

**Workforce Investment Council of Clackamas County
Executive Committee Meeting
June 12, 2014**



Member Attendees

Ken Bartus, Garron Grounds
Alex Crooks, Crooks & Company Financial Management
Bob Degnan, Package Containers
Julie Hugo, Blount, Int.
Howard Klink, Klink Consulting Group
Lowell Miles, Miles Fiberglass
Dan Parker, Marks Metal Technologies
Frank Wall, Plumbing & Mechanical Contractors Association
Micheal Wells, The Cedars Companies

Members Not in Attendance

Theresa Haskins, Portland General Electric
Jed Scheuermann, IAPMO
Jerry Smith, Smith & Associates

Other Attendees

Amy Evans, Workforce Investment Council
Jan Filgas, Workforce Investment Council
Chuck Forster, Workforce Investment Council
Kim Freeman, Oregon Employment Department
Cindy Hagen, Clackamas County Business & Economic Development Department
Pam Meredith, Training & Development Services
Amy Oakley, Workforce Investment Council
Commissioner Martha Schrader, Clackamas County
Deb Zang, Workforce Investment Council

Chair Julie Hugo called the meeting to order at 7:35am.

Public Comments

There were no public comments.

Approval of Minutes

Motion: Frank Wall moved to approve the May 15, 2014 meeting minutes as presented, 2nd by Lowell Miles. Motion passed unanimously.

Executive Session to Discuss Matters of Personnel

Julie Hugo opened an Executive Session 7:37am under ORS 192.660(2)(d) to discuss matters of personnel. The Executive Session closed at 8:10am and regular meeting was re-convened by board chair, Julie Hugo.

Decision on Next Steps for Hiring of Executive Director

Motion: Frank Wall moved that WICCO reopen the search for Executive Director. 2nd by Mike Wells. Motion passed unanimously.

Motion: Mike Wells moved that WICCO procure a 3rd party search firm to facilitate the hiring process for Executive Director. 2nd by Howard Klink. Motion passed unanimously.


It was determined that going forward the Executive Committee will serve as the search committee. Additional action items include the appointment of Howard Klink, Julie Hugo, Chuck Forster, and Deb Zang as a subcommittee to procure a search firm. This subcommittee will convene as soon as possible to begin this process. Once they have narrowed the search firms down to 3-4, they will email this information to the Executive Committee for review and to gain consensus of which firm to hire. There was discussion about having the Executive Committee as well as the selected search firm further revise the ED job description. There was a suggestion of possibly appointing someone to serve as an short term interim director once Chuck leaves at the end of June, but no decision was made to take immediate action on this suggestion. There was no concrete timeline established for the hire date of a new ED, however the recommendation of 90 days was made by Julie. It was decided the full board would be told of the status of the new ED search process at next week's board meeting (6/19).

Other Business

Chuck Forster stated there was no other business to discuss.

 1/16/16

Amy Oakley Date

 1/15/15

Julie Hugo Date

Minutes prepared by Amy Oakley
Meeting adjourned at 8:30 am