




# Rogue Workforce Partnership ~ Workforce Board Quarterly Meeting Agenda

Friday December 13, 2019 • 10-11:30 A.M. • RCC Table Rock Campus • Room 184 • 7800 Pacific Ave. • White City

Video/Phone Conference access available: <https://zoom.us/j/7286917462>

Select audio preference: 1) Telephone: 1+ (669) 900-6833; Access Code: 728 691 7462 (long distance charges apply); 2) Or, computer microphone & speakers (headset recommended)

Time	Agenda Item	Action / Discussion / Etc.	Facilitator   Presenter
10:00a	<b>Welcome &amp; Introductions</b> (5m) <ul style="list-style-type: none"> <li>Introduce / announce new members Dr. Bret Champion &amp; Kim Whitney</li> </ul>		Mike Donnelly
	<b>Consent Agenda</b> (1m) <ul style="list-style-type: none"> <li>September 11, 2019 RWP Workforce Board Minutes </li> </ul>	› <b>Action – approve Consent Agenda</b>	Mike
	<b>Careers in Gear Update &amp; Promotion</b> (5m)	› <b>Info Update &amp; Call to Action/Participation</b>	Stacie Grier & Jen Perry
	<b>Legislative Advocacy</b> (5m) 	› <b>Info Update &amp; Call to Action/Participation</b>	Jim Fong
10:15a	<b>Procurement of Workforce Services That Start in July 2020</b> (15m)  Per federal requirement - RWP needs to procure for Title 1B Adult, Dislocated Worker & Youth service providers that will commence July 2020.		
	<ul style="list-style-type: none"> <li> <b>Procurement Proposal Presentation</b>                Information will be shared regarding procurement of workforce services, and staff will present a specific proposal for Adult and Dislocated Workers services - with a recommended action from the RWP Corporate Directors             </li> </ul>	› <b>Info Sharing</b>	Jim Fong
	<ul style="list-style-type: none"> <li> <b>Public Comment Period</b>                For any parties wishing to comment on the procurement of workforce services to Adult &amp; Dislocated Workers             </li> </ul>	› <b>Open Time for Public Comment</b>	Mike
	<ul style="list-style-type: none"> <li> <b>Discussion, Consideration &amp; Action</b>                On recommendation of Corporate Directors regarding procurement of Adult and Dislocated workforce services             </li> </ul>	› <b>Discussion &amp; Action</b>	Mike & All
11:30a	<b>Adjourn</b>		Mike

 = Handout attached or will be handed-out at meeting

Auxiliary aids and services are available upon request to individuals with disabilities. Contact Tami Allison at 541-842-2518

*The RWP is a private/public partnership which addresses the workforce development needs of Jackson and Josephine Counties*

37 N. Central Ave. | Medford, OR 97501 | (541) 842-2500



## MINUTES

### ROGUE WORKFORCE PARTNERSHIP WORKFORCE DEVELOPMENT BOARD

September 11, 2019

RCC Table Rock Campus • Room 122  
7800 Pacific Ave., White City

#### MEMBERS PRESENT:

Robert Begg\*, Scott Beveridge\*, Alex Campbell, Lance Corley, Mike Donnelly, Jessica Gomez\*, Shawn Hogan\*, Nikki Jones, Brent Kell, Cathy Kemper-Pelle, Norm Kester, Tom Keyser, Kirk Kolb, Sherri Stratton, Drew Waits, Mike Card, Trever Yarrish

\*= *via phone/videoconference*

#### QUORUM PRESENT: Yes

#### OTHERS ATTENDING:

*Jackson County* – Commissioner Bob Strosser

*TP Trucking* – Joe Anderson

*Oregon AFL-CIO* – Jon Irvine, Misha Hernandez

*Oregon Nurses Association* – Susan Bruce

*Umpqua Training & Employment* – Rachel Larson

*HECC-OWI* – John Asher

*Business Oregon* – Marta Tarantsey

*Rogue Community College* – Kenton Gould

*WorkSource Rogue Valley ResCare*- Tina Berry

*WorkSource Rogue Valley Employment Department* –Tammy Schroeder, Guy Tauer

*Rogue Workforce Partnership:* Sherri Emitte\*, Ida Saito, Jill teVelde, Tami Allison, Jim Fong

#### CALL TO ORDER

The Board meeting was called to order by Vice-Chair, Mike Donnelly at 1:04 p.m.

#### Welcome & Introductions

A round of introductions were made.

#### CONSENT AGENDA

***Alex Campbell moved to approve the consent agenda consisting of the minutes of the June 6, 2019 Rogue Workforce Partnership Workforce Board Meeting, the Incident Reporting Policy, Maximum Benefit Policy, On-the-Job Training Policy, Incumbent Worker Training Policy and the Code of Conduct Policy. The motion was seconded by Brent Kell, and was approved unanimously.***

## ELECTION OF OFFICERS

### **Elect Chair and Vice-Chair to align with Corporate Directors**

Jim indicated that the RWP Corporate Directors elected Jessica Gomez as Chair and Mike Donnelly as Vice-Chair at their last meeting.

***Mike Card moved to elect Jessica Gomez as Chair and Mike Donnelly as Vice-Chair of the Rogue Workforce Partnership Workforce Development Board to align with the Corporate Directors. The motion was seconded by Norm Kester and approved unanimously.***

## RWP MEMBERSHIP CONFIGURATION

Jim walked through the RWP Workforce Board Member & Positions Document indicating that the board must have a majority of 51% business sector leaders, which is shown on the left side of the document. The right side of the document shows the required and/or optional partners.

Bret Champion has agreed to join the Workforce Board to replace past Medford School District Superintendent Brian Shumate.

### **Labor Representatives have requested the RWP add a 3<sup>rd</sup> representative**

Barbara Byrd is advocating that our board have three labor representatives on it as most boards do. Barbara originally thought that Drew Waits was unable to continue on the board, and suggested Susan Bruce and Misha Hernandez as possible representatives of labor; however Drew indicated that he is able to stay engaged on the board. Jim asked that the discussion start today and we can bring it back to the December/January Workforce Board meeting for a decision. Adding Susan and Misha could mean that we would need to add several more people which will increase the number of our board members and increase the quorum requirement as well.

Jim noted that Susan Bruce is with the Nurses Association and would be good representation and add value to our board as well as at our sector meetings.

Jim clarified that because the CLEJATC (Crater Lake Electrical Joint Apprenticeship Training Center) is set up as a board, Lance's role is as a training director, and is neither union nor management. The other workforce boards in the state are set up with 1 JATC representative and two other union representatives.

Jim indicated that Catherine Goslin of Rogue Valley Manor and Joe Myers of Pacific Electrical Contractors have not been attending meetings regularly, and that he will be contacting them to see if they want to re-engage.

## LOCAL WORKFORCE DEVELOPEMENT PLAN 2020

An introductory discussion started regarding the 2020 Local Workforce Development Board Plans in response to the guidance we receive from HECC-OWI (Higher Education Coordinating Commission – Office of Workforce Investment) every four years. Jim noted that the last two versions of our Workforce Development Plans are

available on our RWP website, and indicated that he feels the 2012 version is more of a strategic plan versus being more compliance focused. The WTDB (Workforce Talent Development Board) will be finalizing their planning in the coming weeks and months, and additional guidance will be sent to local workforce boards. John Asher, with HECC-OWI stated that the Department of Labor will be releasing new guidance that will be added to the process.

For clarity, Jim explained the relationship between HECC and workforce and why it is structured the way it is.

Given the work that the workforce board has already done on our strategic roadmap, which drives our local plan, staff feel we have already started a lot of this work, but wants to check in with the board to see what kind of a process they would like to see created to do this work. Some suggestions followed:

- Policy defragmentation
- Regulatory revisions
- Looking into work-based learning
- Consensus to look at our current diploma model
- Pathway aligned diploma

More efforts on this front will be launched in early 2020.

## PROCUREMENT OF WORKFORCE SERVICES

Jim addressed the Corporate Directors indicating that per federal requirement, RWP needs to competitively procure for Title 1B Adult, Dislocated Worker and Youth service providers that would commence July 2020. An update and proposal will be brought to the quarterly next Workforce Board meeting.

## CROSS-SECTOR SKILLS TRAINING INVESTMENTS - POLICY DEVELOPMENT

Jim opened up the introductory discussion by stating that in the last year we have put in training capacity that didn't exist previously, and have also started conversations with the trucking industry which has led to a clear focus around transportation and logistics. To this end, for the first time we are looking at budgeting differently as training investments vary in cost, duration and return on investment across different sectors catalyzing a key question: *"How should the RWP best allocate training funds across sectors and types of training investments?"*

The group walked through the handout that shows training investments over the last two program years and began discussion on how to best allocate training funds across sectors and types of training investments.

Suggestions for next statements and comments made are as follows:

- Training – Tuition Cost, Duration & Wages slide – add a row for Diesel Mechanic and add a "match" column.
- The next level of data needed is ROI
- Align demand with the way we are spending the dollars
- Track pre- and post- education services
- Influence / grow where the jobs are
- Make the data more robust and collated

- What positions are not being filled?
- Employment multiplier and the overall effect on the economy – do multipliers specific to our region

Discussion took place on what percentage of business hires is support rather than what the employer category is (i.e. manufacturing, healthcare, etc.) Jessica indicated that there is a lot of validity in teasing out the skillset as there is a sector specific umbrella with some jobs being similar but in very different environments.

The final pages of the handout are an attempt to get to the projected demand for the public workforce system. Workforce Board members were encouraged to let RWP staff know if they are interested in helping to do this work. Next steps in getting to an RWP decision point in the coming months will be mapped out.

## STRATEGIC ROADMAP, OBJECTIVES & KEY RESULTS

John Bowling joined to walk us through where we are currently with the strategic roadmap which is a tool that we created to give a detailed glance that Board Members, staff, and other interested people could look at to say, “These are the areas we decided as a group, are the most important areas to progress in.” The idea of the roadmap is to create clarity and pick the right topics and a way to measure them as well as creating an opportunity for the Board to check off key results and then decide what is next to take its place.

The following corrections were made to the strategic roadmap:

- Mission: change the work “with” to “to”
- Miscellaneous typos within the key results section

Jim walked the group through the timeline dates that were added by RWP staff as well as the workplace stability initiative shown in the last box under the fourth column. RCC asked to be added to the Workplace Stability conversation as they have initiatives for students, but would like to look at it from an employee perspective.

Although this was not listed on the agenda as an action item, the board felt it important to take action.

**The motion was made by Mike Donnelly to accept the strategic roadmap with the revisions indicated. The motion was seconded by Norm Kester. The motion passed unanimously.**

## OTHER BUSINESS

**SOCNE Event** – Co-sponsored by SHRM, had approximately 150 job seekers and 48 employers in attendance.

**Working Together** – Conference registration is due September 13, 2019

**Careers in Gear** – Event is scheduled for February 6, 2020. The group is meeting weekly and plan to host approximately 2000 kids this coming year. They are looking to possibly hold future events at RCC.

**Invent Oregon** – RCC hosting statewide finals June 25 at Table Rock Campus and June 26 at the Higher Education Center. Cathy Kemper-Pelle indicated that this is the third year that RCC will be in the finals. Recruiting will take place for sponsors and judges.

**SORED I Manufacturing Day** – September 27, 2019 at RCC’s Table Rock Campus.

**ADJOURN**

With no further discussion, the meeting was adjourned at 4:10 p.m.

Respectfully Submitted,

Tami Allison  
Senior Project Manager  
/tka

APPROVED:

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Chair

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Date