

**Clackamas Workforce Partnership
Board of Directors Meeting
June 17, 2021
7:30am – 9:45am
Via Zoom Conferencing Link**



Attendance:

Stephen Achilles, Exceed Enterprises
Tyson Arnold, Timber Lake Job Corps
Tracy Calderon, Oregon Employment
Department
Larlene Dunsmuir, Oregon Nurses Foundation
Doug Franklin, Vocational Rehabilitation
David Green, Citizens Bank
Kyle Lang, Canby Economic Development
Peter Lund, SuperGenius Studio
Seth Lyons, DHS Self-Sufficiency
David Plotkin, Clackamas Community College
Tracy Rumpca, Woodcraft Industries
Commissioner Martha Schrader, Ex-Officio,
Board of County Commissioners
Tina Irvine, Express Employment Professionals

Cindy Moore, Clackamas County Economic
Development

CWP Staff:

Bridget Dazey
Amanda Wall
Bryan Fuentes
Amy Oakley
Deb Zang
Jan Filgas
Amy Black
Brent Balog

Absent Staff Member

Ebon Oluchi, Clackamas Workforce Partnership

Additional Attendees

Tracy Moreland, Clackamas County
Bryce White, Sysco
Carrie Kraten, Clackamas Community College
Tobin Shield, Mt Hood Community College
Lynn Wallis, Oregon Employment Department
Dallas Fridley, Oregon Employment Department

Aeric Estep, McDonald Miller
Adam Freer, Clackamas County
Irene Carrillo, Clackamas Community College
Tom Brown, Clackamas Community College
Kay Lani, Clackamas Community College
Kimberley Humelbaugh, HECC
Brenda Wheeler, Clackamas Community College

Absent Members:

Brooke Brownlee, Portland General Electric
Rod Cook, Clackamas County H3S
Alex Crooks, Crooks and Company
Joe Harris, Local 16 Sheet Metal Worker
Gordon Harvey, General Sheet Metal

Ravinder Waraich, Infocare LLC & 7-11
Franchise Owner
Eric Johnston, Todos Juntos
Kyndall Mason, SWIU Local 502, OPEU
Matt Millard, AFSCME Local 328
Jada Rupley, Clackamas ESD

Agenda Item #1: Consent Agenda Items

Minutes: The minutes from the April 2021 Board of Director Meeting and March 2021 Executive Committee Meeting are listed below and copies of these minutes were emailed to the Board Members prior to review.

Other consent agenda items: Acceptance of the Financial Report, Continuation of Service Provider Contracts for Clackamas Community College (CCC) and Education Service District (ESD), Immigrant Refugee Community Organization (IRCO) as a service provider, OMEP as the One Stop Operator

Discussion: N/A

RECOMMENDATION: Approval

SUGGESTED MOTION: I move the Board of Directors approves the consent agenda.

MOTION: Stephen Achilles motioned to approve; Tina Irvine called for a second.

Consent Agenda Items APPROVED. Abstentions noted. Record members of the Board present listed in Appendix A of these minutes.

Agenda Item #2: Approval of the 2021-2022 Budget

Presenter: Deb Zang, Clackamas Workforce Partnership

Discussion: Deb Zang, Fiscal Director for Clackamas Workforce Partnership, presented the final version of the 2021-2022 Clackamas Workforce Partnership budget for approval. Deb noted that this budget was reviewed and approved by the Executive Committee in May 2021, but since this vote, CWP received actual WIOA formula allocations at a 17% increase. After many years of WIOA funding cuts, this budget prudently reserves most of the increase for future planning.

RECOMMENDATION: Approval

SUGGESTED MOTION: I move the Board of Directors approves the PY 2021 CWP Budget

MOTION: Stephen Achilles; Second by Peter Lund;

Budget for PY 2021 APPROVED. Abstentions noted. Record members of the Board present listed in Appendix A of these minutes.

Agenda Item #3: Strategic Plan Update & Next Steps

Presenter: Bridget Dazey, Clackamas Workforce Partnership

Discussion: Bridget Dazey (CWP) gave a brief update on the status of the 2021-2024 strategic plan. Comments from HECC were positive, with just a few small things we need to address before July of 2022. Overall, the plan was well received, and it was indicated it was one of the best reviewed.

RECOMMENDATION: Approval

SUGGESTED MOTION: I move the Board of Directors approves the 2021-2024 Strategic Plan.

MOTION: Stephen Achilles motioned to approve, second by Seth Lyons.

Motion Approved.

Advisory Group Updates:

People: Amy Black gave a brief update at the first meeting of the new “For People” Advisory Group would be held on Monday, June 21, 2021.

Business: David Green gave a brief update on the CWP Business Goal. The first meeting of the advisory group was held on May 19, 2021. The advisory group had a discussion on the new strategic plan goals, a direction the group will be taking moving forward. Based on feedback, a spreadsheet was created with the new goals, metrics and tracking tools identified to move forward. The business advisory group will continue to meet on a monthly basis to continue to identify concepts such as items that need definition, measures that still need to be clarified and pinpointing different tracking tools.

Systems: David Plotkin gave a brief update on the systems advisory group that will help to support CWP’s “System’s Goal” as outlined in the most recent strategic plan. David reported to the board an overview on the focus and further alignment of the multi-system service system that comprises the local workforce board and to help draw greater awareness to the services available through WorkSource Clackamas. Currently, SAG is in the final stages of developing a charter and reviewing both the strategies and measurements of success for each of the area goals.

WTDB Assessment (Workforce Talent Development Board): Bridget Dazey (CWP) and Tina Irvine (Express Employment Professionals) gave an overview of the first meeting held to kick off the assessment.

Action Item: Amanda Wall to share a link to the Strategic Plan as follow up to the vote.

Agenda Item #4: Executive Committee Membership & Executive Officers

Presenter: Deb Zang, Clackamas Workforce Partnership

Discussion: Deb Zang (CWP) asked the Board to approve that we all agree to hold elections in June 2021, versus October 2021 for new Executive Committee members and officers.

RECOMMENDATION: Approval

SUGGESTED MOTION: I move the Board of Directors agrees to move the vote.

MOTION: Stephen Achilles motioned to approve; Tracy Calderon called for a second.

Motion APPROVED.

Presenter: Bridget Dazey, Clackamas Workforce Partnership

Discussion: Bridget Dazey (CWP) presented to the Board the nominations for Executive Officers.

Chair: Peter Lund, Super Genius Studios

Vice Chair: Brooke Brownlee, Portland General Electric

Secretary/Treasurer: Kyle Lang, Canby Chamber of Commerce

RECOMMENDATION: Approval

SUGGESTED MOTION: I move the Board of Directors approve Board Chair Peter Lund

Motion APPROVED.

RECOMMENDATION: Approval

SUGGESTED MOTION: I move the Board of Directors approve Board Vice Chair Brooke Brownlee

Motion APPROVED.

RECOMMENDATION: Approval

SUGGESTED MOTION: I move the Board of Directors approve Board Secretary/Treasurer Kyle Lang

Motion APPROVED.

Presenter: Bridget Dazey, Clackamas Workforce Partnership

Discussion: Bridget Dazey (CWP) presented to the Board the members of the 2021-2022 Executive Committee

Chair: Peter Lund, Super Genius Studios

Vice Chair: Brooke Brownlee, Portland General Electric

Secretary/Treasurer: Kyle Lang, Canby Chamber of Commerce

Members: David Green, Tina Irvine, Gordon Harvey, Joe Harris, Ravinder Waraich and Kyndall Mason

RECOMMENDATION: Approval

SUGGESTED MOTION: I move the Board of Directors approve the 2021-2022 Executive Committee Members

Motion APPROVED.

Agenda Item #5: Resolution Approval – RS01 & RS-02

Presenter: Deb Zang, Clackamas Workforce Partnership

Discussion: Deb Zang (CWP) asked the Board to approve Board Resolutions RS-01 and RS-02 which updates signatory duties to our new Board Chair.

RECOMMENDATION: Approval

SUGGESTED MOTION: I move the Board of Directors approve RS-01 and RS-02

MOTION: Kyle Lang motioned to approve; Cindy Moore called for a second.

Motion APPROVED.

Agenda Item #6: TechHire Grant Overview

Presenter: Carrie Kraten, Tom Brown, Kay Lani and Brenda Wheeler, Clackamas Community College

Discussion: Carrie Kraten and her team from the TechHire Program at the Clackamas Community College gave a report out to the success of the grant to our Board of Directors. The TechHire Grant provided employment and training assistance to young adults ages 17-29 and other unemployed, underemployed, and front-line workers, with the skills required for well-paying, middle, and high skill jobs.

Part of a 5-year, \$3.54 million dollar grant from the Department of Labor ETA, this included funding for staffing, student supports, internships, curriculum development equipment and supplies. Tom Brown, Kay Lani, and Brenda Wheeler also presented to the successes of the programs, including CNA1, CNA2, Nursing program, Water Environmental Technology, CNC Operator Technician training, and Machine Tool Technology training. In total, 491 participants were served, with 417 enrolled in training, 363 completed training with 323 receiving their credentials. 294 of those entered into employment, 129% of the 228 participant goal.

Agenda Item #7: Cybersecurity Update and Assessment

Presenter: Tobin Shields, Mt Hood Community College

Discussion: Tobin Shields, of Mt Hood Community College Cybersecurity Program, presented to the Board of Directors an opportunity to aid our organization in our cybersecurity assessment. CWP has partnered with Mt Hood Community College to do a paid Professor and Student Externship so students can learn hands-on real-world training on cybersecurity analysis – while providing us with an overview of what our next steps should be in updating our IT needs and security.

Agenda Item #8: Economic Analysis Overview – One Year of COVID-19

Presenter: Lynn Wallis, Oregon Employment Department and Dallas Fridley, Oregon Employment Department

Discussion: Dallas Fridley and Lynn Wallis gave a presentation to the Board of Directors of an overview of the economic indicators Clackamas County saw during the past year, including the COVID-19 pandemic losses and gains, the effect the September wildfires and the February ice storm had on our

economy. While the County did sustain a great number of losses, Lynn Wallis did report that there were a great number of positive signs in growth and recovery for Clackamas County.

Action Item: Amanda Wall will send out the economic slides presentation to Board Members for continued review and follow up.

Agenda Item #9: Wildfire Disaster Recovery National Dislocated Worker Grant

Presenter: Jan Filgas, Clackamas Workforce Partnership

Discussion: Jan Filgas, Clackamas Workforce Partnership, reported to the Board of Directors on the early success a \$1.7 million grant from the Department of Labor to HECC and Local Workforce Boards in a coordinated effort to train and hire individuals for Disaster Relief clean up jobs in pursuit of a wildland certification within the Clackamas Fire Department. This grant will provide training and employment services to 85 participants. Of those 85, 20 were placed in disaster relief jobs for one year to help clean up public lands from the September wildfires.

Participants will receive 130 hours of customized wildfire training from Clackamas Community College's Wildland Fire Science Dept in April 2021, earning up to 9 college credits. Students are earning between \$16.50 and \$28.50 per hour and during the off season NDWG will pay for additional training including EMT and other professional certifications.

Action Item: Amanda Wall to share link from KATU on the firefighters training:

<https://www.koin.com/news/wildfires/over-70-firefighters-participating-in-wildfire-training-friday/>

Agenda Item #10: State Legislature Update

Presenter: Bridget Dazey, Clackamas Workforce Partnership

Discussion: Bridget Dazey (CWP) gave the Board an update on Senate Bill 623 and HB 2092. Both at the time of the Board meeting had passed and were headed to the Governor for signature. Bridget thanked those who stepped up to help support, letter write and campaign for these important pieces of legislation. Bridget then indicated that now the work begins – and the 45-day assessment cycle for SB623 was in full swing, really positive change is in the future for workforce boards across Oregon.

Agenda Item #11: Commissioner's Update

Presenter: Commissioner Martha Schrader

Discussion: Commissioner Martha Schrader gave an update on the Board of County Commissioners of Clackamas County programs, resources, and general information. Her report included information on the County Budget process and approval, including the hope there will be an additional \$50,000 for workforce development in the coming months. Commissioner Schrader also shared with the Board her

hopes to continue the conversation around childcare in Clackamas County, specifically the lack of enough spaces, especially after the pandemic.

Agenda Item #9: Executive Director Update

Presenter: Bridget Dazey, CWP

Discussion: Bridget Dazey (CWP) gave an Executive Director update covering the following information: new board meeting and executive committee meeting times – we are moving our meetings to start at 8:30am after July 1 for the program year. Meetings will continue to be on the third Thursday of the month. Amanda will be sending out new calendar notifications after the meeting. Clackamas Workforce Partnership won a “Best of Oregon City Award – Community Organizations 2021” and the push for the WIOA reauthorization at the Federal level lead by Congresswoman Susan Bonamici.

Bridget ended her remarks with a thank to you outgoing Board Chair David Green, for his fearless and strong support throughout the years, a special thank you to Alex Crooks for his tenure as a member of our Board and finally a warm welcome to Peter Lund as incoming Board Chair. We thank you for all your service to our organization.

Upcoming Events

- County Listening Session: Returning to Work
 - June 21, 2021, from 5:30pm – 7:00pm
- Board Orientation
 - Tuesday, August 3, 2021: 8am – 10am
 - Tuesday, August 17, 2021: 8am – 10am
- Clackamas County Drive-Thru Hiring Event
 - July 14 from 10-12pm; location TBD
- OWP WORKing Together Conference
 - November 2-3, Riverhouse Hotel in Bend, Oregon

Meeting was adjourned at 9:45am

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Amanda Wall 10/22/2021

Amanda Wall Date



David Green, Board Chair Date

Oct 25, 2021