

MINUTES

ROGUE WORKFORCE PARTNERSHIP WORKFORCE DEVELOPMENT BOARD

July 28, 2023

In-Person for 5-6 People & Zoom Conference Call

MEMBERS PRESENT:

Mike Card, Nick Carpenter, Lance Corley, Terry Fairbanks, Brent Kell, Joe Myers, Marta Tarantsey, Drew Waits, Randy Weber

QUORUM PRESENT: Yes

OTHERS ATTENDING:

Jackson County Commissioner – Dave Dotterer

Josephine County Commissioner – John West

BBSI - Suz Montemayor

Valley Immediate Care – Nikki Schmelzle, Dylan Gutridge

Oregon AFLCIO - Josh Hall

Project Youth Plus – Jen Perry

Oregon Employment Department – Guy Tauer

Equus – Tina Berry, Daniel Scotton

SORED1 – Jaymes Tadlock

WSRV – Tammy Schroeder, Josh Morell

WorkSource Rogue Valley- Tammy Schroeder, Jaymes Tadlock, Josh Morell, Joe Spagnuolo

Rogue Workforce Partnership- Heather Stafford, Haylee Ulrey, Stephannie Krunglevich, Matt Fadich, Greg Thweatt, Tyler Worthley, Tami Allison

CALL TO ORDER

The RWP Workforce Board meeting was called to order by Heather Stafford at 9:01 am.

Welcome & Introductions

RWP Workforce Board Members introduced themselves and the non-members roll was documented through the Zoom meeting participants list.

August 21, 2023, there will be a lunch and learn around the Future of Work for the Workforce Board. An invite will be forthcoming.

Consent Agenda

The consent agenda groups routine, procedural, informational & self-explanatory items that aren't expected to require discussion. It's approved together in one action. Items may be moved out of the consent agenda for discussion at the request of any member.

The motion was made by Mike Card to approve the consent agenda consisting of the minutes from the [April 28, 2023 Workforce Board Meeting](#). The motion was seconded by Brent Kell. There was no discussion. The motion passed unanimously.

RWP Workforce Board Chair & Vice-Chair Election

The former Workforce Board Chair, Robert Begg no longer works at Asante and is no longer on the workforce board. Heather is chairing today's meeting as there is no official chair or vice-chair until this group takes action to elect Brent

Kell and Mike Card as Chair and Vice-Chair as was approved by the Corporate Directors (Executive Committee) at their June 30, 2023 meeting.

The motion was made by Marta Tarantsey to accept the recommendation to elect Brent Kell as Chair and Mike Card as Vice-Chair. The motion was seconded by Joe Myers. There was no discussion. The motion passed unanimously. Very excited to have Brent and Mike's leadership on the workforce board.

Budget Review

2023-2024 Budget

Matt presented the July 1, 2023, through June 30, 2024 budget indicating that the year will be dominated by Future Ready and Wildfire Disaster Grants, which will exceed \$3M by year's end. Wildfire will end in the first quarter of 2023-2024 and new funding sources include Benefit Navigator and additional Federal Benefits Navigator funds. The document is aligned so totals are in the dark color and across the right are the grants and departments. Heather clarified that administration in DOL terms is only the fiduciary fiscal team – the activities that WIOA defines as administration and includes budgeting, finance, contract administration, HR, etc.

Budget is approximately \$5.7 million dollars which is a large decline from last year due to a 15% decline in WIOA funds. Heather indicated that formula funds are based on federal formulas that include percentage of unemployment, dislocated worker, etc. The cut was actually only 8.5% cut from Feds to HECC; however, because we wound up with a larger cut (just over 15%) it means that our economy is better. Only two boards saw an increase in funding.

Click on the link above to see the 2023-2024 budget narrative as well as a much deeper detail.

Question was asked about how salaries are allocated to the various grants. Matt indicated that each person's staff time is based on the grant. Some grants have a fixed amount for staffing, and some do not. We look at how our time is being spent and then how much can be allocated to various grants. Matt indicated that we have very detailed backup for every month and is always available to monitors as well as auditors. Heather added that we have an annual third-party financial audit as well as HECC monitoring that has a fiscal component. HECC and DOL care much more about how staff timesheets look.

Matt responded to a question regarding how direct services as a percentage of total revenue matches up against last year by indicating that he is very interested in providing this number to the board on a quarterly basis. Due to the nature of our work, and the fact that money flows from us to our service providers and then to the clients, when looking at the actual money that goes to the clients, to the untrained eye, it looks quite low. Matt and Heather are strategizing a way to develop metrics that will be informative to the board. Based on rough percentages that were reviewed during the meeting, Matt stated that compared to last year, we are a little heavier in money getting directly to the clients this year.

A brief discussion took place about whether other boards use this type of information for KPI's. Heather and Matt are talking to other workforce boards. Heather indicated there is a big infrastructure and not sure if anyone is really tracking this. It is difficult to do a side-by-side cost benefit analysis because of all of the variables with our accounting systems and the way money is appropriated out. Heather indicated that we are working to creating this story for our region.

Future Ready ARPA – RWP will retain about 15% of the funds to operate the grant. The rest will be going out to a service provider that will be chosen through a procurement process. A Benefit Navigator position will be created and support new providers, better serve the community, and improve access for everyone. Heather added that it has

historically been a challenge to be one of our service providers due to our I-Trac data tracking system. This position will alleviate some of the load of this performance tracking system for our service provider(s).

Matt is budgeting a minor increase in our endowment fund; however, all that is budgeted is a little interest that he knows we will receive. This will impact our net income, but because we don't generally touch it, it doesn't impact our operations. Made \$35,000 in revenue with Careers in Gear this year. With the new communications director we expect to bring in more sponsorships than in the past.

The motion was made by Mike Card to approve the proposed budget for 2023-2024. The motion was seconded by Nick Carpenter. No further discussion took place. The motion passed unanimously.

Budget to Actuals

It was noted that no action needs to be taken on the Budget to Actuals, just acknowledgment that they were presented. Matt aligned the budget to actuals to look like the budget with the same big categories. This budget to actuals is for 7/1/2022 through 4/30/2023. The difference in income is due to a couple of very large grants that were not fully expended. The second page shows the expenses broken out by fund. Matt indicated that any unspent funds are returned; however, we try very hard not to send any money back.

Matt indicated that rolled over money is considered revenue in the year it is expensed.

Rogue Valley Workforce Revised Governance Documents

- [Intergovernmental Agreement](#)
- [Rogue Valley Workforce Consortium Bylaws](#)
- [Partnership Agreement between the Rogue Workforce Partnership \(acting as the Fiscal Agent and Administrative Entity\), the Rogue Valley Workforce Consortium, and the Rogue Valley Workforce Development Board](#)
- [Rogue Workforce Partnership Bylaws](#)

A very big revision of all our governance documents was done this year. Board members received the above four documents which are the founding documents that all workforce boards around the country are governed by. The Intergovernmental Agreement and the agreement between Jackson and Josephine Counties was unchanged. The RVWC Consortium Bylaws had some minor language cleanup. Most of the changes showed up in the Rogue Workforce Partnership Bylaws and the Partnership Agreement. Heather indicated we have a lot of back up for these revisions if anyone would like to see them. No one requested to see anything additional. Heather reviewed the structural changes with the board. All four of these documents have been recommended for approval by the Corporate Directors (aka Executive Committee) as well as approved by the Rogue Valley Workforce Consortium pending the workforce board's approval.

Some material changes include:

- Changing the name of the Corporate Directors to Executive Committee
- Adjustments to board terms – two years terms for officers as well as board members
- More formalized structure with the Vice-Chair to Chair position adding succession planning as well as the Vice-Chair chairing a new nominating committee. Heather added that we still need to recruit four private sector positions to the board, and that positions in manufacturing as well as technology are under-represented.

- Created more formal ex-officio positions and Education Advisory Committee for our education members. Will now only have one voting education board member.
- Clean up of old language as well as references to WIA.

A motion was made by Brent Kell to approve the Partnership Agreement as well as the Rogue Workforce Partnership Bylaws. The motion was seconded by Randy Weber. No further discussion took place. The motion passed unanimously.

POLICIES AND PROCEDURES

1. [AD/DW Documentation and Eligibility Guidance Policy](#)

There was only a minor material change made.

2. [Board Membership Policy](#)

This policy was revised to align with the changes made to the RWP Bylaws.

A motion was made by Marta Tarantsey to accept the revisions to the AD/DW Documentation and Eligibility Guidance Policy, and the Board Membership Policy. The motion was seconded by Mike Card. No further discussion took place. The motion passed unanimously.

EXECUTIVE DIRECTOR UPDATES

Current Events

Future Ready Oregon is the largest direct workforce investment that the state of Oregon has ever made at \$200 million. The general fund portion of Prosperity 10K, the money the workforce boards received directly, has been expended as of June 30, 2023. The state is currently doing contracting for the ARPA portion of these funds. RWP is going out for RFQQ to procure service provider(s). Only three industries (Healthcare, Manufacturing, and Technology) are eligible to apply for Future Ready and the focus is about finding innovative ways to serve a wide variety of underrepresented populations.

Workforce Ready Grants Round 1 and 2 are live. Round 1 were capacity building grants and \$9.8 million was awarded. Five Southern Oregon Organizations received grants. Money was general fund so had to be expended by June 30, 2023. Round 2 the application deadline was a few weeks ago and HECC is currently deciding on awardees. Only \$35 million is available and they likely received upwards of 200 applications. It's a big job and they are looking for grant reviewers, etc. to wade through these applications. Heather received a dozen or so requests to write letters of support for various organizations applying for this round so there are likely some great projects applying. The state is still hanging on to about \$40 million and asking for recommendations from the Statewide Industry Consortia on how to invest the remaining funds.

DOL Monitoring still in the in progress with the monitoring. Mostly interested in our One Stop Centers and One Stop Operator agreement and our model. Five of the nine boards received that level of programmatic monitoring. Two boards, which we were one of received the fiscal/financial compliance review.

Lunch and Learn RWP hosting on August 21. Please respond so we have a head count for food.

WIOA Reauthorization FY 2024 Education and Related Agencies Appropriations Bill. This bill is \$73 billion below the President's Budget Request, and cuts are forecasted at 29% below FY2023.

Proposed federal education cuts/eliminations include:

- 80% cut for Every Student Succeeds Act (ESSA) Title I state grants to local education agencies. This rescinds \$8.7 billion of advance funding for Title I grants to states – Fall 2023.
- Eliminates funding for Magnet School program
- Eliminates funding for Teacher Quality Partnerships
- Eliminates funding for Federal Work-Study Programs

Department of Labor Cuts / Eliminations

- Eliminates funding for Department of Labor WIOA Youth and cuts adult training programs
 - Eliminating youth employment opportunities – deny job training and employment services for 126,000
 - Eliminating adult employment opportunities – deny job training and employment services for 294,000
- Eliminates funding for the Women’s Bureau
- Eliminates funding for Job Corps program
- Cuts Occupational Safety and Health Administration (OSHA) by \$95 million

Randy Weber added that the House proposed budget recommends eliminating SEOG (Student Education Opportunity Grant). SEOG money goes to PELL students. RCC receives approximately \$400,000 per year that goes to students and if this passes it will tremendously impact RCC students who are looking for workforce training. The House is also proposing drastic cuts to Perkins which will affect CTE programs.

The State Workforce Associations are asking us to talk to our delegation (especially in the house). Workforce Investments have the most direct ROI that we make as a society. Workforce Services put people quite directly into the revenue category in a very short period of time, pulling them out of the expense category in the state budget. Need to do a better job of telling our story. Will be spending some time with our Southern Oregon legislative caucus as well.

The Future of Work

As we build programs and fill gaps, we can do training for the jobs and industries that exist today; however, we need to be thinking about where the future of work is going and what those training needs will be, and to think about what the disruption of this technology will look like. Please see the [meeting presentation](#) for more detail.

Randy Weber talked about many of the jobs that Heather highlighted were those requiring post-secondary education and what they are finding is that entry level jobs in some of the fields that require credential are paying not any more than the service sector. Struggling to see the beginning wages being enough for people to choose to get the longer training. Brent Kell indicated that they are seeing a shortage of primary care physicians being trained. The ROI is just not there for them.

When we think about our sector work, it is challenging because entire sectors are competing against one another. Tyler suggested looking at ways to work with employers to help them be more competitive especially when it comes to wages.

Mike Card shared his perspective about the shortage of truck drivers. It’s not that easy to just raise the wages to get more people. Not everyone can do the job or likes to do the job. How do we pay more and still compete with the people who like to be truck drivers.

Randy Weber is interested in having continued conversations around stackable credentials.

REGIONAL ECONOMIC & LABOR MARKET REPORT

See Quality Info website for additional data <https://www.qualityinfo.org/rogue-valley>

Response rates have come down to a lot of the BOLI Census surveys. If you receive one, please be sure to respond.

- Unemployment rate in Jackson County 4.4%
- Unemployment rate in Josephine County 4.9%

- Still seeing a very tight labor market environment
- Continues to be difficult to hire positions
- Currently 1200 positions posted with OED in Jackson County and 200 positions posted in Josephine County
- Demand for labor continues to be strong
- Labor force peaked in 2001 and has come down a bit
- Seeing increase in retirements and stepping out of labor market
- Labor force is above pre-pandemic levels
- Record number of businesses with paid employees in both Jackson and Josephine Counties.
- 24,000 businesses that were called non-employer businesses (self-employed)
- New initial claims for unemployment have returned to pre-pandemic levels
- Continued claims are back down to pre-pandemic levels
- Monthly unemployment insurance payments are down below pre-pandemic levels
- Wages are rising steadily; however, inflation is cutting into buying power increase
- Number of online ads was 3,400 in June which is very comparable to pre-pandemic levels
- Slight decline in vacancies employers are posting

More details can be found in the [meeting presentation](#).

OED tracks labor participation rate annually and by county. The lowest is in Curry County - about 40%. It varies across the state. **Guy will forward the information to Commissioner Dotterer for Jackson County.**

Guy speculates that the federal and state employees decline is due to budget issues. Postal service continues to look at streamlining, many budgets are flat or declining. A lot of uncertainty in terms of workforce funding, etc.

RWP STRATEGIC ROADMAP - UPDATES & COORDINATION

- **Sector Strategies**
 - Healthcare continues to meet quarterly and is one of the strongest of our sectors
 - Getting some new employer involvement
 - Seeing a lot of need in rural communities
 - Healthcare Education Sub-committee was formed and will be looking at inequities in healthcare CTE programs
 - RAMP Manufacturing group has been relaunched – next meeting is September 21, 2023
 - The group is starting to get a few new employers
 - RCC has been a great support and exploring more non-credit options
 - Transportation & Logistics
 - Meets yearly usually in December
 - Utilizing a lot of the Good Job Grant funding
 - Working with WSRV for potential hires and training options
 - Natural Resources
 - The group continues to grow and diversify a bit
 - Exploring Wilderness First Responder training
 - Construction
 - This sector is currently not active
 - In need of a sector chair to help to restart the group
 - Tech
 - This sector is currently not active
 - Heather and Tyler are working to connect with Tech employers
 - Targeting Fall 2023 to kickstart the group
- **Reimagining WSRV**
 - **Adult and Youth Workforce Program Overview**

- During PY 22 WSRV experienced another strong recovery year with customer flow almost reaching pre-COVID levels
- Training starts and training costs remained strong with the flow of the disaster grants
- Showing a higher level of active participation
- Large majority of the training investments were in Occupational Skills Training
 - Certified Nurse Assistant
 - Commercial Driver's License
- Of PY 22 trainings, 25% were Work-Based (OJT, Internships, Work Experience)
- **Communication & Engagement Update**

Success Stories

Heather reported that the public workforce system can be confusing with customers not knowing where they go. Build Rogue Careers to create a common portal and a more central area where current events, success stories and jobs can be posted. The Board shifted communication strategy into the new Rogue Careers brand. Will see some facelifts with our new communications manager coming on board.

Success stories were shared in the meeting and can also be viewed on Rogue Careers. Heather noted that there is almost always some braiding and stacking of resources that contribute to the success of the participant.

We track analytics on our website and through social media. We are starting to see some trends in the number of views. Increasing the ability to track this information into outcomes. The YouTube spike was one campaign we did on CNA day. Rogue Careers only had about half the traffic of last year. We think this might be because there are not as many job seekers as there were last year. The high schools have also been a very big driver with Rogue Careers as well. Brent indicated he feels we have done a great job and are getting a lot of traction.

PUBLIC COMMENT

No public comment was made.

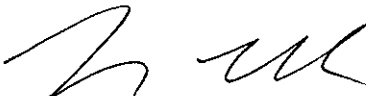
ADJOURN

With no further discussion, the meeting was adjourned at 11:36 AM.

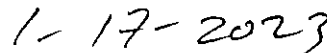
Respectfully Submitted,

Tami Allison
Senior Project Manager
/tka

APPROVED:



Chair



Date