Executive Committee Agenda
November 7, 2022 from 1pm to 2pm
Virtual Meeting Via Zoom or Phone

Attendees: David Burger, Marin Campos-Davis, and K'lynn Lane
Staff Attendees: Heather Ficht, Jessica Fitzpatrick, Teresa Cummings-Weir, and Bob Malicki

K'lynn called the meeting to order at 1:01pm

Consent Agenda

a) Consent Agenda: Minutes from September Executive Committee Meeting – *David moves to approve the minutes as presented, K'lynn seconds – motion is unanimously approved.*

Debrief Board meeting – K'Lynn Lane, Chair
Information only
The overall consensus was that the quarterly board meeting was chaired well and very engaging, the program team yearly update format was well received and everyone especially liked the success stories and attention to the areas for improvement, and the details provided regarding the procurement process for the Title 1B providers in the South were informative. There was lots of participation by the entire board during the quarterly meeting. There were no areas for improvement discussed.

Financials – Bob Malicki, staff
End of year budget to actual report Program Year 2021 - July 30, '21 - June 30, '22
The budget to actual ended on June 30th, 2022. Most of the budget was on track for spending and the only area for concern is that the Admin budget didn't get spent down as much as it would have had the Fiscal Director position been filled sooner so more was carried into this program year than usual. There are several big projects that were postponed due to lack of staffing but staff are working to resolve that. The HOWTO grant is halfway through the grant cycle so the amount carried into this program year is acceptable. The entire amount of the Oregon Youth Employment Program (OYEP) grant had to be carried into this program year due to it being awarded late in last program year. Overall, spending is appropriate and on track.

EC Works will be receiving $1.88 million in Oregon Future Ready funding in January or February. This funding will need to be obligated by 6/30/2024 and spent by 6/30/2026. The plan is to spread the funding over the coming years to ensure continuity of services. The program team is working with our WIOA 1B providers to increase staffing in preparation for the anticipated recession.

Martin moves to accept financials as presented, David seconds – motion is unanimously approved.

Executive Meeting Structure and Role – Heather Ficht, staff - *information only, see attached presentation*

a) Clarify role and responsibilities of Executive Committee vs EC Works Board
b) Central Oregon Workforce Consortia (COWC) role and responsibilities
c) Officers' roles within larger state context
    a. Oregon Workforce Partnership (OWP)
    b. Workforce System Executive Team (WSET)
    c. Workforce Talent Development Board (WTDB)
    d. Continuous Improvement Committee of WTDB (CIC)

Other Updates – All

a) WORKing Together Conference – November 17-18th and LWDB/WTDB dinner Nov 16th
b) Biden administration released new funding for housing projects
c) This Friday is veteran's day observance and ECW will be closed.

Adjourn at 1:55pm

Attachments:

- Draft September Executive Committee Meeting Minutes
- Budget to Actual financials for PY21
- ECW Bylaws
- COWC Bylaws
- ECW Charter