East Cascades WORKS
Connecting Talent To Opportunity

East Cascades Works

Executive Committee Agenda **October 14, 2019 from 9am-10:30am**
Call in 1-408-638-0968 Meeting ID 232 175 561

Meeting called to order: 9:05am

Attendees: Lisa Dobey (chair), Gary North, Heather Tramp (by phone), Steve Kramer (by phone); staff: Heather Ficht, Jessica Fitzpatrick, Jamie Kendellen, Melissa Barrett

Topic	Lead	Time	Description
Consent Agenda	Lisa	9:00am	• Ex Com minutes from September 16, 2019
			Motions: Gary North Moves, Heather Seconds, UA to approve minutes as drafted.
EC Works Scorecard	Heather	9:10am	• Review and discuss draft scorecard- refer to handout
			Discussion: The purpose of developing an EC Works Scorecard is so that staff may better communicate priorities and work with the board. The scorecard represents the larger buckets of work: Target Populations, Sector Partnerships, WIOA and the activities and initiatives happening within each without getting too granular. The status column represents not only where we are in the process but may also correspond to help needed from the board. This scorecard also allows members to quickly reference and speak to the topics we are most actively working on. Actions: Based on the recommendation from the Executive Committee, staff will update to include a "Yearly Targets" column, to represents what staff is hoping to accomplish. Scorecard will be brought back to the Executive Committee each month for discussion regarding any updates or changes. It will also be brought to each quarterly board meeting for discussion as well. We will

East Cascades WORKS
Connecting Talent To Opportunity

			walk the board through the scorecard line by line at the next board meeting and will tie it in to the discussion around board assignments.
Review October Board Meeting Agenda	Lisa/Heather	9:30am	• Review and Update Draft October Board Meeting Agenda <u>Discussion:</u> Would like to add an opportunity to discuss the economic outlook of our region and speak to how the board and the staff are addressing any layoffs or hiring needs. Steve Kramer will be an official board member by the meeting on the 23rd. Regarding board member assignments and affiliations, it will be helpful to have Heather draft simple talking points that folks can use when doing advocacy. State board under HECC is now fully seated and they have developed their strategic plan. We would still like to update the plan to include deeper Target Population and Sector information, as well as Footprint. We will plan to do the bulk of this at our January meeting, including having data present data regarding footprint, bricks, and mortar centers, etc. <u>Actions:</u> Meeting will be restructured to include: - time for economic outlook at the top of the agenda. Heather will engage Damon to collect detail to this regard and vet with Gary before sending out the agenda and pre-reads. - Scorecard discussion prior to the discussion around board assignments. Executive Committee Members should be prepared to give feedback. - Heather will send out the board member assignments this week to include a request for affiliation information, so that may also be reflected. - Heather and Steve to connect on Umatilla and Morrow.

			- Heather to share State Strategic Plan with Executive Committee.
Executive Director Goals	Heather	9:40am	• Review and Discuss Draft Goals <u>Discussion:</u> Heather and Lisa met on existing goals. Lisa wanted to push Heather to come up with bigger stretch goals and challenge herself and the organization. Highlights: Heather will continue to support the organization and getting out in the community. Engaging in a deeper way with members, commissioners, legislature and other organizations to highlight our work and yield better returns for our community. Developing a comprehensive business plan to better engage others to lead and better understand partner goals and resources that can be leveraged; generate more resources; and update strategic plan. Heather will continue to refine and include more specific goals in addition to activities and will also include an internally focused/ organization related goal. Ultimately the question to ask is: are all of the goals and activities of the organization ultimately leading to a more viable workforce. <u>Action:</u> Heather to update and send to full executive committee.
General Discussion & Announcements	All	10:10am	• Meeting time and date moving forward- Mondays are not working. We will move to the 2nd Tuesday of each month, at 8:30am. • Working Together Conference (Steve/Heather)- breakouts were fantastic. Keep doing this each year. Next year's conference will be in Bend. Maybe the Riverhouse. Looking at a week or two later to accommodate the community colleges. Have asked John Landis from apple to come and speak again next year on the "now what" on workforce and

			innovation. All directors are going to Apple Park as well. • Endless Summer Nights (Gary)- $21,000 raised so we beat last year. Lots of interest in the mission and how they can support it and get involved- already showing up! The funds will go in to supporting the work for the Central Oregon Construction Industry Workforce Consortia. We need more help in preparing and on day of. The CIWC still has a lot of energy with more meaningful engagement and a wanting to come together, with more alignment. • Rural Business Summit (Heather)- rural business owner specific conference- building entrepreneurial culture and marketing work. How can we appeal to workers to keep the or attract them to rural areas? Heather spoke on multigenerational workplace. Next one: Tuesday, September 15, 2020. • Facebook Event on Thursday- Ribbon Cutting Ceremony on the new STEM/CTE lab Crook County HS to revitalize their programming and support technology. Lisa spoke. Lots of shout outs to EC Works and the partnership. • We did not get the DOJ grant to support ECO System, but we are still moving forward with the prisons, the justice department and our WSO partners; with 2 FTE designated out of OED. • Prosecutor Impact Training is coming to Deschutes County to conduct prosecutor training and plan to donate to EC Works.

Attachments:

- Meeting Minutes September 16, 2019 Draft
- Scorecard
- Draft October Board Meeting Agenda
- Executive Director Draft Goals

East Cascades WORKS
Connecting Talent To Opportunity

Adjourned 10:19am.

Minutes Approved as Drafted:

_____ _____

Lisa Dobey, Chair Date