



ROGUE WORKFORCE PARTNERSHIP CORPORATE DIRECTORS MEETING MINUTES

Friday, October 2, 2026, 1:00pm

ATTENDANCE

Rogue Workforce Partnership Corporate Directors Present

Brent Kell, Valley Immediate Care—RWP Chair

Mike Card, Combined Transport—RWP Vice-Chair

Loren Brown, Rogue Disposal

RWP Staff Present

Mary Lockwood, Executive Director

Sherri Emitte, Chief Finance & Admin Officer

Quorum Present: Yes

CALL TO ORDER

Chair Brent Kell called the meeting to order at 1:04 p.m.

APPROVAL OF MINUTES

ACTION: Approve the minutes from August 7, 2026, Corporate Directors meeting.

Motion: Mike Card

Second: Loren Brown

Result: Approved

MEETING SCHEDULE CHANGE

Multiple participants have conflicts with the current day this meeting recurrence is scheduled for.

Christine will propose alternative meeting times on Tuesday-Thursday.

WORKFORCE BOARD MEMBER NOMINATIONS

Nominations:

Amanda McCleary-Moore, Baker Tilly

ACTION: Nominate Amanda McCleary-Moore to the Rogue Workforce Partnership Workforce Board of Directors

Motion: Mike Card

Second: Brent Kell

Result: Approved

Blair Sundell*, SOREDI

ACTION: Nominate Blair Sundell to the Rogue Workforce Partnership Workforce Board of Directors

Motion: Brent Kell

Second: Mike Card

Result: Approved

(*Blair Sundell would replace Marta Tarantsey, who has given her resignation, in the Economic Development seat)

UPDATE ON CONTRACTS PROJECT

A full audit of 100+ RWP contracts was completed per the Risk Register outcome. Next steps include confirming the signing authority for each contract.

This is an ongoing process, and updates will be shared via email.

FINANCIAL RISK MATRIX

A review of high-risk items from Soren's risk assessment was performed.

Recommendation and agreement to establish a finance/audit committee and/or include a Corporate Director with expertise. Formation will be deferred, pending new Board Member nominations and approvals.

Christine will schedule Brent, Mary, and Sherri Emitte for a Finance Committee meeting in the meantime.

STATE AUDIT FINANCE LETTER

The State finance office reported a review of the single audit with no findings.

CONFLICT OF INTEREST STATEMENT (STAFF)

The existing COI policy from the internal handbook was shared; Ned provided edits. All participants reviewed with no concerns.

The policy will be revised with Ned's revisions and published in the handbook. All staff will be required to acknowledge receipt of the policy and sign.

CONSORTIUM MEMBERSHIP: JOSEPHINE COUNTY COMMISSIONERS LETTER

The letter that was sent to RWP indicates that the Josephine County Commissioners do not consider themselves to be a part of the Consortium.

Outreach is occurring to fill the seat.

The Consortium hopes to reconstitute by December, 2026.

ADJOURNMENT

With no further business, the Corporate Directors Meeting adjourned at 1:46 p.m.

CERTIFICATION OF MINUTES

I certify that the foregoing minutes are a true and correct record of the proceedings of the Rogue Workforce Partnership Corporate Directors Meeting on October 2, 2026.

Respectfully Submitted,
Christine Cardona, Executive Administrative Coordinator

ATTESTATION

Brent Kell, Chair

Date

DRAFT