



Rogue Workforce Partnership - Corporate Directors Meeting

Thursday November 16, 2017 • 3:00-5:00 p.m. | 100 E. Main Street, Suite A - Board Room • Medford

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
Agenda

- | | | |
|-----------|--|------------------------|
| 3:00 p.m. | Call to Order (1-2m) <ul style="list-style-type: none">▸ Welcome & Introductions | Jessica Gomez |
| | Approval of Minutes (1-2m) - Action Item 📄 <ul style="list-style-type: none">▸ October 19, 2017 - RWP Corporate Directors Meeting | Jessica |
| | Approval of Policies (5m) - Action Item 📄 <ul style="list-style-type: none">▸ WIOA Rapid Response | Aurora King |
| 3:10 p.m. | Rapid Response (5m) <ul style="list-style-type: none">▸ Update on responses to layoffs in the region | Aurora |
| 3:15 p.m. | PY' 17-18 Workforce Services Contract (10-15m) <ul style="list-style-type: none">▸ Priorities for this year | Aurora |
| 3:30 p.m. | State Workforce General Funds & Base Funding for All Local Workforce Boards (10-15m) 📄 <ul style="list-style-type: none">▸ State General Funds vs. Federal WIOA Governor's 15% Reserve Funds | Jim Fong |
| 3:45 p.m. | Federal Workforce Funding (15-20m) 📄 <ul style="list-style-type: none">▸ Rep. Walden's Office – <i>communications update & coordination with other Local Workforce Boards in the 2nd Congressional District</i>▸ National Association of Workforce Boards Forum (March 24-27, 2018), plus communications coordination via other venues & visits | Jim & Jessica |
| 4:05 p.m. | Conflict of Interest Discussion (15-20m) <ul style="list-style-type: none">▸ Training Investments & Board Members | Jim & Aurora |
| 4:25 p.m. | Rogue Valley Workforce Consortium (15-20m) <ul style="list-style-type: none">▸ Proposal to amend Intergovernmental Agreement to:<ul style="list-style-type: none">• <i>Address potential future disagreement resolution process</i>• <i>Allow for flexibility in who's Chair</i> | Jim |
| 4:45 p.m. | WIOA Implementation Update & Next Steps (10-15m) <ul style="list-style-type: none">▸ Cost-Sharing / Infrastructure Funding Agreement▸ Memorandum of Understanding - <i>access to services next steps</i>▸ One-Stop Operator - <i>contract update</i> | Jim &
Sherri Emitte |

4:55 p.m. **Strategic Planning Session** (5m) Aurora
‣ Update on January 19th session

Other Items Jessica

5:00 p.m. **Adjourn** Jessica

= Documents attached in packet or will be handed out at meeting

Auxiliary aids and services are available upon request to individuals with disabilities.
Please contact Tami Allison at (541) 842-2518 tamia@rogueworkforce.org

The RWP is a private/public partnership which addresses the workforce needs of Jackson and Josephine Counties
100 E. Main St., Suite A. | Medford, OR97501-6125 | (541) 776-5100



MINUTES

ROGUE WORKFORCE PARTNERSHIP • CORPORATE DIRECTORS

October 19, 2017 ♦ 100 E. Main St., Suite A - Board Room ♦ Medford, OR

MEMBERS PRESENT

Commissioner Rick Dyer
Commissioner Dan DeYoung
Chair, Jessica Gomez
Vice-chair, Michael Donnelly (via phone)
Shawn Hogan
John Underwood

MEMBERS ABSENT

Nikki Jones
Paul Macuga

OTHERS PRESENT

Jim Fong, Executive Director, Rogue Workforce Partnership
Sherri Emitte, Director of Administration, Rogue Workforce Partnership (via phone)
Aurora King, Chief Operating Officer, Rogue Workforce Partnership
Tami Allison, Senior Project Manager, Rogue Workforce Partnership

Quorum Present: Yes

1) Call to Order

The meeting was called to order by Chair, Jessica Gomez at 3:07p.m. Introductions were made.

2) Approval of Minutes

COMMISSIONER DYER MOVED TO APPROVE THE MINUTES OF THE JULY 20, 2017, AUGUST 17, 2017, AND AUGUST 30, 2017 RWP CORPORATE DIRECTOR'S MEETINGS. THE MOTION WAS SECONDED BY JOHN UNDERWOOD AND APPROVED UNANIMOUSLY.

3) Approval of Policies

Aurora summarized the policies that were briefly discussed in the September Workforce Board meeting.

WIOA Adult/Dislocated Worker Documentation & Eligibility Policy

COMMISSIONER DYER MOVED TO APPROVE THE WIOA ADULT/DISLOCATED WORKER DOCUMENTATION & ELIGIBILITY POLICY AS PRESENTED. THE MOTION WAS SECONDED BY SHAWN HOGAN AND APPROVED UNANIMOUSLY.

WIOA Youth Eligibility & Enrollment Policy

Discussion took place around the types of work experience opportunities there are for youth noting that they should be coordinated with in-demand occupations as well as the construction trades and possibly even tourism as well as law enforcement as these are areas that are a challenge to hire into. Aurora explained that initially the youth's first work experience is to acclimate them to the work environment and place them in something they are interested in. The group agreed that this would be a good topic for the strategic planning event.

COMMISSIONER DYER MOVED TO APPROVE THE WIOA YOUTH ELIGIBILITY & ENROLLMENT POLICY AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER DEYOUNG AND WAS APPROVED UNANIMOUSLY.

WIOA Sub-Recipient Monitoring Policy

Sherri reviewed the policy with the group noting that it was also briefly discussed at the September Workforce Board meeting. There were a couple of clarifying questions asked and answered.

COMMISSIONER DYER MOVED TO APPROVE THE WIOA SUB-RECIPIENT MONITORING POLICY AS PRESENTED. THE MOTION WAS SECONDED BY SHAWN HOGAN AND WAS APPROVED UNANIMOUSLY.

Revision to WIOA Adult/Dislocated Worker Incumbent Worker Policy

John Underwood abstained from voting on this policy due to the work he is currently involved in to up-skill his workers.

COMMISSIONER DYER MOVED TO APPROVE THE REVISION TO THE WIOA ADULT/DISLOCATED WORKER INCUMBENT WORKER POLICY AS PRESENTED. THE MOTION WAS SECONDED BY COMMISSIONER DEYOUNG. ALL APPROVED WITH THE EXCEPTION OF JOHN UNDERWOOD WHO ABSTAINED FROM THE VOTE.

4) Funding K-12 Education Coordination Capacity

Jim updated the group indicating that the need is ever present to reach out to the K-12 school districts asking them to contribute to the funding of the RWP Business Service Manager dedicated to supporting the Business-Education Partnership and College and Career for All work with the K-12 school districts. Jim asked Directors to join him in meeting with individual superintendents to make this ask. The thought is to start with Medford, Central Point and Grants Pass school districts first and then coordinate with SOESD on the remaining eight districts. Mike and Jessica both indicated their willingness to go meet with superintendents; however, they want to insure that a clear description of deliverables as well as the position's job description is available to share during the meeting.

5) State General Funds & Investment Strategy

Jim reviewed the attachments in today's packet consisting of an email from Karen Humelbaugh, and a 2017-2019 General Fund Breakdown and Descriptions of the three components of the general fund contract (Local Competitiveness Strategies (formerly Board Support), Work Experience (formerly Back to Work Oregon) and Industry Engagement (formerly Sector Partnerships)). Jim reviewed the spreadsheets with the group going over the allocations in each category and noted that this biennium's change in allocation methodology and investment priorities was done without input from local boards.

Jim added that the state has never fully funded workforce boards to do the work they are required to do under WIOA. Jim asked how the Directors felt about signing on with WSI who is advocating for the Governor's federal workforce discretionary dollars to fund the boards instead of the State workforce general funds. Jessica indicated that she would like to know/understand where those federal dollars are going now, if they are not coming to the local boards. Commissioner Dyer indicated that an action would have to be taken by each board of county commissioners before taking a position on signing a letter.

Jim went on to review the Local Competitiveness Strategies actual expenses and the 2017-2019 Industry Engagement draft budget and asked for the Director's guidance and feedback. The ask for funding the BEP position would be about \$150,000 divided by the number of school districts. The way funds would be allocated is still to be determined. The group indicated they are comfortable with the budget, and can come back and review as holes are filled in.

6) Agenda Prep January Workforce Development Board Retreat

Aurora handed out the comments from the strategic planning fiesta in June wanting to insure that the plan for the day aligns with what the priorities are for the board.

- What are the priorities for the day?
- What outcomes do we want to walk away with?
- Use strategic plan as a framework to target where the resources go and what the goals are
 - Labor Market Information
 - Revisit the goals and revise according to what the local needs are
 - What direction are we going?
 - How are we going to use the strategic plan to guide our work?

Jim has reached out to 3 possible facilitator and shared that he has received information back from two facilitators:

- Cynthia Scherr - \$350.00 per hour – She doesn't just facilitate a meeting, but provides consultation to help organizations achieve its goals. Her estimate was that a typical fee for this ranges from \$10,000-15,000
- Karen Litvin - \$1000 (includes agenda prep, meeting, notes)
- Carol Cartwright – no response yet

The group feels that we should chose Karen Litvin, get the process moving, and schedule some pre-meetings.

7) Southern Oregon Success

Southern Oregon Success is our region's cradle to career, collective impact initiative. A handout was provided in the packet depicting a proposed set of dashboard metrics. Section 11 on *"All communities are places of wellbeing & vitality"* provides an opportunity for RWP and other business leaders to give input on indicators that make the most sense with regards on economic and workforce vitality. Jim is participating in the Metrics group and will work to create a mechanism to generate input on indicators. We could possibly have the full workforce board weigh in on this in the future.

8) Membership

Jim reported that he had a brief conversation with Mark Warne, the state AFL-CIO representative, at the last Workforce Board meeting. Mark indicated that he had another labor representative nomination for the workforce board. Jim shared with Mark that the RWP already had the two labor reps required. Mark is under the impression that additional labor representative are need. Jim will be following-up with Mark to determine appropriate next

steps. There is also a business representative position vacant that Jessica and Jim are working on to fill.

9) Conflict of Interest Discussion

This item was deferred to the next meeting.

10) Other Items

Cost Sharing / Infrastructure Funding Agreement

Jim reported that there have been communication snafus with some of the core WIOA agency partners, and we're now at an impasse with the Cost Sharing / IFA. We have a week to come to an agreement. Jim will update the Corporate Directors as this work progresses.

With no further business, the RWP Corporate Directors meeting was adjourned at 4:45 p.m.

Respectfully Submitted,

Tami Allison
Senior Project Manager

Approved _____ Date _____
Jessica Gomez, RWP Chair



ACTION BRIEF

DATE: November 9, 2017

TO: Rogue Workforce Partnership Corporate Directors

FROM: Aurora King, Chief Operating Officer

SUBJECT: Rapid Response Policy Approval

BACKGROUND:

As part of the comprehensive array of workforce development alignment, strategies, and activities that Rogue Workforce Partnership (RWP) serves to facilitate, Rapid Response is a required and necessary component.

The purpose of Rapid Response is to minimize the impact of a business layoff, closure, or a mass job dislocation due to a natural or other disaster to promote economic recovery. It is the expectation that Rapid Response activities result in an early intervention process activated through the State and according to RWP's process. The goal for these activities are to assist dislocated workers in obtaining competitive reemployment as soon as possible. In the event that it is possible to avert layoffs, the RWP also serves to assist businesses in a customized approach to prevent or minimize the duration of layoffs.

RWP and its sub-recipients and partners work together to provide timely, coordinated and comprehensive Rapid Response services to businesses and affected workers in the Rogue Valley. Any affected worker group that is 1-10 individuals is characterized as a small Rapid Response and groups that are over 10 workers are a large Rapid Response.

SUMMARY:

RWP staff requests that the Workforce Development Board approves the attached Rapid Response Policy.



TITLE: RAPID RESPONSE

Purpose

Rapid Response and Layoff Assistance (LOA) are early-intervention services that assist both employers and employees affected by layoffs or plant closures. These services provide access to user-friendly resources and information to help transition affected workers into reemployment. This policy is intended to provide clarity in defining the roles and responsibilities of delivering rapid response services within the Rogue Valley Workforce Area.

Requirements

The Workforce Innovation and Opportunity Act (WIOA) requires states to implement statewide rapid response and layoff assistance activities to assist employers and impacted workers as quickly as possible following the announcement of a permanent closure; mass layoff; the filing of a Trade Act Assistance (TAA) Petition; or a natural or other disaster resulting in a mass job dislocation. The region's Rapid Response Process guide provides a step-by-step narrative regarding expectations for responding to a Rapid Response event.

References:

20 CFR 682.300 to 370

WIOA secs. 3 (511), 133 (a) (2) and 134 (a) (2) (A)

Training and Employment Guidance Letter 19-16

Community College and Workforce Development (CCWD) Policy 589.20-10

Policy

Rogue Workforce Partnership (RWP) and its sub-recipients and partners work together to provide timely, coordinated and comprehensive Rapid Response services to businesses and affected workers in the Rogue Valley. Any affected worker group that is 1-10 individuals is characterized as a small Rapid Response and groups that are over 10 workers are a large Rapid Response.

It is the expectation that Rapid Response activities result in an early intervention process activated through the state and according to RWP's process. The goal for these activities are to assist dislocated workers in obtaining competitive reemployment as soon as possible and reflect the following:

- A. The establishment of onsite contact with employers and employee representatives and notification to the state and required partners;
- B. The provision of information to the affected worker group, including but not limited to, information on unemployment compensation benefits and programs, health care, assistance provided through the Department of Human Services and other resources to meet basic needs, as well as comprehensive information on accessing available employment and training activities through WorkSource Rogue Valley and applicable partners, including but not limited to information on the TAA program, Pell Grants, etc.;

- C. Assistance in establishing a ‘labor-management committee,’ voluntarily agreed upon by labor and management, with the goal of creating and implementing a strategy for assessing the employment and training needs of dislocated workers and coordinating services to meet such needs;
- D. The provision of emergency assistance, necessary resources and reemployment services tailored to a particular closure, layoff, or disaster; and
- E. The provision of assistance to the local community in developing a coordinated response, inclusive of access to the state’s economic development assistance.

Rapid Response services must be proactively focused on business engagement, incorporate data-driven decision making, and whenever possible, result in averting layoffs or minimizing their impact. When a significant layoff or closure occurs that impacts more than 50 workers, the Rogue Workforce Partnership may develop an application for a national dislocated worker grant, depending on direction from the State as well as based on the expenditure rate of dislocated worker funding locally. Other strategies that may be employed to address Rapid Response events include the following:

- **Layoff Aversion**

Layoff aversion strategies are intended to avert layoffs, or limit the time of dislocation from employment resulting from a layoff. As defined in TEG 19-16, layoff aversion is a comprehensive approach requiring the integration of data, relationships, partnerships, and procedures to allow an assessment of the economic situation that exists in a given area. Such an approach provides the development of a customized plan to intervene and manage transitions.

- **Additional Assistance**

As stated in WIOA 133(a)(2), the State may reserve up to 25% of allotted dislocated worker funds for rapid response activities. Depending on local dislocated worker funding available, the RWP has the ability to apply for additional assistance through the State for provision of career services and other support to assist an affected worker group.

Approved: _____
RWP Chair

Date: _____

RWP *Rapid Response*

RWP designates Aurora King as the Dislocated Worker Liaison

RWP designates Small Rapid Response as 1 -10 workers and a Large Rapid Response as over 10 workers

RWP designates Rapid Response Coordinators and Rapid Response Team members

RWP designates who will be responsible for ensuring communication and for information posting on the Rapid Response Activity Tracking System

RWP designs and implements a layoff aversion strategy with partners

RWP ensures federal rules, state and local Rapid Response policies are carried out by local Rapid Response Teams

All WorkSource and Partner Staff

- SEND TO Aurora King **immediately** any information you receive about workers being laid off.
- SEND TO John Asher **immediately** if any employer asks about or mentions the possibility of filing a WARN
- SEND TO Josh Morrell **immediately** if any employer inquires about Trade Act or Filing Petitions
- SEND TO Mark Warne **immediately** if a layoff involves a union

Dislocated Worker Liaison Aurora King

- All WSRV staff report any Layoff information or Layoff Aversion to RWP Dislocated Worker Liaison WHO announces to a designated communicator ABOUT the layoff and WHO will be Rapid Response Coordinator Lead .
- Dislocated Worker Liaison ensures federal rules, state and local Rapid Response policies are carried out by local teams
- Responsible for Making First Contact with Employer and filling out Contact Sheet /Rapid Response Activity Tracking System

Rapid Response Coordinator Bambi Bevill

- Responsible for maintaining Rapid Response Activity Tracking System
- Leads and Calls Rapid Response Team Together
- Notifies Trade Act or Union if possible Trade Act or Union Connection
- Sends out information to Designated Communication List

Rapid Response Team Leads

Grants Pass: Cindy Manning
Maggie Burrows
Medford: Joe Miller
Maureen Patton


- Coordinates the delivery of rapid response sessions for workers. Provides required topics and employer customization for rapid response services.
- Implements LWDB layoff aversion strategy.
- Communicates Rapid Response information with the designated communication list.

RWP Rapid Response


Office of Workforce Investments
Oregon Higher Education Coordinating Commission
875 Union Street NE, Salem, OR 97311

Oregon Dislocated Worker Guide Download
Oregon's Dislocated Worker Unit website
[Oregon's WARNs Online](#)

CCWD_DWOREGON@oregon.gov email

	Name	Phone	Email
Oregon Dislocated Workers Unit	John Asher State Rapid Response Coordinator	503.947.2413 503.947.1246 fax	John.e.asher@oregon.gov
	Rachel Soto Workforce Program Analyst	503.947.2438 503.947.1246 fax	rachel.soto@oregon.gov
	Kathy Wilcox Workforce Program Analyst	503.947.2411 503.947.1246 fax	kathy.wilcox@oregon.gov
 Oregon AFL/CIO	Mark Warne State Workforce Labor Liaison Oregon AFL-CIO 3645 SE 32 nd Avenue, Portland, Oregon 97301	503.709.1198 503.287.3115 fax	mark@oraficio.org

Oregon Trade Act Central Office Contact Information

 Central Trade Act Unit	Vann Keo UI Special Programs Center Manager	503. 947.1880	vann.c.keo@oregon.gov
	Shelly Forsberg Trade Act Petition Coordinator	503.947.1688	Shelly.D.Forsberg@oregon.gov

Rogue Valley Workforce Area

Counties: Jackson and Josephine

WorkSource Rogue Valley centers: Grants Pass and Medford

Small Rapid Response 1-10 Large Rapid Response over 10 workers

Who	Name	Phone	Email
Rogue Workforce Partnership	Jim Fong Executive Director	541-842-2515	jimf@rogueworkforce.org
Dislocated Worker Liaison	Aurora King Rogue Workforce Partnership	541-842-2582	aurorak@rogueworkforce.org
Rapid Response Coordinator Jackson and Josephine Counties	Bambi Bevill Operations Supervisor, WSRV Jackson/Josephine County	541-244-3215	Bambi.A.Bevill@oregon.gov
OED Trade Act Navigator	Josh Morell WorkSource Rogue Valley: Medford & Grants Pass Jackson County/Josephine County	541.200.4526	Joshua.A.Morell@oregon.gov
OED Area Manager	Sherri Stratton WorkSource Rogue Valley Jackson/Josephine County	541-776-6294	Sherri.L.Stratton@oregon.gov
State Labor Liaison	Mark Warne	503.709.1198	Mark@oraficio.org
Oregon Health Insurance Marketplace Liaison	Misty Rayas Outreach & Education Manager Oregon Health Insurance Marketplace Backup Contact: Israel Estrada	503-813-8427 503-315-9125	Misty.D.Rayas@oregon.gov Israel.J.Estrada@oregon.gov
OED Unemployment Rogue Valley UI Center Contacts	Mary Abatie -Rapid Response UI Contact Cathy Brosnan-Trepus - High Desert Call Center Manager (cc on RR requests)	541.693.2916 541.693.2900	Mary.E.Abatie@oregon.gov Cathy.BROSINAN-TREPUS@oregon.gov
Rapid Response Team Leaders	Cindy Manning: WSRV Grants Pass Maggie Burrows: WSRV Grants Pass Joe Miller: WSRV Medford Maureen Patton: WSRV Medford	541-244-3210 541-244-3235 541-842-2570 541-776-6152	Cindy.B.Manning@Oregon.gov MaggieB@worksourcerogue.org JoeM@worksourcerogue.org Maureen.A.PATTON@oregon.gov

Oregon Layoff Aversion and Rapid Response Team Contacts

****Local Rapid Response Teams help employers and workers avert a layoff. When a layoff happens Rapid Response teams provide information and services to return workers to employment as soon as possible ****

Where	Name	Phone	
Clackamas Workforce Partnership Oregon City	Jan Filgas Program Manager	503.657.1730	Jan.filgas@clackamasworkforce.org
East Cascades Workforce Investment Board Bend, The Dalles, Klamath Falls, Prineville, and Redmond	Liz Casey ECWIB Director of Strategic Alignment	541.778.2209	Liz@eastcascadesworks.org
Eastern Oregon Workforce Investment Board Baker City, Burns, Canyon City, Hermiston, La Grande, Ontario, and Pendleton	Erin Carpenter EOWB Director of Projects	541.963.3693	erin@eowb.org
Lane Workforce Partnership Eugene and Florence	Sue Thompson LWP Director of Workforce Investments	541.255.8116	sue@laneworkforce.org
Mid-Valley Workforce Board Albany, Dallas, Lebanon, McMinnville, Salem, and Woodburn	Katie Stubblefield Incite Director of Alignment	503.871.6491	kstubblefield@inciteworks.org
Oregon Northwest Workforce Investment Board Corvallis, Lincoln City, and Newport	Pete Svendsen ONWIB Program Manager	541.264.4033	pete@onwib.org
Worksystems, the Portland Metro Workforce Development Board Beaverton-Hillsboro, Central, East, Southeast, and Tualatin	Kurt Shovlin Worksystems, Inc. Senior Project Manager	503.478.7368	kshovlin@worksystems.org
Southwestern Oregon Workforce Investment Board Brookings, Coos Bay, and Roseburg	Kyle Stevens SOWIB Program Manager	541.751.8528	kstevens@sowib.org
Rogue Workforce Partnership Grants Pass and Medford	Aurora King Rogue Workforce Partnership	541-842-2582	aurorak@rogueworkforce.org
Oregon Trade Act Petitions Statewide	Shelly Forsberg Oregon Employment Department Trade Act Petition Coordinator	503.947.1688	Shelly.D.Forsberg@oregon.gov
Oregon Dislocated Worker Unit Statewide	John Asher - Statewide Rapid Response Coordinator Rachel Soto Workforce Program Analyst Kathy Wilcox Workforce Program Analyst	503.947.2413 503.947.2438 503.947.2411	John.e.asher@oregon.gov rachel.soto@oregon.gov kathy.wilcox@oregon.gov

RWP *Rapid Response*

- follows the Rapid Response 10 Quality Principles,
- is guided by the Rapid Response Practitioners Guide, Federal and State Policies
- is connected with partners who work day to day with local employers and are aware of when employers are struggling and need Layoff Aversion resources such as: adapt to a Changing Economy, Stay in business and or Retain employees
- builds the relationships and have the materials ready before they are needed for a Rapid Response Session

The ultimate goal of Rapid Response is to enable affected workers to return to work as quickly as possible following a layoff or to avoid unemployment altogether.

Rogue Workforce Partnership follows an eight step process as outlined below:

Step 1 - Initial Notification of Layoff or Closure

- The local Rapid Response team, any WSO staff or partner hears about a notice of layoff or potential layoff from a customer, formal WARN notice, news media, employer, employee or other informal channels.
- The Dislocated Worker Liaison, Aurora King should be immediately notified by any staff regarding any information received about workers being laid off, including the Dislocated Worker Unit.
- Bambi Bevill, Rapid Response Coordinator sends an initial email to all appropriate partners listed on the Designated Communication list to provide information about the layoff or potential layoff.
- An immediate attempt to contact the employer is made by the Dislocated Worker Liaison upon hearing about a layoff to confirm if a layoff is occurring or if it is a rumor (the goal is within 48 hours). This is usually accomplished by a phone call to the company and often followed by a visit. A follow up, email is sent to the State Dislocated Worker Unit.
- Rapid Response Coordinator connects with all appropriate partners listed on the Designated Communication list to provide information about the layoff or potential layoff.

Step 2 – Investigation

- Contact with the company is made to verify the layoff/closure and gather general information, such as the reason(s) for the layoff(s) or closure; the number of employees involved; union contact information, if applicable and, if there is no union, lead worker information; the expected date of the layoff; and other pertinent information. Use the DW Contact Sheet to guide questions with employer
- During this initial contact a brief explanation of pre-layoff services is provided to the company representative and an initial on-site meeting is set up, if possible.
- **The Rapid Response Team communicates and determines a strategy for the initial on-site meeting.**
- If the layoff involves a union, the Rapid Response Coordinator will include the State Labor Liaison
- If the layoff is confidential, emails to the Designated Communication list must reflect this information and indicate what can and cannot be shared with staff.

Step 3 - Initial On-Site Meeting

During the initial on-site meeting the Rapid Response Team, employer and employee representatives meet to discuss concerns, initial information session with affected employees, desired services/workshops, potential dates and other possible activities.

- The meeting should reflect the Rapid Response Coordination is flexible and responsive to the needs of the employer providing customized, collaborative solutions to enable affected workers to return to work as quickly as possible.
- Employer Meeting Outcomes should include:
 - Obtain an employee list and their position descriptions
 - The Identification of worker and employer needs and expectations
 - Timelines and Anticipated layoff schedule
 - An understanding of the resources available, services and benefits the dislocated workers may be eligible to receive under WIOA and Trade Act
 - An understanding of the worker survey benefits and agreement on the survey process
 - The identification of services being offered by the employer and union (if applicable)
 - An understanding of the work of the employees
 - Determine the need for a Transition Team
 - Determine other agencies or organizations that will be invited to participate in the Employee Information Session
 - An outline of next steps, including when the next meeting will occur
- The Rapid Response Coordinator will follow up with an email sent to the State Dislocated Worker Unit and all appropriate partners listed on the Designated Communication list to provide information about any scheduled Rapid Response session. The Oregon Dislocated Worker Unit will always be invited to attend.

Step 4 - Transition Team and Pre-Layoff Services

Transition Team: If time allows and staff are notified prior to the lay-off or closure, a transition team should be established to assist in the delivery of re-employment/transitional services. The transition team should be comprised of

- Employer representative(s);
- Employee representative(s);
- Dislocated Worker Liaison or Rapid Response Coordinator;
- Union representative (if applicable).

The Transition Team meets periodically during the layoff time frame. They continue to determine, coordinate and set up future workshops and services. Additionally, it is determined if accommodations are available and sufficient to allow the affected employees to complete their iMatchSkills and participate in the Welcome Process on-site. The following tools are used/considered during the meetings, and others are found/determined as needed:

Community resources for workers;
Compatible software;
Describing one-stop services pre- and post-layoff;
Determine next steps;
Employee lists
(including names and contact information);
Financial Management;
Flexibility in times services are offered;
Layoff Aversion;

National Dislocated Worker Grants (DWG's);
Newsletter;
Onsite Resource Rooms;
Other funding options;
Packets of available DW services;
Peer advisors;
Refreshments;
Stress Management
Trade Act petition;
Training UI Information;

Step 5 - Employee Survey

- The Worker Survey provides workers with an opportunity to tell you what's needed from their perspective, which may include training, job assistance, supportive services, stress management, financial management, or any of the dozens of other services you can provide to help them get back to work as quickly as possible. A well designed survey also provides you the data needed to build a successful DWG application. Survey data can also help integrate the Rapid Response intervention with broader efforts like sector strategies, career pathways efforts, and other strategies.
- Employee Survey templates should be established with a flexibility to customize or create online versions.
- Surveys must be made available in needed languages.
- Prior to or at the Initial Information Session surveys are distributed to affected employees and collected. These surveys are used to compile demographic information and determine employee concerns and interests.
- Rapid Response Coordinator will provide data on when and to whom the surveys were provided.
- Worker Survey Guiding Principles
 - Understand what your information needs are.
 - Gather only the information you need.
 - Data security is critical.

Step 6 - Employee Information Session

- It is the Rapid Response Coordinators role to coordinate and facilitate the session.
- Customized information is provided to the affected workers about the services that are available to them to ease the transition to re-employment.
- Information is provided that will aid the worker in recognizing and overcoming various causes of stress, which are common during dislocation events.
- Attendance is recorded and copies of attendance are provided to the local Trade Act Navigator
- Rapid Response Coordinators must ensure staff providing Rapid Response services or presentations have the needed skills such as presentation and facilitation skills, empathy skills and, the ability to work with worker emotional reactions.
- Required In person speaker/presentation:
 - Unemployment Insurance
 - WSRV Services
 - Health Insurance Exchange
 - TAA and/or Labor, if applicable
- WSO Services materials required to be provided:
 - Oregon Dislocated Worker Guide
 - Job Search Focused Workshops and Services
 - Career Services and Training
 - Connecting with Community Resources

Step 7 – Programs and Services Planning

- Information gathered from employees, company management, and the union (if applicable) will determine the plan for services to affected workers.
- The transition team and partners develop a plan for pre-layoff services utilizing all information obtained.
- This plan will be emailed to the State Dislocated Worker Unit and designated communication list.

Step 8 - Employer Feedback – Follow up

- Survey employers after services are provided.
- Have a method of collecting success stories with employer and employee pictures and photo releases
- After layoffs, seek a company referral, including contact information.

From: Andrew McGough [<mailto:amcgough@worksystems.org>]

Sent: Monday, November 6, 2017 3:55 PM

To: Jim Fong <JimF@rogueworkforce.org>; Heather DeSart

<Heather@onwib.org>; heather@eastcascadesworks.org; Kristina Payne

<kristinap@laneworkforce.org>; Jake McClelland <jmcclelland@sowib.org>; Bill Rosholt

<bill@eowb.org>; Bridget Dazey <bridget.dazey@clackamasworkforce.org>; Kim Parker-Llerenas

<kparker-llerenas@inciteworks.org>; Karen Litvin (klitvin@prjmasters.com)

<klitvin@prjmasters.com>

Subject: FW: letter to Governor Brown - workforce funding reduction

Hi All,

I want to bring you up to date on where we are with our local general fund/discretionary fund discussion. As you'll see below, there's been a lot of letters sent to the Governor, including the attached letter we're currently circulating for our State legislators (15 have signed so far).

The final paragraph in the attached letter reads, "We understand there are federal workforce discretionary resources available that could be used to mitigate the allocated cuts to our region. We also believe that there are other regions of Oregon that received a disproportionate reduction as well and deserve consideration of additional funds. We believe the use of discretionary funds within the Governor's Reserve fund may provide a good short-term solution, but would also encourage a more thorough analysis of all State and Federal workforce resources and how those are distributed across the State."

Our goal is to keep the discretionary resources in the system – why start new programs when you're cutting existing, successful services? We also want a more comprehensive, transparent look at all workforce resources, including SEDAF, TANF, VR, SNAP 50/50, OFFSET, Older Worker, TAA, etc... We believe this is an opportunity for all Boards to work together to force the conversations we need to clarify the role of local Boards and sustain the statewide system.

In my view, even though we have the CIC, important things may slip through the cracks unless we collectively push. For example, OED is running offset through WorkSource. Did anyone have a conversation about this? There's training dollars associated with this program. How do those align with Title I and other training resources? Do they count towards the 25%? What about SNAP 50/50? What is OED going to do with the earnings? Who makes that call?

Thanks.

From: Andrew McGough
Sent: Thursday, November 02, 2017 1:47 PM
To: 'Rep Reardon' <Rep.JeffReardon@oregonlegislature.gov>; 'Michael Dembrow' <michaeldembrow@gmail.com>; 'Rep.TinaKotek@oregonlegislature.gov' <Rep.TinaKotek@oregonlegislature.gov>; 'Sen.LewFrederick@state.or.us' <Sen.LewFrederick@state.or.us>
Subject: FW: letter to Governor Brown - workforce funding reduction

Hello,

I wanted to bring you up to date on where we are related to the change in distribution of the 2017-19 State General Fund Workforce resources. The attached letter spells out the issues, but here's a summary:

- 2017-2019 is the 4th Biennium where there has been a State General fund allocation to support local workforce development services.
- There was a 16% reduction in State General fund workforce resources this biennium from \$8,997,999 to \$7,600,000.
- The total statewide reduction was \$1,397,999
- \$1,068,245 (76.4%) of the reduction was applied to City of Portland, Multnomah and Washington counties.
- This decision exacerbates a long-standing problem where our region receives far less of what other parts of the State receive to provide workforce services:

	RESOURCES PER PERSON		
	PDX/MULT/WA	BALANCE OF	% DIFFERENCE
		STATE	
Per Population	\$4.92	\$7.27	-32.32%
Per People in Poverty	\$37.18	\$46.24	-19.60%
Per Working Poor	\$125.18	\$186.32	-32.81%
Per People of Color in Poverty	\$77.98	\$152.41	-48.83%

We are asking for your support along with your fellow colleagues in the City of Portland, Washington and Multnomah Counties and will add your name to the letter prior to sending to Governor Brown.

TIMELINE – Please respond by Friday, November 3rd if possible, Monday November 6th at the very latest. I will add your name on the letter and distribute the final letter to the Governor on Monday of Next week.

If you have questions please call my cell at 503-984-0401.

Additional letters have been sent (so far) from – Manufacturing 21 (representing major regional manufacturers, including Vigor, Daimler, Oregon Iron, Silver Eagle among others), the Metropolitan Alliance for Workforce Equity (including the Building Trades, the Carpenters, the

Laborers, NAYA, Urban League, O'Neill Electric and others), Constructing Hope, Supa Fresh Farms, the Northwest Central Labor Council AFL-CIO, the Westside Economic Alliance, Oregon Tradeswomen, Portland Community College, Central City Concern, Mount Hood Community College, SE Works, the Portland Metro Workforce Development Board, Labors Community Service, Dave's Killer Breads, Greater Portland, Inc., Washington County, Multnomah County and the City of Portland.

Your consideration and support are appreciated. Thanks.

Andrew

**Workforce Innovation and Opportunity Act
PROGRAM YEAR 2017**

WIOA FORMULA	GRANT YEAR 2017 ALLOTMENT	STATEWIDE EMPLOYMENT AND TRAINING ACTIVITIES				TOTAL RESERVE	Local Distribution
		WIOA Administration	WIOA Program	TOTAL	Rapid Response		
		5.00%	10.00%	13.43%	14.59%		
WIOA Title IB Youth	10,245,449	512,272	512,272	1,024,544		1,024,544	
WIOA Title IB Adult	9,746,856	487,342	974,685	1,462,027		1,462,027	
WIOA Title IB Dislocated Worker	12,589,287	629,464	1,258,928	1,888,392	1,837,283	3,725,675	
RESERVE + LOCAL DISTRIBUTION	32,581,592	1,629,078	2,745,885	4,374,963	1,837,283	6,212,246	26,369,346

	Amount	5% funds	10% funds	25% funds	State Admin and Program	
OWI OFFICE OPERATIONS	55.28%				4,312,246 13.24%	
Personal Services	2,509,000	750,000	1,550,000	209,000	Local Formula and Reserve	
Dislocated Worker Unit Personal Services	-	-	-	-		1,900,000 Reserve
Services and Supplies	925,000	500,000	425,000	-		26,369,346 Formula
OWI OFFICE OPERATIONS TOTAL	3,434,000	1,250,000	1,975,000	209,000	28,269,346 86.76%	
REQUIRED ACTIVITIES	31.49%					
Evaluation of Activities/Annual Report	56,000	19,000	19,000	18,000		
High Concentrations of Eligible Youth	400,000	-	400,000	-		
LWIB/RWIB Support	-	-	-	-		
Rapid Response	1,500,000	150,000	-	1,350,000		
REQUIRED ACTIVITIES TOTAL	1,956,000	169,000	419,000	1,368,000		
ALLOWABLE ACTIVITIES	11.19%					
Admin for Projects	20,000	20,000	-	-		
Careers Magazine	35,000	35,000	-	-		
EEO Coordinator (50% CCWD, 50% OED)	80,000	30,000	30,000	20,000		
Governor's Office Staffing	130,000	50,000	60,000	20,000		
Initial Skills Review	165,000	25,000	100,000	40,000		
NGA Dues	15,000	15,000	-	-		
OWIB (board and projects by subcommittee)	100,000	20,000	50,000	30,000		
RR Labor Liaison	150,000	-	-	150,000		
ALLOWABLE ACTIVITIES TOTAL	695,000	195,000	240,000	260,000		
OFFICE OPERATIONS, REQUIRED, AND ALLOWABLE ACTIVITIES SUBTOTAL	97.95% 6,085,000	1,614,000	2,634,000	1,837,000		
TOTAL RESERVE	6,212,246	1,629,078	2,745,885	1,837,283		
	2.05%					
REMAINING BALANCE	127,246	15,078	111,885	283		

**Workforce Innovation and Opportunity Act
PROGRAM YEAR 2016**

WIOA FORMULA	GRANT YEAR 2016 ALLOTMENT	STATEWIDE EMPLOYMENT AND TRAINING ACTIVITIES				TOTAL RESERVE	Local Distribution
		WIOA Administration	WIOA Program	TOTAL	Rapid Response		
		5.00%	10.00%	13.43%	20.05%		
WIOA Title IB Youth	11,441,241	572,062	572,062	1,144,124		1,144,124	
WIOA Title IB Adult	10,949,876	547,293	1,094,985	1,642,278		1,642,278	
WIOA Title IB Dislocated Worker	14,151,213	707,560	1,415,120	2,122,680	2,837,423	4,960,103	
RESERVE + LOCAL DISTRIBUTION	36,542,330	1,826,915	3,082,167	4,909,082	2,837,423	7,746,505	28,795,825

	Amount	5% funds	10% funds	25% funds	State Admin and Program	
OWI OFFICE OPERATIONS	44.33%				5,196,505 14.22%	
Personal Services	2,509,000	750,000	1,550,000	209,000	Local Formula and Reserve	
Dislocated Worker Unit Personal Services	-	-	-	-		2,550,000 Reserve
Services and Supplies	925,000	500,000	425,000	-		28,795,825 Formula
OWI OFFICE OPERATIONS TOTAL	3,434,000	1,250,000	1,975,000	209,000	31,345,825 85.78%	
REQUIRED ACTIVITIES	33.64%					
Evaluation of Activities/Annual Report	56,000	19,000	19,000	18,000		
High Concentrations of Eligible Youth	400,000	-	400,000	-		
LWIB/RWIB Support	-	-	-	-		
Rapid Response	2,150,000	150,000	-	2,000,000		
REQUIRED ACTIVITIES TOTAL	2,606,000	169,000	419,000	2,018,000		
ALLOWABLE ACTIVITIES	9.36%					
Admin for Projects	20,000	20,000	-	-		
Careers Magazine	35,000	35,000	-	-		
EEO Coordinator (50% CCWD, 50% OED)	80,000	30,000	30,000	20,000		
Governor's Office Staffing	130,000	50,000	60,000	20,000		
Initial Skills Review	165,000	25,000	100,000	40,000		
NGA Dues	15,000	15,000	-	-		
OWIB (board and projects by subcommittee)	130,000	20,000	50,000	60,000		
RR Labor Liaison	150,000	-	-	150,000		
ALLOWABLE ACTIVITIES TOTAL	725,000	195,000	240,000	290,000		
OFFICE OPERATIONS, REQUIRED, AND ALLOWABLE ACTIVITIES SUBTOTAL	87.33% 6,765,000	1,614,000	2,634,000	2,517,000		
TOTAL RESERVE	7,746,505	1,826,915	3,082,167	2,837,423		
	12.67%					
REMAINING BALANCE	981,505	212,915	448,167	320,423		

**Workforce Innovation and Opportunity Act
PROGRAM YEAR 2015**

WIOA FORMULA	GRANT YEAR 2015 ALLOTMENT	STATEWIDE EMPLOYMENT AND TRAINING ACTIVITIES				TOTAL RESERVE	Local Distribution
		WIOA Administration	WIOA Program	TOTAL	Rapid Response		
		5.00%	10.00%	10.00%	15.00%		
WIOA Title IB Youth	10,431,168	521,558	521,558	1,043,116		1,043,116	
WIOA Title IB Adult	9,995,124	499,755	499,755	999,510		999,510	
WIOA Title IB Dislocated Worker	13,672,401	683,619	683,619	1,367,238	2,050,860	3,418,098	
RESERVE + LOCAL DISTRIBUTION	34,098,693	1,704,932	1,704,932	3,409,864	2,050,860	5,460,724	28,637,969

	Amount	5% funds	10% funds	25% funds	State Admin and Program	
OWI OFFICE OPERATIONS	53.15%				4,092,724 12.00%	
Personal Services	2,377,295	1,074,896	798,254	504,145	Local Formula and Reserve	
Dislocated Worker Unit Personal Services	-	-	-	-		1,368,000 Reserve
Services and Supplies	525,000	160,000	-	365,000		28,637,969 Formula
OWI OFFICE OPERATIONS TOTAL	2,902,295	1,234,896	798,254	869,145	30,005,969 88.00%	
REQUIRED ACTIVITIES	23.92%				<i>* \$224,000 given in Rapid Response Awards-\$600,000 sent out in additional formula</i>	
Evaluation of Activities/Annual Report	56,000	19,000	19,000	18,000		
High Concentrations of Eligible Youth	200,000	-	200,000	-		
Rapid Response*	1,050,000	50,000	-	1,000,000		
REQUIRED ACTIVITIES TOTAL	1,306,000	69,000	219,000	1,018,000		
ALLOWABLE ACTIVITIES	22.84%					
Admin for Projects	20,000	20,000	-	-		
CIS Connections	100,000		100,000			
ACT-NCRC	185,000	25,000	160,000			
Local Board Support (non-state)	-		-			
Strategic Planning for Local Boards	150,000		150,000			
LWB Board Support	118,000	118,000	-	-		
OWP Support and Leadership	14,000	3,000	11,000			
EEO Coordinator (50% CCWD, 50% OED)	55,000	55,000	-	-		
Governor's Office Staffing	100,000	20,000	80,000			
Initial Skills Review	150,000	100,000	50,000			
NGA Dues	15,000	15,000	-	-		
OWIB (staffing, meetings, projects, planning)	180,000	20,000	135,000	25,000		
WIOA Auditor	25,000	25,000				
RR Labor Liaison	135,000	-	-	135,000		
ALLOWABLE ACTIVITIES TOTAL	1,247,000	401,000	686,000	160,000		
OFFICE OPERATIONS, REQUIRED, AND ALLOWABLE ACTIVITIES SUBTOTAL	99.90% 5,455,295	1,704,896	1,703,254	2,047,145		
TOTAL RESERVE	5,460,724	1,704,932	1,704,932	2,050,860		
	0.10%					
REMAINING BALANCE	5,429	36	1,678	3,715		

**Workforce Investment Act
PROGRAM YEAR 2014**

	GRANT YEAR 2014 ALLOTMENT	STATEWIDE EMPLOYMENT AND TRAINING ACTIVITIES				TOTAL RESERVE	
		WIA Administration	WIA Program	TOTAL	Rapid Response		
		5.00%	10.00%	8.84%	23.28%		
WIA FORMULA							
WIA Title IB Youth	10,543,691	527,184	395,388	922,572		922,572	
WIA Title IB Adult	10,108,074	505,403	379,052	884,455		884,455	Local
WIA Title IB Dislocated Worker	13,140,217	687,279	492,757	1,180,036	3,059,630	4,239,666	Distribution
RESERVE + LOCAL DISTRIBUTION	33,791,982	1,719,866	1,267,197	2,987,063	3,059,630	6,046,693	27,745,289

	Amount	5% funds	10% funds	25% funds *	State Admin and Program	
OWI OFFICE OPERATIONS	50.66%				4,082,693	12.08%
Personal Services	2,538,099	1,132,152	630,000	775,947	Local Formula and Reserve	
Dislocated Worker Unit Personal Services	-	-	-	-	1,964,000	Reserve
Services and Supplies	525,000	100,000	-	425,000	27,745,289	Formula
OWI OFFICE OPERATIONS TOTAL	3,063,099	1,232,152	630,000	1,200,947	29,709,289	87.92%
REQUIRED ACTIVITIES	29.04%					
Evaluation of Activities/Annual Report	56,000	19,000	19,000	18,000	<i>*100% of RR 25% funds are allowed to be used for transition costs - \$108,000 given in Rapid Response Awards - \$145,000 award for a shared CFO for the four new boards - and \$838,952 given out to LWB's in transition grants</i>	
High Concentrations of Eligible Youth	200,000	-	200,000	-		
LWIB/RWIB Support	-	-	-	-		
Rapid Response *	1,500,000	150,000	-	1,350,000		
<i>*Actual Rapid Response Awards</i>						
REQUIRED ACTIVITIES TOTAL	1,756,000	169,000	219,000	1,368,000		
ALLOWABLE ACTIVITIES	17.93%					
Admin for Projects	20,000	20,000	-	-		
Careers Magazine	35,000	35,000	-	-		
WIA Auditor	50,000	50,000	-	-		
EEO Coordinator (50% CCWD, 50% OED)	55,000	20,000	-	35,000		
Governor's Office Staffing	100,000	20,000	-	80,000		
Initial Skills Review	325,000	75,000	125,000	125,000		
NGA Dues	15,000	15,000	-	-		
OWIB (board and projects by subcommittee)	100,000	25,000	75,000	-		
CIS for WSO Centers	45,000	10,000	-	35,000		
CIS Connections for WSO Centers	100,000	25,000	-	75,000		
OWP Support and Leadership	14,000	6,000	-	8,000		
Youth Projects	100,000	-	100,000	-		
RR Labor Liaison	125,000	-	-	125,000		
ALLOWABLE ACTIVITIES TOTAL	1,084,000	301,000	300,000	483,000		
OFFICE OPERATIONS, REQUIRED, AND ALLOWABLE ACTIVITIES SUBTOTAL	97.63%					
	5,903,099	1,702,152	1,149,000	3,051,947		
TOTAL RESERVE	6,046,693	1,719,866	1,267,197	3,059,630		
	2.37%					
REMAINING BALANCE	143,594	17,714	118,197	7,683		

**Workforce Investment Act
PROGRAM YEAR 2013**

	GRANT YEAR 2013 ALLOTMENT	STATEWIDE EMPLOYMENT AND TRAINING ACTIVITIES				TOTAL RESERVE
		WIA Administration	WIA Program	TOTAL	Rapid Response	
WIA FORMULA		5.00%	10.00%	5.00%	25.00%	14.82%
WIA Title IB Youth	9,901,654	495,082	-	495,082		495,082
WIA Title IB Adult	9,495,475	474,773	-	474,773		474,773
WIA Title IB Dislocated Worker	12,545,550	627,237	-	627,237	3,136,188	3,763,425
RESERVE + LOCAL DISTRIBUTION	31,942,679	1,597,092	-	1,597,092	3,136,188	4,733,280
2011 Carry In		120,000			630,000	750,000
2012 Carry-In		425,000			430,000	855,000
TOTAL AVAILABLE		2,142,092			4,196,188	6,338,280

**Local
Distribution**

27,209,399

	Amount	5% funds	10% funds	25% funds *	State Admin and Program
OWI OFFICE OPERATIONS	64.71%				3,233,280 10.12%
Personal Services	2,538,099	1,532,152	-	1,005,947	Local Formula and Reserve
Dislocated Worker Unit Personal Services	-	-	-	-	1,500,000 Reserve
Services and Supplies	525,000	100,000	-	425,000	27,209,399 Formula
OWI OFFICE OPERATIONS TOTAL	3,063,099	1,632,152	-	1,430,947	28,709,399 89.88%
REQUIRED ACTIVITIES	32.87%				
Evaluation of Activities/Annual Report	56,000	28,000	-	28,000	<i>*100% of RR 25% funds are allowed to be used for transition costs - \$428,700 given in Rapid Response Awards - \$1,100,000 given out in additional DLW formula - and \$60,000 given out to LWB's in transition grants</i>
High Concentrations of Eligible Youth	-	-	-	-	
LWIB/RWIB Support	-	-	-	-	
Rapid Response *	1,500,000	150,000	-	1,350,000	
REQUIRED ACTIVITIES TOTAL	1,556,000	178,000	-	1,378,000	
ALLOWABLE ACTIVITIES	36.32%				
Admin for Projects	20,000	20,000	-	-	
ACT	200,000	60,000	-	140,000	
NCRC	600,000	-	-	600,000	
Workforce System Evaluation	75,000	-	-	75,000	
OWP Support	14,000	6,760	-	7,240	
EEO Coordinator (50% CCWD, 50% OED)	55,000	20,000	-	35,000	
Governor's Office Staffing	100,000	20,000	-	80,000	
CIS for WSO Centers	35,000	10,000	-	25,000	
CIS Connections for WSO Centers	100,000	25,000	-	75,000	
Initial Skills Review	325,000	100,000	-	225,000	
NGA Dues	15,000	15,000	-	-	
OWIB (board and projects by subcommittee)	5,000	5,000	-	-	
WIA Auditor	50,000	50,000	-	-	
RR Labor Liaison	125,000	-	-	125,000	
ALLOWABLE ACTIVITIES TOTAL	1,719,000	331,760	-	1,387,240	
OFFICE OPERATIONS, REQUIRED, AND ALLOWABLE ACTIVITIES SUBTOTAL	133.91%	6,338,099	2,141,912	-	4,196,187
TOTAL RESERVE	6,338,280	2,142,092	0	4,196,188	
	0.00%				
REMAINING BALANCE	181	180	-	1	

November 3, 2017

Honorable Kate Brown
Governor, State of Oregon

Dear Governor Brown:

We are writing to express our collective concern regarding the change in the distribution formula used to allocate State Workforce General Funds from the 2017-2019 LAB budget. The modified formula used to allocate these resources will have a dramatic effect on our ability to meet the workforce needs of residents in Multnomah County, Washington County, and the City of Portland.

- According to data provided by the Higher Education Coordinating Commission (HECC) there was a 15% reduction in the 2017-2019 appropriation from \$8,997,999 in 2015-17 to \$7,644,577 in 2017-19. There are other funds that are part of the workforce budget, but our focus today is related to the change in General Fund resources that are distributed under a formula to workforce organizations across Oregon. Under the new 2017-2019 distribution methodology, the City of Portland, Washington and Multnomah counties absorb 76.4% of the total statewide reduction - \$1,068,245 of the total statewide cut of \$1,397,999.
- This change in formula exacerbates a long-standing problem in our region, because we are allocated far less funding compared to other regions of the State under any metric related to population, scale of workforce, or communities of risk to provide comparable workforce services:

RESOURCES PER PERSON			
	PDX/MULT/WA	BALANCE OF STATE	% DIFFERENCE
Per Population	\$4.92	\$7.27	-32.32%
Per People in Poverty	\$37.18	\$46.24	-19.60%
Per Working Poor	\$125.18	\$186.32	-32.81%
Per People of Color in Poverty	\$77.98	\$152.41	-48.83%

- This decision weakens our capacity to pursue and leverage other non-State resources, including competitive federal grants.

Worksystems, the Portland Metro Workforce Development Board, met with your staff on October 13, 2017, to share concerns and look for a more equitable solution. Unfortunately, an e-mail was sent October 27, 2017 indicating the General Fund decision was final.

To that end, we are appealing to you to identify a path forward that is fair for Oregonians who live in the City of Portland, Washington and Multnomah counties. We understand there are federal workforce discretionary resources available that could be used to mitigate the allocated cuts to our region. We also believe that there are other regions of Oregon that received a disproportionate reduction as well and deserve consideration of additional funds. We believe the use of discretionary funds within the Governor's Reserve fund may provide a good short-term solution, but would also encourage a more thorough analysis of all State and Federal workforce resources and how those are distributed across the State.

Sincerely,

A handwritten signature in black ink that reads "Deborah Kafoury". The signature is written in a cursive, flowing style.

Chair Deborah Kafoury
Multnomah County Board of Commissioners

A handwritten signature in blue ink that reads "Andy Duyck". The signature is written in a cursive, flowing style.

Chair Andy Duyck
Washington County Board of Commissioners

A handwritten signature in black ink that reads "Ted Wheeler". The signature is written in a cursive, flowing style.

Mayor Ted Wheeler
City of Portland

Legislators to follow.....

Individual Board Impacts

Clackamas Workforce Partnership	2015-17	2017-19	Biennial Change	% Change
Competitiveness Strategies	\$ 153,188	\$ 171,574	\$ 18,386	12%
Industry Engagement	\$ 144,608	\$ 138,308	\$ (6,300)	-4%
Work Experiences	\$ 634,200	\$ 400,382	\$ (233,818)	-37%
Total	\$ 931,996	\$ 710,264	\$ (221,732)	-24%

East Cascades	2015-17	2017-19	Biennial Change	% Change
Competitiveness Strategies	\$ 196,125	\$ 209,280	\$ 13,155	7%
Industry Engagement	\$ 161,783	\$ 212,033	\$ 50,250	31%
Work Experiences	\$ 138,600	\$ 278,662	\$ 140,062	101%
Total	\$ 496,508	\$ 699,975	\$ 203,467	41%

Eastern Oregon	2015-17	2017-19	Biennial Change	% Change
Competitiveness Strategies	\$ 311,646	\$ 336,873	\$ 25,227	8%
Industry Engagement	\$ 124,658	\$ 175,658	\$ 51,000	41%
Work Experiences	\$ 29,400	\$ 137,965	\$ 108,565	369%
Total	\$ 465,704	\$ 650,496	\$ 184,792	40%

InCite	2015-17	2017-19	Biennial Change	% Change
Competitiveness Strategies	\$ 315,938	\$ 212,520	\$ (103,418)	-33%
Industry Engagement	\$ 209,708	\$ 212,258	\$ 2,550	1%
Work Experiences	\$ 928,200	\$ 715,229	\$ (212,971)	-23%
Total	\$ 1,453,846	\$ 1,140,007	\$ (313,839)	-22%

Lane Workforce Partnership	2015-17	2017-19	Biennial Change	% Change
Competitiveness Strategies	\$ 175,313	\$ 152,520	\$ (22,793)	-13%
Industry Engagement	\$ 153,458	\$ 156,008	\$ 2,550	2%
Work Experiences	\$ 382,200	\$ 346,741	\$ (35,459)	-9%
Total	\$ 710,971	\$ 655,269	\$ (55,702)	-8%

Northwest Oregon Works	2015-17	2017-19	Biennial Change	% Change
Competitiveness Strategies	\$ 322,896	\$ 324,194	\$ 1,298	0%
Industry Engagement	\$ 129,158	\$ 125,258	\$ (3,900)	-3%
Work Experiences	\$ 134,400	\$ 165,582	\$ 31,182	23%
Total	\$ 586,454	\$ 615,034	\$ 28,580	5%

Rogue Workforce Partnership	2015-17	2017-19	Biennial Change	% Change
Competitiveness Strategies	\$ 173,438	\$ 156,760	\$ (16,678)	-10%
Industry Engagement	\$ 152,708	\$ 159,983	\$ 7,275	5%
Work Experiences	\$ 466,200	\$ 390,955	\$ (75,245)	-16%
Total	\$ 792,346	\$ 707,698	\$ (84,648)	-11%

Southwestern Oregon	2015-17	2017-19	Bienniel Change	% Change
Competitiveness Strategies	\$ 321,208	\$ 280,722	\$ (40,486)	-13%
Industry Engagement	\$ 128,483	\$ 150,083	\$ 21,600	17%
Work Experiences	\$ 100,800	\$ 178,336	\$ 77,536	77%
Total	\$ 550,491	\$ 609,141	\$ 58,650	11%

Worksystems	2015-17	2017-19	Bienniel Change	% Change
Competitiveness Strategies	\$ 530,250	\$ 279,880	\$ (250,370)	-47%
Industry Engagement	\$ 295,433	\$ 275,408	\$ (20,025)	-7%
Work Experiences	\$ 2,184,000	\$ 1,386,150	\$ (797,850)	-37%
Total	\$ 3,009,683	\$ 1,941,438	\$ (1,068,245)	-35%

State Totals	2015-17	2017-19	Bienniel Change	% Change
Competitiveness Strategies	\$ 2,500,002	\$ 2,000,000	\$ (500,002)	-20%
Industry Engagement	\$ 1,499,997	\$ 1,600,000	\$ 100,003	7%
Work Experiences	\$ 4,998,000	\$ 4,000,000	\$ (998,000)	-20%
Total	\$ 8,997,999	\$ 7,644,577	\$ (1,353,422)	-15%

November 6, 2017

The Honorable Paul Ryan
Speaker
United States House of Representatives
H-232, The Capitol
Washington, DC 20515

The Honorable Nancy Pelosi
Minority Leader
United States House of Representatives
H-204, The Capitol
Washington, DC 20515

The Honorable Mitch McConnell
Majority Leader
United States Senate
S-230, The Capitol
Washington, DC 20510

The Honorable Charles Schumer
Minority Leader
United States Senate
S-221, The Capitol
Washington, DC 20510

The Honorable Greg Walden
United States House of Representatives
2185 Rayburn House Office Building
Washington, DC 20515

The Honorable Ron Wyden
United States Senate
221 Dirksen Senate Office Bldg.
Washington, D.C., 20510

The Honorable Jeff Merkley
United States Senate
313 Hart Senate Office Building
Washington, D.C., 20510

Dear Speaker Ryan, Minority Leader Pelosi, Majority Leader McConnell, Minority Leader Schumer, Representative Walden, Senator Wyden and Senator Merkley:

We are writing as business leaders from (or “County Commissioners representing”) the East Cascades Workforce Investment Board serving much of the 2nd Congressional District in Oregon including: Hood River, Wasco, Sherman, Gilliam, Wheeler, Jefferson, Deschutes, Crook, Lake and Klamath Counties.

We are a collaboration of leaders from business, local elected officials, economic development, chambers of commerce, and industry associations working with K-20 education and workforce agency partners to implement the bipartisan Workforce Innovation and Opportunity Act (WIOA) of 2014. We are business employers who lead the work of our local Workforce Development Board, aligning our public and private investments to ensure that we have a highly skilled workforce.

Although the economy has steadily recovered over the last decade, businesses across the country are facing a critical issue that affects their ability to grow – the lack of skilled workers. The causes are many but the underlying message is clear – middle class jobs are increasingly demanding higher skill levels and Americans lack the skills needed. The primary mechanism supporting upskilling America’s workforce is WIOA, however the federal budget threatens significant reductions to resources available for employer-driven job-training, career pathways development, and apprenticeship programs around the country.

Absent a bipartisan budget deal for Fiscal Year 2018, federal discretionary programs, like job training, education, and apprenticeships, will face a mandatory sequestration cut. These programs have already sustained a more than 50% cut in the last decade.

Sustained economic prosperity for America is our common priority and goal. But to ensure this future requires critical investments to develop our skilled workforce. **We urge you to come together and agree to spending caps that allow for the workforce investments that will further business success, economic growth and improve individuals' lives. We ask that you and your colleagues prioritize investment in these workforce programs at this critical economic opportunity moment.**

By stabilizing the federal budget, the Fiscal Year 2018 Labor, Health and Human Services, Education, and Related Agencies Appropriations bill must fully fund all Titles I, II, III, and IV at the level authorized by the Workforce Innovation and Opportunity Act (WIOA).

The funding levels we are requesting in the FY2018 Labor, HHS, Education Appropriations Bill are listed below:

Title I – Department of Labor

- \$861.1 million for Adult Employment and Training Services,
- \$922.2 million for the Youth Activities, and
- \$1.37 billion for Dislocated Worker Employment and Training Services

Title II – Department of Education

- \$649.287 million for Adult Education

Title III – Department of Labor

- \$671,413,000 for Wagner-Peyser

Title IV – Department of Education

- \$3,302,053,000 for Vocational Rehabilitation Services

This training, support and business partnership is vital to our country's prosperity in the future. We urge you to fund these programs at levels authorized by WIOA in the Fiscal Year 2018 Labor, HHS, Education Appropriations bill.

We're sending this letter in partnership with other Local Workforce Board leaders in Oregon, and across the nation. For our Oregon delegation, we will follow up with your staff to arrange for individual meetings with you during your up-coming home visits in the near future.

Please feel free to contact us with any questions or clarifications.

Sincerely,

From: Heather Ficht [<mailto:heather@eastcascadesworks.org>]
Sent: Tuesday, October 17, 2017 2:22 PM
To: Bill Rosholt <bill@eowb.org>; Jim Fong <JimF@rogueworkforce.org>
Subject: Fwd: Update on Workforce

FYI

Get [Outlook for iOS](#)

From: Heather Ficht
Sent: Monday, October 16, 2017 4:03:37 PM
To: Ahern, Nolan
Cc: Dan Shoun
Subject: RE: Update on Workforce

Hi Nolan,

Thank you for the response, my apologies for calling you Ahern in the last email!

I've been in workforce development in Oregon for the past 15+ years and what I have experienced over time is a systemic disinvestment in workforce development by the Federal government. Oregon is not alone in experiencing this reduction so although it is great to hear that the \$1B reduction was limited to \$295M...it continues on the downward trend. As you can see on the attached chart I got from state of Oregon leadership, we've experienced steady reductions since 2006 to present with only limited years when there was an increase. I am sure it isn't statistically valid but when one combines the percentage of reductions and percentages of increases it is pretty lopsided with reductions of -79.86% and increases of +30% since 2006.

What we've been experiencing locally is that although there is very low unemployment in much of our workforce area, there remains a skill gap b/w the existing talent and what businesses need to be competitive. We need resources to up-skill people to meet business needs and compete internationally. I would be more than happy to spend some time with you via phone or perhaps next time I am in DC to talk more about our challenges and the value of the work that we do collectively. There is no other funding or programming that have been created since 2000's that I am aware of that does what local workforce boards do or resources upskilling people.

Commissioner Shoun is an example of a strong local leader who understands and values the need to innovate and support workforce development as one of the many factors that support a thriving economy. We are so fortunate to have him in our area!!!

Thanks for your time
Heather



East Cascades
WORKFORCE INVESTMENT BOARD

Heather Ficht

Executive Director

[East Cascades Workforce Investment Board](#)

404 SW Columbia Street, Suite 200

Bend, OR 97702

Office 541.213.0684 x1

Cell 541.904.5070

Click [here](#) to sign up for periodic updates from ECWIB.

From: Ahern, Nolan [<mailto:Nolan.Ahern@mail.house.gov>]

Sent: Monday, October 16, 2017 8:50 AM

To: Heather Ficht <heather@eastcascadesworks.org>; Dan Shoun <dshoun@co.lake.or.us>

Subject: RE: Update on Workforce

Hi Heather and Commissioner Shoun,

So sorry for the delay in getting back to you. I know topline the House approved a \$3.043 billion appropriation for WIOA, which is roughly \$295 million below last year's level but nearly \$1 billion above the President's FY18 request.

I'm trying to determine why the Oregon amount would have decreased so significantly... what was the Oregon allocation over the past couple years? Also, are there other programs that were created since that 2000 date that could have supplanted or be working in tandem with the WIOA funding? Achieving the same goals, etc.

Commissioner Shoun, maybe you have some perspective on what's happening in this space in Lake County?

Let me know what you think and I can try to drill down on this issue a bit more.

Thanks!

Nolan

Nolan Ahern
Representative Greg Walden (OR-02)
2185 Rayburn House Office Building
202-225-6730

From: Heather Ficht [<mailto:heather@eastcascadesworks.org>]
Sent: Friday, October 13, 2017 2:23 PM
To: Dan Shoun; Ahern, Nolan
Subject: RE: Update on Workforce

Thank you so much Commissioner Shoun!

Hi Ahren – I would love to connect soon. I will be in Klamath Falls on October 25th for our board meeting if you are available then.

Thanks,
Heather



East Cascades
WORKFORCE INVESTMENT BOARD

Heather Ficht
Executive Director
[East Cascades Workforce Investment Board](http://www.eastcascadesworks.org)
404 SW Columbia Street, Suite 200
Bend, OR 97702
Office 541.213.0684 x1
Cell 541.904.5070

From: Dan Shoun [<mailto:dshoun@co.lake.or.us>]
Sent: Friday, October 13, 2017 10:44 AM
To: Ahern, Nolan <Nolan.Ahern@mail.house.gov>
Cc: Heather Ficht <heather@eastcascadesworks.org>
Subject: Update on Workforce

Hi Nolan,
I'm just checking in to see if you have any new information on WIOA Funding that you and I emailed about back late August? Just to jog your memory, we have went from \$59,000,000 in funding for Oregon in year 2000, to \$32,000,000 this year! Looking forward to visiting with you Nolan when it works out for you! Also I've copied Heather Ficht, our 10 County East Cascades Work Force Director, to keep her in the discussion loop!

Thanks in advance Nolan,
Dan

Dan Shoun
Lake County Commissioner
dshoun@co.lake.or.us
Work: 541-947-6002
Cell: 541-417-0780

“Nationally”, when it comes to our Public Lands, please remember that every acre has a value to someone!!

CONFIDENTIALITY NOTICE - This e-mail may contain information that is privileged, confidential, or otherwise exempt from disclosure under applicable law. If you are not the addressee or it appears from the context or otherwise that you have received this e-mail in error, please advise me immediately by reply e-mail, keep the contents confidential, and immediately delete the message and any attachments from your system.

November XX, 2017

The Honorable Paul Ryan
Speaker
United States House of Representatives
H-232, The Capitol
Washington, DC 20515

The Honorable Nancy Pelosi
Minority Leader
United States House of Representatives
H-204, The Capitol
Washington, DC 20515

The Honorable Mitch McConnell
Majority Leader
United States Senate
S-230, The Capitol
Washington, DC 20510

The Honorable Charles Schumer
Minority Leader
United States Senate
S-221, The Capitol
Washington, DC 20510

Dear Speaker Ryan, Minority Leader Pelosi, Majority Leader McConnell, and Minority Leader Schumer:

The undersigned organizations make up the United States Workforce Association (USWA), a collaborative effort of local workforce boards, businesses, and organizations involved in workforce and economic development activities across the country. These organizations are directly involved in the implementation of the bipartisan Workforce Innovation and Opportunity Act (WIOA) of 2014 specifically promoting the successful execution by local workforce boards of the law to serve businesses, employers, and job - and career-seekers.

Although the economy has steadily recovered over the last decade, businesses across the country are facing a critical issue that affects their ability to grow – the lack of workers. The causes are many but the underlying message is clear – middle class jobs are increasingly demanding higher skill levels and Americans lack the skills needed. The primary mechanism supporting upskilling America’s workforce is WIOA, however the federal budget threatens significant reductions to resources available for employer-driven job-training, career pathways development, and apprenticeship programs around the country. Locally, WIOA funded programs are collaboratively designed and implemented by workforce boards, education and training partners, and employers to meet local worker demand. This evidence-based approach is getting potential workers off the sidelines and into employment, and helping low-wage workers advance to middle class jobs.

Absent a bipartisan budget deal for Fiscal Year 2018, federal discretionary programs, like job training, education, and apprenticeships, will face a mandatory sequestration cut. These programs have already sustained a more than 50% cut in the last decade. If sustained economic prosperity for America is a priority, we urge you to come together and agree to spending caps that allow for critical investments that further economic growth and improve individuals’ lives.

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The funding levels we are requesting in the FY2018 Labor, HHS, Education Appropriations Bill are listed below:

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- \$671,413,000 for Wagner-Peyser

Title IV – Department of Education

- \$3,302,053,000 for Vocational Rehabilitation Services

This training, support and business partnership is vital to our country's prosperity in the future. We urge you to fund these programs at levels authorized by WIOA in the Fiscal Year 2018 Labor, HHS, Education Appropriations bill. For further information, please contact Chris Andresen at (202) 851-3618.

Sincerely,