



**ROGUE WORKFORCE
PARTNERSHIP**

MINUTES

ROGUE WORKFORCE PARTNERSHIP • CORPORATE DIRECTORS

July 21, 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

MEMBERS ABSENT

Commissioner Rick Dyer
Michael Donnelly

OTHERS PRESENT

John Chamberlin, WIOA Legal Counsel
Jim Fong, Executive Director, Rogue Workforce Partnership
Sherri Emitte, Rogue Workforce Partnership (via phone)
Rene' Brandon, Rogue Workforce Partnership
Julie Gillis, Rogue Workforce Partnership
David Fricke, Rogue Workforce Partnership
Tami Allison, Rogue Workforce Partnership

Quorum Present: Yes

1) CALL TO ORDER

The meeting was called to order by Chair Jessica Gomez at 8:19 am.

2) CONSENT AGENDA

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

3) FINANCE / BUDGET

FY 2016-2017 Budget Review & Approval

Sherri attended the meeting remotely and guided the group through the PY16 budget Revenue Summary, indicating that there is a net overall decrease of about \$9,000 from the \$5,461,450 total revenue projected for PY 16. The WIOA Revenue projection consists of \$261,812 in Title 1B Adult funds which is an increase of 32.8%, \$39,508 in Title 1B Dislocated Worker funds which is a decrease of 4.3%, and Title 1B Youth funds of \$291,190 which is an increase of 34.7%. Carry-In funds total \$724,779 across all programs.

Sherri went on to report that other income, which represents an array of grants and contracts, as well as program income generated from sublease rents and other sources is expected to increase by \$389,200 or 30.1% from PY15 revenues; as well as, \$39,720 from DHS for the Independent Living Program that will provide foster youth with summer work experience.

The total expenditure projection for PY 16 is \$5,461,450 which is equal to the projected revenue. Sherri drew attention to the increase of \$151,139 in new personnel, health insurance expenses, etc. "A mid-year budget adjustment will be done and the difference will not be significant, and the health insurance renewal taking place in July is 2.5% increase which is an excellent renewal rate", Sherri stated.

Contracted services of \$3,216,515 are 58.9% of planned expenditures and represent a 13.4% decrease from the PY 15 Amended Budget.

Operating Expenses for both RWP and the Medford and Grants Pass One Stop Centers total \$768,796 or 14.1% of planned expenditures, representing a \$37,000, or 5% increase from the PY 15 Amended Budget. This represents an increase in the lease payments for the RWP offices, as well as a few other small increases in janitorial and other operating expenses. Jim added that we are still "plugging away" at co-location with the Employment Department.

Sherri concluded the discussion by reporting that we are happy to be conservatively projecting a carry out of \$633,090 into PY17.

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

Letters Related to The Job Council

The group reviewed the letters available in today's packet. Jim indicated that both letters will be send electronically to the Corporate Directors.

4) SOUTHERN OREGON SUCCESS

Jim presented an article in the Atlantic Magazine highlighting events in Walla Walla Washington on Adverse Childhood Experiences (ACEs). The work in schools in Washington is based on a San Diego study that analyzed differentials in health outcomes across all populations, genders, races, etc. and found a strong correlation between negative health outcomes and adverse childhood experiences. This is being hailed as a public health milestone and has significant impact to our work as a Workforce Board.

Gregg mentioned Blue Zones – the result of a study sponsored by National Geographic, a community well-being improvement initiative designed to make healthy choices easier through permanent changes to environment, policy, and social networks. There is a Blue Zones project underway in Klamath Fall. Jim has meet some of this staff and will follow up with Seth, Peter, and SORS Steering Committee to make a connection.

Jim requested that the Corporate Directors authorize the investment of \$7500 from the endowment fund to support the SORS backbone investment. Members of the group agreed that it would be a good investment.

GREGG EDWARDS MADE THE MOTION TO AUTHORIZE THE INVESTMENT OF \$7500 FROM THE RWP ENDOWMENT FUND TO SUPPORT THE SORS BACKBONE INVESTMENT. THE MOTION WAS SECONDED BY TAMARA NORDIN AND APPROVED UNANIMOUSLY.

5) RWP GOVERNANCE STRUCTURE & MEETINGS

New State Policy on Quorum / Revisiting By-Laws & Guidance

John Chamberlin, Legal Counsel, joined the meeting by phone to review RWP's governance structure options. Because of the new WIOA law regarding Board membership, as well as State regulations that a quorum as 51% of the membership, we have choices to make on how we want to structure ourselves.

We currently are set up to have a 39-member board, so that we can include key leaders from: Department of Human Services, K-12 education and higher education. We can:

- A. Keep the membership at 39
 - For the times we don't have a quorum, the Corporate Directors would need to be authorized to take any needed action on behalf of the full Workforce Board, as needed and allowed by Federal and State laws and rules.
 - We'd have to have a 51% quorum of the Workforce Board at least once a year.
- B. Reduce the membership and create an "affiliate member" status for those leaders not required under WIOA
 - This would increase the possibility of achieving a quorum more regularly.
 - The down side is that some members would feel "less than" full voting members.

The option preferred by the Corporate Directors was to keep the Board at the full membership.

John stated that he feels he can do one set of bylaws for both the Workforce Board as well as the Corporate Directors and will forward a draft for review. Depending on when the draft is received, we will either bring it to the Corporate Directors in August, or to the full group in September.

Mission, Vision, Promise – Next Steps

Jim indicated that the goal is to bring a draft document to the August Corporate Directors meeting for a work session; and then to present to the full board in September.

6) **UPDATES on...**

Due to time constraints, this item was not discussed.

7) **OTHER ITEMS**

Earlier in the meeting, the discussion morphed to Sectors and Jim shared information about the recent Rogue Advanced Manufacturing Partnership (RAMP) meetings as well as the recent planning meeting with members of the Rogue Tech Collective.

Also shared was information on the recent State Legislation that made recreational marijuana legal in Oregon even though it is still illegal at a Federal level. The group discussed possible trainings to help employers deal with this issue, as well as assisting job seekers to understand how to have a legal career in this field. The group agreed that it is definitely a topic that needs to be revisited in the future.

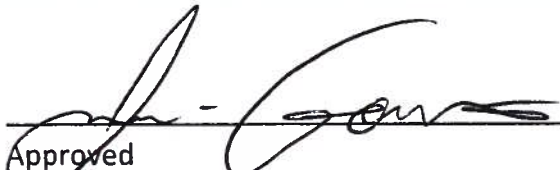
8) **ADJOURN**

With no further business, the RWP Corporate Directors meeting was adjourned at 10:10 am.

Respectfully Submitted,



Tami Allison
Executive Projects Manager

 8-18-16
Approved Date
Jessica Gomez, RWP Chair