



MINUTES

ROGUE WORKFORCE PARTNERSHIP • CORPORATE DIRECTORS

April 1, 2016 ♦ 100 E. Main St., Suite A - Board Room ♦ Medford, OR

MEMBERS PRESENT

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

MEMBERS ABSENT

Commissioner Rick Dyer
Ron Fox

OTHERS PRESENT

Mark Damon, Job Council Auditor
Jim Fong, Executive Director, Rogue Workforce Partnership
Sherri Emitte, Rogue Workforce Partnership
Rene' Brandon, Rogue Workforce Partnership
Tami Allison, Rogue Workforce Partnership

Quorum Present: Yes

1) CALL TO ORDER

The meeting was called to order by Vice-Chair Gregg Edwards at 11:08 am.

2) CONSENT AGENDA

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

3) TJC AUDIT REPORT

Mike Donnelly recused himself from any voting on this item as his brother is a member of the audit firm. The Action Item was removed from the agenda as no action from this group (Rogue Workforce Partnership – Corporate Directors) is required or appropriate.

Mark Damon gave a high level review of The Job Council Audit Report for the year ending June 30, 2015 indicating that nothing came to the auditor's attention that was out of compliance. Mark stated he is happy to report that everything is cleaned up and commended the team on the work they did over the past couple of years to get things to where they are today. Sherri noted that the finding called out on page 34 is from the prior year.

Mark directed the group to page 22 of the audit, note 13 – subsequent events. The impact of the Moro decision on the total pension and liability and employer’s net pension asset / (liability) is estimated to reverse the asset to a liability of \$1,586,000. Because TJC is closing down with this liability on its books, Jim, as the liquidating agent, will be looking to the Corporate Directors for direction. It was proposed that another meeting take place in late April inviting TJC legal counsel, Auditor, County Counsels, Jackson County Administrator and both County Commissioner Liaisons to discuss the options.

It was noted that because this group is not meeting as The Job Council Board of Directors, we will need to get clarification on who will accept this report. Mark will note that Rogue Workforce Partnership Corporate Directors is an “interested party.”

Sherri gave an update on the closeout.

4) RWP BUDGET ADJUSTMENT

Sherri presented the mid-year budget adjustments to the directors, adding that we will be receiving Additional Assistance Rapid Response funds for the close down of Rough and Ready in Cave Junction.

TAMARA NORDIN MOVED TO APPROVE THE RWP MID-YEAR BUDGET ADJUSTMENTS AS PRESENTED. THE MOTION WAS SECONDED BY GREGG EDWARDS AND WAS UNANIMOUSLY APPROVED.

5) LOCAL PLAN REVIEW, CHANGES & APPROVAL

Jim reviewed the public comment received on the Local Plan. The group briefly discussed the need to look at economic development data, as well as labor market information. Jim indicated that he feels sitting down with the OED Labor Market Economists to mine what they could provide for us would be beneficial.

NIKKI JONES MOVED TO ACCEPT THE PLAN AS PRESENTED WITH CHANGES. THE MOTION WAS SECONDED BY MIKE DONNELLY AND APPROVED UNANIMOUSLY.

6) RWP GOVERNANCE & NEXT STEPS

In November, the Oregon Revised Statutes (ORS) was updated to require that quorums must be 51% of the membership, which is now even more prescriptive than the federal government requires. The state will go through their natural process of updating statutes for WIOA, and it has been suggested to remove the line requiring the quorum of 51%.

Jim will bring back revised Articles of Incorporation, as well as Bylaws, in the very near future.

7) RWP STAFFING UPDATE

Sherri informed the group that she will be transitioning – retaining her position, but working remotely from Oklahoma. She has separated out bookkeeping duties from her current role and has offered a bookkeeper position to Dawn Bywater. Dawn will handle the day-to-day activity and be “boots on the ground”. Sherri indicated she hopes to eventually pare back her hours to part-time. Her transition will take place July 1, 2016.

Jim indicated that four other workforce boards around the state are hiring a CFO and he would look to them for succession planning.

Jim noted that although we posted to backfill behind Graham’s position and some applications have been received, we are now recalibrating and looking to backfill for a broader array of skills. A new position will be posted in the very near future.

8) RWP CORPORATE DIRECTOR MEETING SCHEDULE

The group briefly discussed the schedule for ongoing Corporate Director meetings. The consensus of the group is to focus around the two months between workforce board meetings and to schedule either the third or fourth weeks of the month early in the morning or late in the day. Tami will generate a Doodle Poll to send out to the group.

9) OTHER ITEMS

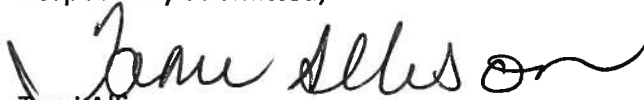
Jim spoke about the upcoming vacancies with Ron and Tamara retiring this year.

The group agreed to meet on June 30, 2016 at 8:00 am to review and approve the final RWP budget.

10) ADJOURN

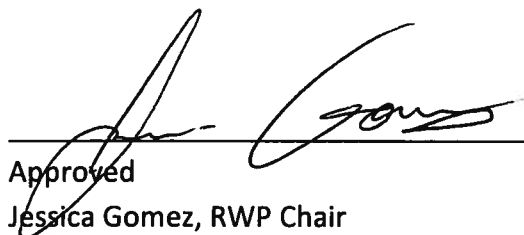
With no further business, the RWP Corporate Directors meeting was adjourned at 12:58 pm.

Respectfully Submitted,



Tami Allison

Executive Projects Manager



Approved
Jessica Gomez, RWP Chair

7-21-16

Date

