



## MINUTES

ROGUE WORKFORCE PARTNERSHIP • CORPORATE DIRECTORS

August 15, 2019 • 37 N. Central Ave. - Board Room • Medford, OR

### MEMBERS PRESENT

Chair Jessica Gomez  
Vice-Chair Mike Donnelly  
Commissioner Darin Fowler  
Commissioner Bob Strasser  
Shawn Hogan\*

### MEMBERS ABSENT

Nikki Jones  
Robert Begg

### OTHERS PRESENT

Jim Fong, Executive Director, Rogue Workforce Partnership  
Sherri Emitte, Chief Finance and Administrative Officer, Rogue Workforce Partnership\*  
Jill teVelde, Workforce Development Manager, Rogue Workforce Partnership  
Ida Saito, Partnership Engagement Manager, Rogue Workforce Partnership  
Tami Allison, Senior Project Manager, Rogue Workforce Partnership

*\*indicates that individual joined remotely.*

Quorum Present: Yes

#### 1) Call to Order

The meeting was called to order by Chair, Jessica Gomez at 3:03 P.M.  
A round of introductions were made.

#### 2) Consent Agenda

Mike Donnelly moved to approve the consent agenda consisting of the July 18, 2019 Corporate Director's meeting minutes, Travel Policy revision and the Executive Director Evaluation Procedure. The motion was seconded by Commissioner Strasser. The motion passed unanimously.

#### 3) RWP Budget & Investments

Endowment Fund Investments - Jennifer Davis of SkyOak Wealth joined remotely to review RWP's investments as of 6/30/19. Earnings were down significantly at the quarter ending 12/31/18 and continued to rise until month ending 5/31/19 and then started on an upward trajectory again. Jennifer indicated that she feels we are positioned well; however, won't be making a "ton" of money in this type of market as there are lots of signs of recessionary pressure.

Sherri directed attention to the last page of the handout "Endowment Fund Balance" and indicated that she will need to draw a little over \$2000 out to cover the difference in the ending balance.

No questions were asked by the directors.

Revenue Update - Sherri gave a brief informational update indicating that all the revenues are at the same level for Competitive Strategies, Industry Engagement and Work Experience.

#### 4) Legislative & Policy Alignment

- );> Plant Electricians – cross regional, statewide initiative -This initiative started in 2017 after a visit from the Governor. John Underwood spearheaded conversations with local wood products companies and convened meetings around the need for Plant Electricians. The work that was done did change reciprocity agreements with other states creating a moratorium for three years regarding testing in Oregon; however, employers are indicating that this policy change hasn't created the incentive needed to attract out-of-state electricians to move to the state. Jimmy Swanson of Swanson Group has brought new energy into this conversation, advocating for the need to find some solutions.

In July of this year, Jim brought this topic to the Oregon Workforce Partnership - the state association of Local Workforce Boards. Several other Workforce Board directors agreed and had also been in conversation with Jimmy. There was a strong commitment for RWP, Lane Workforce Partnership and Southwest Oregon Workforce Investment Board to help convene a cross-regional group of manufacturing industry leaders to take this issue to the next level to get some real solutions that will make a difference in recruitment and workforce needs.

This led to the dovetailing with other work that is being done with Next Generation Sector Partnerships, a national consulting group that helped all of Oregon's Workforce Boards launch or refine their Sector Strategies efforts. The thought is that they could assist in some of the convening and facilitating of the kick-off of the cross-regional industry-lead sector effort that will be held on October 28, 2019 in Eugene. In the meantime, prep video calls/meetings will be held prior to the October kick-off date. Updates and information will be provided as they become available.

- );> Hilltop Public Solutions & Other Legislative Advocacy - E-mails were shared from lobbying groups soliciting interest from RWP. Currently, when RWP receives such requests, Jim uses his discretion on when to bring to the Workforce Board Chair and/or to the County Commissioners; however, he asked that we set up some parameters for when we are approached.

- *Jim will draft something to bring to a future Corporate Director's Meeting*

On a related note on legislative advocacy, Jim recently attended a meeting of the United States Workforce Association (USWA) which consist of state associations of Local Workforce Board. This is a relatively new group that came into existence with the catalyst of state associations from California, Michigan and New York associations deciding there was a need to invest in more proactive legislative advocacy and policy alignment work. There were about 10 states attending, and all participants agreed that doing more together on this from would be very beneficial to do.

Working more with USWA would also align with the RWP decision to not attend this year's National Association of Workforce Boards annual conference, and to look instead for other venues or groups to connect with in order to get high leverage and effectiveness in our legislative advocacy work.

Jim has also offered up the services to John Bowling of Sustainable Leadership Consultants, to help the group focus in on its key strategic Objectives and Key Results. Zoom videoconference meetings have been scheduled with Jim, John and these leaders from around the country to accomplish this work.

Oregon is also seeking to do a group membership for National Association of Workforce Boards. RWP has already paid dues and we will be looking into transferring the member name from RWP

to Oregon Workforce Partnership (OWP). Jim indicated the importance of having alignment with all the workforce boards as WIOA, TANF and Higher Education legislation are all up for reauthorization.

## 5) Strategic Roadmap and Objectives / Key Results

The latest version of the RWP Strategic Roadmap is included in today's packet. The group asked that defined dates be added for the key strategic results.

John Bowling will be invited to attend the September 11 workforce board meeting to review the revised roadmap.

- > Communications Infrastructure & Toolkit - Alex Poythress of REVEil agency has offered to assist us with in-depth work around marketing, copywriting, website refinements, etc., as part of this Key Result. We plan to start with the RAMP and Transportation sectors.

Workplace Stability / Bridges out of Poverty - Information is included in today's packet on this program based on Ruby Payne's book "A Framework for Understanding Poverty." Workplace Stability is something Paul Macuga participated in when he was at the University of Vermont's Medical Center. Its workplace focused, and offers very pragmatic tools for helping employers reduce turnover and improve job retention. It recognizes that workers can easily experience various forms of life distress, and helps create capacity and resources (i.e. no interest/low interest loans for car repair, job coaches, etc.) for the employer to support their workers in moving them from instability to stability. Both Harry and David as well as LaClinica have indicated their interest. The Corporate Director express support for these efforts. Jessica shared that she feels that this fits within our mission and would like to see a pilot of this program.

- > Medical Assistant Apprenticeship Update - A pre-meeting was held with RCC prior to the Healthcare Partnership meeting where the MA Apprenticeship Program was introduced. This program is available through the Southern Oregon Workforce Investment Board and can be expanded into other regions in Oregon. Most of the larger employers in attendance at the Healthcare Partnership meeting indicated they would rather hire from RCC. However, there was also strong interest in this program as a way to skill-up incumbent workers. RWP sees this as being an opportunity for those incumbent workers who have MA's and are working but aren't certified, as well as for others workers such as receptionist who want to advance their careers, but can't afford to take the time off and attend RCC classes.

Shawn mentioned the difference in the systems for measurement for the college as opposed to business. A good long term strategy is to address and redefine what success is for community college and how to create program structures to incentivize degree completion and the importance for employers to continue employee's professional development. There seems to be a disconnect between the employer who gets the student before degree completion and the loss of higher education from losing a student prior to degree completion.

## 6) Executive Session

Pursuant to ORS 192.660 (2)(i), the Rogue Workforce Partnership Corporate Directors entered into Executive Session for the purpose of reviewing and evaluating the employment-related performance of the Executive Director.

The Rogue Workforce Partnership Corporate Directors came out of Executive Session at 4:07 p.m.

7) Report-Out from Executive Session

Jessica reported that the evaluation of the executive director went very well and the board is very happy with the progress of the organization under Jim's leadership. Compensation was reviewed; and it was decided to make a compensation adjustment for the Executive Director.


Mike Donnelly moved that based on performance, comparative analysis and results of the review, that an increased compensation adjustment be made in the amount of \$110,040 per year. The motion was seconded by Commissioner Strosser and approved unanimously.

8) Adjourn

With no further business, the RWP Corporate Directors meeting was adjourned at 5:02 p.m.

Respectfully Submitted,

Tami Allison  
Senior Project Manager

  
Approved \_\_\_\_\_ Date 12-3-19  
Jessica Gomez, RWP Chair