



Joint Meeting of  
Rogue Workforce Partnership - Corporate Directors  
and  
Rogue Valley Workforce Consortium

Friday June 26, 2015 • 1:20 - 3:00 pm | 100 E. Main Street, Suite A - Board Room • Medford

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Agenda

1. Call to Order Jessica Gomez
2. Consent Agenda - **Action Item** Jessica
  - Approval of Minutes – June 8, 2015 - RWP Board of Directors Meeting
3. The Job Council Final Liquidation Plan Jim Fong, Sherri Emitte
  - Memorandum Of Understanding - **Action Item** Jim Fong, Sherri Emitte
4. Executive Director Hiring Jessica
  - Hiring standards, criteria, policy directives & hiring of Executive Director - **Action Item**
5. Rogue Workforce Partnership Budget - **Action Item** Sherri
  - Review & Approval of PY 2014 & PY 2015 Budgets Sherri  
(requires both RWP & RVWC action)
  - Endowment Fund Update
  - Additional Grants Jim
    - USDOL Sector Strategies Grant Jim
    - Southern Oregon Success Grants  
Meyer Memorial Trust & Gordon Elwood Foundation
6. Contract / Letter of Intent with ResCare - **Action Item** Jim
  - Approval of Letter of Intent
7. Job Council to ResCare Transition Update Jim, RWP Leadership Team

- |  |               |
|--|---------------|
| 8. <b>Statewide Strategic Planning Kickoff &amp; Workforce Board Community Forum</b> | Jim & Jessica |
| • July 27, 2015  |               |
| 9. <b>Workforce Board Meetings</b>   | Jessica       |
| • Scheduling & Design of Meetings for PY 2015  |               |
| 10. <b>PowerUp Academy Next Steps Update</b>   | Jim           |
| 11. <b>Other Items</b>   | Jessica       |
| 12. <b>Adjourn</b>   | Jessica       |

= Documents attached or will be handed out at meeting

Auxiliary aids and services are available upon request to individuals with disabilities. Please contact Tami Allison at 776-5100 (Voice/TDD) at least 48 hours in advance of the meeting to allow staff sufficient time to arrange for auxiliary aid



**MINUTES**

ROGUE WORKFORCE PARTNERSHIP • BOARD OF DIRECTORS

June 8, 2015 The Job Council Board Room | 100 E. Main St., Suite A, Medford, Or

**MEMBERS PRESENT**

Nikki Jones  
Cheryl Walker  
Rick Dyer  
Ron Fox  
Gregg Edwards  
Tamara Nordin (via phone)  
Michael Donnelly (via phone)

**MEMBERS ABSENT**

Jessica Gomez  
Lyndell Smith

**OTHERS PRESENT**

Jim Fong, Executive Director, Rogue Workforce Partnership / Job Council  
Sherri Emitte, Rogue Workforce Partnership / Job Council  
Rene' Brandon, Rogue Workforce Partnership / Job Council  
Aurora King, Rogue Workforce Partnership / Job Council  
Tami Allison, Rogue Workforce Partnership / Job Council

**Quorum Present: Yes**

*All meetings of the RWP Board of Directors are recorded. Should reference be desired in addition to the minutes, backup materials are available in the Office of the Executive Director of The Job Council.*

**1) CALL TO ORDER**

The meeting was called to order by Vice Chair Gregg Edwards at 7:45 am.

**2) CONSENT AGENDA**

***RON FOX MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION WAS SECONDED BY RICK DYER AND APPROVED UNANIMOUSLY.***

**3) APPOINTMENTS TO RWP WORKFORCE INVESTMENT BOARD**

The following corrections were made to the membership chart:

Scott Koch is with Umpqua Bank

Add Tamara Nordin

It was noted that twelve slots need to be recruited (7 private sector, 5 CBO's). Discussion took place regarding some of the possible recruits for the workforce board. A new one-page modified version of the "About Us" was given out to the group and can be used as a recruitment tool. Jim indicated that although the total membership of the workforce board will increase to 39, the quorum requirements will be set at approximately the same actual number of members as the current level.

**RON FOX MOVED TO RECOMMEND TO THE RVWC THAT THE ACTION BE TAKEN AS OUTLINED IN THE ACTION BRIEF, AND AS CORRECTED DURING THE MEETING. THE MOTION WAS SECONDED BY NIKKI JONES AND WAS APPROVED UNANIMOUSLY.**

#### 4) GOVERNANCE CHANGES

- Articles of Incorporation & Bylaws- Draft documents were presented to the Board of Directors for their review and preliminary approval pending review from Chair Jessica Gomez, and our attorney.

Jim offered clarification of the structure indicating that the Rogue Workforce Partnership Board of Directors is for the non-profit corporation. The Rogue Workforce Partnership Workforce Board is the federally mandated workforce board which is a sub-committee of the non-profit corporation. Discussion took place about the need to have further clarity between the titles of the Board of Directors and the Workforce Board. **Jim will talk to John Chamberlin, as well as the folks in Salem and will report back to the Board of Directors by email regarding his findings.** The group felt that the roles can be approved as they have been clarified and we can follow up with the names at a later date.

- Partnership Agreement - RWP & RVWC- Sherri Emitte noted a correction to be made under 3. C. This section should read, "Hire, evaluate and employ the Rogue Valley workforce area's chief executive officer."

**NIKKI JONES MOVED TO APPROVE BOTH THE ARTICLES OF INCORPORATION & BYLAWS, AND THE PARTNERSHIP AGREEMENT BETWEEN RWP AND RVWC AS PRESENTED WITH RECOMMENDED CHANGES. THE MOTION WAS SECONDED BY RON FOX AND WAS APPROVED UNANIMOUSLY.**

- RWP Grant Request- The Board of Directors are being asked to approve a grant request to receive The Job Council's current assets (furniture, computers, vehicle and cash after account payable payments) from the Counties to allow for a smooth and seamless transition to maintain continuing operations of the region's WorkSource Oregon Centers.

**NIKKI JONES MOVED TO APPROVE THE GRANT REQUEST AS PRESENTED. THE MOTION WAS SECONDED BY RON FOX. RICK DYER RECUSED HIMSELF FROM THE VOTING. WITH NO ADDITIONAL DISCUSSION, THE MOTION WAS APPROVED UNANIMOUSLY.**

- Rogue Workforce Partnership Staffing- Nikki spoke to the handout that was developed after a meeting with the personnel subcommittee (made up of members of the BOD), and explained that the Board of Directors will be hiring the Chief Executive Officer who will then hire the rest of the RWP staff. The salaries shown are approximately a 10% increase over current wages, and that three of the people shown will be temporary staff to help close out The Job Council. Part of this increase is to offset the 3% salary reduction done in the past year to help offset the PERS employer 6% pickup that was simultaneously implemented. The 401(k) that will be offered will guarantee 4% and match another 4% up to a maximum of 8%. The 4% will vest immediately as all are current employees. New hires will be handled differently, and a package for new hires will need to be established. Tamara clarified that there will be a three year vesting on the employer contribution.

Discussion took place regarding establishing a salary structure and who would approve it. Historically the BOD has given the Chief Executive Officer the authority after the BOD approves the budget which includes the personnel detail. ***The personnel subcommittee will meet to establish a pay schedule and bring back to the BOD for their approval.***

***RON FOX MOVED TO APPROVE THE RWP STAFFING AND PRELIMINARY PAYROLL PROPOSAL. THE MOTION WAS SECONDED BY NIKKI JONES AND APPROVED UNANIMOUSLY.***

#### 5) FINAL MONITORING RESPONSE

The final monitoring response from Community Colleges and Workforce Development (CCWD) was received and reviewed with the BOD.

#### 6) JOB COUNCIL TO RESCARE TRANSITION

Jim gave a brief update on staff transitions and work with DHS:

- Staff have received layoff letters as of 5/29/15
- All but three staff have received offers of employment
- Very impressed with Michael Vu and Matt Sneed of ResCare
- Transitioning Youth Program
  - Preliminary conversations with College Dreams
  - Maintain staff continuity
  - Recalibrate program to new WIOA guidelines
  - Building on validation of the model we have associating youth with the OneStop center
- WIOA Adult and Dislocated Worker contract / letter of intent in place by July 1
- DHS / OED / RWP Work Session
  - 1 ½ day session clarifying roles and responsibilities for a joint management team

Jim stated that we are also in transition with Child Care Resource Network (CCRN) transitioning to Southern Oregon ESD (Education Service District) as the fiscal/administrative entity for the early learning hub. The staff will remain at the WSO OneStop Center.

## 7) FACILITIES UPDATE

Jim announced that we are in “re-start” mode due to proposals not penciling out financially, and the commercial real estate market in Medford being unaffordable. The lease for 100 E. Main St. has been extended and we will have a 12-18 month window of time for funding from OED.

## 8) STATE OWIB STRATEGIC PLANNING

Jim announced that a session will be convened in each region with a kick off either being the week of July 20<sup>th</sup> or July 27<sup>th</sup>, 2015. The announcement will be coming out soon.

## 9) SECTOR STRATEGIES

*Healthcare Career Pathway Mapping & Health Professions Opportunity Grant-* Jim presented a Rogue Valley-Skills Pyramid and Customer / Student Flow Chart of the Healthcare Sector, and announced that Lane Community College will be attending the next Healthcare Sector Steering Committee meeting on July 7, 2015 to explain their model.

Jim also announced that forward movement will begin taking place with the other two sectors (E-Commerce / IT and Advanced Manufacturing) and subcommittee meetings.

## 10) SOUTHERN OREGON SUCCESS

Jim briefly spoke about the CTE Revitalization Grants – College and Career for All and reported that proposals are being done for Jackson, Josephine, and Klamath Counties.

## 11) OTHER ITEMS

Legislative Update was added to the agenda and Jim updated the group on the pending legislation and work being done focusing on workforce priorities. Jim also announced that he has been in discussion with Senator Bates regarding carving out some money to do a pilot with the TANF program.

A article was handed out regarding Motorcycle Superstore moving to Texas. Ron indicated that this is a perfect example of a company born here, owner sold and now moving it out of state. “The greatest risk is transitional ownership of business”, Ron stated.

## 12) ADJOURN

With no further business, the RWP Board of Director’s meeting was adjourned at 9:40 am.

Respectfully Submitted,

Tami Allison  
Executive Team Coordinator

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Approved

Date

Jessica Gomez, RWP Chair

## ACTION BRIEF

To: Rogue Workforce Partnership - Corporate Directors  
From: Jim Fong, Executive Director  
Date: June 26, 2015  
Subject: Memorandum of Understanding with The Job Council

### Background

With the imminent June 30, 2015 dissolution of Intergovernmental Agreement between Jackson and Josephine Counties that formed The Job Council, the Rogue Workforce Partnership Corporate Directors have been asked by the TJC Board of Directors to provide assistance in a liquidation plan for the disposition of the organization's assets and liabilities.

Based on the most recent coordination discussion with officials from Jackson County and Josephine County, the following amended liquidation plan has been developed and requires action by the RWP Corporate Directors.

- The Boards of Commissioners for Jackson County and Josephine County are extending the Intergovernmental Agreement for the sole purpose of winding down and terminating the operations of TJC. The draft of this amendment is attached for review.
- The Job Council needs to appoint a liquidation agent to perform these wind down functions as per the amendment.

### Recommendation

Given these requirements, RWP staff recommends that the RWP Corporate Directors approve the following action:

- ▶ Authorize RWP staff to serve as the liquidating agent for The Job Council - to perform the necessary wind down activities to terminate the operations of TJC.
- ▶ That RWP enter into a Memorandum of Understanding with The Job Council, and that this MOU provide for:
  - The RWP Executive Director to serve as the TJC liquidating agent, and for RWP administrative staff to perform the required work necessary to wind down and terminate the operations of TJC.
  - TJC to compensate RWP based upon staff compensation, plus taxes and fringe, as well as overhead and other appropriately allocated costs.





## Memorandum of Understanding Between The Job Council and Rogue Workforce Partnership

### **I. PARTIES**

This document constitutes an agreement between The Job Council (TJC), an intergovernmental entity, and the Rogue Workforce Partnership (RWP), a not-for-profit corporation.

### **II. PURPOSE**

#### **A. Background**

Jackson County has taken action to terminate the Intergovernmental Agreement with Josephine County that created TJC.

#### **B. Purpose**

The purpose of this MOU is to provide for Liquidation Agent staff capacities for the purposes of conducting all the winding down and terminating the operations of TJC.

### **III. AUTHORITIES**

A. TJC has authority to operate under the authority of the Amended and Reinstated Intergovernmental Agreement dated March 26, 2012 (“IGA”) by the Board of Commissioners of Jackson County and the Board of Commissioners of Josephine County (“the Governments”) with respect to The Job Council (“TJC”).

B. RWP is authorized under:

- 1) Section 2832 of the federal Workforce Investment Act of 1998.
- 2) Workforce Innovation and Opportunity Act of 2014
- 3) ORS 660.327

### **IV. RESPONSIBILITIES OF THE PARTIES**

#### **A. Rogue Workforce Partnership shall:**

- 1) Authorize RWP staff to serve as the Liquidating Agent for The Job Council - to perform the necessary wind down activities to terminate the operations of TJC
  - The RWP Executive Director shall serve as the TJC Liquidating Agent
  - RWP administrative staff shall perform the required work necessary to wind down and terminate the operations of TJC
- 2) Liquidating Agent or his designees shall transfer assets of TJC, with or without consideration, in one or more installments to an organization that has a mission similar to the mission of TJC, all as determined by the liquidating agent in his/her sole discretion, if the Liquidating Agent, in his sole discretion, determines that the financial assets of TJC are sufficient to pay remaining operating expenses and current liabilities of TJC.



**ROGUE WORKFORCE PARTNERSHIP  
BUDGET FOR YEAR ENDING JUNE 30, 2015**

<b>REVENUES</b>		<b>TOTAL</b>
<b>WORKFORCE INVESTMENT ACT</b>		
Title 1B Adult		151,500
Title 1B Dislocated Worker		151,500
<b>TOTAL REVENUES</b>		<b>303,000</b>
<b>EXPENDITURES</b>		<b>TOTAL</b>
<b>SERVICES</b>		
Personnel		240,000
Operating Expense		63,000
<b>TOTAL EXPENDITURES</b>		<b>303,000</b>

**ROGUE WORKFORCE PARTNERSHIP  
BUDGET FOR YEAR ENDING JUNE 30, 2016**

<b>REVENUES</b>		<b>TOTAL</b>
<b>WORKFORCE INNOVATION &amp; OPPORTUNITY ACT</b>		
Title 1B Adult		797,884
Title 1B Dislocated Worker		1,203,473
Title 1B Out of School Youth		1,138,838
Job-Driven National Emergency Grant		362,250
<b>WIA SUBTOTAL</b>		<b>3,502,445</b>
<b>DHS</b>		
JOBS		182,640
OFSET		25,966
<b>DHS SUBTOTAL</b>		<b>208,606</b>
<b>OTHER INCOME</b>		
National Fish & Wildlife Foundation		74,480
PowerUp		30,000
SORS		72,000
WIB Support		170,000
CCRN		40,999
Rental Income		156,696
<b>OTHER INCOME SUBTOTAL</b>		<b>544,175</b>
<b>TOTAL REVENUES</b>		<b>4,255,226</b>
<b>EXPENDITURES</b>		<b>TOTAL</b>
<b>SERVICES</b>		
Personnel		704,886
Contracted Services		697,408
RWP Operating Expense		289,052
One Stop Operating Expense		522,442
Contract to One Stop Service Provider		2,041,437
<b>TOTAL EXPENDITURES</b>		<b>4,255,225</b>

**RWP BUDGET WORKSHEET (DRAFT)  
FOR THE YEAR ENDING 6/30/16**

REVENUES	GRAND TOTAL	ADULT ADMIN	WIOA ADULT	WIOA DLW	RAPID RESPONSE	JD NEG	JOBS			BACK TO WORK OR	POWER UP	EWTF	SORS	CCRN	WIB SUPPORT	TOTAL ADULT	YOUTH ADMIN	25%		75%		TOTAL YOUTH	
							TEEN PAR	OFSET	OFSET									I/S YOUTH	O/S YOUTH	NFWF	BLM		USFS
<b>WORKFORCE INNOVATION &amp; OPPORTUNITY ACT</b>																							
Title 1B Adult	797,884	79,788	718,096													797,884						0	
Title 1B Dislocated Worker	1,203,473	120,347		1,083,126												1,203,473						0	
Title 1B Youth	1,138,838															0	113,884	256,239	768,716			1,138,838	
Rapid Response	0	0			0											0						0	
Job-Driven National Emergency Grant	362,250	29,750				332,500										362,250						0	
<b>WIOA SUBTOTAL</b>	<b>3,502,445</b>	<b>229,886</b>	<b>718,096</b>	<b>1,083,126</b>	<b>0</b>	<b>332,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,363,607</b>	<b>113,884</b>	<b>256,239</b>	<b>768,716</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,138,838</b>	
<b>DHS</b>																							
JOBS	182,640						156,674	25,966								182,640						0	
OFSET	25,966								25,966							25,966						0	
<b>DHS SUBTOTAL</b>	<b>208,606</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>156,674</b>	<b>25,966</b>	<b>25,966</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>208,606</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>OTHER INCOME</b>																							
Back to Work Oregon		0								0						0						0	
National Fish & Wildlife Foundation	74,480															0	2,500		71,980		0	74,480	
Bureau of Land Management																0	0				0	0	
US Forest Service																0	0				0	0	
Sector Strategies	0	0														0					0	0	
PowerUp	30,000	3,000									27,000					30,000					0	0	
EWTF	0	0										0				0					0	0	
SORS	72,000											72,000				72,000					0	0	
WIB Support	170,000													170,000		170,000					0	0	
CCRN	40,999												40,999		40,999						0	0	
Rental Income	156,696	21,181	31,505	38,330	0	225	21,582	4,640	4,640	0	225	0	0	572	15,157	138,058	0	1,915	16,722		0	18,638	
<b>OTHER SUBTOTAL</b>	<b>544,175</b>	<b>24,181</b>	<b>31,505</b>	<b>38,330</b>	<b>0</b>	<b>225</b>	<b>21,582</b>	<b>4,640</b>	<b>4,640</b>	<b>0</b>	<b>27,225</b>	<b>0</b>	<b>72,000</b>	<b>41,571</b>	<b>185,157</b>	<b>451,057</b>	<b>2,500</b>	<b>1,915</b>	<b>16,722</b>	<b>71,980</b>	<b>0</b>	<b>0</b>	<b>93,118</b>
<b>TOTAL REVENUES</b>	<b>4,255,226</b>	<b>254,067</b>	<b>749,600</b>	<b>1,121,456</b>	<b>0</b>	<b>332,725</b>	<b>178,256</b>	<b>30,606</b>	<b>30,606</b>	<b>0</b>	<b>27,225</b>	<b>0</b>	<b>72,000</b>	<b>41,571</b>	<b>185,157</b>	<b>3,023,270</b>	<b>116,384</b>	<b>258,154</b>	<b>785,438</b>	<b>71,980</b>	<b>0</b>	<b>0</b>	<b>1,231,956</b>
<b>EXPENDITURES</b>	<b>TOTAL</b>	<b>ADMIN</b>	<b>WIOA ADULT</b>	<b>WIOA DLW</b>	<b>RAPID RESPONSE</b>	<b>JD NEG</b>	<b>JOBS</b>	<b>TEEN PAR</b>	<b>OFSET</b>	<b>BACK TO WORK OR</b>	<b>POWER UP</b>	<b>EWTF</b>	<b>SORS</b>	<b>CCRN</b>	<b>WIB SUPPORT</b>	<b>TOTAL ADULT</b>	<b>ADMIN</b>	<b>WIOA I/S YOUTH</b>	<b>WIOA O/S YOUTH</b>	<b>NFWF</b>	<b>BLM</b>	<b>USFS</b>	<b>TOTAL YOUTH</b>
Personnel	704,886	106,903	182,374	195,293	0	2,338	30,000	1,963	1,963	0	1,923	0	0	3,927	130,508	657,192	0	19,877	27,817	0	0	0	47,694
Contracted Services	697,408	757	16,920	14,152	0	329,739	210	14	14	0	24,770	0	72,000	27	931	459,533	0	232,773	5,103	0	0	0	237,876
RWP Operating Expense	289,052	66,561	70,564	73,341	0	648	8,307	544	544	0	532	0	0	1,087	53,718	275,846	0	5,504	7,703	0	0	0	13,207
One Stop Operating Expense	522,442		75,978	114,565	0	0	139,739	28,086	28,086	0	0	0	0	36,529		422,982		0	99,459	0	0	0	99,459
Contract to One Stop Service Provider	2,041,437	79,847	403,764	724,105	0	0	0	0	0	0	0	0	0	0		1,207,716	116,384	0	645,356	71,980	0	0	833,720
<b>TOTAL RWP EXPENDITURES</b>	<b>4,255,225</b>	<b>254,067</b>	<b>749,600</b>	<b>1,121,456</b>	<b>0</b>	<b>332,725</b>	<b>178,256</b>	<b>30,606</b>	<b>30,606</b>	<b>0</b>	<b>27,225</b>	<b>0</b>	<b>72,000</b>	<b>41,570</b>	<b>185,157</b>	<b>3,023,269</b>	<b>116,384</b>	<b>258,154</b>	<b>785,438</b>	<b>71,980</b>	<b>0</b>	<b>0</b>	<b>1,231,956</b>
<b>REVENUES OVER EXPENDITURES</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

208,862 Total JOBS overhead	30,606 Total OFSET overhead	
(32,187) RWP Personnel	(1,977) RWP Personnel	
(8,851) RWP Overhead	(544) RWP Overhead	
<b>167,825</b> Comparable O/H to current	<b>28,086</b> Comparable O/H to current	
17,405 monthly amount	2,551 monthly amount	3 of 12 months
100%	100%	
182,640 From DHS	25,966 From DHS	6,491
26,222 Rent Rev	4,640 Rent Rev	1,160
<b>208,862</b> Total JOBS overhead	<b>30,606</b> Total OFSET overhead	<b>7,652</b>
92%	91%	
167,825 From DHS program	23,671 From DHS program	5,918
22,166 From Rent program	4,415 From Rent program	1,104
167,825 Total Program	28,086 Total Program	7,022
8%	9%	
14,815 From DHS Admin	2,295 From DHS Admin	574
4,056 From Rent Admin	225 From Rent Admin	56
41,038 Total Admin	2,520 Total Admin	630
<b>208,863</b> Total Overhead	<b>30,606</b> Total Overhead	<b>7,652</b>



**ROGUE WORKFORCE PARTNERSHIP  
PERSONNEL BUDGET FOR 7/1/15 - 6/30/16**

5%

		TOTAL	ADMIN	WIOA ADULT	WIOA DLW	RAPID RESPONSE	JD NEG	JOB TEEN PAR	OFSET	BACK TO WORK OR	POWER UP	EWTF	SORS	CCRN	WIB SUPPORT	TOTAL ADULT	ADMIN	WIOA I/S YOUTH	WIOA O/S YOUTH	NFWF	BLM	USFS	TOTAL YOUTH	
<b>Wages:</b>																								
Executive Director	Fong	99,960	0	31,987	33,986	0	0	0	0	0	0	0	0	0	33,986	99,960	0	0	0	0	0	0	0	
Dir of Finance and Admin	Emitte	86,400	76,032	0	0	0	0	6,912	864	864	0	0	0	1,728	0	86,400	0	0	0	0	0	0	0	
Dir of Programs	Brandon	86,400	0	26,784	28,512	0	1,728	0	0	0	0	0	0	0	0	57,024	0	14,688	14,688	0	0	0	29,376	
Dir of Busn Svcs & Innovation	King	86,400	0	27,389	29,376	0	0	0	0	0	864	0	0	0	28,771	86,400	0	0	0	0	0	0	0	
Executive Coordinator	Allison	55,680	0	17,261	18,931	0	0	0	0	0	557	0	0	0	18,931	55,680	0	0	0	0	0	0	0	
Business Svcs Coordinator	Hetland	44,400	0	14,330	15,318	0	0	0	0	0	0	0	0	0	14,752	44,400	0	0	0	0	0	0	0	
IT Guy	Millus	58,680	0	17,017	18,191	0	0	15,257	587	587	0	0	0	1,174	0	52,812	0	0	5,868	0	0	0	5,868	
Subtotal		517,921	76,032	134,768	144,315	0	1,728	22,169	1,451	1,451	0	1,421	0	2,902	96,441	482,677	0	14,688	20,556	0	0	0	35,244	
Bookkeeper	Burt	4,012	4,012	0	0	0	0	0	0	0	0	0	0	0	0	4,012	0	0	0	0	0	0	0	
Subtotal		4,012	4,012	0	0	0	0	0	0	0	0	0	0	0	0	4,012	0	0	0	0	0	0	0	
PTO Sell Allowance		14,900	2,187	3,877	4,152	0	50	638	42	42	0	41	0	0	83	2,774	13,886	0	423	591	0	0	0	1,014
Total Wages		536,833	82,232	138,645	148,466	0	1,778	22,807	1,493	1,493	0	1,462	0	0	2,985	99,215	500,575	0	15,111	21,147	0	0	0	36,258
Health Insurance		69,528	10,207	18,092	19,373	0	232	2,976	195	195	0	191	0	0	390	12,947	64,796	0	1,972	2,760	0	0	0	4,731
401(k)		42,947	6,305	11,175	11,967	0	143	1,838	120	120	0	118	0	0	241	7,997	40,024	0	1,218	1,705	0	0	0	2,922
Payroll Taxes		48,637	7,140	12,656	13,552	0	162	2,082	136	136	0	133	0	0	272	9,057	45,327	0	1,379	1,930	0	0	0	3,310
Workers Comp		752	110	196	209	0	3	32	2	2	0	2	0	0	4	140	700	0	21	30	0	0	0	51
S-T / L-T Disability	0.324476	2,095	308	545	584	0	7	90	6	6	0	6	0	0	12	390	1,953	0	59	83	0	0	0	143
Dental & Vision Ins		4,094	601	1,065	1,141	0	14	175	11	11	0	11	0	0	23	762	3,816	0	116	163	0	0	0	279
Fringe	31.3%	168,053	24,671	43,729	46,827	0	561	7,193	471	471	0	461	0	0	942	31,293	156,617	0	4,766	6,670	0	0	0	11,436
<b>TOTAL PERSONNEL COSTS</b>		<b>704,886</b>	<b>106,903</b>	<b>182,374</b>	<b>195,293</b>	<b>0</b>	<b>2,338</b>	<b>30,000</b>	<b>1,963</b>	<b>1,963</b>	<b>0</b>	<b>1,923</b>	<b>0</b>	<b>0</b>	<b>3,927</b>	<b>130,508</b>	<b>657,192</b>	<b>0</b>	<b>19,877</b>	<b>27,817</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>47,694</b>
% of total		100.0%	15.2%	25.9%	27.7%	0.0%	0.3%	4.3%	0.3%	0.3%	0.0%	0.3%	0.0%	0.0%	0.6%	18.5%	93.2%	0.0%	2.8%	3.9%	0.0%	0.0%	0.0%	6.8%
% w/o admin				30.5%	32.7%	0.0%	0.4%	5.0%	0.3%	0.3%	0.0%	0.3%	0.0%	0.0%	0.7%	21.8%			3.3%	4.7%	0.0%	0.0%	0.0%	
Executive Director	Fong	alloc		100.00%	32.00%	34.00%									34.00%	100.00%								0.00%
Dir of Finance and Admin	Emitte		100.00%	88.00%				8.00%	1.00%	1.00%				2.00%		100.00%								0.00%
Dir of Programs	Brandon		100.00%		31.00%	33.00%	2.00%									66.00%		17.00%	17.00%					34.00%
Dir of Busn Svcs & Innovation	King	alloc	100.00%		31.70%	34.00%					1.00%				33.30%	100.00%								0.00%
Executive Coordinator	Allison	alloc	100.00%		31.00%	34.00%					1.00%				34.00%	100.00%								0.00%
Business Svcs Coordinator	Hetland	alloc	100.00%		32.28%	34.50%									33.23%	100.00%								0.00%
IT Guy	Millus		100.00%		29.00%	31.00%		26.00%	1.00%	1.00%				2.00%		90.00%			10.00%					10.00%
Bookkeeper	Burt		100.00%	100.00%												100.00%								0.00%
<b>Total</b>		<b>800.00%</b>	<b>188.00%</b>	<b>186.98%</b>	<b>200.50%</b>	<b>0.00%</b>	<b>2.00%</b>	<b>34.00%</b>	<b>2.00%</b>	<b>2.00%</b>	<b>0.00%</b>	<b>2.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>4.00%</b>	<b>134.53%</b>	<b>756.00%</b>	<b>0.00%</b>	<b>17.00%</b>	<b>27.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>44.00%</b>
FTE	FTE	8.0	1.9	1.9	2.0	0.0	0.0	0.3	0.0	0.0	0.0	0.0	0.0	0.0	1.3	7.6	0.0	0.2	0.3	0.0	0.0	0.0	0.4	

CONTRACTED SERVICES

	TOTAL	ADMIN	WIOA ADULT	WIOA DLW	RAPID RESPONSE	JD NEG	JOBS	JOBS TEEN PAR	OFSET	BACK TO WORK OR	POWER UP	EWTF	SORS	CCRN	WIB SUPPORT	TOTAL ADULT	ADMIN	WIOA I/S YOUTH	WIOA O/S YOUTH	NFWF	BLM	USFS	TOTAL YOUTH	
College Dreams	230,998															0		230,998						230,998
OED	0															0								0
Unknown	24,757										24,757					24,757								0
Unknown	72,018												72,000		18	72,018								0
Unknown	320,593					320,593										320,593								0
WSI	44,104		15,644	12,786		9,130										37,560		1,636	4,908					6,544
BBSI	4,939	757	1,276	1,366	0	16	210	14	14	0	13	0	0	27	913	4,605	0	139	195	0	0	0		334
<b>TOTAL</b>	<b>697,408</b>	<b>757</b>	<b>16,920</b>	<b>14,152</b>	<b>0</b>	<b>329,739</b>	<b>210</b>	<b>14</b>	<b>14</b>	<b>0</b>	<b>24,770</b>	<b>0</b>	<b>72,000</b>	<b>27</b>	<b>931</b>	<b>459,533</b>	<b>0</b>	<b>232,773</b>	<b>5,103</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>237,876</b>

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**RENTAL INCOME**

	<b>Monthly</b>	<b>Annual</b>
<b>MAIN STREET</b>		
Governor's Team	4,301.60	51,619.14
OED Main St	288.88	3,466.58
SOREDI	2,445.91	29,350.95
Sustainable Valley	308.18	3,698.14
WSI	166.60	1,999.19
	<u>7,511.17</u>	<u>90,133.99</u>

	Admin	Adult WIA	Dislocated Worker	Rapid Response	JD NEG	JOBS
%	23.5%	23.4%	25.1%	0.0%	0.3%	4.3%
<b>Allocation</b>	\$ 21,181	\$ 21,066	\$ 22,590	\$ -	\$ 225	\$ 3,831

**BARTLETT**

		0.00
Voc Rehab Mdf	65.74	788.88
	<u>65.74</u>	<u>788.88</u>

	Adult WIA	Dislocated Worker	Rapid Response	JD NEG	JOBS
<b>FTEs</b>	3.43	5.17	0.00	0.00	7.00
<b>% of Total FTEs</b>	13.1%	19.8%	0.0%	0.0%	26.8%
<b>Budget alloc</b>	\$104	\$156	\$0	\$0	\$212

**GRANTS PASS**

OED GP	5,324.09	63,889.08
CCCCSO GP	157.00	1,884.00
Voc Rehab GP	0.00	0.00
	<u>5,481.09</u>	<u>65,773.08</u>

	Adult WIA	Dislocated Worker	Rapid Response	JD NEG	JOBS
<b>FTEs</b>	2.36	3.55	0.00	0.00	4.00
<b>% of Total FTEs</b>	15.7%	23.7%	0.0%	0.0%	26.7%
<b>Budget alloc</b>	\$ 10,335	\$ 15,584	\$ -	\$ -	\$ 17,539

**TOTAL**                      13,058.00      156,695.95

	Admin	Adult WIA	Dislocated Worker	Rapid Response	JD NEG	JOBS
Total Allocation	\$21,181	\$31,505	\$38,330	\$0	\$225	\$21,582

JOB	Teen Par	OFSET	Back to Work OR	PowerUp	EWTF	SORS	WIB	I/S Youth
	0.3%	0.3%	0.0%	0.3%	0.0%	0.0%	16.8%	2.1%
\$	225	\$ 225	\$ -	\$ 225	\$ -	\$ -	\$ 15,157	\$ 1,915

JOB	Teen Par	OFSET	Back to Work OR	PowerUp	EWTF	SORS	WIB	I/S Youth
	1.00	1.00	0.00	0.00	0.00			0.00
	3.8%	3.8%	0.0%	0.0%	0.0%			0.0%
\$	\$30	\$30	\$0	\$0	\$0	\$0	\$0	\$0

JOB	Teen Par	OFSET	Back to Work OR	PowerUp	EWTF	SORS	WIB	I/S Youth
	1.00	1.00	0.00	0.00	0.00			0.00
	6.7%	6.7%	0.0%	0.0%	0.0%			0.0%
\$	4,385	\$ 4,385	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

JOB		Back to					I/S
Teen Par	OFSET	Work OR	PowerUp	EWTF	SORS	WIB	Youth
\$4,640	\$4,640	\$0	\$225	\$0	\$0	\$15,157	\$1,915

O/S	BLM				
Youth	NFWF	TITLE II	USFS	CCRN	
3.4%	0.0%	0.0%	0.0%	0.5%	100.0%
\$ 3,042	\$ -	\$ -	\$ -	\$ 451	\$ 89,683

O/S	BLM				ADMIN	
Youth	NFWF	TITLE II	USFS	CCRN	ADMIN	
4.48	0.00	0.00	0.00	4.00	0.00	
17.2%	0.0%	0.0%	0.0%	15.3%	0.0%	100.0%
\$136	\$0	\$0	\$0	\$121	\$0	\$ 789

O/S	BLM				ADMIN	
Youth	NFWF	TITLE II	USFS	CCRN	ADMIN	
3.09	0.00	0.00	0.00		0.00	
20.6%	0.0%	0.0%	0.0%		0.0%	100.0%
\$ 13,545	\$ -	\$ -	\$ -		\$ -	\$ 65,773

O/S Youth	NFWF	BLM TITLE II	USFS	CCRN	ADMIN	
\$16,722	\$0	\$0	\$0	\$572	\$0	\$156,696



ResCare Personnel Allocation

TOTAL	WIOA ADULT	WIOA DLW	RAPID RESPONSE	JD NEG	JOBS
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<b>JOB</b>		<b>BACK TO</b>	<b>TOTAL</b>	<b>WIOA</b>		
<b>TEEN PAR</b>	<b>OFFSET</b>	<b>WORK OR</b>	<b>ADULT</b>	<b>O/S YOUTH</b>	<b>BLM</b>	<b>USFS</b>

TOTAL  
YOUTH

ROGUE WORKFORCE PARTNERSHIP  
 OPERATING EXPENSE BUDGET FOR 7/1/15 - 6/30/16

ONE STOP EXPENDITURES

						ONE STOP	RWP	Bartlett	GP	Org
<b>AUDIT &amp; MONITORING (40013)</b>										
Contract	Michael Piets				27,040					
Filing Fee					300	27,340	27,340			
<b>COMMUNICATIONS (40008,40010,40014,40018)</b>										
Advertising:										
	Public notices & hiring					500	500			
Dues & Fees:										
	Oregon Workforce Pshp				7,000					
	Pre Employment Fees				500					
	National Assn of Workforce Boards (NAWB)				1,500	9,000	9,000			
Telephone										
	Cell phones (8 x \$30 x 12)				2,880		2,880			
	RWP (+ ptrs)	12	month	1,800	21,600		21,600			
	GPO	12	month	925	11,100	11,100		11,100		
	Medford	12	month	3,250	39,000	74,580	39,000	39,000		
<b>CONTINGENCY</b>						30,000	10,000	20,000		10,000
<b>CONTRACTED SERVICES (40012,40025)</b>										
Handiperson						6,000	4,000	2,000	3,000	1,000
Legal						11,500	17,500	11,500		
<b>EQUIPMENT (40019)</b>										
Copiers										
	Medford	Bartlett	Production	12	month	743	8,916	8,916		
		Bartlett	Resource Rm	12	month	206	2,472	2,472		
		E Main	Admin	12	month	258	3,096		3,096	
		Finance	Finance	12	month	141	1,692		1,692	
	Grants Pass		Production	12	month	123	1,476	1,476		1,476
			Resource Rm	12	month	124	1,488	19,140	1,488	1,488
Capital expenditures										
	Tables & Chairs					50,000	40,000	10,000	20,000	20,000
<b>FACILITIES (40015,40016,40017,40028)</b>										
MEDFORD BARTLETT										
	Alarm monitoring				620					
	Carpet cleaning				1,000					
	Electricity/Gas (Pacific Power -	12	month	250	3,000					
	(Pacific Power -	12	month	800	9,600					
	HVAC maint & repair	12	month	188	2,256					
	Lessor's insurance				4,100					
	Lighting maintenance				500					
	Janitorial	12	month	1,150	13,800					
	Janitorial supplies	12	month	160	1,920					
	Parking Lot Prop Tax				679					
	Parking Rental - Porters	12	month	210	2,520					
	- Middleford (15	12	month	114	1,368					
	- Middleford (25	12	month	48	570					
	Parking Mgmt - Porters	12	month	62	741					
	- Oh's	12	month	100	1,200					
	Rent	12	month	7,547	90,564					
	Trash	12	month	120	1,440					
	Water/Sewer	12	month	650	7,800	143,679	143,679	143,679		
MEDFORD ADMIN BLDG										
	Carpet cleaning	2	qtr		500					
	Electricity/Gas (?)	12	month	95	1,140					
	Janitorial	12	month	625	7,500					
	Lighting maintenance				500					
	Parking Lot Prop Tax				421					
	Parking Rental - Porters	12	month	130	1,560					
	Parking Mgmt - Porters	12	month	38	459					
	Shredding	6	ea	35	210					
	Rent	12	month	8,564	102,768	115,057	115,057			
GPO PARKWAY VILLAGE - 1569 NE F St (Adult)										
	Alarm monitoring	4	qtr	120	480					
	CAM Fees	12	month	1,175	14,100					
	Carpet cleaning				1,000					
	Electricity/Gas (Pacific Power)	12	month	915	10,980					
	Electricity/Gas (Avista)	12	month	400	4,800					
	HVAC maint & repair	4	qtr	315	1,260					
	Janitorial	plus	12	month	725	8,700				
	Janitorial supplies	12	month	200	2,400					
	Lighting Maint	plus supplies			120					
	Maintenance & Repair	12	month	100	1,200					
	Rent	12	month	11,081	132,974					
	Trash	12	month	80	960					
	Water / Sewer	12	month	65	780	179,754	179,754	179,754		
GPO PARKWAY VILLAGE - 1519 NE F St										
	Alarm monitoring	4	qtr	325	1,300					
	CAM Fees	12	month	460	5,520					
	Carpet cleaning				500					
	Electricity/Gas (Pacific Power)	12	month	265	3,180					
	Electricity/Gas (Avista)	12	month	100	1,200					
	HVAC maint & repair	4	qtr	175	700					
	Janitorial	12	month	315	3,780					
	Janitorial supplies	12	month	100	1,200					
	Lighting Maint	plus supplies			200					
	Rent	12	month	2,204	26,446					
	Remodel				7,800					
	Trash	12	month	80	960					
	Water/Sewer	12	month	50	600	53,386	53,386	53,386		

ROGUE WORKFORCE PARTNERSHIP  
 OPERATING EXPENSE BUDGET FOR 7/1/15 - 6/30/16

ONE STOP EXPENDITURES

						ONE STOP	RWP	Bartlett	GP	Org
Storage Unit - E316	12	month	136	1,632						
Storage Unit - H478	12	month	136	1,632						
Storage Unit - (2)	12	month	272	3,264	6,528		6,528			
<b>INSURANCE &amp; BONDING (40009)</b>										
Insurance & Bonds				9,057			9,057			
Property Insurance				3,733	3,171	562	2,113	1,058		
<b>IT (40020)</b>										
Internet hosting - E, Main	12	month	280	3,360			3,360			
Internet hosting - GP	12	month	380	4,560		4,560		4,560		
Internet hosting - Bartlett	12	month	370	4,440		4,440	4,440			
New Servers	3		5,000	15,000		10,000	5,000	5,000	5,000	
IT Support/Maintenance (?)				5,000	32,360	5,000				5,000
<b>MEETING EXPENSE</b>										
Board & partner mtgs	12			800			800			
<b>SUPPLIES (40001,40007,40011)</b>										
Office supplies				10,000						
Postage				500	10,500		10,500			
<b>TRAINING &amp; TRAVEL</b>										
Employee training & travel	7	ea	1,000	7,000						
NAWB conference				7,000						
NAJA conference				2,500						
OWIB, OWP mtgs	12	ea	500	6,000	22,500		22,500			
<b>VEHICLES (40021,40022)</b>										
Mileage	60*.58	mi	100	3,480						
Lease - Vehicles	50	ea	52	2,600	6,080		6,080			
<b>GRAND TOTAL</b>										
					811,494	522,442	289,052	228,620	278,822	15,000

# OVERHEAD ALLOCATION METHODOLOGIES

PY15 (JULY - JUNE)

Allocation Percentage: 100.00%

## BART - BARTLETT STREET

This allocation method uses an analysis done by staff of the number of fte at each location.

	Adult WIA	Dislocated Worker	Rapid Response	JD NEG	JOBS	JOBS Teen Par	OFSET	Back to Work OR
<b>FTEs</b>	3.43	5.17	0.00	0.00	7.00	1.00	1.00	0.00
<b>% of Total FTEs</b>	13.1%	19.8%	0.0%	0.0%	26.8%	3.8%	3.8%	0.0%
<b>Budget alloc</b>	\$ 30,054	\$ 45,317	\$ -	\$ -	\$ 61,370	\$ 8,767	\$ 8,767	\$ -

	I/S Youth	O/S Youth	NFWF	BLM TITLE II	USFS	CCRN	ADMIN
<b>FTEs</b>	0.00	4.48	0.00			4.00	
<b>% of Total FTEs</b>	0.0%	17.2%	0.0%	0.0%	0.0%	15.3%	0.0%
<b>Budget alloc</b>	\$ -	\$ 39,277	\$ -	\$ -	\$ -	\$ 35,068	\$ -

## 1569 - 1569 NE F STREET (ADULT)

This allocation method uses an analysis done by staff of the number of fte at each location.

	Adult WIA	Dislocated Worker	Rapid Response	JD NEG	JOBS	JOBS Teen Par	OFSET	Back to Work OR
<b>FTEs</b>	2.36	3.55	0.00	0.00	4.00	1.00	1.00	0.00
<b>% of Total FTEs</b>	15.7%	23.7%	0.0%	0.0%	26.7%	6.7%	6.7%	0.0%
<b>Budget alloc</b>	\$ 43,812	\$ 66,062	\$ -	\$ -	\$ 74,353	\$ 18,588	\$ 18,588	\$ -

	I/S Youth	O/S Youth	NFWF	BLM TITLE II	USFS	CCRN	ADMIN
<b>FTEs</b>	0.00	3.09	0.00	0.00	0.00	0.00	
<b>% of Total FTEs</b>	0.0%	20.6%	0.0%	0.0%	0.0%	0.0%	0.0%
<b>Budget alloc</b>	\$ -	\$ 57,419	\$ -	\$ -	\$ -	\$ -	\$ -

## ORG - ORGANIZATIONAL

This allocation method distributes cost by the number of FTE's within each program.

	Adult WIA	Dislocated Worker	Rapid Response	JD NEG	JOBS	JOBS Teen Par	OFSET	Back to Work OR
<b>FTEs</b>	5.79	8.72	0.00	0.00	11.00	2.00	2.00	0.00
<b>% of Total FTEs</b>	14.1%	21.2%	0.0%	0.0%	26.8%	4.9%	4.9%	0.0%
<b>Budget alloc</b>	\$ 2,112	\$ 3,185	\$ -	\$ -	\$ 4,017	\$ 730	\$ 730	\$ -

	I/S Youth	O/S Youth	NFWF	BLM TITLE II	USFS	CCRN	ADMIN
<b>FTEs</b>	0.00	7.57	0.00	0.00	0.00	4.00	
<b>% of Total FTEs</b>	0.0%	18.4%	0.0%	0.0%	0.0%	9.7%	0.0%
<b>Budget alloc</b>	\$ -	\$ 2,764	\$ -	\$ -	\$ -	\$ 1,461	\$ -

**TOTAL ALLOCATIONS**

	Adult WIA	Dislocated Worker	Rapid Response	JD NEG	JOBS	JOBS Teen Par	OFSET	Back to Work OR
<b>Budget alloc</b>	\$ 75,978	\$ 114,565	\$ -	\$ -	\$ 139,739	\$ 28,086	\$ 28,086	\$ -

	I/S Youth	O/S Youth	NFWF	BLM TITLE II	USFS	CCRN	ADMIN
<b>Budget alloc</b>	\$ -	\$ 99,459	\$ -	\$ -	\$ -	\$ 36,529	\$ -

PowerUp	EWTF
0.00	0.00
0.0%	0.0%
\$ -	\$ -

TOTALS
26.08
100.0%
\$ 228,620
\$ -

TOTAL ORGANIZ BUDGET	ALLOCATION FOR THIS TIME PERIOD
\$228,620	\$ 228,620

PowerUp	EWTF
0.00	0.00
0.0%	0.0%
\$ -	\$ -

TOTALS
15.00
100.0%
\$ 278,822
\$ -

TOTAL ORGANIZ BUDGET	ALLOCATION FOR THIS TIME PERIOD
\$278,822	\$ 278,822

PowerUp	EWTF
0.00	0.00
0.0%	0.0%
\$ -	\$ -

TOTALS
41.08
100.0%
\$ 15,000

TOTAL ORGANIZ BUDGET	ALLOCATION FOR THIS TIME PERIOD
\$15,000	\$ 15,000



PowerUp	EWTF
\$ -	\$ -

TOTALS
\$ 522,442
\$ -

TOTAL ORGANIZ BUDGET	ALLOCATION FOR THIS TIME PERIOD
\$522,442	\$ 522,442
0	





PERSONNEL DETAIL

	FTE	Salary & Benefits
<b>ADULT</b>		
Manager	1.0 \$	97,905
Supervisor	2.0	163,575
Business Service Associates	2.0	113,508
Employment Specialist	20.0	1,132,231
Job Coach	2.0	90,273
Customer Service Specialist	1.0	47,364
Program Specialist	1.0	41,648
	<u>29.0 \$</u>	<u>1,686,504</u>
 <b>JOBS TEEN PARENT</b>		
Employment Specialist	1.6	97,645
	<u>1.6 \$</u>	<u>97,645</u>
 <b>YOUTH</b>		
Supervisor	0.5	43,875
Employment Spec / Lead	1.0	65,122
Employment Specialist	3.0	180,711
	<u>4.5 \$</u>	<u>289,708</u>
	<u>35.1 \$</u>	<u>2,073,857</u>

# WORKFORCE BOARDS COMMUNITY FORUMS SUMMER 2015

## DRAFT **Annotated** AGENDA

(Start time may vary based on local needs)

- 8:00 Registration, networking and coffee
- 8:30 Introductions
- 8:45 Purpose, Process and Product
- 1- Purpose- To support planning by the OWIB and Local Workforce Development Boards
  - 2- Process- Morning will be used to pull together information from last year's forums, new/emerging information, and identify areas of focus along four main "themes"
  - 3- Product- Clearly identified and prioritized strategies, examples of excellence to be reproduced or expanded, the circumstances necessary to achieve success (things to do more of and less of)
- 9: 00 Where we've been:
- 1- Review the Spring 2014 Forum feedback (needs, spending priorities, etc)
  - 2- Share what has changed with WorkSource as a result and/or since then (ie, LWIBS with map, focus on local programs and services,
  - 3- Changes at Federal (WIOA) and State legislative levels (Legislation, funding, etc)
- Where we are:
- 1- Changes in the "environment" (employment, unemployment, etc)
  - 2- OWIB Strategic Planning (OWIB Mission and Vision, State framework and Goals to support four Strategic Focus Areas:
    - Business Needs and Solutions
    - Talent Development
    - System Connections and Simplification
    - Workforce, Economic Development, and Education Alignment
  - 3- Local Areas' Strategic Planning
- 9:20 Where we're going:
- Use the Planning Matrix as the focus of the discussions...
- 1- Describe the OWIB Strategic Focus Areas (SFA) (10 minutes)
  - 2- Ask each employer/stakeholder table to answer the question:  
"What looks different in 5 years?" as it relates to ONE of the OWIB SFAs.  
(20 minutes)- (Note: Table facilitators and scribes will be provided)

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- 3- Ask each employer table to select a different OWIB SFA, and answer the same question (20 minutes)
- 4- Report out- (15+ minutes) – Capture on flip chart paper and display at front of the room so everyone can see them all.

10:20 What's most Important?:  
Ask employers/stakeholders... of the goals described, individually vote for the two you believe area the highest priority for this area.  
(OPTIONAL): As a TABLE, use a "gold star" if you believe one of these is a "gateway" to achieving the others (ie, others can't be effectively pursued if this goal isn't realized).

10:30 Thank you- and adjourn Business and Stakeholders

Break

**OPTION A**  
**FOCUSED LOCAL CONVERSATION**

11:00 Reconvene Local Partners and Providers  
Quickly review the output of the morning discussion.  
Given the goals described by the employers and stakeholders, answer the following four questions: (be specific)

- 1- What do we need to do MORE of to achieve these goals locally?
- 2- What programs do you know of elsewhere that can be BORROWED, REPLICATED, or SCALED achieve these goals locally?
- 3- What policies or practices create OBSTACLES to achieving these goals locally?
- 4- What new or improved COALITIONS or PARTNERSHIPS are needed to achieve these goals locally?

11:45 Report out

12:00 Thank you and adjourn

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**OPTION B**  
**EXTENDED LOCAL CONVERSATION**

- 11:00      Reconvene Local Partners and Providers  
**Introductions of local partners and service providers**
- 11:15      Describe the role of Local Planning, its requirements, and its connection to OWIB planning, and how it is Works under WIOA.
- 11:45      Get Lunch
- 12:00      Working Lunch  
**Given the goals described by the employers and stakeholders, answer the following questions: (be specific)**
- 1- **At each table, take one of the goals described in the morning by the employers/stakeholders, and describe it in greater details in terms of what that goal would look like locally if we were highly successful. (20 minutes)**  
**Report out (10 minutes)**
- 2- **Change tables- choose another goal, and answer the same question as above (20 minutes)**  
**Report Out (10 minutes)**
- 1:00      Table Conversations  
**Change tables- answer the following three questions: (approx. 10-15 minutes each)**
- 1- **What programs do you know of elsewhere that can be BORROWED, REPLICATED, or SCALED achieve these goals locally?**
- 2- **What policies or practices create OBSTACLES to achieving these goals locally?**
- 3- **What new or improved COALITIONS or PARTNERSHIPS are needed to achieve these goals locally?**
- Report Out (15 minutes)**
- 2:00      Thank you and adjourn