

**Workforce Investment Council of Clackamas County
Executive Committee Meeting
September 17, 2015**



Member Attendees

Alex Crooks, Crooks & Company Financial Management
Julie Hugo, Blount, Int.
Tina Irvine, Express Employment Professionals
Don Jones, JVNW
Dan Parker, Marks Metal Technologies
Jed Scheuermann, IAPMO
Micheal Wells, The Cedars Companies

Members Not in Attendance

Kathie Bell, Unified Grocers
Vickie Burns, Labor's Community Service Agency
Frank Wall, Plumbing & Mechanical Contractors Assoc.

Other Attendees

Amy Black, Workforce Investment Council
Bridget Dazey, Workforce Investment Council
Jan Filgas, Workforce Investment Council
Greg Goloborodko, Workforce Investment Council
Emily Klepper, Clackamas County
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.

Introductions

Introductions were made around the room. Greg Goloborodko was welcomed as new staff for Workforce Investment Council.

Public Comments

There were no public comments.

Approval of Minutes

Motion: Alex Crooks moved to approve the July 20, 2015 meeting minutes as presented, 2nd by Tina Irvine. Motion passed unanimously.

Financial Report

Deb Zang reviewed the Workforce Investment Council budget to actual report for July 1, 2014 – June 30, 2015 and provided comments and clarification. She then provided updated state general fund amounts for current year.

Update from Employment Department Research Division

Graham Slater, Research Administrator with the Oregon Employment Research Division, provided an update on Oregon and Clackamas County's employment and workforce trends.

He utilized data to illustrate unemployment rates are at or near pre-recession levels and job growth is strong most industries.

He then discussed a survey recently conducted by OED on job vacancies (Job Vacancy Survey). Oregon businesses reported 53,300 vacancies as of spring 2015. They surveyed 2,900 private employers with two or more employees. Employers responding to the survey were asked "Is this [vacant] position difficult to fill? If so, please briefly tell us the most important reason why." Half of respondents qualified their vacant positions as "difficult to fill". Reasons provided for difficult to fill vacancies include:

- Lack of applicants
- Lack of qualified candidates
- Unfavorable working conditions
- Lack of work experience
- Lack of soft skills
- Other

Graham discussed the possibilities of utilizing this information in workforce development and strategic planning. He then answered questions from committee members.

Strategic Planning Update

Bridget Dazey presented a draft Workforce Investment Council Strategic Plan for committee members to review and discuss. Included on the draft are the mission and vision statements and the following four goals:

1. Businesses have the skilled workers they need.
2. Job seekers are trained and placed in occupations with opportunities for advancement.
3. Emerging workers are aware of career pathways and are work-ready.
4. Clackamas County has diverse resources to support workforce development.

Committee members reacted affirmatively to the draft. Bridget reminded the group the draft Strategic Plan will be thoroughly reviewed, discussed and considered at the upcoming full Board meeting on October 15, 2015. Bridget stated Workforce Investment Council will be contracting with a consultant to do its Strategic Plan. Consultants have also been contracted at the State and regional level for their Strategic Plan.

Clackamas Workforce Partnership - Rebranding

As *Workforce Investment Council* prepares to change its known name to *Clackamas Workforce Partnership*, Bridget unveiled four final logos for the Executive Committee to react to. Consensus was in favor of a design that is circular and includes a blue letter "C", with a green and white back ground.

Partner Agreement Update

Bridget Dazey stated the current Memorandum of Agreement between Clackamas County and Workforce Investment Council expires in December 2015. After consideration of options to formalize the relationship between the County and Workforce Investment Council, a recommendation was made at the July Executive committee meeting to draft a Partnership Agreement between itself and Clackamas County that will replace the current Memorandum of Agreement. The recommendation included the formation of a small subcommittee of 2-4 Executive Committee members (Alex Crooks and Kathie Bell volunteered), Commissioner Martha Schrader along with designated County staff, County Counsel Stephen Madkour, and

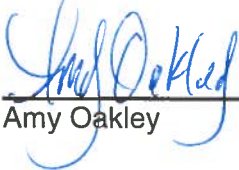
Bridget Dazey. The subcommittee met on August 17th to draft a Partnership Agreement. This draft document was presented by Bridget to the Executive Committee for review and consideration.

Discussion of the document took place and focused primarily on clarification of the process in which the Board of County Commissioners is to review the budget of Workforce Investment Council (d.b.a. Clackamas Workforce Partnership). Commissioner Schrader spoke on behalf of the Board of County Commissioners to address some clarification points. However, because elements of uncertainty and speculation remained about how to formalize the process it was determined more research and clarification is needed. Bridget stated the subcommittee will work to clarify the lingering points, further revise the draft Partnership Agreement (if needed), and bring it before the Executive Committee at the November 19th meeting seeking approval.

Executive Director Update

Bridget Dazey highlighted a recent announcement that we should be receiving a portion of the American Apprenticeship Grant. This will provide great support to further develop apprenticeships across the state which will include partners such as local workforce boards and community colleges. More information will follow as we learn more about OED's plans for moving forward with this funding.

She also stated we will be going into contract with Incite for an Innovation Grant called "Rethinking Job Search" which will be utilized to develop job search programs incorporating cognitive behavioral techniques. More information will follow as this program is developed.



Amy Oakley 2/5/16
Date



Julie Hugo 2/5/16
Date

Minutes prepared by Amy Oakley
Meeting adjourned at 9:00 am

All items mentioned are available upon request by contacting Amy Oakley at amy.oakley@wicco.org.

