



**THE OREGON CONSORTIUM BOARD OF DIRECTORS
SUMMER MEETING**

**July 28, 2011
3:00 – 5:00 p.m.**

Phoenix Inn Suites—Albany, Oregon

- | | | |
|--------------|--|--|
| I. | Call to Order and Introductions | Judge Mike McCabe, Chair |
| II. | Approval of Minutes from April 2011 Meeting | Judge Mike McCabe —Action Page 1 |
| III. | Audit Committee Report | Judge Steve Grasty |
| IV. | Report on Investments for PY10 | Kris Latimer, CEO |
| V. | Update from Community Colleges & Workforce Development | Commissioner Cam Preus, CCWD |
| VI. | Update from NACo | Mike McArthur, AOC |
| VII. | Discussion – Where does the Public Workforce System fit on the LEO priority list? | Kris Latimer |
| VIII. | Regional Workforce Investment Boards | Kris Latimer
Page 4 |
| IX. | OWA Appointments | Judge Mike McCabe—Action
Page 6 |
| X. | County Updates | All |
| XI. | Adjourn | Judge Mike McCabe |

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**the oregon consortium &
oregon workforce alliance**

The Oregon Consortium Board of Directors

April 14, 2011

2:00 p.m. – 4:00 p.m.

Conference Call

Attendance

TOC Board Members:

Commissioner Tony DeBone

Commissioner Henry Heimuller

Commissioner Scott Lee

Commissioner Maui Meyer

Commissioner Bill Rosholt

Commissioner Bill Hansell

Commissioner Chuck Hurliman

Judge Mike McCabe

Commissioner Susan Morgan

Commissioner Dan Shoun

Staff

Kris Latimer

Elisha Schilling

Melissa Metz

MEETING SUMMARY

I. Call to Order and Introductions

Judge Mike McCabe called the meeting to order at 2:02 p.m. and roll call was taken.

II. Approval of Minutes from February 2011 Meeting

MOTION: Commissioner Bill Rosholt moved, seconded by Commissioner Chuck Hurliman to approve the February 2011 minutes as presented. Motion passed unanimously.

III. Report from Audit Committee

Judge McCabe on behalf of the Audit Committee reported that PY'11 revenues are down substantially from PY'10. Kris explained that it is anticipated that Adult and Youth will be cut a minimum of 10.34% and Dislocated Worker 17%. The budgeting process for PY'11 will take an in-depth look at funding and resources, these cuts are compounded by the impact of several National Emergency Grants (NEG's) that are ending this program year and early next program year.

IV. Recommendations for Service Providers

PY'11-PY'13 Adult-Dislocated Worker

Kris explained that TOC/OWA competitively procures WIA 1B Adult-Dislocated Workers service providers to assure a competitively established system is in place and a delivery of WIA 1B Adult and Dislocated Worker services.

In November 2010 TOC/OWA released a Request for Qualifications (RFQ). The results of the RFQ showed no potential competition in any of the nine workforce regions. Therefore a competitive request for proposals for WIA 1B Adult-Dislocated Worker and related grants service providers was not necessary.

MOTION: Commissioner Bill Rosholt moved, seconded by Commissioner Maui Meyer to approve the staff recommendation for WIA 1 B Adult/Dislocated Worker service providers for regions 1, 6, 7, 9, 10, 11, 12, 13 and 14 and authorize staff to negotiate and enter into contracts with each provider. Motion passed unanimously.

Youth

Kris explained that under the provision of Title IB of the Workforce Investment Act TOC/OWA is required to competitively procure WIA 1B Youth services. In order to ensure that there was competition in each region prior and that a request for proposals was necessary, TOC/OWA first released a Request for Qualifications (RFQ) in November 2010. The results of the RFQ showed no competition for existing WIA 1B Youth service providers in any of the nine workforce regions.

MOTION: Commissioner Maui Meyer moved, seconded by Commissioner Bill Hansell to approve and adopt the staff recommendations for Youth service providers for regions 1, 6, 7, 9, 10, 11, 12, 13 and 14 and authorize staff to negotiate and enter into contracts with each provider. Motion passed unanimously.

Kris shared that concurrence by the Emerging Worker Committee and the Oregon Workforce Alliance is required.

V. Future Meetings

The group discussed drastic cuts in funding and how Board meetings need to change in order to save resources. Kris proposed reducing face to face meetings to two times per year and to hold the other meetings via conference call/video conference. Members of the group were in support of this option however they did indicate the need to have at least two face to face meetings per year in order to stay engaged.

It was further suggested that the TOC Board meetings be held in conjunction with Association of Oregon Counties meeting(s). One member of the group suggested having the respective counties pay for board members travel to TOC Board meetings, which could be a significant savings.

VI. RWIB Advisory Input

Kris referred members to the RWIB Advisory Input form received from Region 9 which outlined the issues and concerns related of Title 1B set aside at the State level. Region 9 asked TOC/OWA to formally address the issues to the State.

Kris reviewed the actions taken earlier this year on the same topic. The Board felt no more action was necessary at this time.

MOTION: Commissioner Susan Morgan moved, seconded by Commissioner Chuck Hurliman that Kris will communicate with Region 9 that action has been taken previously and that no further action is necessary at this time. Motion passed unanimously.

VII. Updates – Legislative and Good of the Order

Kris gave a quick review of Legislative and “other” activity, some of which included:

- Limitations on State hold back – established by Congress
- \$325 million reduction in WIA dollars
- WIA Authorization
- On The Job Training (OJT)
- National Career Readiness Certificate (NCRC’s)
- SB175—Oregon Summer Youth Employment Program and Employer Workforce Training Fund (EWTF)

VIII. Adjourn

The meeting adjourned at 3:00 p.m.

The Oregon Workforce Alliance – Regional Workforce Investment Board Transition:

BACKGROUND:

Historically, since 1998, Local Boards and the RWIBs have received funding (\$31,250/RWIB) from Governor's set aside. No other resources are available for the work of RWIBs which are a requirement of the State of Oregon, not mandated in federal legislation.

This coming program year funding for the Local Boards has been greatly reduced. These funds will be utilized to support work that will:

- Establish a new, refined and more meaningful advisory and support system in our nine regions;
- Support the work we have prioritized as a result of the Regional Economic Impact Grant;
- Provide a transition period for staff that were supported in-part by the RWIB resources received in previous years.

Anticipating that change was on the wind – caused by funding cuts or other priorities by varying partners; members of The Oregon Consortium, Oregon Workforce Alliance, and the nine Regional Workforce Investment Boards began a meaningful discussion late last year/early this year to re-examine the purpose and functionality of RWIBs within the TOC/OWA Workforce Investment Area.

RWIB staff and members worked with Admin Office staff to develop a the RWIB Roles in the TOC Regions document which was adopted in February 2011. This document took into consideration related statute, current functions and the evolution of the workforce system that has occurred since the RWIBs were established in 1998. This document relates that the primary purpose of the RWIBs is to carry out the following:

1. **Communication:** Act as a conduit for information between stakeholders at the community/regional level to TOC and OWA. Advise the OWA on workforce policy, infrastructure, and resource needs -- as well as major issues and developments related to workforce development.
2. **Community Presence:** Provide an interface between the WorkSource Oregon system and community leaders including local elected officials, business and industry, economic development interests, labor, and other stakeholder groups.
3. **Area-Wide Planning:** Convene and contribute to the TOCOWA Area-Wide planning process. Ensure regional input and feedback included in TOCOWA Area-Wide planning process.
4. **Facilitation of Integration Process:** Support the WorkSource partners in accomplishing system integration by convening and/or facilitating the integration discussion.
5. **Compliance:** Various compliance functions as assigned by TOC/OWA including but not limited to:
 - a. One Stop Center Certification
 - b. Workforce Response Team/Employer Workforce Training Fund oversight
 - c. Eligible Training Provider List application review and approval
6. **OWA Membership:** Recruit OWA members, provide support and dialogue with regional OWA members.
7. **Special Projects:** Provide leadership or support for region-specific projects that address workforce or education needs (i.e. National Career Readiness Certificate implementation, Career Fairs, Customized Training, Employer Seminars, etc.).

8. **System Growth and Enhancements:** Cross knowledge sharing of information at the regional level on a regular basis. Provide a forum to promote WorkSource system service delivery support, evaluation and improvement.

(NOTE –Underlined areas are those that without dedicated staffing will likely be impossible in the future, it is recommended by staff that these be struck.)

Recommendations:

Each region is expected to develop an advisory group – which involves (majority of members) the private sector, a representative of labor / workers, and those One-Stop partners who want / desire to participate.

Advisory groups will be a mechanism to provide input from the community/region into the policy-making and planning decisions conducted by the Oregon Workforce Alliance. Each Advisory Group will include at least one active Oregon Workforce Alliance member, ensuring that Advisory Group concerns and input are properly represented at the OWA. Further the Advisory Groups will be expected to continue work related to the purpose defined above.

Advisory group responsibilities may be carried out by alternative entities that function in the community including OED Employer Services Committee, Chamber of Commerce Board, Other existing leadership groups, industry panels, etc. In order to assess this opportunity to streamline / align purpose and function with other existing groups – each region is expected to conduct an inventory of leadership groups already being convened that could function also as the Regional Workforce Advisory Group.

Advisory groups will be asked to make a quarterly report at OWA Committee meetings and should be convened at least quarterly. Meetings may be held in person or virtually via the TOC/OWA Virtual Boardroom or a combination.

The OWA Executive Committee will be requesting input on one topic / quarter from the Advisory Groups. Input may include feedback on local one-stop services, specific services, entrepreneurial activity and support, specific business and industry support, feedback on economic development activities, etc.

Maintenance of the Advisory Groups are the responsibility of the active one-stop partners in the region and a collaborative plan to do so will be a condition of one-stop approval/participation.

Regions will submit a transition plan for review to the OWA Executive Committee by February of 2012. Final transition plans will be forwarded for action to the Oregon Workforce Alliance at their March quarterly meeting.

Questions:

- 1) **What's the hook that will keep a group of volunteers engaged?**
- 2) **There are probably a myriad of ways to get at the same goal(s)/purpose – what are they??**
- 3) **Do we agree that having a body in each region to provide input to the system and the OWA is essential?**
- 4) **Do we need to have the same thing in every region?**
- 5) **Do these groups need to be formal? Could they be informal (i.e. made up of business/industry and job seekers who used services in the last quarter – some sort of random selection and invitation??)**



OWA Member Application

PERSONAL DATA			
Name:	CHARLES MASSIE	Work Phone:	541-884-5193
Employer:	KLAMATH COUNTY CHAMBER OF COMMERCE	Occupation/Job Title:	EXEC DIR
Work Address:	205 RIVERSIDE ST. STE A	E-mail:	EXECUTIVE@KLAMATH-OR.G
City, State, Zip	KLAMATH FALLS, OR 97601	Cell Phone:	541-201-1472
County:	KLAMATH	Birthdate (Month, Day)	11/28

EMPLOYMENT		
DATES	EMPLOYER	POSITION
AUG 2007 - PRESENT	KC CHAMBER	EX. DIR
APRIL APRIL 1989 - PRESENT	PIZZA: PASTA PLACE, INC	CEO

Please select the category you are applying to represent from the following list:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Business | <input type="checkbox"/> Organized Labor | <input checked="" type="checkbox"/> Community Based Organizations |
| <input type="checkbox"/> K-12 Education | <input checked="" type="checkbox"/> Economic Dev. | <input type="checkbox"/> Community Colleges |
| <input type="checkbox"/> Vocational Rehab. | <input type="checkbox"/> Native Americans | <input type="checkbox"/> Adult & Family Services |
| <input type="checkbox"/> Job Corps | <input type="checkbox"/> Title IB WIA | <input type="checkbox"/> Migrant Seasonal Farmworkers |
| <input type="checkbox"/> Employment Service | <input type="checkbox"/> Community Services | |
| | <input type="checkbox"/> Block Grant | |

It is possible that a member could represent more than one category – please mark as appropriate (i.e. CSBG and WIA IB)

For business representatives and organized labor please tell us a little more about your industry sector:

Check One:

- | | | |
|--|---|--|
| <input type="checkbox"/> Hi Tech / Software | <input type="checkbox"/> Recreation | <input type="checkbox"/> Food Processing/Nursery/Agriculture |
| <input type="checkbox"/> Creative Services | <input type="checkbox"/> Metals | <input type="checkbox"/> Forest/Wood/Paper Products |
| <input type="checkbox"/> Professional Services | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Transportation Equipment |
| <input type="checkbox"/> BioMedical/Health | <input type="checkbox"/> Apparel/Sporting Goods | |

Please briefly describe the nature of your company's business (what services it provides, what it makes, etc.): WE ARE A BUSINESS REPRESENTATIVE AND ADVOCACY ASSOCIATION.

Number of Employees:

2 SERVING OVER 500 MEMBERS

RELATED ACTIVITIES

List any industrial, trade or professional organizations to which you belong. Also list community related activities that you have been involved with that are related to workforce and/or economic development.

DATE	ORGANIZATION	LOCATION
2008 - Present	US Chamber - Member	Washington, DC
2009 - Present	SLOTTED BOARD OF DIR	KLAMATH FALLS
2008 - Present	RWIB " "	KLAMATH FALLS
2010 - Present	ROSS RAGLAND THEATRE BOARD OF DIR	KLAMATH FALLS

Describe your interest in serving on the Oregon Workforce Alliance Board – include information on your experience and background that supports your interest:

I HAVE BEEN ACTIVELY INVOLVED IN LOCAL WORKFORCE DEVELOPMENT ISSUES SINCE OPENING A BUSINESS IN KLAMATH FALLS IN 2001.

The Oregon Workforce Alliance
 – Recognized as Outstanding Rural Workforce Investment Board of 2008.

I understand that if selected as a representative to the OWA that I will be expected to attend two full meetings a year which include committee meetings, to participate in a new member orientation, to review materials I receive from the TOC/OWA Administrative Office and to participate actively as described in the member job description. I further understand that when voting on WIA issues, I must declare any potential conflict of interest.

Typed Name: CHARLES MASSIE

Signature: 

Date: 6/29/2011

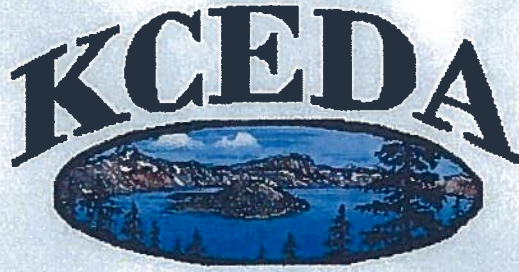
For Office Use:

Date Received: _____

Complete: _____

Date Appointed: _____

Rosters Committee Membership Email Lists Web



THE KLAMATH COUNTY ECONOMIC DEVELOPMENT ASSOCIATION

Klamath—America's Most Sustainable County

July 3, 2011

*To: Beverly Leigh, Administrator
Regional Workforce Investment Board*

*Fm: Trey Senn, Director
Klamath County Econ. Devl. Assoc.*

Re: Recommendation for Chip Massey

*It is my pleasure to recommend Chip Massey of
the Klamath County Chamber of Commerce to serve
on the Oregon Workforce Alliance Board of
Director's representing Region 11.*

I can think of no one who would do a better job.

**P O Box 1777 Klamath Falls, Oregon 97601 Phone 541.882.9600 Fax 541.882.7648
www.sustainableklamath.org**



SOUTH CENTRAL OREGON

ECONOMIC DEVELOPMENT DISTRICT

PO Box 1529 • 317 South 7th, 2nd Floor • Klamath
Falls, Oregon 97601

Phone (541) 884-5593 • Fax (541) 884-6738

Date: July 1, 2011
To: Oregon Workforce Alliance
From: Betty Riley, Executive Director
Re: OWA Board appointment

I would like to recommend that Chip Massie, Executive Director of the Klamath County Chamber of Commerce be appointed to the Oregon Workforce Alliance board of directors representing Region 11. Chip has extensive professional knowledge of workforce issues both as a business owner and as a representative of Klamath County businesses. With Chip's background and experience he will provide a valuable contribution to the OWA.

Sincerely

Betty Riley



OWA Member Application

PERSONAL DATA			
Name:	Lisa Lewis	Work Phone:	541-464-2044
Employer:	Department of Human Serv.	Occupation/Job Title:	District Manager
Work Address:	1937 W. Harvard Blvd	E-mail:	lisa.lewis@state.or.us
City, State, Zip	Roseburg, OR 97470	Cell Phone:	541-531-8019
County:	Douglas	Birthdate (Month, Day)	7/19

EMPLOYMENT		
DATES	EMPLOYER	POSITION
1992-present	DHS	Served in many positions beginning with a clerical position. I promoted from that to various caseload carrying positions and then into management. I currently serve as District Manager for DHS CAF in Douglas County.

Please select the category you are applying to represent from the following list:

- | | | |
|---|---|---|
| <input type="checkbox"/> Business | <input type="checkbox"/> Organized Labor | <input type="checkbox"/> Community Based Organizations |
| <input type="checkbox"/> K-12 Education | <input type="checkbox"/> Economic Dev. | <input type="checkbox"/> Community Colleges |
| <input type="checkbox"/> Vocational Rehab. | <input type="checkbox"/> Native Americans | <input checked="" type="checkbox"/> Adult & Family Services |
| <input type="checkbox"/> Job Corps | <input type="checkbox"/> Title IB WIA | <input type="checkbox"/> Migrant Seasonal Farmworkers |
| <input type="checkbox"/> Employment Service | <input type="checkbox"/> Community Services | |
| | <input type="checkbox"/> Block Grant | |

It is possible that a member could represent more than one category – please mark as appropriate (i.e. CSBG and WIA IB)

For business representatives and organized labor please tell us a little more about your industry sector:

Check One:

- | | | |
|--|---|--|
| <input type="checkbox"/> Hi Tech / Software | <input type="checkbox"/> Recreation | <input type="checkbox"/> Food Processing/Nursery/Agriculture |
| <input type="checkbox"/> Creative Services | <input type="checkbox"/> Metals | <input type="checkbox"/> Forest/Wood/Paper Products |
| <input type="checkbox"/> Professional Services | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Transportation Equipment |
| <input type="checkbox"/> BioMedical/Health | <input type="checkbox"/> Apparel/Sporting Goods | |

Please briefly describe the nature of your company's business (what services it provides, what it makes, etc.): Human Services provider

Number of Employees:In Douglas County we have approximately 150 staff in Child Welfare and Self Sufficiency

RELATED ACTIVITIES

List any industrial, trade or professional organizations to which you belong. Also list community related activities that you have been involved with that are related to workforce and/or economic development.

DATE	ORGANIZATION	LOCATION
5/2011 - Current	Roseburg Workforce Investment Board	Roseburg, OR

Describe your interest in serving on the Oregon Workforce Alliance Board – include information on your experience and background that supports your interest:

As a Social Service provider we work with families in poverty on a daily basis. DHS has always collaborated with community partners to assist our families in improving their economic standing and their ability to find and maintain employment adequate to support their families. It is important for us at DHS to understand what skills are needed by our local employers, both for entry level positions and as a means for promoting. We recognize that when employers are unable to find and maintain staff their bottom-line is affected. By working within our community we are better able to direct and design the programs offered to our clients to help them become more valuable employees.

As a rural community we rely heavily upon our local partnerships with the understanding that we are all serving the same families. As the state has struggled with economic hardships in the recent years it has had an impact upon local businesses as well as non profit and government agencies. I believe that by working together we can make a difference in our communities by coordinating our services.

I am interested in serving on the OWA Board so that I can better partner within my community and within the state at large. Thank you for considering my application.

**The Oregon
Workforce Alliance
– Recognized as
Outstanding Rural
Workforce
Investment Board
of 2008.**

I understand that if selected as a representative to the OWA that I will be expected to attend two full meetings a year which include committee meetings, to participate in a new member orientation, to review materials I receive from the TOC/OWA Administrative Office and to participate actively as

described in the member job description. I further understand that when voting on WIA issues, I must declare any potential conflict of interest.

Typed Name: Lisa J. Lewis

Signature: _____ Date: _____

For Office Use:

Date Received: _____ Complete: _____

Date Appointed: _____

____ Rosters ____ Committee Membership ____ Email Lists ____ Web



OWA Member Application

PERSONAL DATA			
Name:	Jim Pfarrer	Work Phone:	541-349-4150
Employer:	State of Oregon Employment Department	Occupation/Job Title:	Area Manager
Work Address:	2510 Oakmont Way	E-mail:	James.F.Pfarrer@state.or.us
City, State, Zip	Eugene, OR 97401	Cell Phone:	503-798-0149
County:	Lane	Birthdate (Month, Day)	12-05

EMPLOYMENT		
DATES	EMPLOYER	POSITION
09-01-10 to Present	Employment Department	Area Manager
5-28-01 to 8-30-10	Employment Department	Field Office Manager
2-1-98 to 5-27-01	Employment Department	Employment Supervisor

Please select the category you are applying to represent from the following list:

- | | | |
|--|---|--|
| <input type="checkbox"/> Business | <input type="checkbox"/> Organized Labor | <input type="checkbox"/> Community Based Organizations |
| <input type="checkbox"/> K-12 Education | <input type="checkbox"/> Economic Dev. | <input type="checkbox"/> Community Colleges |
| <input type="checkbox"/> Vocational Rehab. | <input type="checkbox"/> Native Americans | <input type="checkbox"/> Adult & Family Services |
| <input type="checkbox"/> Job Corps | <input type="checkbox"/> Title IB WIA | <input type="checkbox"/> Migrant Seasonal Farmworkers |
| <input checked="" type="checkbox"/> Employment Service | <input type="checkbox"/> Community Services | |
| | <input type="checkbox"/> Block Grant | |

It is possible that a member could represent more than one category – please mark as appropriate (i.e. CSBG and WIA IB)

For business representatives and organized labor please tell us a little more about your industry sector:

Check One:

- | | | |
|--|---|--|
| <input type="checkbox"/> Hi Tech / Software | <input type="checkbox"/> Recreation | <input type="checkbox"/> Food Processing/Nursery/Agriculture |
| <input type="checkbox"/> Creative Services | <input type="checkbox"/> Metals | <input type="checkbox"/> Forest/Wood/Paper Products |
| <input type="checkbox"/> Professional Services | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Transportation Equipment |
| <input type="checkbox"/> BioMedical/Health | <input type="checkbox"/> Apparel/Sporting Goods | |

Please briefly describe the nature of your company's business (what services it provides, what it makes, etc.):

Number of Employees:

RELATED ACTIVITIES

List any industrial, trade or professional organizations to which you belong. Also list community related activities that you have been involved with that are related to workforce and/or economic development.

DATE	ORGANIZATION	LOCATION
Current	Local Regional Workforce Board	Lane County
Current	Lane Community College Advisory Board	Lane County

Describe your interest in serving on the Oregon Workforce Alliance Board – include information on your experience and background that supports your interest:

I have been with the Oregon Employment Department for 17 years and have been a vital contributor to local businesses and workers. I have served on many Workforce Boards over the years and have played a major part in providing services to businesses. I have also worked in many different areas around Oregon and understand the importance of rural communities and how important it is for those who live and work there. I believe that with my experience and dedication in serving the citizens of Oregon I will play a major part with the Oregon Workforce Alliance Board. Thank you for your consideration.

<p>The Oregon Workforce Alliance – Recognized as Outstanding Rural Workforce Investment Board of 2008.</p>
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I understand that if selected as a representative to the OWA that I will be expected to attend two full meetings a year which include committee meetings, to participate in a new member orientation, to review materials I receive from the TOC/OWA Administrative Office and to participate actively as described in the member job description. I further understand that when voting on WIA issues, I must declare any potential conflict of interest.

Typed Name: Jim pfarrer

Signature: _____

Date: _____

For Office Use:

Date Received: _____

Complete: _____

Date Appointed: _____

____ Rosters

____ Committee Membership

____ Email Lists

____ Web

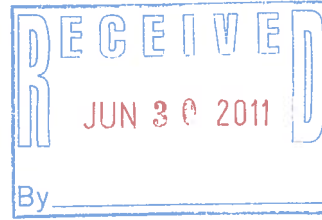


Oregon

John A. Kitzhaber, MD, Governor

Employment Department

875 Union St NE
Salem, OR 97311-0024
(503) 947-1394
TTY-TTD 711



June 27, 2011

Kris Latimer, Director
The Oregon Consortium & Oregon Workforce Alliance
260 Ferry Street S.W., Suite 202
Albany, OR 97321-2269

Dear Ms. Latimer:

This is to support the nomination of Jim Pfarrer as a representative of the Oregon Employment Department (OED) on the Oregon Workforce Alliance (OWA) Board. Mr. Pfarrer is the Area 4 Manager and would replace Ms. Kathy Mendoza on the Board.

I believe Mr. Pfarrer would be an excellent addition to the OWA Board and I appreciate your consideration.

Sincerely,

Martin L. Burrows
Assistant Director, Business & Employment Services

c: Laurie Warner
Jim Pfarrer

