East Cascades WORKS
Connecting Talent To Opportunity

Executive Committee Agenda **December 8, 2020 from 8:30am-9:30am**

Zoom or Call in ONLY- 1-408-638-0968

Meeting URL: https://us02web.zoom.us/j/82298780566

Meeting ID: 822 9878 0566

Attendees: Gary, Jenny, Marta, Heather Tramp, Julie, staff

Meeting called to order by Gary at 8:32am

Topic	Lead	Time	Description
Consent Agenda	Gary	8:30am	• Ex Com minutes from November 10, 2020- *vote required*
			Motion: Julie moves to approve the minutes as drafted, Heather seconds, unanimously approved.
Budget Modification	Jamie & Heather	8:40am	• Solicit Review and Approval of Modified Budget- *vote required*
			Discussion: Soliciting Approval on our Modified Budget after receiving additional resources from the State of Oregon for COVID-19 Layoff Aversion Grants of $90,000. In addition, the resources we reviewed in our last meeting from HowTo Grant Award and YouthCareer Connect (YCC) Grant funds continue to increase. The YCC line will continue to grow as funds come in. Referring to the Expenditures section- HowTo Award has two positions specifically written into the award. We have also increased the Staff line item to account for increased administrative support so rather than part-time, we'd hire a full-time staff member to support fiscal and operations. You will also notice that the HowTo Award costs are not allocated to all EC Works costs, as it relates specifically to the work of the grant. Other items affecting changes in the budget: OED sub-lessees leaving agency space at the end of the month; addition of the new Program Staff member- Brenda. We will recover some funds at the start of our new lease, which will be approx. $500 per month less. The other item added is $90,000 Youth Initiatives Line Item to fund field projects for young people. Lastly, we have reallocated Sectors Contracts dollars to ensure spend out.

			Motion: Marta moves to approve the budget modifications as presented, Julie seconds the motion, unanimously approved.
Private Sector Recruitment	Heather	8:55am	• Executive Committee roles in private sector board member recruitment
			Discussion: Will need to have additional private sector board members to have a fully seated board. Action: Heather T. and Julie agree to make connections to business members in Klamath and Lake County. Thanks to Marta for the connections made in the Gorge.
Local Plan Update	Heather & Jessica	9:05am	• Solicit input regarding local plan review timeline • Overview key components that have evolved
			Discussion: Refer to timeline and template. Major changes discussed will be in the Target Sectors, Target Populations, and Investments. Action: Provide a summary of changes made from the 2016-2020 plan. Gary is specially interested in what the staff sees as their current scope of work vs. what the scope of work was in 2016.
Legislative Concept	Heather	9:15am	• Overview of upcoming legislative session/advocacy
			Discussion: Heather, as part of Oregon Workforce Partnership have been working to develop a way to access gaps in the delivery of workforce services. Legislators are interested in solutions to the challenges COVID has had on the Oregon workforce as well as businesses. Expect to get updates from Heather as session draws closer as we will ask for board support, particularly from private sector members. In addition, we will need support for the upcoming Policy Option Package for Jobs for Young People at $11.8Million, which would help us to continue supporting internships and work experience. Action: Heather will follow up with specific asks as they the needs become more clear.

Round Robin Discussion	All	9:25am	• General Updates from Group • Reminder - Board Orientation on the 17th at 10:30 • Brenda Stewart starting next Tuesday LiveCam of CGCC Construction- https://youtu.be/gIo1DZ3Xc3U
			Discussion: Update on Safety and Feedback from Front-Line Staff (Mel): Implemented a "We're Listening" virtual suggestion box for staff within the system for continuous improvement ideas. Also trying to implement safety measures- security cameras, officers, and de-escalation training. We also joined all four safety committees on which all partner agencies have representation. Gorge Bi-State Collaborative – We are exploring sharing staffing and service delivery across the WA border in the Gorge with South Central Washington Workforce Council, OED and Washington Employment Security. We anticipate engaging Dr. Cronin and Columbia Gorge CC in the coming year.
Attachments: • November 10, 2020- Executive Committee Meeting Minutes • Budget Modification #1 • Local Plan Template			

Meeting adjourned 9:30am