# East Cascades Works
# Quarterly Board Meeting

## October 28, 2020; 11:30 am – 1:30 pm

***Virtual Meeting Only: Dial: (669) 900- 6833 Meeting ID: 834 4594 9972 To Join by Video/Zoom: Join Zoom Meeting***

**In attendance:** John Asher, Bambi Bevill, Marta Cronin, Gary North, Nicole Hough, Julie Matthews, Trevor Janeck, Jon Irvine, David Burger, Martin Campos-Davis, Jennifer Newby, Michelle Alvarado, Tony DeBone (COWC), Robbie Smith, David Aiken, Staff: Heather Ficht, Mel Barrett, Stefanie Siebold, Jamie Kendellen,

Guests: Dana Dunlap, Michael Cargill

Meeting called to order at 11:30am

| Topic | Discussion/Action/Motion |
|---|---|
| Welcome, Consent Agenda & Board Member Transitions | Gary North, EC Works Chair<br>• Approval of minutes from July- ***vote required.***<br>• Welcome New Board Members: Bambi Bevill, Vocational Rehabilitation and David Aiken, The Tofurky Company<br>• Farewell to Exiting Members: Lisa Farquharson, Chamber of The Dalles and Sam Meier, Composite Approach |
| | Motions: Motion made by Martin Campos-Davis to approve July meeting minutes, second by Dave Burger, unanimously approved the minutes as presented |
| Board Member Recruitment & Outreach | Heather Ficht, EC Works Executive Director<br>• Share newly developed process for board member recruitment and orientation.<br>• Solicit feedback on materials shared in advance |
| | Discussion:<br>ECW is reaching maturity as an organization (5 years old in November). As such, we need to be more strategic and thoughtful about how we recruit board members. How do we structure this to better inform people about what they are signing up for? Jessica did a search for best practices to create this tool. Heather shared her screen to present the outreach packet. It outlines what the board is, who we are, and what the board looks like and why. Board and future board members were directed to own and use this tool. The tool explained the board's role, region layout, board responsibilities, priorities, commitment, and activities. |

| | |
|---|---|
| Board Member Composition & East Cascades Demographic Profile | Heather Ficht, Executive Director<br>• Review current board composition profile Stefanie<br>Siebold, Director of Programs<br>• Review current East Cascades Regional Demographics<br>• Compare and Contrast our board profile with our region.<br>• Solicit board input and identify areas of focus for new member outreach |
| | Refer to materials. Heather outreached to all board members prior to this meeting to complete the demographic information of existing board members and to gather feedback on meeting format, frequency and focus of board meetings as well as seek clarity on areas of interest and /or expertise.<br><br>Using that information, staff compared board make-up to the broader region. Stefanie reviewed the comparative data and lead a discussion on the board's priorities for outreach for private sector board members as we have several openings in those positions. Board identified the need to focus on Klamath and Lake representation, increasing the number of racially/ethnically diverse members, gender parody as well as representation from the Tech sector.<br><br><u>Action</u>: Board members were asked to help with outreach to potential new board members using the new materials developed by staff. |
| Local Plan Update & Timeline for Submission | Heather Ficht, EC Works Executive Director<br>• Review the timeline for local plan submission.<br>• Solicit Board Approval on local plan submission process- ***vote required*** |
| | The Local Plan is a strategic but also compliance-heavy document as required by WIOA. To ensure relevance considering the pandemic, the deadline for submittal has been extended by both US Dept of Labor and Higher Education Coordinating Commission – Office of Workforce Investments (OWI). The draft plan will be ready for board review prior to the January board meeting, as the Local Plan must be approved to post for public comment for 30 days prior to submittal to OWI. Deadline for submission after board and public review is March 20, 2021, prior to the next board meeting in April. The plan will be issued for full board review in the January meeting, signaling staff to post for public comment. Following that staff ask that the Executive Committee be empowered to approve the final plan to be submitted to OWI no later than March 20, 2021.<br><br><u>Motion:</u><br>Julie makes motion to allow Executive Committee to review public comments and approve final version of the Local Plan at their March meeting.<br>Michelle seconds, unanimously approved. |

| | |
|---|---|
| Industry and General Updates & Public Comment | Gary North, Chair<br><br>Introduced Dave Aiken, Tofurkey. Dave is excited to meet other board members to create connections. Heather mentioned that Dave may be getting calls related to the great work they are doing related to staff development to improve retention. He welcomes the opportunity.<br><br>David Burger mentioned that construction in Central is very busy with growth in North and South as well. Many construction projects are two years out. Not many projects have hit for new bidding, COVID is the culprit. Industry expansions creating more opportunities. High Desert ESD has two new Oregon Labor and Industry registered pre-apprenticeship programs as well as Heart of Oregon's Youth Build Program. The female graduates from the program that OR Tradeswomen put are still working as apprentices in the construction industry.<br><br>Trevor Janeck, St. Charles mentioned that there continues to be a shortage of certified nursing assistants (CNA). St. Charles began quarterly programs in partnership with COCC to provide training to certify CNAs with a focused on the emergent workforce. Early success brought the number of openings from 65 to 21 openings. Pay for training tuition and testing, followed by employment at St. Charles. CNA is a jumping off point for furthering career goals. Heather shared that EC Works secured a grant from the Workforce Talent Development Board to support the supervisor position at COCC that oversees this program.<br><br>Julie Matthews, KCEDA shared that Project Waterfall yielded 50 new jobs with a local manufacturer, a huge boon to the Basin and the state. EC Works supported KCEDA's recruitment efforts through a training grant to ensure they have the talent needed to open.<br><br>Heather also mentioned Project Orange where 20-25 jobs will be added in a Redmond manufacturing facility. |
| Adjournment | Gary North, Chair<br>Meeting adjourned at 1:05pm |

Attachments:

- July Board Meeting Minutes
- Board Introduction
- Board Member Orientation