

**The Oregon Consortium Board of Directors
Annual Meeting
And
Business of TOC Executive Committee
Thursday, January 19, 2006
10:00 a.m. – 1:00 p.m.
Seven Feathers - Canyonville, Oregon**

ATTENDANCE

TOC Board Members:

Rita Bernhard	Lylla Gaebel	Nikki Whitty	Marlyn Schafer
Charles Hurliman	Gary Thompson	John Elliott	John Wenholz
Mike Daly	John Lamoreau	Dan Van Slyke	Walter Ponsford

Guests:

Tom Moore	Ann Beier	Scott Koch	Rene' DuBoise
Julie Gassner	Cindy Ferner	Selaina Miller	Matt McCoy
Barb Higinbotham	Chad Freeman	Julia Withers-Lyons	J.J. McLeod
Teri Simonis	Pat Davis	Fernando Gutierrez	Jim Azumano
Bob Whittaker	Bill Mason	Norm Gershon	Sheila Semling
Robin Cope	Kris Latimer	Melissa Metz	Sherri Robertson
Jeff Dickason			

MEETING SUMMARY

I. CALL TO ORDER

Commissioner John Elliott, Board Chair, called the meeting to order at 10:05 a.m. and asked for introductions around the room.

A. MINUTES FROM THE 2005 ANNUAL MEETING

The minutes from the January 2005 Annual Meeting were reviewed.

MOTION: Commissioner Dan Van Slyke moved, seconded by Commissioner Rita Bernhard, to approve the minutes as presented. Motion passed unanimously.

B. MINUTES FROM OCTOBER 2005 EXECUTIVE COMMITTEE MEETING

The minutes from the October 2005 Executive Committee meeting were reviewed.

MOTION: Commissioner Marlyn Schafer moved, seconded by Commissioner Gary Thompson, to approve the minutes as presented. Motion passed unanimously.

II. **AUDIT REPORT**

Melissa Metz, TOC/OWA Chief Administrative Officer, provided copies of the Comprehensive Annual Financial Report ending June 30, 2005.

Melissa announced that TOC/OWA received the Certificate of Achievement for Excellence in Financial Reporting for the eighteenth year, that the audit for 2005 has been submitted and that we hope to receive the award again. Melissa expressed her appreciation to Jennifer Handy, TOC/OWA Financial Services Coordinator, Bill Mason, and Sara Hummel of Jones & Roth, and the Regional Sub-Grant Recipients for their contributions to the completion of the audit.

Commissioner Elliott congratulated Melissa and TOC/OWA staff for a job well done.

Melissa introduced Bill Mason, CPA, Jones & Roth, P.C. to present The Oregon Consortium and Oregon Workforce Alliance Fiscal Year 2004-2005 Financial Audit Report. Mr. Mason explained that the audit found all fiscal systems to be in order and that there were no findings or questioned costs. He briefly reviewed the audit document and concluded by thanking Melissa and Jennifer Handy for their help in its completion.

Commissioner Walter Ponsford suggested the allocation formula be posted on the website.

MOTION: Commissioner Lylla Gaebel moved, seconded by Commissioner Rita Bernhard, to accept the Fiscal Year 2004-2005 Financial Audit Report as presented. Motion passed unanimously.

III. **CONFIRMATION OF BOARD REPRESENTATION BY COUNTY**

Designations to the TOC Board by Region for 2006 were reviewed with the following changes;

Coos County – Commissioner Nikki Whitty will replace Commissioner Gordon Ross
Jefferson County – Commissioner Walter Ponsford will replace Commissioner Bill Bellamy
Crook County – Commissioner Michael McCabe will replace Commissioner Mike Mohan
Gilliam County representation is yet to be determined

MOTION: Commissioner Charles Hurliman moved, seconded by Commissioner Marlyn Schafer, to approve The Oregon Consortium Board representation by county as presented. Motion passed unanimously.

IV. **CONFIRMATION OF EXECUTIVE COMMITTEE REPRESENTATION BY REGION**

Appointments to the TOC Executive Board by Region were reviewed.

Region 1 – Rita Bernhard; Region 6 – Dan Van Slyke; Region 7 – Marlyn Schafer;
Region 9 – Scott McKay; Region 10 – Michael McCabe; Region 11 – John Elliott;
Region 12 – Emile Holeman; Region 13 – John Lamoreau; Region 14 – Steve Grasty

MOTION: Commissioner Rita Bernhard moved, seconded by Commissioner Marlyn Schafer, to approve the membership of the TOC Executive Committee as presented. Motion passed unanimously.

