



Rogue Workforce Partnership - Corporate Directors Meeting

Thursday, January 21, 2016 • 11:00 am - 1:00 pm | 100 E. Main Street, Suite A - Board Room • Medford

Video/Phone Conference access available at: <https://global.gotomeeting.com/join/637365493> Select your audio preference:
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Agenda

1. **Call to Order** Jessica Gomez
2. **Elect Chair & Vice-Chair - Action Item** Jessica
3. **Consent Agenda - Action Item** Jessica
 - Approval of Minutes – December 3, 2015 RWP Corporate Directors Meeting
4. **U.S. Department of Labor - Audit Report Update (20-30m)** Jim, Sherri
 - Karen Humelbaugh & Debbie Welter – CCWD
5. **TJC Closeout Update (15-20m)** Sherri Emitte, Jim Fong
6. **RWP Endowment Fund - Action Item (15-20m)** Jim
Sherri
René Brandon
 - Fund Update
 - Careers in Gear – Status Update & Backstop Funding Allocation
7. **National Career Readiness Certificate (15-20m)** René, Jim
 - Status Update, Short & Long-Term Funding Options/Business Model
8. **RWP Workforce Board - New Member Orientation (5-10m)** Jim
<http://wsostandards.weebly.com/the-big-picture.html>
<http://rogueworkforce.org/>
9. **Strategic Plan Update (1-2m)** Jim & RWP Staff
10. **Sector Strategies & Guidance on . . . (20-30m)** Jim
 - › Industry Recognized Credentials
 - › Industry/Training & Education Partnership Framework - ala Louisville
 - › College & Career for All – Executive Committee & Staffing
11. **Other Items** Jessica
12. **Adjourn** Jessica

= Documents are attached, or will be handed out or presented at meeting

Auxiliary aids and services are available upon request to individuals with disabilities. Please contact Tami Allison at 541-842-2518 (Voice/TDD) at least 48 hours in advance of the meeting to allow staff sufficient time to arrange for auxiliary aid



ACTION BRIEF

To: RWP Corporate Directors
From: Jim Fong, Executive Director
Date: January 21, 2016
Subject: Elect Chair & Vice-Chair

BACKGROUND

The Rogue Workforce Partnership's Corporate Directors needs to elect its Chair & Vice-Chair for the coming calendar year. According to RWP's Bylaws, Section 3.a

"Annually, the Board of Directors of RWP shall, by majority vote, elect the officers of RWP, which shall consist of a Chair and Vice-Chair and such other officers as the Board may, from time to time determine. The officers shall always be members of the Board from the private Sector and not serving as a Commissioner of either Jackson or Josephine County."

RECOMMENDED ACTION

That the Rogue Workforce Partnership Corporate Directors nominate and elect _____ as Chair and _____ as Vice-Chair effective January 1, 2016 through December 31, 2016.



MINUTES

ROGUE WORKFORCE PARTNERSHIP • CORPORATE DIRECTORS

December 3, 2015 ♦ 100 E. Main St., Suite A - Board Room ♦ Medford, OR

MEMBERS PRESENT

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

MEMBERS ABSENT

OTHERS PRESENT

Jim Fong, Executive Director, Rogue Workforce Partnership
Rene' Brandon, Rogue Workforce Partnership
Tami Allison, Rogue Workforce Partnership

Quorum Present: Yes

All meetings of the RWP Corporate 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 Rogue Workforce Partnership.

1) CALL TO ORDER

The meeting was called to order by Vice-Chair Gregg Edwards at 1:13 pm.

Jim explained that we will be inserting the Rogue Valley Workforce Consortium meeting in the middle of the RWP Corporate Directors meeting after agenda item 3 in order to have the RVWC take appropriate action - as Commissioner Walker has another commitment at 2 pm.

2) CONSENT AGENDA

COMMISSIONER DYER MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION WAS SECONDED BY MIKE DONNELLY AND APPROVED UNANIMOUSLY.

3) NEW RWP MEMBERS

The following nominations are being forwarded to the RWP Corporate Directors for action:

- **Adam Cuppy** – Co-founder and Chief Operating Officer of Coding Zeal
- **John Underwood** – Southern Oregon Region Human Resources Manager for Timber Products Company

➤ **Chad Scott** – Director of Human Resources, Fire Mountain Gems & Beads
Jim added that John has confirmed, and both Adam and Scott are tentative.

TAMARA NORDIN MOVED TO RECOMMEND THE SUBMISSION OF THE NOMINEES ABOVE TO THE ROGUE VALLEY WORKFORCE CONSORTIUM. THE MOTION WAS SECONDED BY MIKE DONNELLY AND WAS APPROVED UNANIMOUSLY.

4) DESIGN & PREPARATION FOR UPCOMING RWP MEETINGS Developing our Strategic Plan

Jim shared that from Jessica’s point of view, as a Workforce Board, we have already have a good strategic plan and good sense of what we want to accomplish, and that the upcoming update of our strategic plan should focus primarily on refinement and execution. Jim referred the group to the strategic planning process handout in the packet. The plan is due to the state April 2016.

The plan is to harness existing meetings, using groups such as with the Local Leadership Team and Adult Basic Education work group to get input.

Discussion took place around the need for our strategic plan to include marketing and branding as there are still many small employers who could benefit from knowing what we do, as well as informing employers that their frustrations are being addressed.

Jim stated that this might be accomplished through the integrated business outreach team.

Gregg asked if there was data on employers, and services that we provide, and suggested that quantify the business outreach in the community. Jim responded saying that we have nothing systemically to measure this information except for anecdotal stories.

“SOREDI is actively referring First Source job referrals to Employment Department which provides an opportunity to create real value and ROI, but is still a challenge due to the talent pipeline,” Jim stated.

The timeline was reviewed and Jim suggested to use next week’s full Workforce Board meeting to corroborate our mission, purpose, and promise.

WorkSource Oregon & System Partners, College & Career for All & Southern Oregon Success, Designing Comprehensive Framework for Streamlined Industry Partnerships

Jim indicated that there is a momentum never seen before in the education world around College and Careers for All, and that our Sector Strategies work is the work. We need to streamlining and design industry / education partnerships. Jim indicated that the hope is to carve out a position from the Southern Oregon Promise and upcoming STEM Hub grant to be a focal point for interfacing with business and educational communities. Further discussion on this topic will take place at next week’s workforce development board meeting.

System & Program Performance Metrics

Discussion about how we can perform this body of work, how we are measuring success, and what things we want to measure. “The future plan is to not only measure placements; but will longitudinally measure wage and skill growth/gain”, Jim stated.

Jessica gave a presentation to the legislative action team at the Medford Chamber regarding the Minimum Wage and an alternative Median Wage proposal. **Next Steps: Jessica will send the proposal to Tami to forward to the Corporate Directors; We will add this as an agenda item for next week's Workforce Board meeting.**

5) **WORKSOURCE OREGON REGIONAL NAME**

Jim reported that staff were surveyed and "WorkSource Rogue Valley" received the most votes as the regional name for Jackson and Josephine Counties' One-Stop Career Centers. **Next Steps: Jim will prepare as an action agenda item for next week's Workforce Board meeting to formally approve this new regional name.**

6) **CAREERS IN GEAR**

Jim reported that we did not receive the Leightman-Maxey two-year grant that was applied for to build a sustainability plan for Careers in Gear. Currently, staff are looking at a few different models to create a sustainable plan.

7) **OTHER ITEMS**

Jim handed out information on one possible manufacturing training certification and indicated that we will need to vet with manufacturing businesses.

8) **ADJOURN**

With no further business, the RWP Corporate Directors meeting was adjourned at 3:00 pm.

Respectfully Submitted,

Tami Allison
Executive Projects Manager

Approved _____ Date _____
Jessica Gomez, RWP Chair

T.R.E.E. Partnership Model

For Engaging External Community Partners (Business and Industry, Post-Secondary, Community, Governmental)

T - TIME

- ✓ Mentor students in schools
- ✓ Serve on advisory councils
- ✓ Serve as a guest speaker
- ✓ Work directly with teachers on project development
- ✓ Assist with supervision and part-time instruction
- ✓ Assist with marketing and student recruitment
- ✓ Assist with career academy advocacy in the legislature

R - RESOURCES

- ✓ Human – Make available staff in their respective organizations to work with and in schools and classrooms
- ✓ Material - Provide equipment and supplies related to the career theme and/or school of study
- ✓ Fiscal – Provide monetary assistance via grants, donations, matching funds
- ✓ Social – Provide industry connections to the school Principal, Teachers, and Career Theme Specialist
- ✓ Educational – Provide schools the opportunity to participate in industry training and make available training materials

E - EXPERTISE

- ✓ Advise the school administration and faculty on industry trends, training, new technologies, techniques, and procedures
- ✓ Consult with the Principal, Teachers, and Career Theme Specialists on program development and matriculation to the work force
- ✓ Assist with grant writing

E - EXPERIENCES

- ✓ Provide internships
- ✓ Provide co-op placements
- ✓ Provide field experiences
- ✓ Provide connections to all related industry partners
- ✓ Host summer teacher internships

<i>Title</i>	<i>Purpose</i>	<i>Composition</i>	<i>Frequency of Meetings</i>	<i>Meeting Locations</i>	<i>Primary Facilitator(s)</i>	<i>Others who should attend</i>
<i>Task Force</i>	Broad Community	President and CEO's, Board Chairs, Post-Secondary Presidents	Once a year	Ex: Junior Achievement, Gheens, Businesses, City Hall	Joe Burks Brian Shumate	Superintendent Board Members Mayor Theme Specialists Community Leaders
<i>Theme Partnership Council</i>	Represents entire theme and all programs included.	Design Team plus others (post-secondary, industry, etc.)	2-4 times per year	Neutral locations, schools, etc.	Theme Specialists	Superintendent (if possible) Joe Burks Brian Shumate Ken Talley Other Specialists (if possible)
<i>School Partners</i>	Focus support for each thematic school.	Subset of the theme partnership council plus teachers and school community members	2-4 times per year.	Schools	Principals Specialists Teachers	Ken Talley or Brian Shumate School Administration Pam Royster Resource Teachers
<i>Program Advisory (required by the State for CTE programs)</i>	Plan and implement a program improvement plan.	Teachers and Various members of school partners or partnership council	2 times per year	Schools (labs or classrooms)	Department Chair/Teacher(s) Principal Theme Specialists	Parents Student School Administration (if possible)