



**MINUTES**

**ROGUE WORKFORCE PARTNERSHIP • CORPORATE DIRECTORS**

July 20, 2017 ♦ 100 E. Main St., Suite A - Board Room ♦ Medford, OR

**MEMBERS PRESENT**

Commissioner Rick Dyer  
Vice-chair, Michael Donnelly  
Nikki Jones  
Shawn Hogan (via phone)  
John Underwood  
Paul Macuga

**MEMBERS ABSENT**

Commissioner Dan DeYoung  
Chairperson, Jessica Gomez

**OTHERS PRESENT**

Jim Fong, Executive Director, Rogue Workforce Partnership  
Sherri Emitte, Director of Administration, Rogue Workforce Partnership (via phone)  
Aurora King, Chief Operating Officer, Rogue Workforce Partnership  
Julie Gillis, Senior Projects Manager, Rogue Workforce Partnership  
Tami Allison, Senior Projects Manager, Rogue Workforce Partnership

**Quorum Present: Yes**

*(Note: This meeting was scheduled as a special joint meeting for the RWP Corporate Directors and the Rogue Valley Workforce Consortium. A quorum was not available for the Rogue Valley Workforce Consortium. The actions they would have taken have been deferred and will be taken at a separately scheduled meeting on August 2, 2017.)*

**1) Call to Order**

The meeting was called to order by Vice-Chair, Mike Donnelly at 3:04p.m. Introductions were made.

**2) Approval of Minutes**

**COMMISSIONER DYER MOVED TO APPROVE THE MINUTES OF THE May 18, 2017 RWP CORPORATE DIRECTOR'S MEETING. THE MOTION WAS SECONDED BY PAUL MACUGA AND APPROVED UNANIMOUSLY.**

**3) FINANCE - RWP BUDGET REVIEW & APPROVAL**

Sherri Emitte reviewed the revenue and expenditures with the Corporate Directors reporting that revenues and expenditures are at \$4,347,501, a decrease of \$787,855 from last year. More details were shown in the PY 17 Budget memo presented to the Corporate Directors.

Jim responded to an inquiry from Mike Donnelly requesting a review of the REACH Grant by reporting that the funding for the REACH grant came from funding that was approved to improve the welfare-to-work program. It was an opportunity to try human-centered design serving 165 families in post-secondary education opportunities. The average wage goal of \$12.39 per hour was exceeded ending at an average wage of \$13.94 per hour, with many participants experiencing success and continuing their education beyond REACH. Currently there are 55 graduates with an expectation of another 30 that will continue over the summer and be graduated in September. The goal is to track participants for five years and are in current conversations with OED to be able to track wages over this same period of time.

Because this grant is being absorbed into the direct DHS grant with ResCare, Nikki inquired whether it will continue with the same model or absorbed into regular DHS programs? Aurora indicated that DHS is committed to retaining the program model as intended.

***A MOTION WAS MADE BY NIKKI JONES TO APPROVE THE BUDGET AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER DYER AND APPROVED UNANIMOUSLY.***

#### **4) RWP Program Policies**

The following policies are required for the implementation of the Workforce Investment and Opportunity Act (WIOA) federal legislation.

**OJT Policy** – This policy is being revised to incorporate requirements under WIOA and the change in the minimum wage, increasing to \$10.25 per hour. Aurora went on to say that we want to create entry level opportunities as well as serving current workers, and we want to look at more creative ways to help workers as well as businesses work together to problem solve growth and development to increase the median wage in our area; as well as looking at how to get more creative and inviting with non-traditional workers who are willing to work hard and stay and grow with the company.

**Priority of Service** – Aurora noted that there is a much longer list of populations who fall into priority of service. Nikki Jones asked whether there is data regarding success of ex-offenders (who are on this priority of service list). Nikki noted that it remains a struggle working with companies who do not have a policy regarding convictions – companies that are hiring the most and have the best success are the ones who are not requiring background checks.

Aurora reported that she recently met with Jackson County Probation and there has been a Talent Development Specialist assigned to work with this population at WSRV – Bartlett.

**One-Stop Center Certification Policy** – Jim reported that this policy was generated directly from the state policy with a very large piece of it being the self-evaluation tool.

***A MOTION WAS MADE BY JOHN UNDERWOOD TO APPROVE THE POLICIES AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER DYER AND APPROVED UNANIMOUSLY.***

## **5) RWP NEW MEMBER APPOINTMENTS RECRUITMENT**

Jim handed out a revised membership and position roster. Commissioner Dyer indicated that he spoke with Colleen Padilla of SOREDI about moving in a different direction for our economic development representative, and that she was amicable to that change. Jim has met with Alex Campbell, Coordinator with the Governor’s Regional Solutions Team who has indicated that he is interested in joining the workforce board, has a background in Economic Development, and is a member of the Governor’s staff. Jim added that with the expiring terms of Fred Holloway and Scott Koch as of June 30, 2017 we are currently at 25 members with one of those positions being vacant.

***A MOTION WAS MADE BY NIKKI JONES TO APPROVE THE RECOMMENDATION OF ALEX CAMPBELL TO THE ROGUE VALLEY WORKFORCE CONSORTIUM FOR APPOINTMENT TO THE WORKFORCE DEVELOPMENT BOARD. THE MOTION WAS SECONDED BY JOHN UNDERWOOD AND APPROVED UNANIMOUSLY.***

## **6) MOU, COST SHARING & ONE-STOP OPERATOR UPDATE**

Jim reported that only one proposal was received in response to the One-Stop Operator RFP. Although the RFP was written to allow for cost, no cost, consortium, or single entity proposals, a Consortium could not be reached and ResCare submitted as a single entity. Jim noted that the consensus was that ResCare was not experienced enough, as a single entity, to be the One-Stop Operator; and, in talking with the State, we are required to have the RFP posted for 30 days. The RFP will be revised and it will be posted again for the required 30 days. Jim added that we are required by have a One-Stop Operator in place by September 1, 2017.

## **7) STRATEGIC PLAN GOALS**

The workforce board, at their June meeting, gave direction for metrics and goals. The suggestion from Chair Jessica Gomez is to have a strategic planning session on how to prioritize the work moving forward. The board members agreed that this work needs to be a facilitated process in a dedicated amount of time. The Corporate Directors will continue to work on details for scheduling such an event.

**8) EXECUTIVE SESSION**

The Corporate Directors entered into Executive Session to consult with counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed. ORS 192.660 (2) (h). Executive Session ended at 4:35 p.m. and the Corporate Directors continued with the regular meeting.

**9) OTHER ITEMS**

Jim presented a flyer for the National Governor's Association 2017 Summer Conference.

No further items were brought before the RWP Corporate Directors.

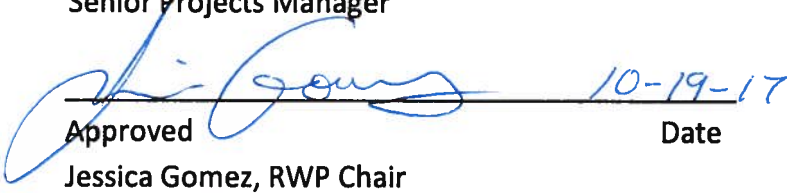
**10) Adjourn**

With no further business, the RWP Corporate Directors meeting was adjourned at 4:45 p.m.

Respectfully Submitted,



Tami Allison  
Senior Projects Manager



---

Approved  
Jessica Gomez, RWP Chair

10-19-17  
Date