



MINUTES

ROGUE WORKFORCE PARTNERSHIP - CORPORATE DIRECTORS & ROGUE VALLEY WORKFORCE CONSORTIUM

September 29, 2023 In-Person at 37 N. Central Ave. Medford OR & Zoom Video Conference

MEMBERS PRESENT

Commissioner Dave Dotterrer – *RVWC Member*
Brent Kell
Mike Card

MEMBERS ABSENT

Commissioner John West – *RVWC Member*

OTHERS PRESENT

Heather Stafford, Executive Director, Rogue Workforce Partnership
Matt Fadich, Chief Finance and Administrative Officer, Rogue Workforce Partnership
Haylee Ulrey, Senior Operations Manager, Rogue Workforce Partnership
Spencer McQueary, Communications Manager, Rogue Workforce Partnership
Tami Allison, Senior Project Manager, Rogue Workforce Partnership

Quorum Present: Yes – Corporate Directors; No- Rogue Valley Workforce Consortium

Call to Order

Chair Brent Kell called the Rogue Workforce Partnership Corporate Director’s Meeting to order at 1:03 pm. Due to the lack of a quorum for the Rogue Valley Workforce Consortium, that meeting was not called to order.

Approve Minutes

Mike Card moved to approve the minutes of the Rogue Workforce Partnership Corporate Director’s June 30, 2023, meeting as well as the minutes of the Rogue Workforce Partnership Corporate Director’s Executive Session on August 18, 2023. The motion was seconded by Commissioner Dotterrer. There was no discussion. The motion passed unanimously.

The Rogue Valley Workforce Consortium meeting minutes from June 30, 2023, will be moved to the next agenda due to the lack of a quorum.

Brent Kell moved to approve the March 31, 2023, Corporate Director meeting minutes as presented. The motion was seconded by Commissioner Dotterrer. There was no discussion. The motion passed unanimously.

Appoint New Workforce Board Member

Mike Card proposed adding two new private sector business representatives (Brad Bennington from Builders Association of Southern Oregon and Ned Ford Chief Operating Officer from Harry and David) to the Rogue Workforce Development Board. *Tami is reaching out to Higher Education Coordinating Commission to see if Brad Bennington will qualify as a business representative as BASO is considered a non-profit organization. Tami will forward nomination letters to the Medford Chamber for signature.*

Mike Card moved to recommend the appointments of Brad Bennington and Ned Ford to the Rogue Valley Workforce Consortium for appointment as new workforce board members. The motion was seconded by Brent Kell. There was no further discussion. The motion passed unanimously.

Action on the appointment of Brad Bennington and Ned Ford will be done by email to the Rogue Valley Workforce Consortium once all information and documentation has been received.

Re-Appointment of Workforce Board Members

Mike Card moved to recommend reappointment of Brent Kell, Joe Myers, and Drew Waits as members of the Rogue Workforce Development Board to the Rogue Valley Workforce Consortium. The motion was seconded by Commissioner Dotterer. There was no further discussion. The motion passed unanimously.

Action on the reappointment of Brent Kell, Joe Myers, and Drew Waits will be done by email to the Rogue Valley Workforce Consortium.

Nominating Committee Update

Executive Committee Membership Discussion – Mike Card shared that at least one more member is needed for the Executive Committee (aka Corporate Directors) and he feels that between the RWP staff and the current Executive Committee members a good fit will be found.

Heather and Mike have been coordinating and making calls to fill the vacant 2-3 positions still needed for the Rogue Workforce Development Board.

The Education Advisory Committee that are the ex-officio educational representatives of the Rogue Workforce Development Board receive invitations to the meetings but do not have voting rights. Ken Finchner from Oregon Tech has been added to this group with Dr. Randy Weber as the one voting member on the workforce board.

RWP Budget

- [Year-end Budget to Actuals](#)

Matt reported that the year has not yet been closed, and there will be several adjustments, some of them significant between grants and contracts. The overall expenses; however, should be very close to final with only minimal adjustments anticipated. Click on the Year-end Budget to Actuals link for more detail.

Expenses by Category - Matt shared that he continues to look at metrics to manage the Expenses by Category to maximize direct client services; and, although OED is an expensive provider due to PERS and other benefits, they are also subsidizing a lot of costs and leveraging their SNAP funding to help clients. Heather added that when the Board approved OED as the Adult / Dislocated Worker Service Provider, the speculation was that the blending and braiding of funds would help to leverage funds and we are beginning to prove this in concept.

Budget to Actuals by Fund – OED was underspent on WIOA adult due to having the Disaster Wildfire and Future Ready but allows us to preserve and roll over unused funds to a future year.

Performance Indicators – Matt showed some high-level visuals for the first time and will continue to work to refine them as he feels Budget to Actuals by Grant, Revenue Mix, and Expenses by Category

are all very important to review. Revenue Mix is important as RWP tries to diversify as we only have about 6% of non-formula money. This chart should change over time to shift away from WIOA Formula and more into state and then private and local revenue.

Unrestricted Net Income – is the healthiest when it has an unrestricted revenue stream. The goal is to cultivate and improve unrestricted net income as currently we only have investment gains and losses and Careers in Gear. **Matt, Heather, and PY+ are meeting to plan for development for students as well as revenue generation with Careers in Gear.**

Workforce Board Annual Calendar Review

A conversation took place at the last meeting about a board calendar and some suggestions were proposed:

- Board and RWC Actions for Budget and Staffing
 - March – Review Organizational KPIs from the previous PY and look at how the organization is holding itself accountable.
 - May – Executive Director Annual Performance Evaluation
 - June – Review and Approve next PY Annual Budget
 - August – RWP Staff Performance Evaluations – not something the board would be a big part of but internal evaluations, 360 evals, etc. would take place

Heather indicated that we will be working with this reality unless there are any objections. The directors indicated that it looks good to them.

The RWP team spent quite a bit of time in late August working on proposed organizational KPI's. The team has focused in on several KPI's that have not been filtered into recommendations yet; however, they follow a few strategic sections:

- Primary Metrics
 - Long-term measurables (Labor Market, UI, Wages, etc.)
 - Short-term goals (placements, trainings, sectors, fundraising)
 - Operational Performance (reports, audit, monitoring, partners 360)
- Considerations:
 - Causation vs. Correlation – will have corollary metrics but are most interested in the ones where we can demonstrate that we actually influence in a very direct way
 - Priority Populations – measurements will filter through everything

At the next meeting we will have a lot of information including the Strategic Roadmap, KPI's etc. for your review and approval.

Mike added that one of the things he talks about when talking to potential board members, is that we strive to take people who are not earning wages, or who are earning low wages and get them the skills necessary to make more money, and asked if “improving people's wages” would be a part of the long-term measurable? Heather indicated that we will start tracking retention through a data sharing agreement, and we have a narrative that talks about our services not being entitlements, but there is an ROI and our programs get people on the tax rolls. Our goal is to shift that from a narrative to a narrative with back up data.

Brent suggested creating a dashboard of long term measurables that match up with the KPIs and glean down to “Measure What Matters.”

Executive Director Update

DOL Monitoring – monitors came into Oregon and performed programmatic monitoring for five of the nine workforce boards. Two boards (of which we were one) were chosen to do fiscal monitoring. The monitors focused mainly on the OneStop Centers and the OneStop Operator model and how leveraging of funds is taking place. DOL liked our model as we don't hire an outside consultant, but instead have a consortium of core partners that act as the OneStop Operator.

There will be a OneStop Operator System Conference held on November 2 and November 3.

DOL has completed the monitoring and will be submitting their final report to the State as the state was being monitored.

Legislative Updates- Heather indicated that we may be just a few days away from a government shutdown as a budget has not been passed since 1996, and there are \$2 trillion dollar shortfall to make up out of a small discretionary budget. The United States three largest lenders are:

- The United States
- Japan
- China

Matt indicated that RWP has looked at their cash and has a contingency plan in the case of a shutdown and won't be tremendously affected.

At the state level, a Southern Oregon Legislative Caucus has been scheduled for November 17, 2023. Invitations will be sent out, and Peter Buckley is helping to convene the regional legislators from the house and senate. Although they are struggling to find an issue they can agree on, they seem to all agree on workforce.

Heather will also be having some time with the Governor when she comes to town in early October.

At the Federal Level, Heather was able to get some time with Congressman Bentz and lots of what they are talking about are programs and systems as well as the direct ROI that workforce programs provide.

Future Ready – Prosperity 10,000- We are now into the ARPA portion of the grant that goes through June 30, 2026. The RFQQ for service providers will be released on October 1, 2023, with an end date of November 6, 2023 at 5 pm. RWP decided to go out for RFQQ rather than to add more to the plates of our current service providers. A Program Coordinator has also been hired to do this work.

Workforce Ready Grants – Round 2

Round 1 was a small amount with 41 recipients. Round 2 has \$35 million and received 165 qualified applications. OWP received funds to house workforce training components in state prisons. Although we do not have a prison in our region, we are working with Corrections and the transition center. Our focus in this grant is to find fair chance employers for those people who are transitioning back into the community.

Commissioner Dotterer asked for a list of workforce ready recipients. Heather will find a list from Round 1 and forward out to the group.

Statewide Industry Consortia – The state has reserved \$40 million and will let the consortium influence how they approach this funding with Healthcare, Manufacturing and Technology.

Public Comment

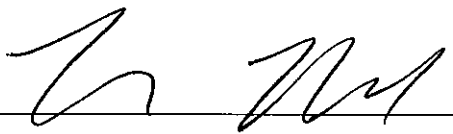
There was no public comment.

Adjourn

With no further business, the RWP Corporate Directors adjourned at 2:30 pm.

Respectfully Submitted,

Tami Allison
Senior Project Manager



Chair