



ROGUE WORKFORCE DEVELOPMENT BOARD

MEETING MINUTES

Friday, September 11, 2026

Teams Hybrid Meeting — WorkSource Rogue Valley, Medford (Jackson County), 119 N. Oakdale Ave., Medford, OR

ATTENDANCE

Workforce Board Members Present

Brent Kell	Valley Immediate Care — RWP Chair
Mike Card	Combined Transport — RWP Vice-Chair
Dr. Joey Minear	Builder's Association of Southern Oregon
Dave Dotterrer	Logos Public Charter School
David Meador	NIC Industries
Marta Tarantsey	Business Oregon
Dr. Rick Bailey	Southern Oregon University
Alex Batzer	JB Steel
Theodore Walston	Office of Vocational Rehabilitation Division
Dr. Randy Weber	Rogue Community College
Autumn Violette	Columbia Bank
Cindy Manning	Oregon Employment Department – WorkSource Rogue Valley
Kate Kitchell	Providence Medford Medical Center

RWP Staff Present

Mary Lockwood	Executive Director
Sherri Emitte	Chief Finance & Admin Officer
Christine Cardona	Executive Administrative Coordinator
Spencer McQuery	Senior Communications Manager
Tyler Worthley	Director of Strategic Engagement
Sherri Stratton	Director of Workforce Programs
Jackson Werner	Communications & Outreach Coordinator

Others Present

Shoshana Werblow	Valley Immediate Care
Guy Tauer	State of Oregon Employment Department
Blair Sundell	SOREDI
Terry Fairbanks	SOFRC
Gary Richardson	Josephine County Commissioner
Clay Alumbaugh	Sorren Director

Quorum Present: Yes

CALL TO ORDER

Chair Brent Kell called the meeting to order at 9:04 a.m.

INTRODUCTIONS

All members, participants, and staff in attendance introduced themselves. New RWP staff members were introduced.

CONSENT AGENDA

Approval of Minutes — June 5, 2026 Workforce Board Meeting

ACTION: Approve the minutes of the June 5, 2026 Workforce Board meeting.

Motion: Dave Dotterrer

Second: Marta Tarantsey

Result: Approved

Approval of PY23 OED Monitoring Report

ACTION: Approve the PY23 OED Monitoring Report

Motion: Dave Dotterrer

Second: Marta Tarantsey

Result: Approved

Workforce Board Chair and Vice-Chair Nominations and Elections

Nominations:

Brent Kell, Board Chair

Mike Card, Board Vice-Chair

ACTION: Approve the nominations of Brent Kell, Board Chair and Mike Card, Board Vice-Chair

Motion: Dave Dotterrer

Second: Randy Weber

Result: Approved

RISK ASSESSMENTS UPDATE

A comprehensive assessment spanning 7 core operational sections and roughly 90 specific controls was compiled into a robust Excel master workbook.

Clay Alumbaugh, Director at Sorren (RWP's auditor of approximately ten years), presented the Fraud Risk Assessment, in collaboration with Sherri Emitte, CFAO at RWP.

The status of the identified risks will be reported to the Board at the next meeting in December.

FINANCE UPDATE

The Fiscal Year-End Financial Report was presented by Sherri Emitte, CFAO.

BYLAWS AND POLICY DISCUSSION

The Amended Rogue Workforce Partnership Bylaws, Board Membership Policy, and Maximum Benefit Policy were all reviewed.

ACTION: Accept the Amended Rogue Workforce Partnership Bylaws, Board Membership Policy, and Maximum Benefit Policy as presented.

Motion: Mike Card

Second: Marta Tarantsey

Result: Approved

RWP IMPACT

A participant's success story/video was shared. Success stories and videos can be found on Rogue Workforce Partnership's Facebook, LinkedIn, and Instagram pages.

BOARD STRATEGY SESSION

Strategic Board Governance: Industry-Led Delivery Models

The board conducted a workshop evaluating how to restructure board oversight to fulfill the federal WIOA mandate requiring a minimum 51% industry-led composition. The members evaluated functional governance frameworks to advance regional impact and came to a consensus to strengthen sector partnership engagement.

PUBLIC COMMENT

No public comment.

ADJOURNMENT

With no further business, the meeting adjourned at 11:51 a.m.

CERTIFICATION OF MINUTES

I certify that the foregoing minutes are a true and correct record of the proceedings of the Rogue Workforce Partnership Workforce Board Meeting held September 11, 2026.

Respectfully submitted,
Christine Cardona, Executive Administrative Coordinator

Attestation

Brent Kell, Chair

Date