \$5,000 grant would have been quickly used up if they had paid salaries.

Certificates will go to all the students for their portfolios. Everything they made is reusable. Careers in the bag – a packet for each presenter included a key-chain about No Child Left Behind.

Cole received an invitation to apply for the grant again. This time only \$3,000 is available. Baker was a nightmare; the Principal forgot to order buses. Three days before, they asked if they could move the time. The Mid-Columbia Bus Company was able to provide transportation for Baker and then provided service to move kids around once they arrived. The board was encouraged to look at the comments.

La Grande and Baker will be sites next year. Cole thanked everybody for their support. She made a presentation at the State Department of Education and they sent a person to the career fair. Unfortunately for N. Powder, the facilities are not ADA and the person

couldn't get up the stairs because she'd just had surgery on her foot. Cole received flowers from Baker Middle School, a first for her.

April TOC/OWA Meeting Report

Simonis reported that Region 13 finally got our OWA membership voted on for Gover-Shaw and Carrel. Simonis is also on the board. Bogue-Hibbert also attended the meeting. The Region is fully represented. Oregon Youth Programs were discussed and all 9 regions are up for proposals. Region 13 had competition in our area, but the proposal was never finished. Eight of nine areas have the same providers. Region 11 is now served by Central Oregon Intergovernmental Council for Klamath and Lake Counties. The TOC/OWA plan is now being sent to state. The resource sharing agreement and one stop certification is being looked at. They also talked about veterans' services. The veterans haven't been well-cared for – especially in the area of mental health. Kris Latimer is going to write a letter requesting that these issues be addressed. At the July quarterly meeting, each RWIB staff will develop a display highlighting the One-Stop system. The presentation can be whatever we want. Simonis won't be attending the July quarterly meeting, but will get the display together. The meeting will be in Klamath Falls. Cederholm said they had a nice display at work and the board could probably use the display board. Hills also offered one.

Good of the Order

Simonis said that the Workforce Response Team needs to be redesignated and the investment plan has to be re-done. **Keyser moved to have Singer serve as the new WRT chair. Loudermilk seconded. The motion passed unanimously.** Redesignation needs to be done by July 19, so a meeting will be called.

The core WRT Team is made up of Singer, Hills, Simonis, Jill Miles and Dawson. A new Workforce Analyst has been hired. Annette Shelton from Salem has been a workforce analyst for 4 years. She will be at the next meeting.

Confidentiality Agreement with the Employment Department

BMCC and TEC still need to sign the agreement.

Employment Department

Singer had to pick clusters and selected foundries, construction trade, welding, wind generation, and transportation manufacturing. It includes these industries within the 3 county area and their occupations. It will involve teaching people how to recruit and retain new employees. The Employment Department needs to show a 155% increase in one year. Another target will be youth – going into the schools, making presentation in the schools, talking to them about career ladders. Richard Scott Craig will be doing job shadowing, etc.

Next Meeting

Next meeting June 15th, 9:00-11:00 am, ESD building in Island City.

Meeting adjourned at 11:08 a.m.