

## Workforce Board Meeting

Pacific Retirement Services ♦ Third Floor, Washington Room ♦ 1 W. Main St., Medford

Thursday, December 15, 2016 ♦ 2:00 - 5:00 pm

+ *post-meeting networking social 5:15p at 4 Daughters Irish Pub, 126 W Main St, Medford*

Video/Phone Conference access available at <https://global.gotomeeting.com/join/656989573>. Select your audio preference:

1) Use telephone: +1 (646) 749-3131 Access Code: 656-989-573 (normal long distance charges will apply);

2) Or, use computer microphone & speakers (headset is recommended to avoid reverb)

### Agenda

#### 1. Call to Order (5m)

**Jessica Gomez**

- Welcome & Introductions

#### 2. Membership Update (10-15m)

**Jessica, Jim Fong**

- Transitioning & New Members 📄
- Honoring Tamara Nordin

#### 3. Consent Agenda - **Action Item** (5-10m)

**Jessica**

*Consent agenda items are voted on as a block unless a member wishes to pull an agenda item(s) out for discussion*

##### a. Approval of Minutes - June 15 and September 15, 2016 RWP Meetings 📄

##### b. Approval of Revised Bylaws 📄

##### c. Approval of RWP Program Policies - the following attached and updated policies are required for the implementation of the Workforce Innovation and Opportunity Act (WIOA) federal legislation 📄

- |                          |                              |                                  |
|--------------------------|------------------------------|----------------------------------|
| • Allowable Costs Policy | • Disaster Recovery Policy   | • Public Record Requests Policy  |
| • Audit Policy           | • Equal Opportunity & Non-   | • Record Retention, Maintenance, |
| • Cash Management Policy | Discrimination Policy        | Disposition, Disclosure &        |
| • Debt Collection Policy | • Property Management Policy | Confidentiality Policy           |

#### 4. WorkSource Rogue Valley

##### • Veteran's Program & Award (5m)

**Sherri Stratton, Chuck Hanger,  
John Underwood**

##### • Governor Brown Coordination - **Action Item** (15m) 📄

**Jim**

##### Site Visit, Letter to Workforce Boards & Next Steps Follow-Up

The Governor's first ever visit to a WorkSource Oregon Center occurred in Medford on October 14<sup>th</sup>. She applauded our region's exceptional partnerships, leveraging of resources and streamlined service integration, and asked: "how can we create great partnerships like this throughout the State?" Her recent letter to Workforce Boards asks for similar recommendations. Our region, in partnership with the other Workforce Boards in the State, is preparing a response. RWP members are asked to provide input, guidance, insight and authorization.

#### 5. Workforce System

##### • Dashboard (20m) 📄

**Jim, Sherri, Dave Fricke**

##### Review & Finalize – Phase 1

Draft dashboard of WSRV performance has been prepared for review, based on initial feedback from RWP members. We plan to use this as a starting point and create a template for creating a combined performance management dashboard for the entire workforce system. Finalization of this first dashboard will represent completion of phase 1.

## 6. Sector Strategies | College & Careers for All | Workforce Partnerships

- **Rogue Tech Collective** (20m) *Adam Cuppy, Trever Yarrish*

- › **Tech Tour**

60 Computer Science students from RCC, KCC, SOU & OIT spent Oct 28<sup>th</sup> touring and networking with tech companies in Ashland and downtown Medford. Over 75% came away with interests to explore career possibilities in the Rogue Valley. 📎

View: [Tech Tour Video 2016](#) | View: [Rogue Tech Industry Video](#)

- › **RCC Web Development Program Changes**

Update on changes underway to improve program and to significantly increase enrollment, with special recruitment efforts to high school students and WSRV customers as part of CC4A.

- › **Governor Brown & Zeal Site Visit**

Report out of the Governor's site visit to Zeal on Oct 14<sup>th</sup>.

### Break

- **Rogue Advanced Manufacturing Partnership (RAMP)** (20m) *Mike Donnelly, John Underwood, Norm Kester, Cathy Kemper-Pelle*

Industry leaders are focused on 3 key priorities:

1. Recruiting and Maintaining a Skilled Workforce
2. Manufacturing Awareness and Image Campaign
3. Public Policy Advocacy – to school boards, BOLI, Legislature, etc.

Immediate focus is on an industry survey to identify top Industry Recognized Certifications needed and linking these into K-20 curriculum to create improved career pathway capacities 📎

Take the survey: [RAMP Industry Survey](#)

- **Uniting Industry, Education & Workforce Efforts** (30m) *Norm, John, Dana Shumate, Kathy Trautman*

Our efforts are fragmented. A core group of our Business, Education & Workforce leaders are creating a unified approach with common messaging, branding and consolidated efforts. 📎

See: [Project Scope & Outline](#) | Video: [Connecting to Purpose](#) | Video: [Defining Southern Oregon](#) | Video: [A Rogue Life](#)

- › **Oregon Connections Rollout** (5m)

*Jim, Dana, Julie Gillis*

Online matching platform for businesses to post opportunities for industry tours, job shadows, internships, class presentations, etc.; and for schools/WSRV to post requests for same. We're piloting and creating operational standards for schools so students get needed classroom instruction/support and are prepared to benefit from CRLE's.

View it at: [Oregon Connections](#)

- › **Traitify** - 2 minute visually-based personalized career matching (5m) *Jim*

<https://medfordonestop.traotify.com/>

- › **A Business Model** - to sustain our efforts for next decade + (15-20m) *Jessica*

- › **Careers in Gear** - Register at: [Careers in Gear](#) (5m) *Deanna Wilson, Jen Perry*

- › **Chief Science Officer Project** (5m) 📎 *Allison Sweeny*

- › **STEM Teacher Externships Grant** (5m) *Dana*

## 7. Other Business *Jessica*

## 8. Adjourn *Jessica*

*\*Post meeting networking social 5:15p at 4 Daughters Irish Pub, 126 W Main St, Medford*

📎= Documents attached or will be handed out at meeting



## ACTION BRIEF

To: Rogue Valley Workforce Consortium  
From: Jim Fong, Executive Director  
Date: December 6, 2016  
Subject: Appointments to Rogue Workforce Partnership - *Workforce Development Board*

### Background & Discussion

Per the Workforce Innovation and Opportunities Act of 2014 [Subpart B], Jackson and Josephine Counties is designated as one of nine regions of the State to function as a Workforce Development Area. "The purpose of identifying regions is to align workforce development activities and resources with larger regional economic development areas and available resources to provide coordinated and efficient services to both job seekers and employers."

WIOA [Subpart C] calls for the region's Local Workforce Development Board to be "appointed by the chief elected official(s) in each local area in accordance with State criteria established under WIOA sec. 107(b)." The Rogue Valley Workforce Consortium (RVWC) was created through an intergovernmental agreement between Jackson and Josephine Counties to perform the functions, role and responsibilities of the chief elected official.

To reappoint expiring positions and fill vacant positions (retroactive to July 1, 2016), the following slate of candidates has been developed for the RVWC's consideration.

	<i>Name</i>	<i>Title</i>	<i>Organization</i>
Reappointment	Gregg Edwards	Chief People Officer	ASANTE Health Systems
	Nikki Jones	Owner	Express Employment Professionals
	Wes Brain	Labor Representative	SEIU 503
	Fred Holloway	President	Holloway Human Resource Management Consulting
	Scott Koch	VP/Territory Manager	Umpqua Bank
New Appointments	Shawn Hogan	VP of Engineering	Linx Technologies, Inc.
	Catherine Goslin	Director of Human Resources	Rogue Valley Manor
	Kim Oveson	Human Resource Officer	LaClinica
	Lance Corley	Inside Construction Director	Crater Lake Electrical JATC
	Cathy Kemper-Pelle	President	Rogue Community College
	Colleen Padilla	Executive Director	SORED
	Kirk Kolb	Superintendent	Grants Pass School District
	Linda Schott	President	Southern Oregon University
	Nagi Naganathan	President	Oregon Institute of Technology
	Joe Myers	Vice President	Pacific Electrical Contractors

- The attached chart displays full membership and status of positions for the RWP - Workforce Board
- New members will be assigned to staggered terms as appropriate / needed

### Recommended Action

- Appoint the individuals listed above to the Rogue Workforce Partnership.

# RWP Workforce Board ♦ Membership & Positions

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Business Representatives ♦ <b>Mandatory Majority</b>			Labor Representatives (2) ♦ <b>Mandatory</b> (could add members)		
1	Jessica Gomez* ♦ Founder & CEO <i>RWP Chair</i>	Rogue Valley Microdevices	Jon Flegel ♦ Labor Representative	IBEW Local 659 - International Brotherhood of Electrical Workers	1
2	Gregg Edwards* ♦ Chief People Officer <i>RWP Vice-Chair</i>	ASANTE Health Systems	Wes Brain ♦ Labor Representative	SEIU 503 - Service Employees International Union	2
			Joint Apprenticeship Training Center (1) ♦ <b>Mandatory</b> (could add members)		
3	Michael Donnelly* ♦ Materials & Facilities Manager	Carestream, Inc.	Lance Corley ♦ Inside Construction Director	Crater Lake Electrical JATC – Joint Apprenticeship Training Committee	3
			Community-Based Organizations - with demonstrated experience & expertise in addressing the employment needs of individuals with barriers to employment - serve <b>veterans</b> , or individuals with <b>disabilities</b>		
4	Nikki Jones* ♦ Owner	Express Employment Professionals	_____ ??? ♦	Easter Seals (Veterans) ???	4
5	Brent Kell ♦ Executive Director	Valley Immediate Care	_____ ??? ♦	Southern Oregon Goodwill Industries (Disabilities)???	5
			Organizations - with demonstrated experience & expertise in addressing the employment, training, or education needs of <b>eligible youth</b> , including representatives of organizations that serve <b>out-of-school youth</b>		
6	John Underwood ♦ Human Resources Manager	Timber Products	_____ ??? ♦	School District (from below)? (or Maslow Project ???)	6
7	Norm Kester ♦ CEO	Quantum Innovation	_____ ??? ♦	School District (from below)?	7
8	Adam Cuppy ♦ Co-Founder & COO	Zeal	Tom Drummond ♦ Co-Director	College Dreams ???	8
			Education & Training – Title II & Higher Education ♦ <b>Mandatory</b>		
9	Chad Scott ♦ Director Human Resources	Fire Mountain Gems & Beads	Cathy Kemper-Pelle ♦ President	Rogue Community College	9
			Economic / Community Development ♦ <b>Mandatory</b>		
10	Shawn Hogan ♦ VP of Engineering	Linx Technologies, Inc.	Colleen Padilla ♦ Executive Director	SOREDI	10
			OED / Wagner-Peyser ♦ <b>Mandatory</b>		
11	Catherine Goslin ♦ Director of Human Resources	Rogue Valley Manor	Sherri Stratton ♦ Senior Manager	Oregon Employment Department	11
			Vocational Rehabilitation ♦ <b>Mandatory</b>		
12	Kim Oveson ♦ Human Resource Officer	LaClinica	Matthew Balkwill ♦ Area Manager	Office of Vocational Rehabilitation Division	12
			Optional Members		
13	Fred Holloway ♦ President	Holloway Human Resource Management Consulting	Doug Mares ♦ District Manager	Oregon Department of Human Services	13
14	Scott Koch ♦ VP/Territory Manager	Umpqua Bank	Scott Beveridge ♦ Superintendent	Southern Oregon Education Service District	14
15	Joe Myers ♦ Vice President	Pacific Electrical Contractors	Brian Shumate ♦ Superintendent	Medford School District	15
16	_____ ??? ♦	_____ ??? ♦	Kirk Kolb ♦ Superintendent	Grants Pass School District	16
17	_____ ??? ♦	_____ ??? ♦	Teresa Sayre ♦ Superintendent	Phoenix-Talent School District	17
18	_____ ??? ♦	_____ ??? ♦	Linda Schott ♦ President (Sue Walsh –proxy?)	Southern Oregon University	18
19	_____ ??? ♦	_____ ??? ♦	Nagi Naganathan ♦ President	Oregon Tech	19
20					
Total RWP Workforce Board Membership = 39					

**Mandatory**  
Must be  
20% of  
Workforce  
Board

**Mandatory** = WIOA Workforce Board Membership Requirement

\* = Corporate Director

■ = Proposed New Member

■ = Possible Candidate to be Contacted or Vacant Position

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## **WORKFORCE INNOVATION & OPPORTUNITY ACT**

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### **SEC. 3. DEFINITIONS.**

**(10) COMMUNITY-BASED ORGANIZATION.**—The term “community-based organization” means a private nonprofit organization (which may include a faith-based organization), that is representative of a community or a significant segment of a community and that has demonstrated expertise and effectiveness in the field of workforce development.

**(11) COMPETITIVE INTEGRATED EMPLOYMENT.**—The term “competitive integrated employment” has the meaning given the term in section 7 of the Rehabilitation Act of 1973 (29 U.S.C. 705), for individuals with disabilities.

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### **SEC. 107. LOCAL WORKFORCE DEVELOPMENT BOARDS.**

**(2) COMPOSITION.**—Such criteria shall require that, at a minimum—

(A) a majority of the members of each local board shall be representatives of **business** in the local area, who—

- (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;
- (ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; and
- (iii) are appointed from among individuals nominated by local business organizations and business trade associations;

(B) not less than 20 percent of the members of each local board shall be representatives of the workforce within the local area, who—

- (i) **shall** include representatives of **labor organizations** (for a local area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a local area in which no employees are represented by such organizations) other representatives of employees;
- (ii) **shall** include a representative, who shall be a member of a labor organization or a training director, from a **joint labor-management apprenticeship program**, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists;
- (iii) may include representatives of **community based organizations** that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve **veterans** or that provide or support competitive integrated employment for individuals with **disabilities**; and
- (iv) may include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of **eligible youth**, including representatives of organizations that serve **out-of-school youth**;

(C) each local board shall include representatives of entities administering **education and training** activities in the local area, who—

- (i) **shall** include a representative of eligible providers administering **adult education and literacy** activities under title II;
- (ii) **shall** include a representative of institutions of **higher education** providing workforce investment activities (including community colleges);

(iii) may include representatives of **local educational agencies**, and of **community-based organizations** with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment;

(D) each local board shall include representatives of governmental and **economic and community development** entities serving the local area, who—

(i) **shall** include a representative of **economic and community development** entities;

(ii) **shall** include an appropriate representative from the **State employment service** office under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) serving the local area;

(iii) **shall** include an appropriate representative of the programs carried out under title I of the **Rehabilitation** Act of 1973 (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732, 741), serving the local area;

(iv) may include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance; and

(v) may include representatives of philanthropic organizations serving the local area; and

(E) each local board may include such **other** individuals or representatives of entities as the chief elected official in the local area may determine to be appropriate

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# ROGUE WORKFORCE PARTNERSHIP

## MINUTES

### ROGUE WORKFORCE PARTNERSHIP

June 15, 2016

Pacific Retirement Services - Third Floor, Washington Room  
1 W. Main St., Medford, OR

#### MEMBERS PRESENT:

Adam Cuppy\*, Michael Donnelly\*, John Higgins\*, Brent Kell, Norm Kester, Doug Mares, Tamara Nordin, Chad Scott, Brian Shumate, Sherri Stratton, John Underwood, Susan Walsh

\*= *via phone/videoconference*

#### QUORUM PRESENT: Yes

#### OTHERS ATTENDING:

*Oregon Employment Department:* Tamara Schroeder, Ainoura Oussenbec, Guy Tauer, Josh Morell

*Department of Human Services:* Melissa Wolff

*Oregon Vocational Rehabilitation:* Kristi Hyman

*Rogue Community College:* Daniella Bivens, Bill Jiron, Serena St. Clair

*ResCare Workforce Services:* Tabitha Carlson

*Southern Oregon Goodwill Industries –* Greg Lemhouse

*Junior Achievement –* Deanna Wilson

*Business Oregon -* Larry Holzgang

*College Dreams -* Jen Perry\*

*AFL/CIO –* Mark Warne

*BBSI- Suz Montemayor, Joe Rossi*

*Rogue Workforce Partnership:* Aurora King, Dana Shumate, Rene' Brandon, Sherri Emitte, Tami Allison, Jim Fong

#### 1) CALL TO ORDER, WELCOME & INTRODUCTIONS

The RWP meeting was called to order by Tamara Nordin at 2:06 pm. Both Chair and Vice-Chair were not in attendance.

#### 2) CONSENT AGENDA:

**MATT BALKWILL MOVED TO APPROVE THE CONSENT AGENDA. THE MOTION WAS SECONDED BY BRENT KELL AND APPROVED UNANIMOUSLY.**

#### 3) WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)

PY 15 & PY 16 Program Updates, Integration & Coordination

Aurora kicked off this part of the agenda by addressing questions raised around metrics and indicating that we will be focusing our efforts in the coming year on reporting out previous year's data, tracking different local elements to establish the validity of the structure, and how people are moving through the One Stop Centers. "The plan for next quarter is to report out on last year's data as well as our PY 16 targets", Aurora stated. Aurora went on to say that local measures have been put in place with ResCare such as training-related placements, retention, and OJT investments in sector strategy occupations.

Norm inquired as to how the information is being gathered and whether we are getting feedback from employers on what the "failure" is, indicating that the issue may not be education, but in fact be soft skills such as attendance. Aurora responded by saying that we do not currently have a systemized approach for gathering this information; however, we definitely want to implement one. Tabitha added that some feedback from employers is being tracked in a spreadsheet. Tamara added the importance of establishing the relationships with employers in order to obtain that feedback.

Sherri Emitte referred the group to the handout in today's packet titled Funding and Activity Summary. This summary represents only funds that come directly to the Workforce Board. She noted that funding is increasing and there are some rollover funds that have not been included in this summary to date. Aurora added that we will talk later about BTWO (Back to Work Oregon) which allows up to 15% of the funds to be spent on employed workers. Rene' added that the increase in youth funding is especially important and is an opportunity to strategically invest to serve more youth and generate even greater outcomes. Other youth serving organizations, such as Maslow Project and other youth serving organizations could be tied into this work as well," stated Rene'. Sherri closed by saying that the goal is provide a systems overview of this information to the board.

Jim encouraged the group to let us know if they are interested in an opportunity to engage with other community partners to discuss changes in either the adult or youth investment strategies - what's been working, what's not, etc.

## **Title V – Oregon Employment Department**

### **Wagner-Peyer & SEDAF** *(State Employment Department Administration Fund)*

Sherri Stratton, Senior Manager of Oregon Employment Department, addressed the group indicating she has been in her new role for a little over a year and the real heavy lifting has been about integrating systems, and working collaboratively to streamline and be a better resource to employers as well as job seekers. "A lot is going on and a lot of resources are at the table," Sherri added. The focus is on taking the WorkSource Operational Standards, pooling resources, removing ourselves from siloed-thinking, and asking ourselves how are we helping any customer who comes through the door to get into the pipeline; as well as doing a better job of making referrals to job listings by coordinating systems and identifying the talent pool.

On a related note, Jim spoke briefly about the grant that RCC submitted having to do with the Oregon Talent Council that would provide students, unemployed and incumbent workers with the applied skills



and experience that significantly increase their employability. John Underwood added that this grant is scalable and does not only apply to wood products, but to other sectors as well, and the importance of getting the current workforce connected and ready to fill in.

### **Department of Human Services**

#### **TANF-JOBS, SNAP 50/50**

In addition to the TANF-JOBS and SNAP 50/50 programs, Melissa introduced two training investment / scholarship opportunity programs:

- **SOHOPE** (*Southern Oregon Health Occupations Poverty Elimination*) grant. This grant award is a 5 year \$14.5 million dollar grant from the U.S. Department of Health & Human Services designed to serve low-income individuals in Jackson and Josephine Counties and provides access to healthcare education and training programs that may result in a long-term, living wage job in the healthcare sector. This grant includes wrap-around support services, such as such as transportation and childcare support, that are often barriers for low-income student success. About 1/3 of participants will need to be in a control group. Clients randomly assigned to the control group will be able to access the REACH grant resources.
- **REACH** (*Rogue Educational Achievement*) – is another training investment and scholarship grant program. This grant was spearheaded by Senator Alan Bates and serves 150 TANF, or recent TANF-leaver families. As the Co-Chair of the Human Services Subcommittee of the Ways & Means Committee, Senator Bates was seeking to find new ways to improve the TANF program's capacity to help clients move out of poverty.

REACH provides training scholarships in a range of career pathways, including advanced manufacturing, information technology and healthcare. The program has rolling enrollment, and has had 46 total participants to date. Melissa shared a data handout with the group and talked about attending the first REACH graduation. "It was inspiring to be in a room of people who have gone through rough life circumstances and see them with their families celebrating their accomplishment", Melissa stated.

Jim also reported that SNAP (Supplemental Nutrition Assistance Program) 50/50 is a program rolling out statewide. Local or state non-federal funds can be used as a match to draw down additional federal funds. For WorkSource Oregon, we'll be leveraging the SEDAF funds from OED to leverage additional resources that will compound over time. Workgroups are being convened and more information will be brought to the RWP as this program develops.

### **Title II – Adult Basic Skills**

Jim reported that a work group of organizations who provide Adult Basic Skills services has been meeting for several months to work on integrated program planning and mapping out of the ABS system to better serve customers. This group includes Laurie Rydell (recently retiring), Julie Rossi and Serena St. Clair from RCC, Tabitha Carlson and WSRV staff from ResCare, and Greg Lemhouse and staff from Southern Oregon Goodwill Industries.

The goal is to work as a streamlined system to better serve adults or youth dropouts who are seeking to improve their basic skills in reading and math, and prepare for taking the GED (or in some cases, finish

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their high school diplomas). We also want to create natural career pathway connections for GED students so that more of them will continue into further skills-building training.

“There is a lot of overlap and we need to pinpoint student needs and point them in the right direction”, Greg Lemhouse stated. Serena St. Clair added that it has been very rewarding to see the RCC, WorkSource Rogue Valley and SOGI programs provide complimentary services that meet the diverse needs of the population. Adult Basic Skills covers GED as well as ESL (*English as a Second Language*). And, under WIOA, GED is no longer an outcome in itself, it is GED Plus. This would also serve our community in helping to achieve Oregon’s 40/40/20 goals.

Sherri Stratton indicated that she would start attending these ABE/Title II meetings in the future and would be talking about tapping into Spanish-speaking job seekers and what we are doing in regard to ESL that could be added.

#### **Title IV – Vocational Rehabilitation Services**

Vocational Rehabilitation Services work with people who have medically-related barriers to employment. “Vocational Rehabilitation crosses all programs,” stated Matt Balkwill. Matt went on to report that VR now has a mandate to support youth programs (*ages 14-24*) by addressing medical barriers, and that the estimate is that approximately 400 students in the region will graduate being identified with medically-related barriers. Vocational Rehabilitation is not bound by programmatic constraints and bottom line is what the employee needs. Last year 1.6 million dollars was spent on goods and services, 268 people successfully exited out of the program, and approximately 55% were retained through the 2<sup>nd</sup> quarter of employment.

#### **Summary**

Jim wrapped up this portion of the agenda by saying that he has not seen this unique level of systems alignment anywhere else in the state, and asks that the board help guide us on our investment strategies, and help ground the system to employer needs. The long-term goal is to get longitudinal and cohort-based data to more effectively manage all of these programs as a comprehensive workforce system.

Norm indicated that he is encouraged by the discussion and would like to see comparable on dollars and time saved and relationship to success.

#### **4) REFINING OUR MISSION STATEMENT**

RWP members worked on the mission and vision statement activity. Comments are as follows as well as listed on the activity sheet:

- The vision is saying the same thing as the mission
- Do we need a vision statement
- Vision represents the end result
- The mission explains how we get to the end result
- Mission should lineup with the ultimate vision
- Vision casting is where you get the hope and excitement

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- Mission is what you “are”
- Vision is “what you aspire to be” – words need to reflect this
- Does it apply more to the business, or full and meaningful employment to those who seek it?
- Is it to grow business, individuals, or both? (Jim’s response is that it is both; but with a top priority of meeting business needs to create a demand-driven workforce & education / training system)
- Desire to give people the skillset necessary to allow them to achieve the aspirations that align with the local business.
- Goal is to have dollars come back to the community
- Global economy is the mission
- Regional economy is the vision
- Should say “local economy” in the mission
- Strong regional business community that provides quality jobs... (Matt will key up and get wording to Jim)

**Next steps:** RWP staff will consolidate and clean-up the input from RWP members and bring it to an upcoming Corporate Directors meeting for refinement and to edit down to a final recommendation. A refined version of the mission, vision and promise statements will then be brought back to the September 15<sup>th</sup> Workforce Board meeting for final review and approval.

## 5) CAREERS IN GEAR & OTHER CAREER NETWORKING EVENTS

Deanna Wilson reported on the great Careers in Gear event this year, and indicated that the hope is to make it even more robust next year, and to grow it in partnership with SHRM and other supporters in the community. She indicated that 649 students attended this year and that the event was changed up a little to include different sessions, etc. Deanna thanked everyone for their support.

Jim added that a debriefing will take place that will include SHRM. We want to explore ways build upon the success of Careers in Gear, and expand opportunities for more career-seekers to network with employers. We also want to give a broader array of employers to connect with the talent pipeline of both youth and adult job/career-seekers.

Some suggestions from business leaders included:

- Using Careers in Gear venue and build off of it to bring adults in, perhaps in the evening. Staffing of the exhibitors would need to change to relate more to the adult job seeker.
- Keep as a one day event as opposed to two or more different times – small employers struggle to send employees more than once a year.

Other suggestions included:

- Be smart and efficient about the event (s)
- Dovetail on Careers in Gear on the front end to get long time exhibitors, and then branch out
- Marketing the event in the right way will bring people from other areas who want to live here
- Partner with RCC and the military for job fairs

Matt Balkwill and Tamara Schroeder asked to be added to the Career Networking Events group.

SORED1 convened a meeting to debrief the recent industry tour with the conversation focusing on how to create a cultural change in how we connect with each other, and creating venues where people can find out information about something they know nothing about.

## **6) COLLEGE AND CAREER FOR ALL IMPLEMENTATION**

Jim showed a PowerPoint presentation from the last College and Career for All partner meeting. Approximately 1.8 million dollars in grant funds from STEM, Dual-Credit and CTE-Revitalization were awarded in Josephine, Jackson, and Klamath counties. Funding timeline is through June 30, 2017. SOESD is project managing most of these grants. If you would like to be involved, contact Dana Shumate.

John Higgins talked about STEM Academy – 45 slots for kids to get STEM experience. The event sold out within a week and a half. Seventh – 9<sup>th</sup> graders coming on campus four days to work. The hope is to expand next year.

All school districts as well as informal education partners (after school) will have access to hands-on Advanced Manufacturing equipment such as 3-D printers, laser engravers, drones, etc.,. Two mobile labs are being fit-up for use throughout the region to promote these high-tech careers.

This is somewhat similar in concept to Junior Achievement statewide rotation of the Finance Park event which comes to Jackson County twice a year that teaches students in family budgeting through a hand-on learning experience.

## **7) GOVERNANCE & MEMBERSHIP UPDATE**

Jim reported that there has been an update in state statutes related to Workforce Boards that defines a quorum as a 51% majority of members will affect our strategy of having a large 39-person board that includes all the education partners we have. The 51% quorum requirement will make it difficult to have a quorum. Conversations will be taking place with John Chamberlin to figure out options. RWP members agreed that there is a real sense of value to have all the education partners at the table. Options will be explored with the Corporate Directors and a final recommendation/action will be brought to the September Workforce Board meeting.

## **8) ACES PRESENTATION REMINDER**

Jim emailed the reminder regarding the Southern Oregon Success Key Leaders Summit on June 29<sup>th</sup>. The focus will be on the Adverse Childhood Experiences work that Grants Pass School District presented on at RWP previously. National consultant, Laura Porter, will present and engage participants in a training and action planning session to delve deeper into the ACE's and Trauma Informed Care body of work.

As we discussed previously, this work has the potential for profound significance in the development of the “soft skills” all employers want to see in the workforce. So, RWP members are encouraged to attend.

## **9) OTHER BUSINESS**

No other items were brought before the Rogue Workforce Partnership.

**10) ADJOURN**

With no further discussion, the meeting was adjourned at 4:41 pm.

Respectfully Submitted,

Tami Allison  
Executive Projects Manager

/tka

APPROVED:

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Chair

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Date



# ROGUE WORKFORCE PARTNERSHIP

## MINUTES

### ROGUE WORKFORCE PARTNERSHIP

September 15, 2016

Pacific Retirement Services - Third Floor, Washington Room  
1 W. Main St., Medford, OR

#### MEMBERS PRESENT:

Jessica Gomez, Tamara Nordin, Chad Scott, Matt Balkwill, Gregg Edwards, Cathy Kemper-Pelle, Shawn Hogan

\*= via phone/videoconference

#### QUORUM PRESENT: No

#### OTHERS ATTENDING:

*Oregon Community Colleges & Workforce Development* – John Asher\*, Jennifer Denning\*

*Business Oregon* – Larry Holzgang

*College Dreams* – Jen Perry, Tom Drummond

*Commission for the Blind* - Jane Hagle\*

*Department of Human Services* – Billie Arnold, Rosemary Jernigan

*Grants Pass High School* - John Young

*Jackson Co. Mental Health Supportive Employment* – Marie Poppa

*Jackson Co. Mental Health Transitional Age Youth Program* – Tawnya Soltis

*Junior Achievement* - Deanna Wilson

*Southern Oregon Goodwill Industries* - Greg Lemhouse

*WorkSource Rogue Valley Employment Dept.* - Ainoura Oussenbec, Josh Morrell, Ross Jesswein, Andrea Burcham

*WorkSource Rogue Valley ResCare* – Tabitha Carlson, Linda Lochard, Cynthia Anderson

*Rogue Workforce Partnership:* Aurora King, Dana Shumate, Julie Gillis, Sherri Emitte\*, Rebecca Williams, David Fricke, Jim Fong

#### 1) CALL TO ORDER, WELCOME & INTRODUCTIONS

The RWP meeting was called to order by Chair Jessica Gomez at 2:05 pm. Jessica welcomed everyone, introductions were made, and it was indicated that a quorum was not present today.

#### 2) CONSENT AGENDA:

Due to the lack of a quorum, the consent agenda, approval of June 15, 2016 RWP meeting minutes, will be deferred until the next meeting.

#### 3) GOVERNANCE:

Due to the lack of a quorum, this topic will be reviewed and discussed but not acted upon until the next Rogue Workforce Partnership Workforce Board meeting where a quorum is present.

Jim discussed the background that was given at the last Rogue Workforce Partnership Corporate Director's meeting where they agreed to streamline the Articles of Incorporation and Bylaws into one document. Jim and Jessica both noted that the intent is to make certain to have a minimum of one quorum meeting per year. Jessica further described the support for this change in that the coordination and size of the board allows for inclusion of education, business, and industry partners which makes it challenging to have a quorum for such a large board. Jessica indicated that we will have to test the new structure and make adjustments as needed moving forward.

#### 4) MISSION, VISION & PROMISE STATEMENTS:

Jessica indicated that input was received during the last quarterly RWP Workforce Board meeting as well as between now and then and has been incorporated into the document in today's packet. The group found balance between the suggested edits for the Mission and Vision documents; with helpful ideas about how to tease out and differentiate between the Mission and Vision statements. A suggestion was also made to remove all ampersands (&) and insert the actual word "and" into the document. It was noted that the Promise Statement could be a potential statewide best practice and standard for all regions. After some conversation, comments, and questions, the board agreed to the document as written.

#### 5) COORDINATION UPDATES

Industry, Education & Workforce Partnerships- Multiple efforts are underway to merge/coordinate this work in a unified messaging campaign. Work will continue at the next meeting of the Industry, Education & Workforce Partnerships to align the work and have a united message to discuss while keeping in mind the workforce, industry and education needs.

- Kathy Trautman, SOREDI – co-convening and leading the group to support having the EDGE campaign available to committee members to consider aspects of their message.
- Shawn Hogan – to brand and build upon the community support
- Cross-sector group to work with high schools to connect students in a coordinated effort.
- SOREDI using the EDGE campaign posters to expand and highlight different businesses and industries and coordinate with RCC and high schools to identify occupations and career pathway linkages in high schools, college and community environments.
- RCC working to link with SOREDI messages to have a unified communication strategy
- Cohesive outreach and messaging campaign about the lifestyle and thinking "The Rogue Way"
- Next meeting scheduled for September 22, 2016 at Medford Fabrication
- Second phase Oregon Technology Council grant application supporting RCC's Mary and Ralph Henderson mentor program (ready to retire employees from secondary wood products to participate and be a mentor to the next generation of learners/incumbent workers). This grant was not funded; however, a third round of funding has opened and RCC has been granted approximately \$50-55,000 to pilot a program over the next year.
- Continuing work with ResCare/One Stop centers and high schools to identify college/career pathways to prepare for demand in millwrights and electricians.
- Provide pre-apprenticeship to drive potential workforce into the pipeline to support the upcoming workforce demand

- An opportunity to have a unified message from a tested and branded campaign available from the National Association of Manufacturers, called the “Dream It, Do It” “DIDI” Campaign. This messaging has been used in 40 other states to improve the image of the manufacturing industry. Norm added that a manufacturing specific campaign needs to align and unify with the broader Rogue campaign. Mike Donnelly is taking the opportunity to the State group in October for their input.
- RCC has seen mentorship programs within the community college environment as well as scholarships increase retention from 40-80% due to the inclusion of an industry-specific mentor to assist in overcoming challenges and support them in stressful school/home/career situations.

Jessica noted the benefit of understanding that each of these communities have different messages around different topics, and pressed the importance of a unified message to align and strengthen the impact we can have in our community and a broader audience to attract companies to the Rogue Valley.

The plan is to take the proposed unified message back to the other sectors for input and feedback to drive the effort and empower the work.

October 10, 2016 Community Leaders Event – The event sponsored and led by Joe Rossi, BBSI and SHRM as well as Peter Buckley of Southern Oregon Success (cradle to career) is available to us through an OregonAsk grant from the National League of Cities to engage political official’s awareness of STEM related projects and efforts across the state. We are also targeting Chambers of Commerce and Media leaders to attend. The event will be held on October 10, 2016 12:00-pm-1:30 pm at the Rogue Valley Country Club (watch for an invite to be sent by Scott Beveridge, Superintendent SOESD).

A planning and prep meeting for the event will be held on September 19, 2016 from 3:30 – 5pm to develop the unified message, agenda and flow of the day as well as speaker’s list, topics, etc.

OregonAsk is convening groups in each of the different regions with College and Career for All network partners as well as doing an awareness campaign in Klamath Falls with the Promise Grant to increase graduation rates.

Participants in this event are asked to bring forth issues in their company / industry and provide input on the challenges or feedback on solutions. Some issues mentioned:

- Industry licensing in health care
- Age minimums in health care
- Improve the level of certification for nursing instructors
- Policy issue with rural healthcare and coordinated care access
- Provide higher quality of dental hygienist that can meet the demand and need in rural areas.
- Inherent problems with K-12 initial skills trainers

The following is a list of topics that will be presented:

- CTE-R



- Tech Collective
- Rogue Advanced Manufacturing Partnership (RAMP)
- CRLE/Mentoring Programs
- Career Pathways/Dual Credit
- Adverse Childhood Experiences (ACEs) self-healing communities

Jim continued by saying that we will further partner with SHRM to connect workforce and industries to their May 2017 Career Fair.

Video Updates- Aurora reported that the Tech Video, which will highlight companies that have technology occupations and links technology across the community, are currently being produced and will feature companies such as Rentech in Grants Pass, Lynx Technologies in Merlin, Zeal in Medford, and Plexis in Ashland. Stories of these careers will be told through the eyes of the employees.

A second video highlighting the manufacturing industry is also being produced with a unique message that manufacturing is no longer “your grandfather’s career”, and the environment has changed significantly.

A third video for careers in healthcare is in the planning stages.

Aurora indicated that all of these films are funded by a grant for long-term unemployed workers to develop and improve opportunities for skills training, education, and on-the-job training.

Jessica suggested that a condensed version be placed in a PSA for local television.

## 6) WORKFORCE SYSTEM DASHBOARD

Aurora presented a table with outline descriptors of metrics, as brainstormed by the REWP team, as a potential dashboard in response to a data request from Chair, Jessica Gomez. Aurora added that the RWP appreciates the request and the ResCare contract allows us to leverage capacity from IMatch as well as ITRAC job seeker data systems both statewide and locally to create a comprehensive picture to meet the goals of our strategic plan, to use this information to inform our services, and continue the cycles of learning to inform consistent improvement.

**Goal #1** identifies two overarching goals; business services and training investments. Jessica stated that there should be wage match data in PRISM about who comes out of high school with a credential, obtains a job, and the associated wage. “The priority should be to get the students to register and track their added training and certifications so these measures can be tracked. Aurora reported that we have shifted from tracking training investments to how we invest in training scholarships up to \$2500 with local training providers. “We also track OJT reimbursements ranging from \$3,000 to \$5,098 focusing on the completions of trainings within one year rather than just open money”, stated Aurora.

**Goal #2** has three areas for tracking Foundational Skills Workshops which includes; Resume Writing, Cover Letters, Workplace Culture, Soft Skills & Communication, and Emotional Intelligence. NCRC preparation is

*The RVWDC is a private/public partnership which addresses the employment needs of Jackson and Josephine Counties*

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then offered in the computer lab or from home and testing takes place in the three areas of Math, Reading, and Locating Information.

We want to be able to identify the comparison of the five stages of the pipeline:

1. Registration completed in IMatch with corresponding skills profile to match the job;
2. Individuals who complete the whole profile, which we term, the welcome process;
3. Individuals who complete the week long, five morning, Foundational Skills Workshop;
4. Individuals who attend resume and cover letter writing; and
5. Individuals who attend NCRC and OPAC trainings.

Job listings metrics can be measured by two components; 1) basic – self referral IMatch skills database to obtain a job, and 2) Enhanced job listing where a company posts and works with WSRV to post their full description and seeks the employee

**Goal #3** includes metrics for:

1. Identification of talent in the system and certifications obtained and responded to posted position with aligned business needs of indicated certification.
2. Referral to hire ratio – did this referral result in a hire?
3. Business satisfaction – use it to better inform our services – supply side alignment with demand.
4. Training investments served people who have a job to move up career ladder/path and seek additional training for needs of improving career and pay
5. Ideally identify retention with a 90-day mark of still being employed
6. NCRC test takers overall, and further those who pass at each level
7. OPAC test takers and those who pass with 70% or above, but that placed workers are 95% or above for their skills in MS Word and Excel.

**Goal #4** informs our efforts on cultivating talent with an explanation of the programs

1. Youth Forestry Crews
2. CC4A programs that are being created
3. Industry Tours – educators, students, externships for teachers, job shadows
4. Career Fairs – such as Careers in Gear and GP High School Career Fair
5. Outputs and activities to credentials in a job

After reviewing the different goal areas, the board made comments:

- Is it a long process to see results?
- Are there other measurements/milestones/dates for how these systems are evolving?
- What phase to see any trajectory in implementation?
- Need more data including what type of training did job require?
- Were they not hired because of background or drug test or references?
- Is there a planned frequency for reporting? Feels weekly updates are more ideal so information is more actionable.
- Data accountability system that compares nationally with other community colleges how a student progressed through the education pipeline; where they fell out, why they fell out, and in what part

of the pipeline they fell out. The concept was designed to reach out to the narrow finishers (those missing just a few credits).

- Most excited about the yellow highlighted areas of the dashboard

Chair, Jessica Gomez, asked Aurora and RWP team to collect the data so this can be reviewed at the next meeting. "With more information, we can narrow down the information needed for a dashboard appropriate for the Board," stated Jessica.

The present board members agreed, and showed their excitement about having data that can be annualized to show trends.

## 7) YOUTH

### **WIOA Youth Services**

In-School Youth – College Dreams – Jen Perry, Tom Drummond, and a student, Karla Ortiz shared information about the In-School Youth Program at College Dreams (report included in today's meeting packet). When asked, "What are the reasons kids are not enrolled", Tom indicated that it is due to a capacity issue as College Dreams has a 98% participation rate. Jen indicated that Tom personally screens all of the students in the contracted schools in both Josephine and Jackson counties for eligibility into the program. Lists are then provided to College Dreams staff to invite students into the program. Jen stated that the WSRV are also referring potential students to College Dreams.

College Dreams also administers NCRC in schools and over the past three years has tested over 2000 youth in Jackson and Josephine Counties.

Out of School Youth – ResCare– Cynthia Ragsdale presented information about the Out of School Youth Program at ResCare (report included in today's meeting packet). A participant named Brandon shared his story with the board; as well as Sara Beck sharing other success stories from the program, Deanna Wilson from Junior Achievement, and John Young from Grants Pass high school sharing success stories as well.

## 8) WORKSOURCE ROGUE VALLEY & WIOA ADULT SERVICES

This section of the agenda was deferred to a later date due to time constraints.

## 9) OTHER BUSINESS

Jim Fong quickly shared that the rollout for the Oregon Connections Pilot Mentorship program is coming soon.

## 10) OTHER ITEMS

No other items were brought before the Rogue Workforce Partnership.

## 11) ADJOURN

With no further discussion, the meeting was adjourned at 5:00 pm.

Respectfully Submitted,

Tami Allison  
Executive Projects Manager  
/tka

APPROVED:

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Chair

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Date

**B y l a w s**

**O f   T h e**

**R o g u e   W o r k f o r c e   P a r t n e r s h i p**

December 15, 2016

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## **ARTICLE I: Definitions**

The following terms are used in these bylaws:

**“Corporate Directors”** means the governing board of the Rogue Workforce Partnership, a tax-exempt, nonprofit Oregon corporation (the “Corporation”).

**“Bylaws”** means this set of bylaws.

**“Chair”** means the Workforce Board’s and the Corporation’s chairperson which shall be the same individual.

**“Chief Elected Official” or “CEO”** means the local elected official designated by the Rogue Valley Workforce Consortium (the “Consortium”) in accordance with the Intergovernmental Agreement adopted by Jackson and Josephine Counties.

**“Consortium”** means the Rogue Valley Workforce Consortium (“RVWC”).

**“Corporation”** means the Rogue Workforce Partnership, a tax-exempt Oregon nonprofit corporation.

**“Director”** means an individual serving as a Corporate Director.

**“Executive Director”** means the Workforce Board’s, the Corporation’s and the Consortium’s Executive Director. The Corporation shall employ the Executive Director.

**“Intergovernmental Agreement”** means the agreement between Jackson and Josephine Counties establishing the RVWC.

**“Members”** means individuals appointed to the Workforce Board.

**“Partnership Agreement”** means the agreement between the Workforce Board, the Corporation and the Consortium that establishes the responsibilities of these three entities.

**“WIOA”** means the Workforce Innovation and Opportunity Act of 2014.

**“Workforce Board”** means the Workforce Board for the Rogue Valley workforce area.

## **ARTICLE II: Purpose**

The Workforce Board’s purpose is to develop, oversee and implement the Rogue Valley workforce area’s strategic plan and to perform the duties listed in the Partnership Agreement and in grant agreements.

The Rogue Workforce Partnership (the “Corporation”) is a tax-exempt, nonprofit, public benefit Oregon corporation that is the fiscal agent, administrative entity and local grant

subrecipient for the Rogue Valley workforce area. The Corporation shall make financial and operational decisions necessary to implement the Workforce Board's strategic plan and additional decisions required by WIOA, by the State of Oregon, by the Consortium and by other grants and agreements. The Corporation's duties and functions shall be limited to those permitted by Section 501 (c) (3) of the Internal Revenue Code and by Oregon statutes applicable to nonprofit public benefit corporations.

These bylaws cover both the Workforce Board and the Corporation.

## **ARTICLE III: Members and Meetings**

### **A. Number of Members and Directors**

The size of the Workforce Board shall be variable with the number of Members determined by the Consortium. The composition of the Workforce Board must comply with WIOA, as amended from time to time, and by State of Oregon policy issuances.

The Corporation shall have of seven to nine Corporate Directors. The Workforce Board Chair and Vice-Chair shall be Directors and shall serve in the same capacity as the Corporation's Chair and Vice-Chair. The two Consortium board members ... one County Commissioner from Jackson and one from Josephine County ... shall also serve as Corporate Directors. Between three and five additional Directors shall be private sector Workforce Board Members selected by the Corporate Directors.

### **B. Appointment of Workforce Board Members**

The Consortium shall make Workforce Board appointments in accordance with the Intergovernmental Agreement.

### **C. Terms of Office**

The terms of Workforce Board Members are three years from the date of appointment, except that initial appointments shall be staggered.

### **D. Resignation and Removal**

Any Workforce Board Member may be removed or suspended with or without cause by the Consortium. A Workforce Board Member may resign at any time by delivering written notice to the Chief Elected Official, the Chair or to the Executive Director. Unless the notice of resignation specifies a later effective date, the resignation will be effective when received.

Corporate Directors must be active Members of the Workforce or Consortium Board. If a Director ceases to serve on either the Workforce Board or the Consortium Board, they shall no longer serve as a Corporate Director. Directors may resign utilizing the same procedure as stated above for Workforce Board Members. The additional private sector Directors may be removed by a vote of the Corporate Directors.

### **E. Meetings**



## **1. Regular Meetings**

The Workforce Board and the Corporation shall determine the time and place of their regular meetings in advance and also authorize the Chair and Vice-Chair to call meetings.

## **2. Annual Meeting**

Unless a different date is set by resolution of the Workforce Board, the Workforce Board's annual meeting shall be the first regular meeting at which a quorum is reached on or after July 1st of each year. During the annual meeting, Workforce Board officers shall be elected. The Corporation's annual meeting shall be its first meeting at which a quorum is reached after the Workforce Board chooses its officers.

## **3. Special Meetings**

Special meetings of the Workforce Board or the Corporation may be held as called by the Chair or by the Vice-Chair, or by a majority of Workforce Board Members or Corporate Directors.

## **4. Minutes**

Minutes of each meeting shall be reviewed and approved at subsequent meetings and copies of all approved minutes shall be maintained at the Corporation's principal office.

## **5. Sunshine Provision**

All Workforce Board and Corporation meetings shall be conducted in accordance with public meeting laws, these bylaws and the Workforce Board's and Corporation's Code of Conduct.

## **6. Participation**

Participation at Workforce Board and Corporation meetings shall be limited to their respective Members and Directors, with the following exceptions:

- a. Regularly scheduled agenda items that call for reports or participation by non-Members or non-Directors;
- b. County elected officials who sit on the Consortium Board;
- c. At the discretion of the Chair, comment or other participation by non-Members or non-Directors which is material to the matter under consideration;
- d. Individuals who are not Workforce Board members and who serve on Board committees; and,

- e. Comments from the general public as specified in meeting agendas or as permitted by the Chair.

## **7. Rules**

All meetings shall be held in compliance with Oregon law, grant terms, these bylaws and Roberts' Rules of Order, provided that the use of Roberts' Rules of Order shall be solely for the convenience of the Workforce Board, the Corporation and their committees. Failure to comply with Roberts' Rules of Order shall not affect the validity of any action taken which is otherwise in compliance with these bylaws. In the event of a conflict, the order of precedence shall be Oregon law, grant terms, these bylaws, and Roberts' Rules of Order.

## **F. Meeting Notices and Agendas**

### **1. Meeting Notices**

Meeting notices shall be given at least three (3) days prior to the date of the meeting unless special conditions make advance notice impracticable, in which case notice and a description of the purpose of the meeting shall be given not less than 24 hours prior to the meeting. Notwithstanding the forgoing, a special meeting can be conducted at any time and without notice if all Members or Directors are present in person or by electronic means and do not object to the meeting. Notices may be given electronically.

### **2. Agendas**

Meeting notices shall contain an agenda of the topics scheduled for consideration. The Workforce Board and the Corporation may consider and act upon matters at a regular meeting (including the annual meeting) which are not included in the notice agenda, but may not act upon any matter during a special meeting unless that matter was described in the special meeting notice or all of the Members or Directors are present in person or electronically and do not object to the matter being considered.

## **G. Quorum**

A majority of Workforce Board Members shall constitute a quorum. No suspended Member shall be included in establishing whether a quorum has been reached. A Member is deemed to be present at a meeting for the purpose of determining a quorum even if the Member abstains from voting on one or more items on the agenda.

A majority of the Corporation Directors shall constitute a quorum. The same quorum provisions cited above shall apply to suspended and abstaining Corporate Directors.

## **H. Manner of Acting**

Each Workforce Board Member shall have one vote at a Workforce Board meeting. Similarly, Corporate Directors shall have one vote at Corporation meetings. The act of a majority of the Members or Directors present at a meeting at which a quorum is present shall be the act of the Workforce Board and the Corporation respectively. To the extent permitted by Oregon law, Members and Directors may attend meetings by telephone or through other electronic means.

## **ARTICLE IV: Workforce Board and Corporation Officers**

### **A. Required Officers and Nominations**

The officers of the Workforce Board shall include a Chair, who shall be a private sector business representative, and a Vice-Chair who shall also be a private sector business representative. The Workforce Board may elect other officers as deemed necessary. A single Member may perform the duties of more than one office, with the exception of the duties of Chair and the Vice-Chair, which must be performed by separate Members. The Corporation's Chair and Vice-Chair shall be the same individuals who are the Workforce Board's Chair and Vice-Chair. The Corporation may also elect other officers.

### **B. Duties of the Chair**

The Chair shall preside at meetings, shall serve as the Workforce Board's and the Corporation's chief spokesperson and signatory, shall appoint committee chairs and committee members subject to these bylaws, and shall perform other duties assigned by the Workforce Board and the Corporation.

### **C. Duties of the Vice-Chair**

The Vice-Chair shall perform the duties of the Chair in the Chair's absence and shall perform other duties designated by the Workforce Board and the Corporation.

### **D. Election and Term**

The Workforce Board's officers shall be elected at the annual meeting and shall serve until the conclusion of the officers' election at the subsequent annual meeting. The Corporation may also elect officers other than the Chair and Vice-Chair at its annual meeting. If an officer resigns prior to the annual election, an interim officer may be elected at a regular meeting.

## **ARTICLE V: Committees**

### **A. Creation of Committees**

The Workforce Board, the Corporation and their Chair shall each have the power to create both standing and ad-hoc committees and task groups. The Chair shall appoint committee members and committee chairs subject to any Workforce Board and Corporation direction.

#### **B. The Executive Committee and the Corporation**

The Corporate Directors shall be the Workforce Board's Executive Committee. The Corporation may act in the name of both the Workforce Board and the Corporation unless expressly barred from doing so by the Workforce Board or the Consortium. The Corporate Directors shall also act as the Workforce Board's nominating committee and shall solicit and recommend a slate of officer candidates.

### **ARTICLE VI: Executive Director**

The Corporation shall employ the Rogue Valley workforce area's Executive Director who shall staff the Workforce Board, the Corporation and the Consortium. The Executive Director may assign other staff to perform Workforce Board, Corporation and Consortium functions within the confines of budget constraints and direction from the Workforce Board, the Corporation and the Consortium. The Executive Director shall work at the direction of the Chair and shall be annually evaluated by the Corporate Directors.

### **ARTICLE VII: Amendment**

#### **A. Amendment Process**

These bylaws may be amended or repealed by an affirmative vote of a majority of the Workforce Board Members at a regular or special meeting. These bylaws may also be amended or repealed by an affirmative vote of a majority of the Corporate Directors at a regular or special meeting. A notice, which shall specify the changes to be made, shall be delivered to all Members and Directors no less than seven (7) days prior to the meeting at which bylaw amendment or repeal is to be acted upon. A vote in favor of or opposed to bylaws amendment may be delivered in writing or through electronic means.

### **ARTICLE VIII: Bylaws Enactment**

These Workforce Board and Corporation bylaws take effect when adopted by both the Workforce Board and the Corporation.

**APPROVED BY THE WORKFORCE BOARD AND THE CORPORATION**

Chair:\_\_\_\_\_

Date:

Jessica Gomez

\_\_\_\_\_

Vice Chair:\_\_\_\_\_

Date: \_\_\_\_\_

Gregg Edwards



**ALLOWABLE COSTS**

**PURPOSE**

To establish parameters around allowable costs based upon federal and state WIOA regulations and guidelines.

**POLICY**

Only costs allowed pursuant to fully executed contracts and those included in the adopted or amended budget shall be allowed.

In addition, costs must be reasonable by not exceeding that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. In determining the reasonableness of a given cost, consideration will be given to the following:

- a. Whether the cost is of a type generally recognized as ordinary and necessary for the operation of the governmental unit or the performance of the federal award.
- b. The restraints or requirements imposed by factors such as sound business practices; arms-length bargaining, federal, state and other laws and regulations; and, terms and conditions of the federal award.
- c. Market prices for comparable goods and services.
- d. Whether the individuals concerned acted with prudence in the circumstances considering their responsibilities to the governmental unit, its employees, the public at large, and the federal government. Significant deviation from established practices of the governmental unit which may unjustifiably increase the federal award cost.

For CAPITAL purchases of \$5,000 and over with WIOA funds, approval of the State of Oregon, CCWD is required.

When planning programs or expenditures, Rogue Workforce Partnership will review all relevant federal documents and advise sub recipients of WIOA prohibitions against specific activities; OMB circulars, which provide general principles and guidance on selected items and describe allowable and unallowable costs; and regulations which prohibit the purchase or construction of facilities and describes some exceptions regarding permitted renovation and repair costs.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_



**AUDIT POLICY**

**PURPOSE**

To establish requirements for an annual independent financial audit.

**POLICY:**

Independent audit is necessary in order to guarantee the integrity of the financial records, reports, and staff.

1. The financial accounts of Rogue Workforce Partnership (RWP) shall be audited annually within six months of the end of the Fiscal Year by a qualified auditor who is not employed by RWP.
  - a. The audit shall include the program-specific audit elements prescribed in 2 CFR Part 200, or its successor document, as well as a financial audit.
  - b. An auditor shall be selected through a competitive process for a contract of up to three years.
  - c. The auditor shall work with the appropriate committee of RWP to resolve issues and findings, if any.
  - d. Upon completion, the audit shall be presented to the RWP Executive Committee for review and action, as required.
2. The RWP Executive Committee may request an audit at any time.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_



**CASH MANAGEMENT**

**PURPOSE**

To establish policy for an efficient and effective cash management system and ensure compliance with federal and state requirements for the payment of grant funds.

**POLICY**

Cash draws and cash payments shall be scheduled so as to minimize the time elapsing between the receipt of federal funds and their disbursement in order to maintain a minimum cash balance. Adequate internal controls shall be maintained to safeguard cash in accordance with generally accepted accounting principles.

**Disbursement Cycles:** Disbursements cycles will be established which coincide with the draw schedules of the entities from whom the funds are drawn. Disbursements shall be timed to minimize cash balances in accordance with applicable federal policy by releasing checks as close to receipt of the funds as possible.

**Cash Flow Projections:** Cash flow projections employing check clearance patterns will be used to identify specific needs within each disbursement cycle.

**Cash Draws:** Cash draws will be requested in accordance with the requirements and draw schedules of the entities from whom the funds are drawn.

**Interest Earned:** Bank accounts used to disburse federal funds shall be interest bearing accounts. Interest earned on federal funds shall be accounted for as program income and used to pay for expenditures related to the same federal fund.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_





**ROGUE WORKFORCE  
PARTNERSHIP**

**Program Policy** ☒

**Standard Operating Procedure** ☐

**Effective Date: July 1, 2016**

☒ **New**      ☐ **Revised**

**CONTRACT MODIFICATIONS**

**PURPOSE**

To establish procedures for modifications to contracts and any exhibits. This contract modification policy applies to all agreements between Rogue Workforce Partnership and its contractors.

**POLICY**

A written request to modify a contract or any exhibit must be submitted to Rogue Workforce Partnership. The request must provide specific details in narrative form to support the modification request. Rogue Workforce Partnership must be notified in writing if any contractor plans to modify a subcontract agreement which could affect the scope of work and/or budget of the contractor's agreement with Rogue Workforce Partnership.

Requests which affect the scope of work must include a brief narrative explaining the reasons for modifying the scope of work and a revised scope of work with changes highlighted or underlined.

Line item variances in the budget are allowable and specific to contract language. When requesting a modification to the budget, requests must include a brief narrative for each affected line item with the amount by which that line item will increase or decrease, making note of any line items which will be deleted or added.

Where appropriate, Rogue Workforce Partnership may initiate a modification to increase or decrease the amount of funding available within the constraints of procurement, or to revise contract terms and conditions and/or statements of work.

Contractors are limited to initiating four (4) contract modifications per program year with no modification requests allowed during the final month. Rogue Workforce Partnership reserves the right to request a contract modification at its discretion. Modifications initiated by Rogue Workforce Partnership are in addition to the limit of four indicated above.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_



**DEBT COLLECTION**

**PURPOSE**

To establish procedures for the recovery of misexpended funds under the Workforce Innovation and Opportunity Act (WIOA). The purpose is to ensure that all funds administered by Rogue Workforce Partnership are properly accounted for and to recover, whenever feasible, monies owing Rogue Workforce Partnership by any person or entity; and applies to the Rogue Workforce Partnership administrative office and sub grant recipients.

**POLICY**

Because of the financial liability involved, it is the policy of Rogue Workforce Partnership to diligently pursue collection of all debts pursuant to applicable laws and regulations.

Rogue Workforce Partnership will establish a procedure with which to systematically pursue any outstanding debts.

Before any debt is compromised or terminated an approval will be obtained from the Oregon Department of Community Colleges and Workforce Development (ODCCWD). Rogue Workforce Partnership may request that the State submit a waiver of liability to the U.S. Department of Labor of any disallowed cost if it can be demonstrated that such a request would satisfy the requirements.

**CASH REPAYMENTS**

Any debt involving fraud or abuse shall be repaid in cash. Funds collected in settlement of these debts will be returned to ODCCWD. The refund check will identify the title and year to which the misexpenditure was originally charged.

When the debt was not a result of fraud or abuse, the cash repayment of the disallowance is a credit to the title and year to which it was originally charged. If the year of allocation is still open, Rogue Workforce Partnership may expend the funds for program purposes. Cash payments received after the fund availability period must be remitted to the State.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_



**DISASTER RECOVERY**

**PURPOSE**

The purpose of this policy is to ensure that all activities that must be initiated or re-initiated in response to an unanticipated or prolonged disruption of normal business activities are in place. The major goals of a disaster recovery plan are:

- To minimize interruptions to the normal operations
- To limit the extent of disruption and damage
- To minimize the economic impact of the interruption
- To establish alternative means of operation in advance
- To train personnel with emergency procedures
- To provide for smooth and rapid restoration of service

**BACKGROUND**

Continuity of operations throughout the business activities of the organization is critical to meeting the service delivery goals of the Rogue Workforce Partnership. Any number of occurrences may disrupt normal business activities for varying periods of time. It is essential that administrative and program staff analyze their business processes and develop contingency plans which will ensure that all negative aspects of any disruption are addressed immediately and effectively to minimize the potential impact on clients, employees, Rogue Workforce Partnership, and the State of Oregon.

The primary objective of a Disaster Recovery plan (a.k.a. Business Continuity plan) is to outline steps an organization may take to deal with natural or human-induced disasters. Plan steps that are well-constructed and implemented will assist in minimizing the effects of a disaster and resume mission-critical functions quickly.

**DEFINITIONS**

**DISASTER:** An occurrence that impacts one or more business activities of the Rogue Workforce Partnership to the extent that the capability to perform normal operations is impaired.

**DISASTER RECOVERY:** The resumption of business activities following a disaster.

**DISASTER RECOVERY PLAN:** A documented sequence of activities that will ensure an orderly, phased resumption of business activities following a disaster.

**POLICY**

It is the policy of Rogue Workforce Partnership that plans will be prepared for resuming business activities that are considered critical to the continued operations of its programs in the event of a

disruption of normal business activities. This requirement extends to Program Operators under contract to deliver services within the Rogue Workforce Partnerships service area.

### **PLANNING CONSIDERATIONS**

Disaster Recovery Plans involve an analysis of an organization's business processes, IT infrastructure, data backup, resources, and continuity requirements. The process of creating a comprehensive plan that will aid the organization in recovering from business interruptions may involve:

#### **Phase I – Data Collection**

1. The Plan should be organized with timelines, resources, and expected outputs
2. Business impact analysis should be conducted at regular intervals. Risk assessment should be conducted annually. Onsite and Offsite Backup and Recovery procedures should be reviewed
3. Alternate site location should be selected

#### **Phase II – Plan Development and Testing**

1. Development of Disaster Recovery Plan
2. Testing the plan

#### **Phase III– Monitoring and Maintenance**

1. Maintenance of the Plan through updates and review
2. Periodic inspection of the Disaster Recovery Plan
3. Documentation of changes

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_



**EQUAL OPPORTUNITY AND NON DISCRIMINATION**

**PURPOSE**

To ensure compliance with equal opportunity and non-discrimination regulations by staff and service providers.

**BACKGROUND**

Workforce Innovation and Opportunity Act (WIOA) services are subject to Equal Opportunity (EO) rules and regulations. Services must be available to eligible participants without regard to status in a protected class – gender, race/ethnicity, nationality, or religious belief.

**POLICY**

All applicants must be informed that WIOA service providers are not allowed to discriminate on the basis of any of the protected classes.

Providers are required to post EO posters in a prominent location where applicants and participants gather. Posters will be available in Spanish and English at each service location.

Rogue Workforce Partnership will designate an EO Officer and will keep providers updated on current contact information for the Officer. Providers are responsible for requesting additional posters if needed.

Programs are required to inform each participant of EO rights and grievance procedures, in accordance with Rogue Workforce Partnership policy, at the time of program enrollment. There is an automated information screen in the WorkSource Oregon Management Information System (WOMIS) and I-Trac participant data management system; however, if staff enter enrollment data directly into I-Trac, this information must be shared by service providers at the time of enrollment.

**EO Monitoring**

Rogue Workforce Partnership, and state and federal agencies overseeing WIOA funds, have appointed EO Officers. At times, there may be state and/or federal EO review or monitoring conducted. Program service providers will be required to provide any and all requested information from program and fiscal records, as well as participant files.

Providers are expected to ensure, and be able to demonstrate, that all practices are compliant with EO regulations, including the enrollment of participants, provision of incentives, stipends or supportive

services, access to service elements, and any other program components. With this in mind, **programs are expected to document fair and equitable provision of services and activities to participants.**

### **Unenrolled Youth Records**

In order to track potential disparate impacts of youth selection processes, the Act requires that Equal Opportunity data be collected during the application process. Collection of EO data applies to any individual who submits personal information in response to a request by a service provider for such information. Such a request is implied to applicants in the process of completing and submitting an online application.

Completed applications will be used as the storage and tracking mechanism for Equal Opportunity data on those who apply and are not enrolled in services. These files will be kept and provided to Rogue Workforce Partnership with all participant files when called for archiving.

### **Publicity**

An EO statement must be present on printed materials given publicly and/or to participants. The EO tagline to be used:

*WorkSource Rogue Valley is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities upon request.*

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_



**PROPERTY MANAGEMENT**

**PURPOSE**

To provide procedures for management, control, transfer and safeguarding of property procured using Workforce Innovation and Opportunity Act (WIOA) funds.

**POLICY**

Rogue Workforce Partnership and its subcontractors will maintain accountability for all property in accordance with the requirements set forth in 2 CFR Chapter I, Chapter II, Part 200.

Prior approval must be obtained from Rogue Workforce Partnership and Community Colleges and Workforce Development (CCWD) for the purchase of equipment with a per-unit acquisition of \$5,000 or more.

Subcontractors must ensure adequate safeguards to prevent loss, damage, or theft of property, maintain property in good condition, and provide sufficient insurance coverage. Any loss, damage, or theft of property with a unit acquisition cost of \$5,000 or more must be investigated, fully documented and immediately reported to Rogue Workforce Partnership. In the case of possible theft, a copy of the report made to local law enforcement authorities must be provided.

Tracking property with a unit acquisition cost of \$4,999.99 or less will be the responsibility of subcontractors, conducted in accordance with their respective policy.

Property with a unit acquisition cost of \$5,000 or more must be tagged in a manner that will identify the equipment as WIOA or grant fund-based, and the records maintained by Rogue Workforce Partnership, as well as by the subcontractor.

Property records must include;

1. Description of property
2. Identification number or serial and model numbers
3. Source of funds
4. Authorizing documents to purchase non-expendable property
5. Acquisition date and cost
6. Percent of federal participation in the cost of the property
7. Location, use, condition, and date information was reported
8. Date of disposal, including selling price and method used to determine fair market value if applicable.

Disposition or transfer of property with a fair market value of \$4,999.99 or less will be the responsibility of subcontractor. It may be given to participants to further their training and/or employability, transferred to other activities (federal or non-federal), or sold without further obligation to the awarding agency. If it is sold, the contractor's procedures must be applied.

Disposition or transfer of property with a fair market value of \$5,000 or more will require prior approval of Rogue Workforce Partnership and CCWD.

Monitoring of property will include a review of subcontractor's office procedures and policy for compliance with federal regulations, state and Rogue Workforce Partnership policies. Subcontractor will provide an inventory list of property valued in excess of \$500 to Rogue Workforce Partnership annually and at grant closeout.

Approved by:\_\_\_\_\_

Date:\_\_\_\_\_





**PUBLIC RECORD REQUESTS**

**PURPOSE**

This policy provides guidance to ensure that Rogue Workforce Partnership and its sub-recipients and contractors handle all requests for public information in a manner that is consistent with and complies with the public records law, while maintaining the confidentiality of program applicants and participants.

**POLICY**

Public records, except those exempt from disclosure, shall be made available upon request for review, and copies shall be provided at a fee reasonably calculated to reimburse Rogue Workforce Partnership for the actual costs incurred in making the records available.

A person or organization may request to inspect or receive copies of public record or information from public records by mail, fax, or e-mail.

The request must be made using the attached form. The request must identify as specifically as possible the type of records, subject matter, approximate dates, names of persons involved and the number of copies requested. Requests must include the name, address and telephone number of the person requesting the public records. Requesters may indicate the format in which copies are desired, and any date by which the records are needed. Requests should be directed to the RWP Program Manager assigned to the contract producing the record requested.

RWP shall respond to the requestor in a timely manner after receipt of the request. The response will acknowledge the request, provide an estimated cost for meeting the request, give the expected date when the information will be available, and state the method for supplying the requested records.

Payment for the cost of meeting the request must be paid prior to release of the records.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_



## ROGUE WORKFORCE PARTNERSHIP

## PUBLIC RECORDS REQUEST

### PERSON(S) REQUESTING THE PUBLIC RECORDS

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Records to be transmitted by:

☐  
☐  
☐

Mail

Fax

Email

\_\_\_\_\_  
\_\_\_\_\_

### INFORMATION ON RECORDS REQUESTED

Type of records requested: \_\_\_\_\_

Subject matter: \_\_\_\_\_

Approximate date(s) of records: \_\_\_\_\_

Names of persons involved (if any): \_\_\_\_\_

Number of copies requested: \_\_\_\_\_

Date records needed by: \_\_\_\_\_

Format desired:

☐  
☐  
☐  
☐

Photocopies

Scanned PDF

Tape recording

Other :

\_\_\_\_\_

### For Internal Use Only

Staffperson to produce copies: \_\_\_\_\_

Number of copies provided: \_\_\_\_\_

Amount of fee received: \_\_\_\_\_



**RECORD RETENTION, MAINTENANCE, DISPOSITION, DISCLOSURE  
AND CONFIDENTIALITY**

**PURPOSE**

To establish the requirement for Rogue Workforce Partnership and sub recipients to maintain and retain records of all fiscal and program activities funded under the Workforce Innovation and Opportunity Act (WIOA).

**POLICY**

RWP and any sub recipient of WIOA funds will incorporate into their management systems the following procedures for the management of all WIOA records.

1. Retain all records and documents pertinent to the grants, grant agreements, interagency agreements, contractors or any other award, including financial, statistical, or other pertinent records, and supporting documentation, for a period of at least three years after the original submission of CCWD's final expenditure report (closeout) for that funding period to the federal Department of Labor.
2. Retain all records of non-expendable property for a period of at least three years after final disposition of property.
3. Retain indirect cost records such as computations or proposals, cost allocation plans, and supporting documentation for three years from the date the indirect cost rate package is submitted for negotiation. If not submitted for negotiation, the three-year period identified in (1) above shall apply;
4. Retain all records pertinent to applicants, registrants, eligible applicants/registrants, participants, terminees, employees, and applicants for employment for a period of not less than three years from the close of the applicant program year. Such records must be maintained as whole record system;
5. Retain records regarding complaints and actions taken on the complaints for a period of not less than three years from the date of resolution of the complaint;
6. Retain all records beyond the required three years if any litigation or audit has begun or a claim is instituted involving the grant or agreement covered by the records. The records shall be retained until the litigation, audit, or claim has been resolved or the required three years, whichever period is longer.

In the event that sub recipients are unable to keep their records, Rogue Workforce Partnership will take custody and be responsible for the maintenance and retention of the records of any fiscal agent or sub recipient.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_



KATE BROWN  
Governor

December 7, 2016

Bridget Dazey, Clackamas Workforce Partnership  
Heather DeSart, Oregon Northwest WIB  
Heather Fitch, East Cascades WIB  
Jim Fong, Rogue Workforce Partnership  
Tony Frazier, Incite Incorporated  
Andrew McGough, Worksystems Inc.  
Jake McLelland, Southwestern Oregon WIB  
Kristina Payne, Lane Workforce Partnership  
Bill Rosholt, Eastern Oregon WIB

Dear Oregon Workforce Investment Executive Directors and CEOs,

Over the past two years I've seen first-hand a wide range of programs that help Oregonians find good jobs and new careers. Efforts by both the public Workforce System and by individual businesses investing in their own workforce are changing lives and increasing our competitive edge. Despite this progress, too many Oregon families continue to live in poverty.

Earlier this month I announced that my priorities are protecting services for children and lifting families out of poverty. The workforce system plays an important role in this work. I will continue to ask all of our State Agencies to pay attention to communities who are frequently underserved – communities of color, our rural communities, and families in poverty. Based on these priorities, we must sharpen our focus. I'm asking all partners in the workforce system to evaluate current and future programs using the following questions:

- Are our investments putting job seekers on a trajectory to break the cycle of poverty and will they need additional services when a job ends? Oregonians seeking services through our workforce system should continue to be placed into high wage, high demand jobs. Where this is not feasible, resources should be spent on getting individuals in jobs with robust training, a clear career ladder, and advancement opportunity; and
- Is this the type of business we want to grow in our state? Is this business investing in their own workforce? Are they in a Strategic Sector, a Business Oregon Target Industry Group, or a Talent Plan industry? Businesses seeking public dollars should invest in workforce training, not just rely on public support, and they should be part of our state plan for long term economic growth.

We must ensure state-funded programs set Oregonians on a path out of poverty, focus on key job and industry sectors, and align federally funded programs to Oregon's goals.



Workforce Investment Executive Directors & CEOs  
December 7, 2016  
Page 2

I am asking all Workforce Investment and Opportunity Act partners, agency staff leading the integration of workforce programs, and Local Workforce Boards, to provide feedback to my Workforce Policy Advisor by January 6<sup>th</sup> on what changes can be made to better focus our workforce dollars on lifting families out of poverty and strategically growing our economy. Feedback should include fiscal, legislative, or federal barriers to achieving these goals. I plan to meet with the Oregon Workforce Investment Board on December 9<sup>th</sup> and look forward to receiving their feedback as well.

We know that individuals seeking assistance often come from families with multiple, complex needs and require the services of more than one state program. For this reason, integration of services between agencies and across public and private partners must remain a priority.

I envision an Oregon where our public workforce system and private partners help all workers move up their career ladders, giving them the tools to succeed well beyond their next job and making room for entry level and young workers who enter the workforce behind them. Thank you for your commitment to this effort. Together, we can create an Oregon where all can thrive.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kate Brown', with a long horizontal flourish extending to the right.

Governor Kate Brown

KB:epg

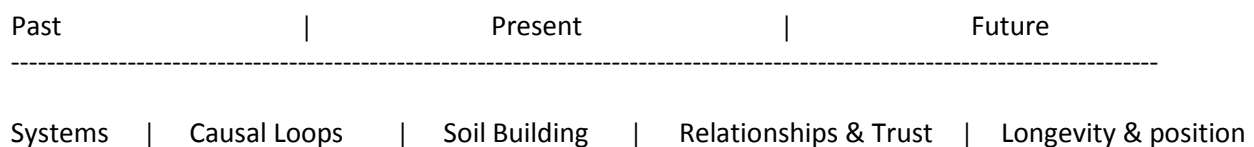
# The Rogue Valley's Best Practices in Creating an Integrated Public Workforce System

## Report & Response to Governor Kate Brown's Question:

*"How can we replicate the kind of partnerships we have in the Rogue Valley throughout the state?"*

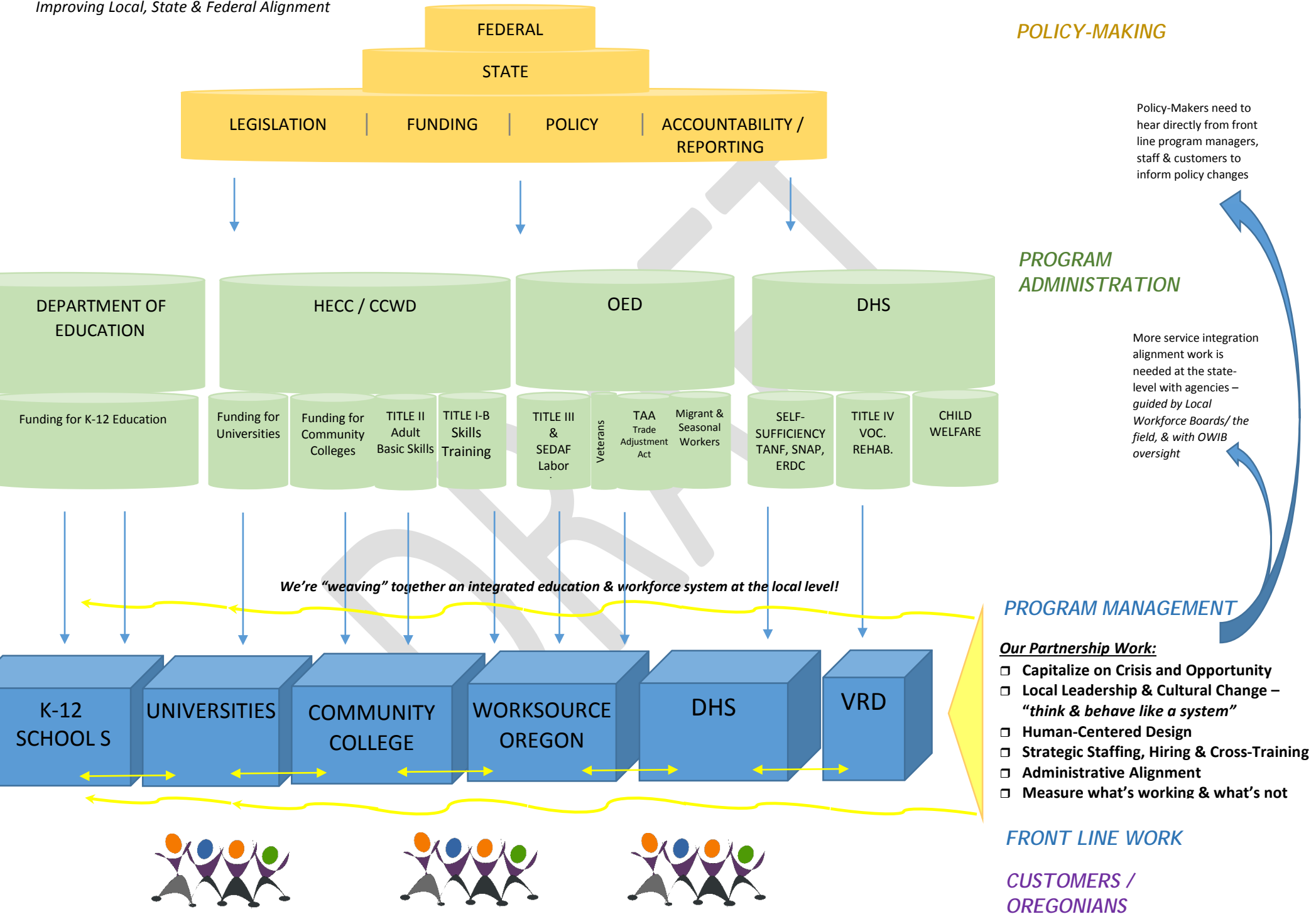
- ❑ **Capitalize on Crisis and Opportunity**
  - Our partnerships intensely deepened when budget cuts stripped away our services
  - We chose to build a new framework of collaborative leadership. We had to work together differently
    - more reliant on each other, building trust and new relationships
- ❑ **Local Leadership & Cultural Change**
  - Shift Perspective
    - *"think & behave like a system"*
    - From a supply-side driven system to a demand-driven system
  - Local Leadership Team
    - Constant feedback & loop – just beginning | Self-reflection / Continuous Learning
  - Trust & Transparency
  - Communication & Messaging – "We're all one team"
  - Changing from a "No" culture to a "Yes" culture
- ❑ **Human-Centered Design**
  - Creating Value-Added Customer Experiences, Skills Gain, Job Placement Results & Career Path Entry
- ❑ **Strategic Staffing, Hiring & Cross-Training**
  - Outside Hiring
  - Cross-Loading
  - Commitment to staff Cross-Training
- ❑ **Administrative Alignment**
  - Joint RFP – RWP & DHS
    - Next step – single contract?
  - DHS Contracts
  - VRD
- ❑ **Measuring**
  - 6 areas – tactical to strategic flow
  - Need vs. want – agencies pile in on idealized wants
  - After action reports
    - What was supposed to happen
    - What happened
    - What to: do more of / stop doing / change or do differently
    - Why does it break down? Why doesn't it happen?
- ❑ **Critical Role of RWP as System Convener, Consolidator & Facilitator**
  - Need to improve funding alignment / structure

## Framework



# Partnership Best Practices

Improving Local, State & Federal Alignment



A filled In version of this report template will be handed out at the RWP meeting



## DASHBOARD - WORKSOURCE ROGUE VALLEY (Draft)

				QE 9/30/16		QE 12/31/16		QE 3/31/17		QE 6/30/17	
				#	%	#	%	#	%	#	%
			<b>Total YTD Job Seekers</b>								
<b>Workshops</b>			Foundational Skills Workshop Completers								
			NCRC Completers								
			Occupational Skills Workshop Completers								
			Computer Training Completers								
			<b>Total Unduplicated Workshop Completers</b>								
<b>Total Training &amp; Job Placements</b>			On-the-Job Training Completers								
			Work Experience/Internship Completers								
			Short Term Skills Training Scholarships								
			Customized / Enhanced Job Listings								
			Job Placements								
<b>Sector Strategy Industries</b>			On-the-Job Training Completers								
			Work Experience/Internship Completers								
			Short Term Skills Training Scholarships								
			Customized / Enhanced Job Listings								
			Job Placements								
<b>In-Demand Occupations</b>			On-the-Job Training Completers								
			Work Experience/Internship Completers								
			Short Term Skills Training Scholarships								
			Customized / Enhanced Job Listings								
			Job Placements								
<b>Other Trainings and Job Placements</b>			On-the-Job Training Completers								
			Work Experience/Internship Completers								
			Short Term Skills Training Scholarships								
			Customized / Enhanced Job Listings								
			Job Placements								









DASHBOARD

			QE 9/30/16	QE 12/31/16	QE 3/31/17	QE 6/30/17
Goal 1: Continue building our Sector Strategies partnerships	Business Services	Job listings	1042			
		Percentage of closed listings that result in a hire	37%			
	Training Investments (Sector Strategies Industries/In-Demand Sectors)	Percentage of On-the-Job Training Completers	58%			
		Percentage of Occupational Skills Training Completers	100%			
Goal 2: Continue building a customer-centric workforce system that is easy to access, highly effective, and simple to understand	ROI of job-getting activities	WSRV customers who got a job:				
		Percentage of customers who completed registration QE 6/30	63%			
		Percentage of customers who completed Welcome Process QE 6/30	80%			
	Business Services	Number of new business engagements	60			
		Number of job listings entered Basic/Self-Referral	993			
		Number of job listings entered Enhanced/Customized	45			
	Training Investments (all)	Percentage of On-the-Job Training Completers	74%			
		Percentage of Occupational Skills Training Completers	85%			
Goal 3: Invest in Southern Oregonians to build in-demand skills, match training and job seekers to opportunities, and accelerate career momentum	Skill Building Activities	Workshop Occurrences	1298			
	Business Services	Number of staff referrals in response to job listings	236			
		Referral to hire ratio	19%			
		Percentage of closed listings that result in a hire	37%			
		Business Satisfaction	60%			
		Quality of hire: retention	TBD			
		Fill time	TBD			
	Training Investments	Accelerate Career Momentum: Create opportunity for individuals who are currently <i>underemployed</i> to move up in their career path:				
		Percentage of On-the-Job Training Completers	100%			
		Percentage of Occupational Skills Training Completers	82%			
		On-the-Job Training completers employed by placement employer 90 days after training	100%			
	Assessments/Certifications	NCRC	213			
		Office Proficiency Assessment Certification	48			
Goal 4. Create and develop talent by providing young people with information and experiences that engage their interests, spur further career development, and connect to Oregon employers	Skill Building/Career Exploration Activities	Career X	8, 6, 75%			
	Work-Based Learning	Percentage of work experience training completers	74%			
		Youth Crews	5			
	College and Careers for all	Industry Tours	1			
		Internships	TBD			
		Career Days (e.g., Careers in Gear, GP Career Fairs, RCC STEM Connections, etc.)	TBD			

July Report w/June 2016 Data 2015-2016 District 8 JOBS Dashboard														Current % of Yr Goal (Where we're at)	Current % at 80% of Goal
	July	August	September	October	November	December	January	February	March	April	May	June	Year		
District TANF Caseload Size	5024	5135	5230	5178	5178	5169	5079	4844	4860	4842	4849	4893	5,023		
Mandatory #'s	4763	4800	4872	4847	4832	4804	4741	4616	4617	4594	4615	4647	4,729		
Increase in Mandatory's		37	72	-25	-15	-28	-63	-125	1	-23	21	32	-116		
District Activity & Participation by Month															
Target % of Contract	8.33%	16.66%	25.00%	33.33%	41.66%	50.00%	58.33%	66.66%	75.00%	83.33%	91.65%	100.00%			
JOBS Supp.Serv \$Allocated	\$ 118,780	\$ 118,780	\$ 118,780	\$ 118,780	\$ 118,780	\$ 118,780	\$ 118,780	\$ 118,780	\$ 118,780	\$ 118,780	\$ 118,780	\$ 118,780	\$ 1,425,354		
Support Services Spent	\$150,594	\$149,597	\$163,818	\$144,458	\$112,217	\$122,723	\$108,899	\$117,099	\$129,999	\$131,035	\$131,257	\$118,738	\$1,580,433	111%	
Supported Work Goal: 150 Mo. (Contract Yr: 1800)	149	173	196	178	210	163	156	174	158	164	153	185	2059	114.39%	142.99%
# of New SW Participants (480)	83	94	124	110	95	72	80	79	72	73	51	58	991		
SOGI Job Search 140 Mo. (Cont. Yr: 1680)	93	75	42	21	35	28	59	18	16	6	88	22	503	30%	37.43%
# of New Job Search Participants	69	56	49	49	65	37	31	13	30	2	11	6	418		
Work Experience Goal: 160 Mo. (Contract Yr: 1920)	98	80	105	119	100	99	122	118	126	122	92	97	1278	66.56%	83.20%
# of New WE Participants	35	39	53	47	40	36	57	52	52	48	38	44	541		
WSO Clerical Interns (included in WE's mo. #)	0	10	7	4	3	6	4	9	6	4	4	4	61		
# of New Clerical Participants	0	10	0	3	0	4	0	5	0	3	4	0	29		
# Placed in Clerical Field	0	0	3	0	0	0	1	0	0	0	0	1	5		
WSO Health Care Interns (included in WE's mo. #)	11	5	10	13	3	6	10	0	18	12	4	12	104		
# of New Health Care Participants	0	2	10	3	0	6	10	0	18	12	4	7	72		
# Placed in HC Field	0	0	0	0	0	2	0	0	1	0	2	0	5		
Teen Coordinator Services 50 Per Month (Contract Yr. 600)	36	40	45	46	43	43	35	45	55	51	51	50	540	90.00%	112.50%
# of New Teen Participants	3	7	7	7	1	4	3	13	10	4	3	3	65		
# of TANF Mandatory's Teens	32	30	35	31	22	24	28	32	29	22	25	23	333		
Teens that Met Participation	19	18	21	19	15	14	14	17	19	19	19	14	208		
Teens Completing Diploma/GED	1	0	0	0	0	1	1	2	0	1	1	0	7		
WSO Job Search (250 mo) (Yr: 3000)	169	124	146	136	119	120	171	157	126	152	124	135	1679	120.50%	150.63%
# of New Job Search Participants	83	48	75	62	63	52	88	69	52	75	63	72	802		
WSO Life Skills Activity	113	115	133	116	85	108	148	179	219	241	244	235	1936		
# of New Life Skills /TJC (included in JO #'s)	71	64	68	60	46	64	82	96	109	113	115	97	985		
JOBS Plus 38 a Mo. (Con. Yr. 456)	18	12	16	14	12	12	13	16	29	30	30	28	230	50.44%	63.01%
# of New JOBS Plus Participants	4	3	4	0	3	2	3	7	15	4	7	7	59		
NCRC/TANF - Completers (25)	15	11	13	11	13	14	70	17	15	24	16	13	232		
# Completed w/Silver & Above	13	6	11	8	11	10	53	15	13	13	13	11	177		
Voc. Training (VT) # in Step	57	52	38	41	51	37	41	48	55	64	45	34	47		
# of New VT's	13	4	6	6	9	0	13	8	19	12	6	2	98		
# Completed VT (or VT ended)								3	1	3	1	3	11		
# Placed in Field	0	0	0	0	0	0	0	0	0	0	0	1	1		
FS&C # of Families Served (219)	56	53	50	47	54	47	48	50	53	56	53	63	630	287.67%	360.00%
# of New Referrals	16	13	14	23	26	24	20	17	26	31	26	25	261		
FS&C # of Contact Hours Monthly (Con. Yr. 2851)	302	190	216	283	156	273	290	277	365	308	299	332	3291	115.43%	144.28%
REACH Ed Grant # Served (Con. Yr 75)	0	0	0	0	0	0	0	24	34	40	48	55	201	268.00%	335.00%
# of New Educational Grants	0	0	0	0	0	0	0	24	10	6	8	22	70		
# of Completers	0	0	0	0	0	0	0	0	1	1	2	7	11		
# Placed in Field	0	0	0	0	0	0	0	0	1	1	2	0	4		
SOHOPE - HC # Served (Con. Yr. 29)	0	0	0	0	0	0	0	0	3	9	12	19	43	148.28%	244.32%
# of New SOHOPE	0	0	0	0	0	0	0	0	3	5	7	3	18		
# of Completers	0	0	0	0	0	0	0	0	0	0	0	0	0		
# Placed in Field	0	0	0	0	0	0	0	0	0	0	0	0	0		
Housing Spec. # in Housing(25) (Yr. 300)	2	5	5	5	7	7	11	11	15	15	15	13	111	37.00%	46.25%
# of New Placed in Housing	0	3	0	0	2	1	4	0	5	1	1	0	17		

Placements	2015-2016 District 8 JOBS Dashboard													Current % of Yr Goal (Where we're at)	Current % at 80% of Goal
	July	August	September	October	November	December	January	February	March	April	May	June	Year		
Mo. Placement Numbers Contracted & Non-Contracted (Target = 1296)	137	148	133	164	161	89	115	92	107	111	120	146	<b>1523</b>	118%	
Number of Placements Resulting in Closure (1116)	123	123	120	143	128	72	102	82	86	83	88	115	<b>1265</b>	113%	
Number of Placements <u>not</u> Validated (not included in number above)	21	24	0	4	-17	-7	2	23	21	5	47	0	<b>123</b>		
WSO Target Monthly	51	51	51	51	51	51	51	51	51	51	51	51	<b>612</b>		
WSO Placements (Con. Yr. 612)	34	38	43	52	29	24	30	40	55	51	70	66	<b>532</b>	87%	108.57%
WSO Resulting in Closure Target (564)	30	21	22	47	51	13	28	11	31	18	41	44	<b>357</b>	63%	79.16%
SOGI Target Monthly	32	32	32	32	32	32	32	33	33	33	33	33	<b>389</b>		
SOGI Placements (Con. Yr. 389)	17	26	20	13	16	11	2	18	21	16	13	8	<b>181</b>	47%	58.20%
SOGI Resulting in Closure (335)	4	10	22	8	14	6	8	7	8	10	12	16	<b>125</b>	37%	46.64%

Participation/Support Services/SET Program														Current % of Yr Goal (Where we're at)	Current % at 80% of Goal
July Report w/June 2016 Data														2015-2016 District 8 JOBS Dashboard	
	July	August	September	October	November	December	January	February	March	April	May	June	Year		
Breakdown of Participation															
Program 2 Participation %	18.20%	18.40%	17.70%	16.50%	16.80%	14.30%	15.20%	16.40%	20.90%	20.20%	22.70%	19.50%	18.07%		
Teen Participation %	59.40%	60.00%	60.00%	61.30%	68.20%	58.30%	50.00%	53.10%	65.50%	81.80%	76.00%	60.90%	62.88%		
JPI Participation %	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	99.90%	99.99%		
J82 Participation %	99.60%	99.70%	99.70%	99.90%	99.90%	99.80%	99.90%	99.90%	99.70%	99.60%	99.60%	99.00%	99.69%		
Employment Payment (M5/P2) %											19.50%	27.00%	23.25%		
Total Participation %	75.70%	76.10%	76.00%	77.70%	78.30%	77.30%	78.20%	77.80%	79.10%	78.60%	77.50%	76.20%	77.38%		
Support Service Breakdown															
Gas	\$54,360.00	\$62,366.00	\$67,542.00	\$58,660.00	\$50,869.00	\$54,938.00	\$49,076.00	\$52,522.00	\$58,481.00	\$43,965.00	\$42,972.63	\$44,061.30	\$639,812.93		
Child Care	\$78,234.00	\$71,509.00	\$77,136.00	\$65,763.00	\$48,625.00	\$61,138.00	\$54,853.00	\$56,499.00	\$65,006.00	\$68,349.00	\$76,386.53	\$67,136.16	\$790,634.69		
Auto Maintenance					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,314.03	\$2,114.49	\$3,428.52		
Professional Fees					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,661.00	\$873.00	\$2,534.00		
Clothing					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,458.65	\$1,529.62	\$2,988.27		
Books, Etc					\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$316.50	\$91.99	\$408.49		
Other	\$18,000.00	\$15,722.00	\$19,140.00	\$20,036.00	\$12,723.00	\$6,650.00	\$5,025.00	\$8,121.00	\$5,641.00	\$8,721.00	\$4,633.33	\$2,930.95	\$127,343.28		
Total	\$150,594.00	\$149,597.00	\$163,818.00	\$144,459.00	\$112,217.00	\$122,726.00	\$108,954.00	\$117,142.00	\$129,128.00	\$121,035.00	\$128,742.67	\$118,737.51	\$1,567,150.18		
FS&C Flexible Funds															
Flexible Funds Available @ Beginning of Mo.	\$9,003.00	\$9,003.00	\$8,579.00	\$8,579.00	\$8,226.20	\$7,706.20	\$7,364.21	\$6,564.21	\$6,264.21	\$5,434.84	\$4,787.02	\$3,756.58	Year Total		
Payments Made	\$0.00	\$424.00	\$0.00	\$352.80	\$520.00	\$341.99	\$800.00	\$300.00	\$829.37	\$647.82	\$1,030.44	\$3,114.06	\$8,360.48		
Balance of Flexible Funds	\$9,003.00	\$8,579.00	\$8,579.00	\$8,226.20	\$7,706.20	\$7,364.21	\$6,564.21	\$6,264.21	\$5,434.84	\$4,787.02	\$3,756.58	\$642.52			
S.E.T Program															
S.E.T # Served (Contract yr. 250)	36	30	42	25	26	26	46	36	29	17	13	32	358	143.20%	179.00%
S.E.T # Placed in Employment	14	9	10	11	10	5	8	10	10	22	7	7	123		
Vocational Training (VT) Support Service Breakdown															
Gas (71)	\$732.00	\$2,445.25	\$4,534.25	\$5,848.25	\$6,161.25	\$3,967.00	\$4,014.90	\$4,014.70	\$5,025.70	\$6,589.89	\$6,589.89	\$2,958.55	\$52,881.63		
Child Care (70)	\$8,319.78	\$3,259.86	\$9,157.31	\$9,561.05	\$5,965.84	\$7,251.62	\$8,521.95	\$7,423.42	\$7,928.40	\$5,643.37	\$6,135.36	\$12,522.67	\$91,690.63		
Books Etc (88)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69.00	\$69.00		
Auto Maintenance (83)						\$0.00	\$0.00	\$0.00	\$154.00	\$118.58	\$118.58	\$0.00	\$391.16		
Professional Fees (84)						\$0.00	\$0.00	\$57.75	\$0.00	\$74.00	\$74.00	\$193.50	\$399.25		
Clothing (72)						\$200.00	\$126.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.96	\$344.96		
Other (76)	\$97.83	\$1,787.73	\$3,886.73	\$2,894.83	\$2,387.82	\$384.59	\$0.00	\$55.00	\$0.00	\$115.00	\$115.00	\$225.00	\$11,949.53		
Total	\$9,149.61	\$7,492.84	\$17,578.29	\$18,304.13	\$14,514.91	\$11,803.21	\$12,662.85	\$11,550.87	\$13,108.10	\$12,540.84	\$13,032.83	\$15,987.68	\$157,726.16		

OFSET 2014-2015 Biennium Jul-Sept														Current % of Yr Goal (Where we're at)
Target % of Contract	8.33%	16.66%	25.00%	33.33%	41.66%	50.00%	58.33%	66.66%	75.00%	83.33%	91.65%	100.00%		
	July	August	September										Year	
OFSET Funds Mo. Allocation	\$ 2,550	\$ 2,550	\$ 2,550										\$7,650	
OFSET Funds Spent Monthly	\$0	\$8,920	\$7,060										\$15,980	
OFSET # Served Monthly (Con. Yr. 1500)	312	263	258										833	55.53%
OFSET # of Placements Monthly (Con. Yr. 267)	25	20	31										76	50.67%

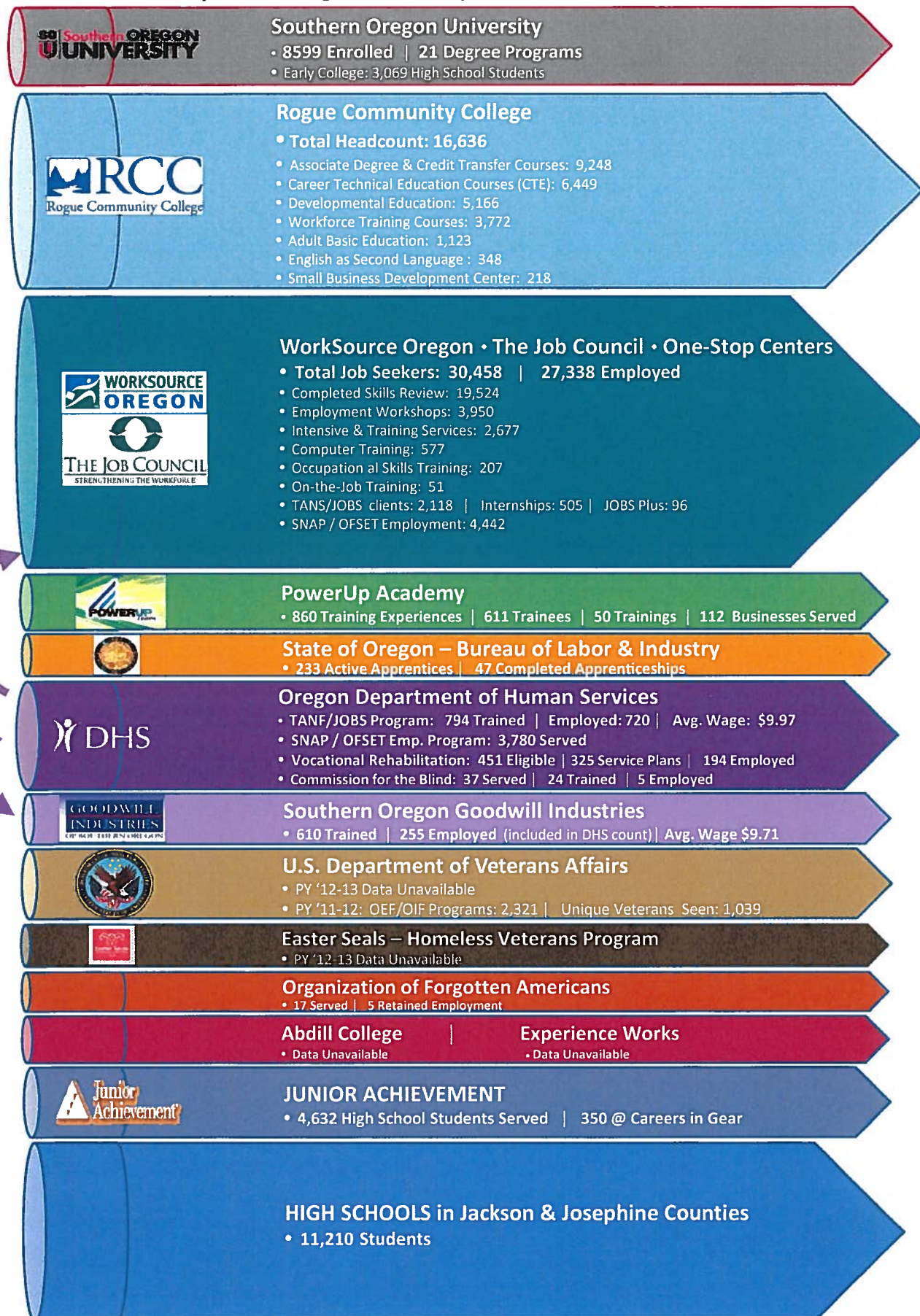
OFSET 2015-2016 Biennium Oct-Sept														Current % of Yr Goal (Where we're at)
	October	November	December	January	Febuary	March	April	May	June	July	August	September	Year	
OFSET Funds Mo. Allocation	\$ 8,905	\$ 8,905	\$ 8,905	\$ 8,905	\$ 8,905	\$ 8,905	\$ 8,905	\$ 8,905	\$ 8,905	\$ 8,905	\$ 8,905	\$ 8,905	\$106,863	
OFSET Funds Spent Monthly	\$3,960	\$4,000	\$6,400	\$6,120	\$4,870	\$4,000	\$3,060	\$3,500	\$3,140				\$39,050	
OFSET # Served Monthly (Con. Yr. 1500)	264	176	226	234	221	265	242	235	217				2080	138.67%
OFSET # of Placements Monthly (Con. Yr. 258)	34	12	19	8	14	25	24	32	25				193	74.81%

OFSET 2015-2106 NCRC														
	July	August	September	October	November	December	January	February	March	April	May	June	Total	
NCRC - Completers (25 Month) 300 Yr.	22	17	24	24	12	30	32	31	43	32	29	28	324	108.00%
# Completed w/Silver & Above	17	16	19	19	9	25	23	23	37	25	23	27	263	



# Workforce & Education System • Performance Overview

## The Workforce Pipeline • Program Year July 2012 to June 2013



# DRAFT ONLY

## FINANCIAL DATA FOR LOCAL IMPLEMENTATION PLANNING

### Resource Inputs by Region

Program Year 2012 (July 1, 2012 – June 30, 2013)

AGENCY/DEPARTMENT/PROGRAM/FUNDING SOURCE	TOTAL \$\$ ALL REGIONS	TOTAL FTE ALL REGIONS	TOTAL #S SERVED ALL REGIONS	STATE-LEVEL COST
<b>CCWD</b>				
WIA Title 1B/DOL *(See Footnote 2)	\$29,647,987.16	78.42	51,187	\$5,299,387.00
WIA Title II/DOE	\$4,777,728.00	0	17,682	\$767,378.00
Department of Corrections	\$88,700.00		3,172	
Youth Conservation Corps	\$1,282,640.01	0	1,300	\$325,083.00
<b>Separate Grants</b>				
- NEGS	\$0.00	0	0	\$0.00
- Other	\$0.00	0	0	\$0.00
<b>TOTAL</b>	<b>\$35,797,055.17</b>	<b>78.42</b>	<b>73,341</b>	<b>\$6,391,848.00</b>

<b>OED</b>				
<b>Business and Employer Services</b>				
Employment Service				
- WIA Title III Wagner-Peyser/WIA Title I-	\$5,499,493.00	66	550,873	\$188,089.00
- SEDAF	\$16,821,982.00	201	0	\$574,342.00
WIA Title I-D/DOL Vets	\$0.00	24	0	\$2,325,000.00
<b>Separate Grants</b>				
- Trade Adjustment Assistance (TAA)	\$0.00	0	0	\$11,385,137.00
- Other	\$0.00	0	0	\$0.00
<b>TOTAL</b>	<b>\$22,321,475.00</b>	<b>291</b>	<b>550,873</b>	<b>\$14,472,568.00</b>

<b>DHS</b>				
WIA Title IV - Vocational Rehabilitation *(See Footnote 1)	\$28,820,587.25	208	15,550	\$218,643.00
Commission for the Blind	\$5,573,385.00	47	699	\$501,604.65
Older Americans Act/Title V - SCSEP *(See Footnote 5)	\$3,528,017.00	7	656	\$32,584.00
TANF/JOBS *(See Footnote 3)	\$10,978,387.00	171	233,040	See Footnote 3
Food Stamp Emp. Program (SNAP) *(See Footnote 3)	\$2,414,419.00	26	63,730	See Footnote 3
<b>Separate Grants</b>				
- Developmental Disabilities "Employment 1st Training and Technical Assistance" *(See Footnote 4)	\$0.00	0	0	\$400,000.00
- Other	\$0.00	0	0	\$0.00
<b>TOTAL</b>	<b>\$51,314,795.25</b>	<b>459</b>	<b>313,675</b>	<b>\$1,152,831.65</b>

<b>BOLI</b>				
Registered Apprenticeship	\$0.00	0	0	\$1,295,979.00

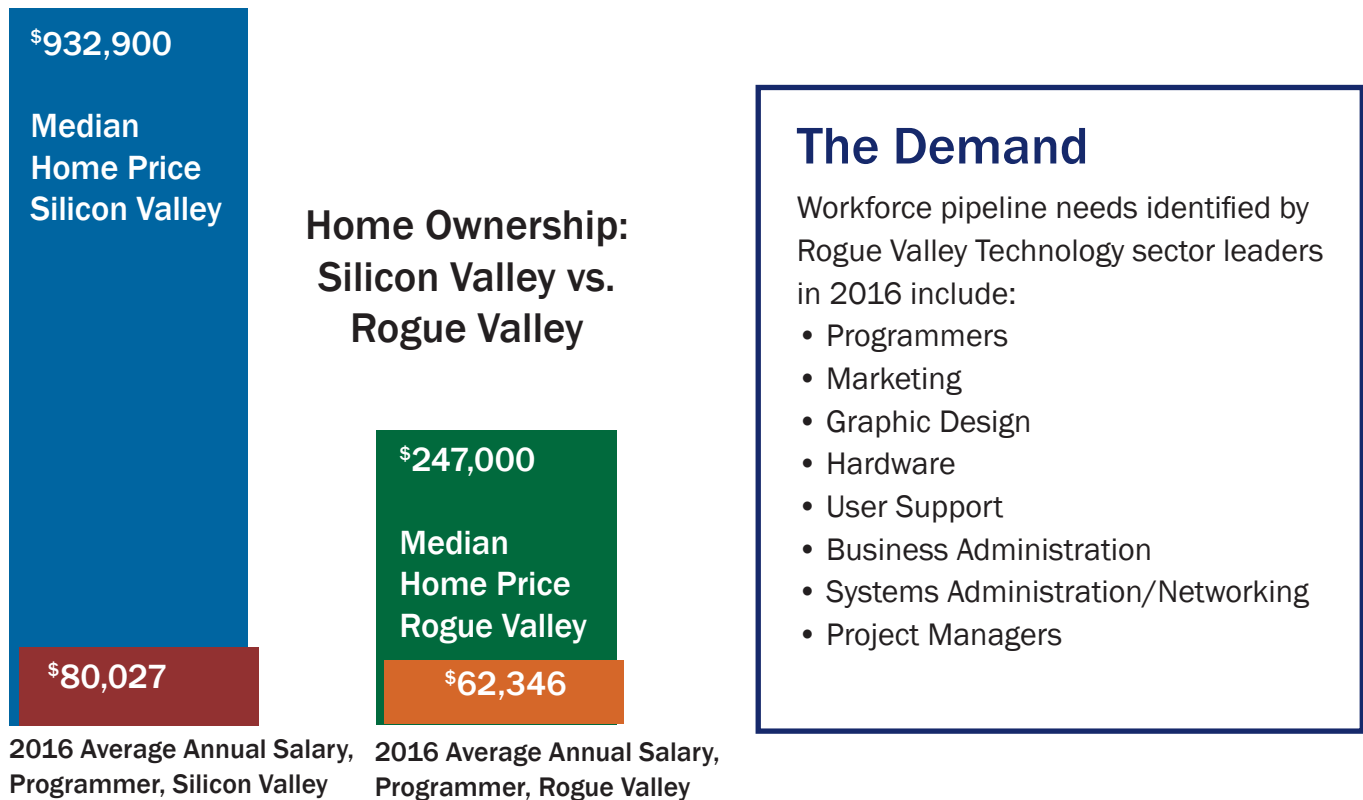
<b>All regions - Total: other significant local resources</b>	<b>\$0.00</b>	<b>0.00</b>	<b>0</b>	<b>\$0.00</b>
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**TOTAL ALL REGIONS \$109,433,325.42 828.30 937,869 \$23,313,226.65**

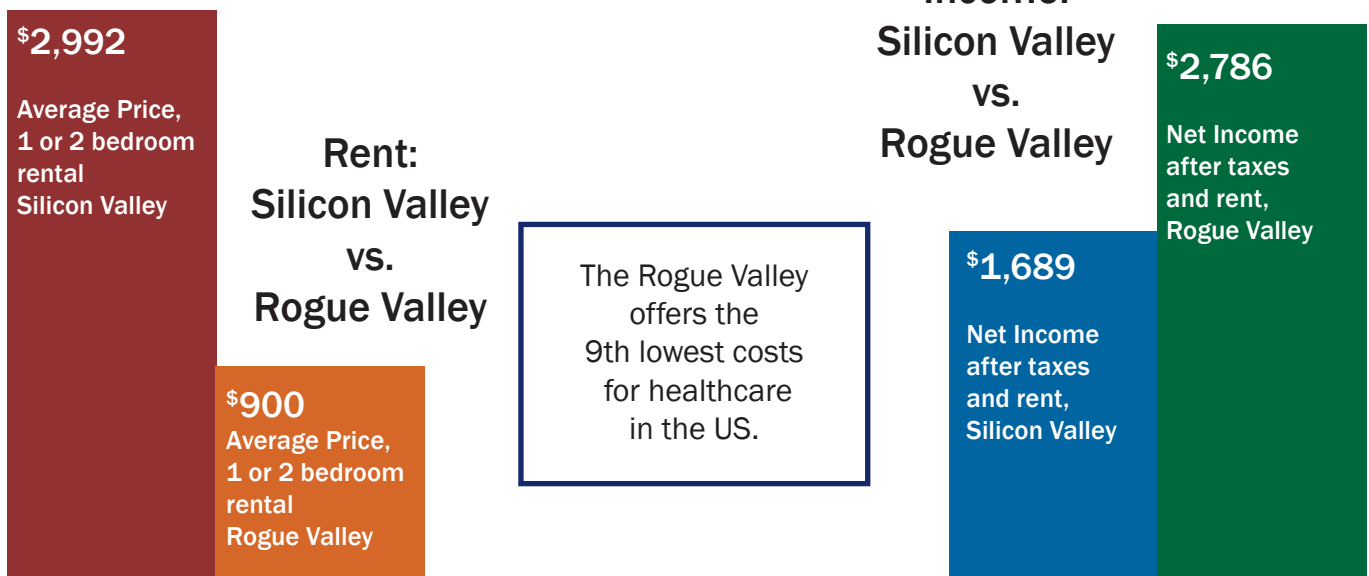
Data for Local Implementation Planning DRAFT

# SOUTHERN OREGON TECH JOBS ON THE RISE

Rogue Valley IT jobs have increased 300% in 10 years



## *Living & Working in Southern Oregon means you'll have more \$*



Ave. monthly wage, Silicon Valley programmer, after taxes: \$4680, compared to ave. rent.  
Ave. monthly wage, Rogue Valley programmer, after taxes: \$3686, compared to ave. rent.



**195** average days of  
sun per year

**+ 4** distinct seasons

**+ Short Commute Times**

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## **SOUTHERN OREGON LIVING:**

**That unique blend of  
professional accomplishment,  
personal interests and  
time for friends & family.**

### ***How could you spend this extra time and money living in the Rogue Valley?***

- Craft Breweries
- Wineries and Wine Tours
- Mt. Ashland Ski & Board Resort
- Oregon Coast Getaway Nearby
- Extensive Hiking & Biking Trails within 30 minutes' drive
- Mountain Lakes within 60 minutes' drive
- 19 Fishing Destinations within 30 minutes' drive
- Britt Festivals: Largest Outdoor Musical Festival in PNW
- Oregon Shakespeare: Best Shakespeare in the US
- Art Galleries, Theatres & More!



**ROGUE WORKFORCE  
PARTNERSHIP**

**ROGUE  
TECH HUB**



**soredi**  
to help business prosper

# EXIT SURVEY RTT2016



QUESTIONS

RESPONSES 26

26 responses



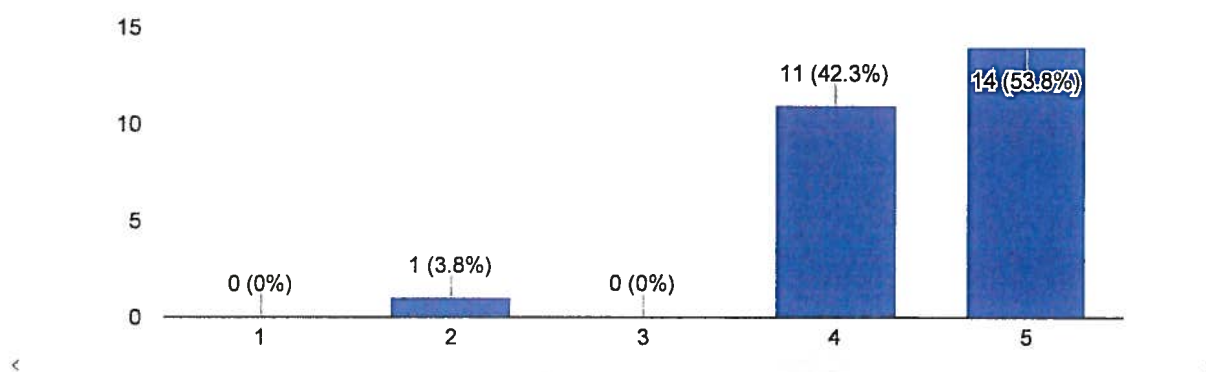
SUMMARY

INDIVIDUAL

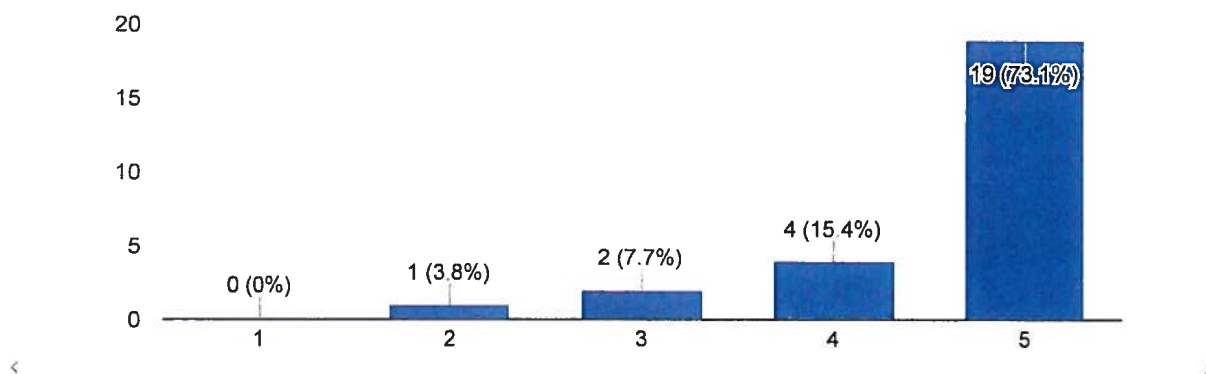
Accepting responses



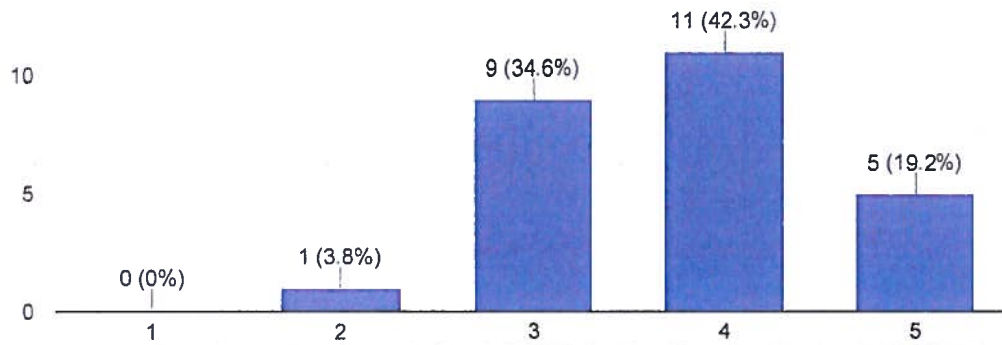
How valuable was networking with Rogue Valley Tech Businesses?  
(26 responses)



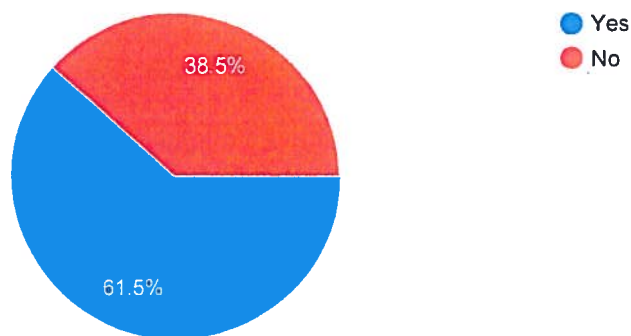
How valuable was touring Rogue Valley Tech Businesses? (26 responses)



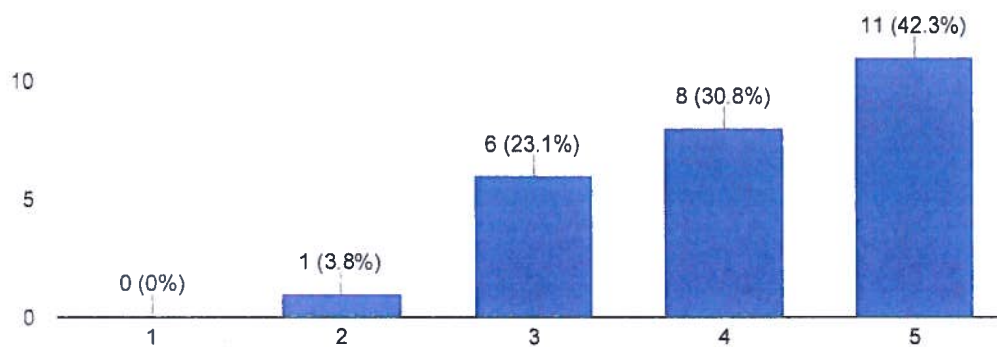
How valuable was touring meeting other tech students? (26 responses)



Did you find a potential promising job lead? (26 responses)



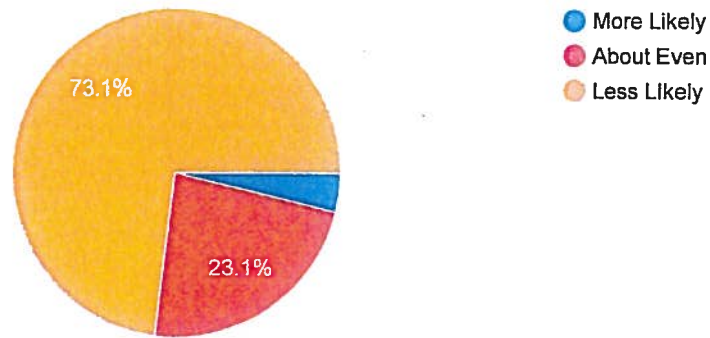
On a scale of 1 (not at all) to 5 (definitely): How likely are look for employment in the Rogue Valley after you graduate your program? (26 responses)





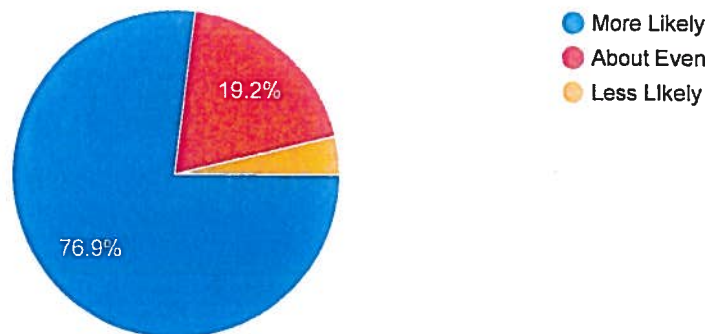
Before the Rogue TechTour 2016 experience, were you less likely, about even, or more likely to seek a job in the Rogue Valley?

(26 responses)



After the Rogue TechTour 2016 experience, are you less likely, about even, or more likely to seek a job in the Rogue Valley?

(26 responses)



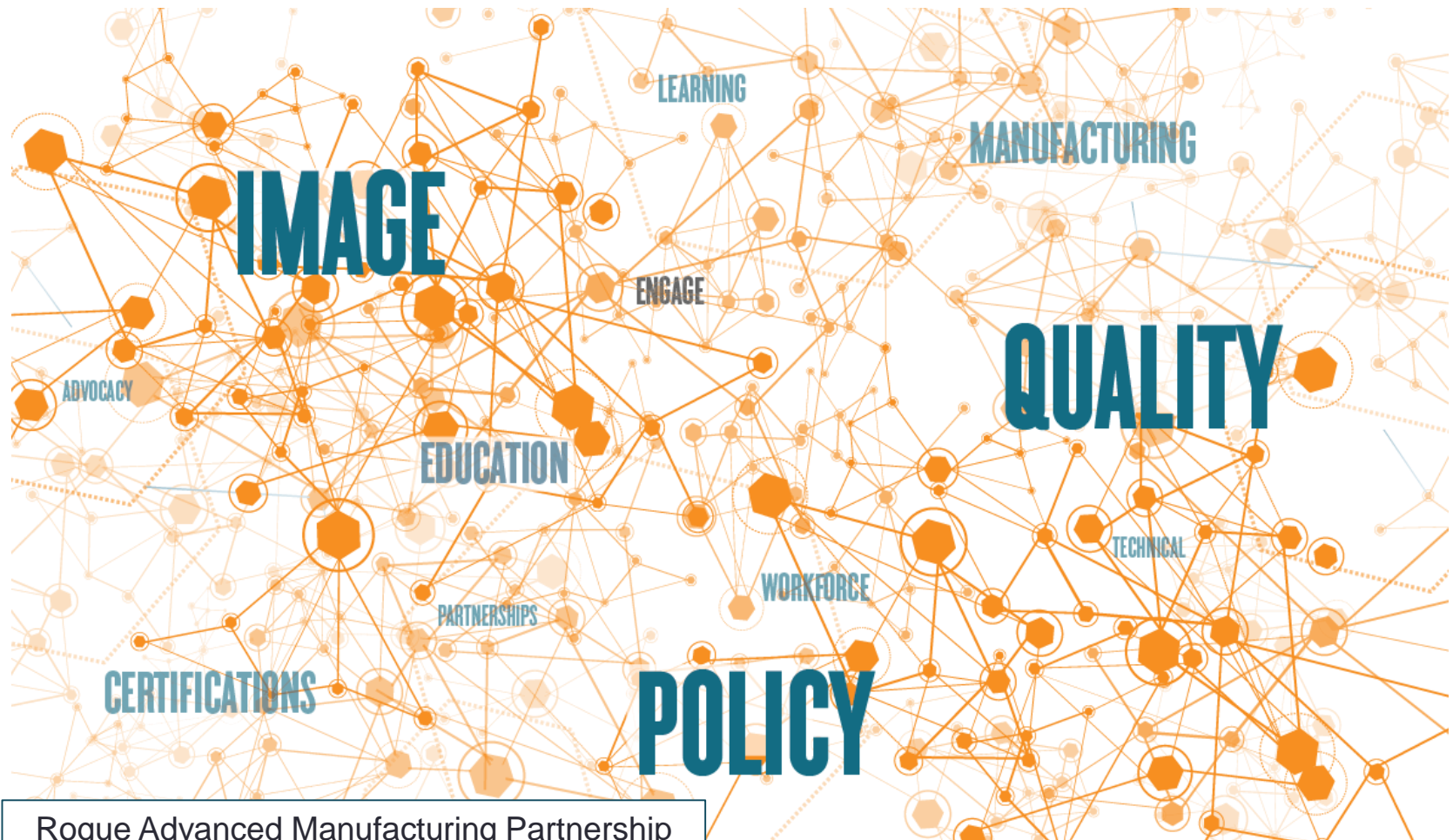
## Student Comments

What did you like best about the event?	What about the event, can be improved for next year?
The tours were fantastic!	More time to talk with the business' personnel...
Being able to speak with different people in their professions.	It was a great tour if you were a software engineer, IT or a working with databases. I would gladly come back if it included more embedded and hardware companies.
The reversal of interviews	Making sure all businesses are wanting to talk to students. A few companies shrugged me off like I was a bother.
The positivity.	Make it more toward spring. That way seniors may actually apply for jobs that they could start after graduation.
Giving us a chance to talk with representatives of other companies and learning what's available in the Rogue Valley.	I had the impression that the companies we were visiting would be looking for interns to hire, giving us the opportunity to get our foot in the door. I was also a little disappointed on how few companies were offering engineering positions. In fact there were a few who were only looking for IT support positions. My suggestion would be to focus on companies that provide internship opportunities for engineering students.
Plexis	Less Zeal
The chance to be in site with these companies to see what it is really like to work for these companies	With so many people there, I found it hard to get to talk to the companies that had tables set up. There were so many people around a table it was hard to hear and actually get to talk to them
The information	Listings of potential positions before tour to get a better idea to prepare questions for those specific job openings
I liked meeting all the companies; I had no idea there were so many in the rogue valley. I had never really considered staying here after I graduate before now.	I didn't really love the tours of the companies, they felt lacking. I think the ability to walk up to companies' tables and speak to them 1-on-1 was more valuable than walking around their halls, but I admit that it was interesting to see potential workspaces.
Meeting the business owners and hearing their advice.	Perhaps a bit more structure so we have more time at each location. I found it difficult to get to even half the booths at each station before we had to move on.
Observing a real work environment.	Showcase some businesses that use embedded technology or hardware technology, the current trip was too software focused.
Tour to different companies, get to know their environment and culture.	More days, deeply knows what they are doing!
Well balanced and welcoming.	We were rushed at times.
Being able to visit and talk to potential future employers.	The walking tour part did feel somewhat rushed, more time to visit with companies would be nice.
Networking and learning about the start up experience some of the other companies had.	Cap the event to juniors and seniors only
Free food	asfasdfads
Being able to talk to people about how they gotten into my field.	We all brought resumés but didn't really find a good point to give them to employers. Having a point in the tour just for giving resumés out would be nice.
Learning about the different companies.	Different companies every year
Learning about what type of tech companies are right here that I did not know about.	I think the schedule needs to be a bit more strict. I feel although Trevor from zeal has a great and charismatic personality, kind of stole the light from others. I felt like he seemed he was the most important and took time from others tours/companies
I really enjoyed meeting the businesses and learning about what they do so close to where i go to school.	I think one of the big things that could be improved for next year is expand the time spent at each place for more questions.
Meeting great people.	Nothing
Being able to tour around and learn more about the fields that were possible in my path.	I hope that the event can happen more than once a year. Also, I believe that the businesses the student's tour should be related more towards what they're studying. Often or not, some of the businesses seemed to really need IT help than Software Engineers.
Trever w/Zeal	NA
The companies that were overly nice, as well as the man from Zeal that took time to ride on the bus with us.	Maybe stressing that we would not have time to talk to everyone, and see all the businesses that we wanted to. We seemed to run out of time really quickly.
I appreciated all the planning and organization that went into the Rogue Tech Tour. It showed!	I would enjoy attending a separate tech tour geared to the hardware side of technology employment for electronics technicians/engineers.



# Strategic Approach to Building a Talent Pipeline

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Rogue Advanced Manufacturing Partnership

# Rogue Advanced Manufacturing Partnership (RAMP)

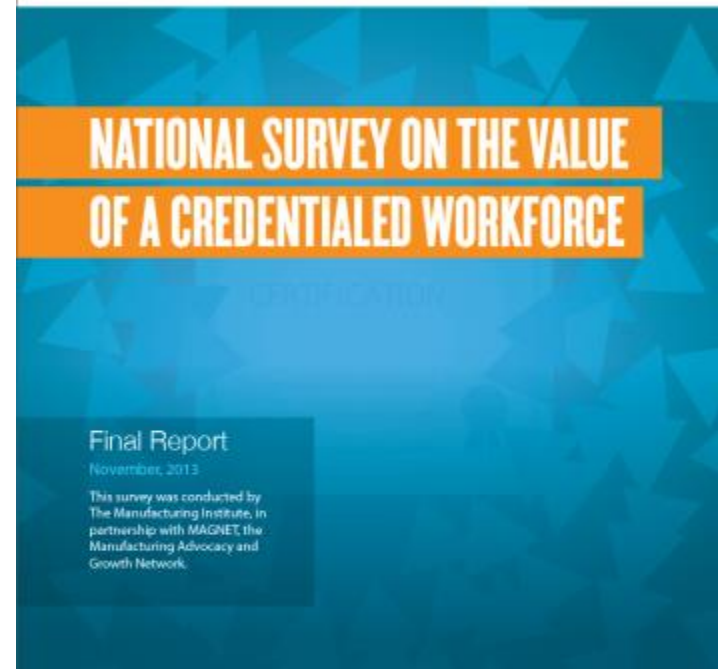
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- Strategic Priorities
  - Ensuring a skilled talent pipeline
  - Promoting manufacturing as a viable career choice
  - Advocating policies that support career technical training
- Recent Initiatives/Interests
  - Regular meetings of high-profile manufacturing leaders
  - Survey of employment and skill needs
  - Identification of priority industry certifications as a validation of skills
  - Stronger education –employer partnerships

# Value of Industry Certifications

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- Over 90% of companies that use industry-recognized certifications believe they make a difference in validating the skills of their employees;
- Community colleges are the most used partner by companies looking to incorporate certifications, but more high schools are getting involved nationally.



TheJoyceFoundation

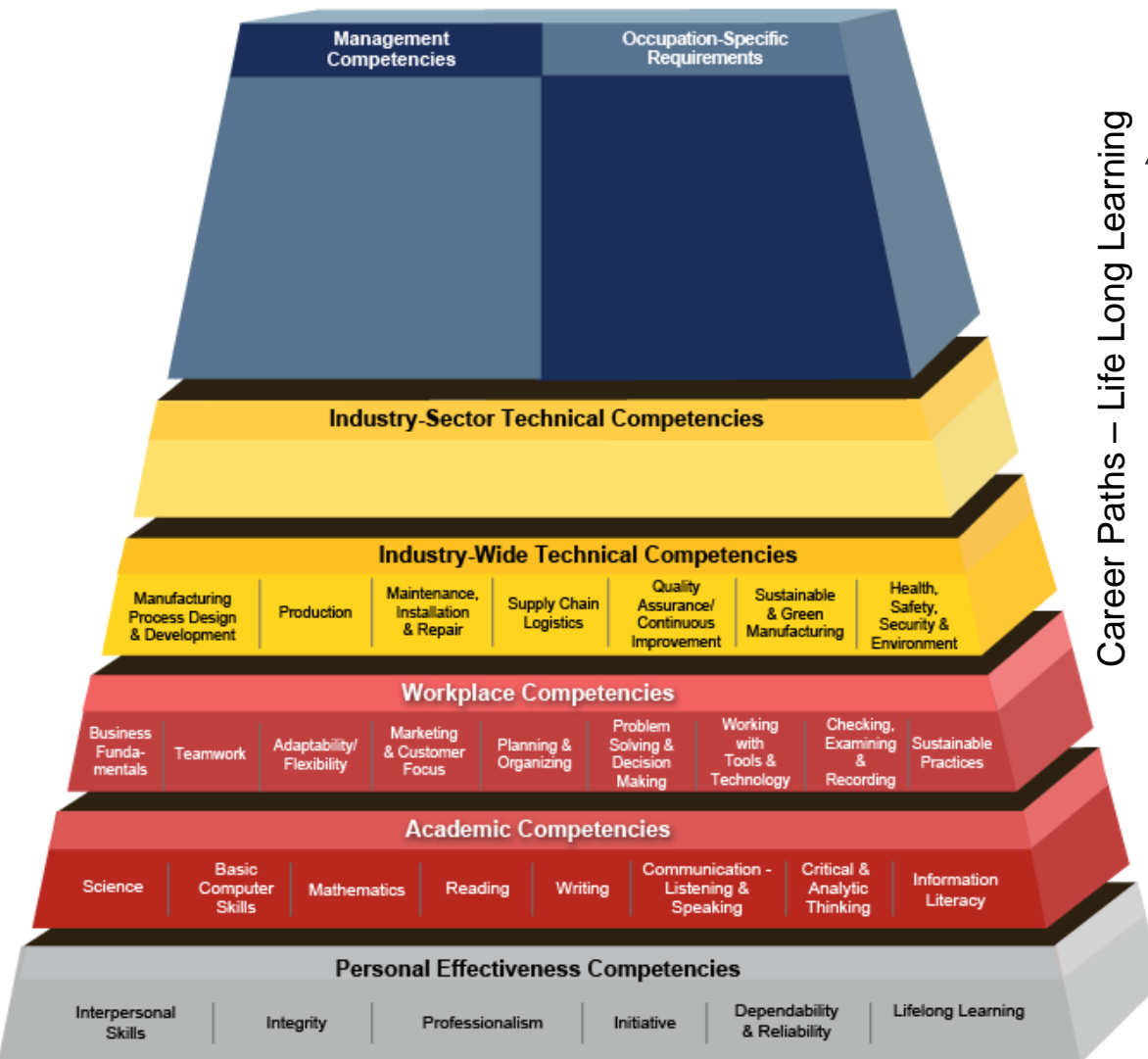


# Benefits

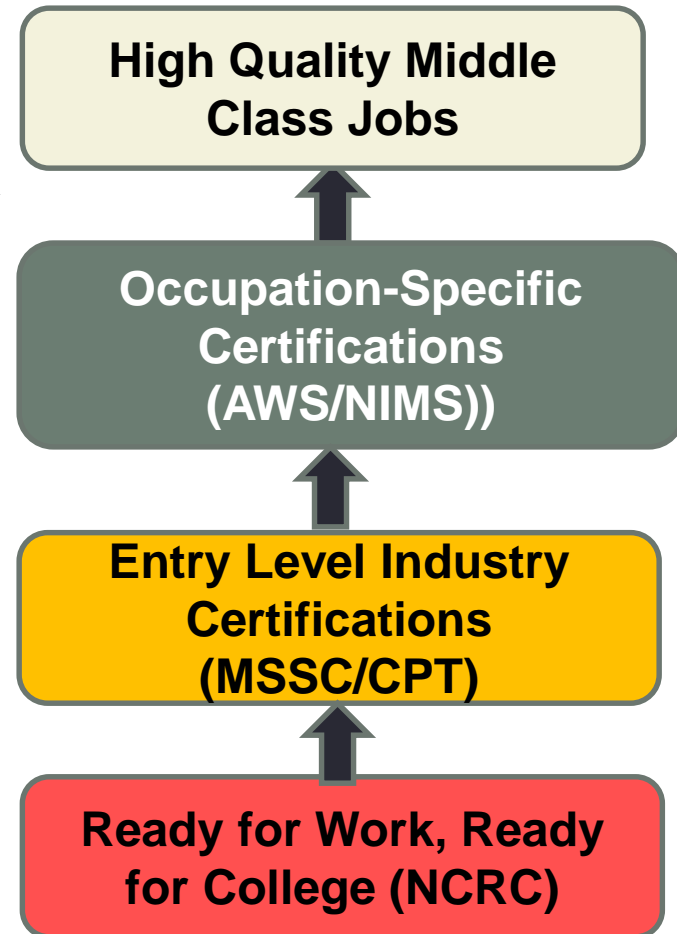
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- Improved hiring practices
- Minimizes “guesswork” in selection and promotion
- Saves money and improves bottom line
- Ensures training includes knowledge and skills required for the job
- Develops a certified, professional technical workforce

# Advanced Manufacturing Competency Model



Career Paths – Life Long Learning



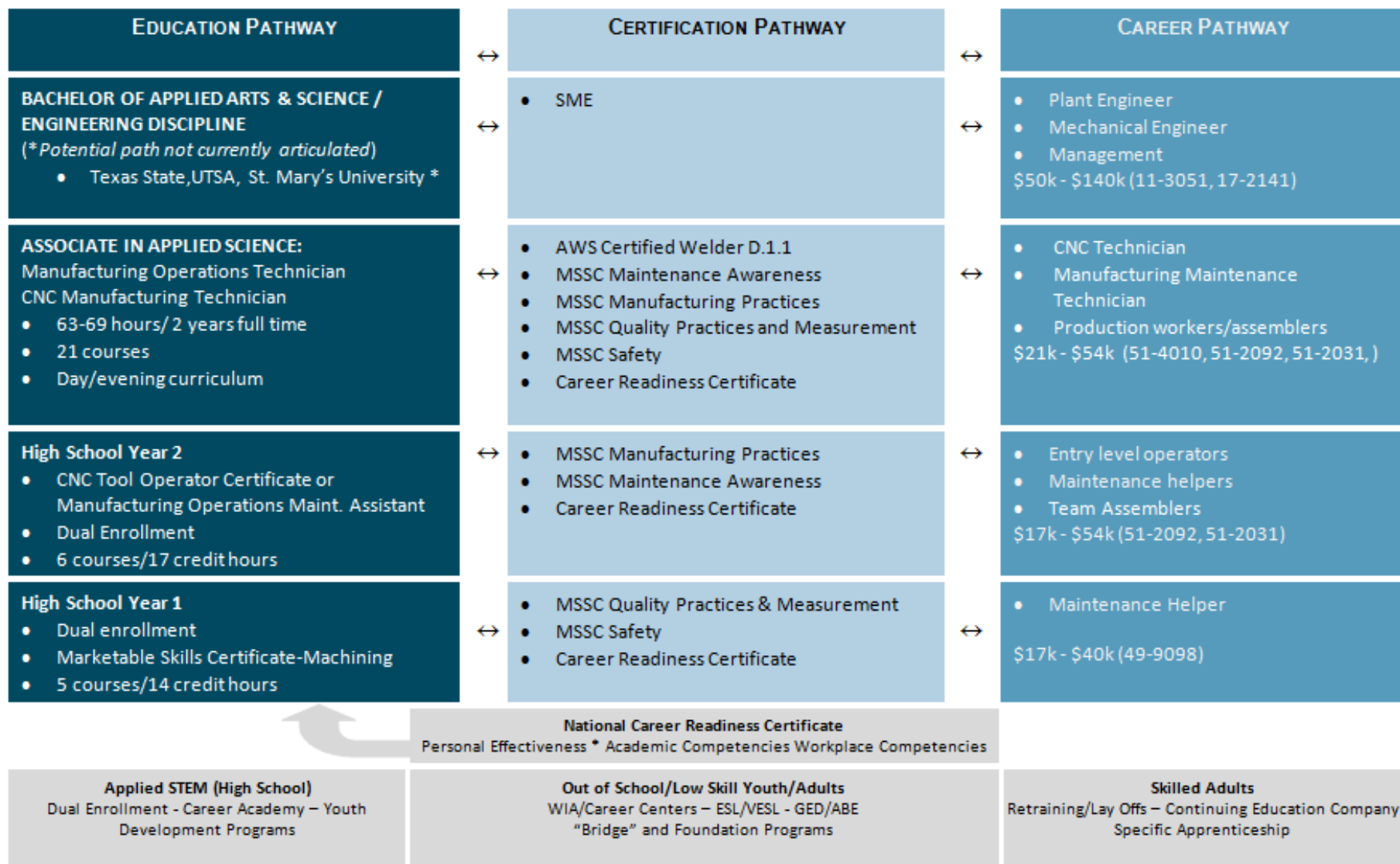


# SKILLS CERTIFICATION SYSTEM

ACT







## **“Rogue Life/Way/Thing/Living/???”**

**SCOPE OF PROJECT STATEMENT: We will collaborate as a community to create a pathway system for our future workforce that is aligned with the needs and demands of our Live Rogue Economy!**

### **Prerequisites/Risks:**

- This must be a shared, community approach.
- Schools must align their efforts to support the shared vision and message
- Assets are paid for locally but must be used globally to maximize potential.
- Demand can be fluid and the Rogue Valley is fairly small.
- Everyone is an “expert”.
- Adoption of approximately 65% of closely located school districts is required to reach potential.

### **Project Outline**

#### **I. Awareness.**

- a.** Create a messaging slogan/campaign to reach all: students, teachers, counselors, parents, grandparents.
  - i.** Consistent message for all
  - ii.** Applicable across age groups (14-70)
  - iii.** Creates enthusiasm and pride
  - iv.** Adopted by elected officials and public forums
- b.** Define structural strengths
  - i.** Differentiation points
  - ii.** Unique attractiveness
- c.** Define our core competencies (job sectors)
  - i.** Tall Poles (Define...)
  - ii.** Stay away from “me too”
- d.** Define organizations/companies within the sectors
  - i.** Compile list from SOREDI, Internet, Others
  - ii.** Refine to our message
- e.** Define employment opportunities within the organizations
  - i.** Tall poles
  - ii.** Refine to message
- f.** Create messaging campaign
  - i.** Social media
  - ii.** Billboard
  - iii.** Radio



- iv. News
- h. Professionalize Campaign
  - i. EMDA Program
  - ii. logo

**Demand:**

- II. **Assets/Logistics:** All of the above approach for public schools, private schools, technical schools, community college, universities, vocational schools, incubators, maker spaces, public transportation.
  - a. Identify assets
  - b. Identify and define current programs
  - c. Identify and define current facilitators/facilitation
  - d. Identify and define logistical capability
  - e. Gain commitment to support vision and message in curriculums
- III. **Define “Line of Sight”** road maps for Sectors defined in Step I above. Must tie back to a job or occupation.
  - a. Define pathways
    - i. Based on “tall poles” (Define...)
    - ii. Based on market demand
    - iii. No sacred cows
  - b. Define the needed steps to achieve (career)
    - i. Ignite passion in the students and educators:
      - 1. Business to student and educator interactions... projects
      - 2. Educators to business interactions in curriculum and teaching
    - ii. Pathway to a degree, accreditation, certification or credential
    - iii. Incubators
    - iv. Maker spaces
    - v. Degrees
    - vi. Vocational
    - vii. Teacher externships
    - viii. Student internships:
      - 1. Address liabilities of business
      - 2. Make them easy, intentional and valuable
      - 3. Engage parents as much as possible in the process

**IV. Consolidate/Optimize**

- a. Define student demand (where, when, how)
- b. Maximize asset allocation/location for optimum performance/reach
- c. Define “allowable” time in transit
- d. Align logistics to optimize student movement
- V. **Measure → Refine → Optimize** (Bi-Annually or Annually ?)
  - a. Track every kid in and every kid out

- i. Job placement
  - ii. College or equivalent graduation rates; income levels
  - iii. High school graduation rate; placements; income levels
- b. Incubator or Maker Space use
  - i. What's being used and why
  - ii. Relocate assets within network to optimize
  - iii. Any innovations created
- c. Innovations or companies started
  - i. Establish the baseline
  - ii. Creation is an acceptable outcome
- d. Track sectors by use (Who, What, How?)
  - i. Optimize for market shifts and community changes

