



AGENDA

Name of Committee	Regional Workforce Investment Board / Business and Industry Committee Meeting		
Date	Thursday, April 21, 2011		
Start & End Time	1:30 p.m. – 3:30 p.m.		
Regular Meeting or a Conference Call	Regular Meeting – Holiday Inn Express, Roseburg		
Purpose of Meeting or Call	General		
Documents Required	Attached		
Discussion Topics			
A	Welcome and Introductions	Bob Schroth – R12 RWIB Chair	1:30 – 1:35
B	Approval of: a. Business & Industry Meeting Minutes – January 2011 b. RWIB Chairs Meeting – February 2011	Bob Schroth	1:35 – 1:40, Action Page 1 Page 3
C	Update from OWA Executive Committee / Recommendations back to OWA Executive Committee	Kris Latimer	1:40 – 1:55
D	Regional Updates – All	Bob Schroth/Bob Bahrns	1:55 – 2:15
E	Future Activities / Steps	Bob Schroth/Bob Bahrns	2:15 – 3:30
F	Adjourn	Bob Schroth	3:30



the oregon consortium &
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OWA Business and Industry Committee

Conference Call

January 12, 2011

1:00 p.m. – 2:30 p.m.

In Attendance:

Bob Bahrns	Deborah Beeson	Pete Bober
Kathy Gover-Shaw	Diana Knous	Bob Schroth

Other:

Bill Fashing	Kris Latimer	Elisha Schilling
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Meeting Summary

I. Welcome and Introductions

Bob Bahrns called the meeting to order at 1:05 p.m. and roll call was taken.

II. Review and Approval of Minutes from October 2010.

Motion: Kathy Gover-Shaw moved, seconded by Deborah Beeson to approve the minutes from October 2010. Motion passed unanimously.

III. Update from RWIB “taskgroup” meeting & RWIB staff feedback

Kris reviewed that at the October meeting some members of the Business and Industry committee volunteered to serve on a RWIB Taskforce. The taskforce met and has been busy drafting the “roles and responsibilities” of RWIB members. The purpose of the document is to articulate more accurately what the RWIB’s roles are.

Bob Schroth shared that he felt the document was a great way to communicate about roles and that having an RWIB Chairs/Staff meeting in February would be ideal. Deborah Beeson added that the document helped clarify the concept and purpose of RWIB’s.

Kris laid out next steps and explained that the document would be presented at the February 15th RWIB/Business & Industry meeting for a final reading and recommendation for adoption by the OWA.

IV. Advocacy

Bob Schroth provided an update on plans for Legislative activity. He explained that it is critical for new and seasoned members alike to continue to update and educate their

Legislators about the importance of what TOC/OWA does and stands for. Bob explained that he and other TOC/OWA members will be attending the National Association of Workforce Boards Forum in February in Washington D.C. and will have a chance to call in our federal delegation while there.

Bob mentioned that there will be a no host Legislative Reception the evening of February 15th at the Salem Conference Center, following the TOC/OWA meetings. He asked that members contact and invite their Legislators. This is a great opportunity for an informal dialogue about rural Oregon and services available.

V. Oregon Green Technician Certificate (OGTC)

Kris commended the regions and community colleges for getting the program up and running. Pete shared that there is a tremendous amount of support from the community colleges and local partners for the program. He also applauded Kris, Melissa and Jackie Grenz for their support and leadership on the project.

VI. Regional Economic Impact Grant (REIG)

Bill Fashing reported that he has finished the first round of meetings around the state. Economic Modeling Solutions (EMSI) has also finished with their second draft of asset and target industry maps for the regions.

He has been working recently on developing/identifying best practices as well as developing program and activity recommendations. He has also been focusing and addressing concerns that were identified during regional meetings. Concerns as an example included the declining revenue, available land/land use issues, lack of critical mass, etc.

In closing, he stated that the end result/outcome of the project is to develop a list of best practices that communities can use to best fit their needs. Bill will also be working on developing a recommendation on how to better utilize the WIA 1B system and WorkSource Oregon systems to better meet the needs of our communities.

VII. Governor Kitzhaber—Strategies for Revitalization

Kris reported that she met with Roger Bassett from Governor Kitzhaber's office and has learned that the Governor has several strategies for Economic Revitalization.

She is currently serving on the Governor's Taskforce on Workforce and reports that the group has been focusing on an On the Job Training (OJT) program to help create jobs for Oregonians. General Fund dollars will be requested by the Governor for this effort.

VIII. Adjourn

Meeting was adjourned at 2:00 p.m.



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Regional Workforce Investment Board Discussion

February 15, 2011

2:00 p.m. – 4:00 p.m.

Salem Conference Center | Salem OR

In Attendance

Bob Bahrns	Deborah Beeson	Tara Bishop
Susie Cederholm	Oscar Johnson	Marce Knight
Beverly Leigh	Michelle Martin	Leonard Norris
Bob Schroth	Teri Simonis	Jue-Jue Withers-Lyon
Melissa Metz	Elisha Schilling	

MEETING SUMMARY

I. Welcome and Introductions

Bob Schroth called the meeting to order at 2:00 p.m. and introductions were made.

II. Discussion of Current Relationship

Bob opened the meeting by asking the group to share their ideas on how the RWIB can better communicate with both The Oregon Consortium and Oregon Workforce Alliance.

Round table discussion included:

- Bring people to the table for established group norms;
- Having a good rapport with TOC Staff helps in the trust and communication

Areas of improvement included:

- Increasing the ease of navigating thru the TOC/OWA website;
- Increase information/consistency about the RWIB's on TOC's website;
- Receive board meeting packets/materials in a more timely manner;
- Having items at meetings available for PowerPoint presentation;
- Having TOC's Annual Report on the website;

Bob then asked the group how they integrate their work with OWA to their local RWIB meetings.

Round table discussion included:

- One region has a standing agenda item at their RWIB meeting that is a “TOC/OWA update”.
- Another member shares that they bring back information/handouts that are gathered from the TOC/OWA meetings and share this with/at their local RWIB meeting.

A consensus amongst the group was that there should always be a RWIB Staff/Chairs meeting at the TOC/OWA Quarterly meetings. Bob asked Elisha to add “What are your expectations for your work in the RWIB” as a future agenda item. Elisha was also tasked with sending the RWIB Membership Policy (WIA-41-08/07 OWA-RWIB Membership) to the RWIB Chairs.

III. Review Roles and Responsibilities—Final Edits

Bob recapped the Roles and Responsibilities of the RWIB’s, which was included in the meeting materials and discussion followed.

It was suggested that item 1 of the document should read *“Act as a conduit for information between stakeholders at the community/regional level to TOC and OWA and other audiences including Congress. Advise OWA on workforce policy, infrastructure and resource needs, as well as major issues and developments related to workforce development.”*

MOTION: Michelle Martin moved to accept the form as stated above and recommend to OWA for approval. Motion was seconded by Beverly Leigh. Motion passed unanimously.

IV. Review Advisory Input Process—Final Edits

The group reviewed the RWIB Advisory Input document included in their meeting packet. It was suggested that a check box be added to the document, indicating that the RWIB Board has approved the document.

MOTION: Bob Schroth moved that with the recommended changes the RWIB recommend the form to the OWA for approval. Beverly Leigh seconded the motion. Motion passed unanimously.

V. Regional Updates

Bob asked the group for reports on the current format (i.e. frequency, location, etc) of their RWIB meetings and what kind of activities their board is involved in.

Region 11—has standing committee reports on their agenda, a featured presenter at each meeting, a report on current projects and 5 year strategic plan. Right now they are building an “Employer Resources Clearinghouse” website. A career fair is scheduled for March 2011. Their meetings are held every other month.

Region 12—has been working heavily on NCRC outreach. Their meetings are held quarterly.

Region 13—they meet monthly and follow a formal agenda format, have several committees that not only involve members of the RWIB but members of the community as well. Has an Economist attend meetings to give them updates for their area. County Commissioners are often in attendance at RWIB meetings and Blue Mountain Community College is also very active on their board.

Region 7—has had discussions recently that they may want to dissolve their RWIB and adopt another form. They are looking into a possibility of sponsoring a job fair and have been working on outreach for NCRC's. They meet quarterly in the a.m. and meetings are held at the same facility each meeting.

Region 6—holds their meetings quarterly at noon. Their board is struggling with maintaining their private sector membership. They will have a meeting in March, where Kris Latimer will be in attendance to talk about next steps.

VI. Future Activities/Steps

The group discussed how often they should (RWIB Staff/Chairs) meet, and who should serve as the Chairperson. It was suggested to meet quarterly, and Bob Schroth volunteered to serve as the Chair for a one year term.

After discussion, the group decided that each member will email (to Elisha) agenda items that they see as important issues/standing agenda items. Elisha was tasked with emailing the Business and Industry Charter to the RWIB Chairs and Staff to see if it may be a charter that the RWIB can apply to their committee.

VII. Adjourn

Bob adjourned the meeting at 4:00 p.m.