

**Clackamas Workforce Partnership  
Executive Committee Meeting**

September 16, 2021

8:30am – 10:00am

Location: Clackamas Workforce Partnership Zoom Conference Call



**Clackamas  
Workforce  
Partnership**  
WORKFORCE DEVELOPMENT BOARD

**Committee Members Present**

Peter Lund, SuperGenius Studios  
David Green, Citizens Bank  
Gordon Harvey, General Sheet Metal  
Kyle Lang, Canby Chamber  
Brooke Brownlee, PGE

**Staff Members Present**

Bridget Dazey, CWP  
Deb Zang, CWP  
Amanda Wall, CWP  
Amy Black, CWP  
Jan Filgas, CWP

**Committee Members Absent**

Commissioner Martha Schrader, Board of County  
Commissioners (*Ex-Officio*)  
Ravinder Waraich, InfoCare & &-11 Owner

**Staff Members Absent**

Amy Oakley, CWP  
Brent Balog, CWP  
Bryan Fuentes, CWP

**Additional Attendees**

N/A

**Call to Order & Introductions**

Peter Lund called the meeting to order at 8:30am. Introductions were made throughout the zoom conference call.

**Public Comments**

There were no public comments.

**Approval of Minutes**

**Motion:** Kyle Lang called for approval of the March 2021 Executive Committee Meeting Minutes; Gordon Harvey seconded the motion

**Motion Approved.**

**Financial Update:**

Deb Zang (CWP) presented a financial report for the July 1, 2020– June 30, 2021 fiscal year and updated the Executive Committee on the status of current funding.

**Policy and Procedure Update:**

Deb Zang (CWP) presented a change to an Administrative Policy. A copy of the updated policy can be found on our website at [www.clackamasworkforce.org/ourimpact](http://www.clackamasworkforce.org/ourimpact)

**Motion:** David Green called for approval of an Administrative Policy; Gordon Harvey seconded the motion.

**Motion Approved.**

**Annual Report 2020-2021 Preview**

Amanda Wall presented to the Executive Committee the draft 2020-2021 Annual Report for review and comment. The final annual report will be presented to the Board in October.

**Cybersecurity Audit Update**

Bridget Dazey gave a brief update to the Executive Committee on the status of the Cybersecurity Analysis that is current taking places for CWP. Mt. Hood Community College IT Department has been contracted through a work-study program with two students and an advisor to do our audit. The goal is to have the findings by middle of October to share with the Board during the October meeting.

**Proposed Childcare Taskforce**

Bridget Dazey presented to the Executive Committee on a Childcare Taskforce in the beginning stages of being formed. Invitations to join were sent in September. The goal is to have participants in the taskforce, working in small groups based on the biggest needs for the industry. At this point, Bridget explained to the group the taskforce was very much a "plan as they go" group until some the finer details, charter, and next steps are ironed out.

**Executive Director Update**

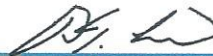
Bridget Dazey updated the board on the following items: upcoming Clackamas Town Center Hiring Events for the month of September. September 15 (Retail, Service), September 22 (Heath Care) and September 29 (Manufacturing). The State of Oregon hosted a "Back to Work" online hiring event on September 15. Finally, Bridget discussed current board membership, Executive Committee outreach to new members with the loss of Joe Harris and Tina Irvine, we need to continue to recruit Committee membership.

All items mentioned are available upon request by contacting Amanda Wall at [amanda.wall@clackamasworkforce.org](mailto:amanda.wall@clackamasworkforce.org)

*Amanda E Wall*

Amanda Wall

Date



Peter Lund (Dec 1, 2021 08:00 PST)

Peter Lund

Dec 1, 2021

Date

Meeting adjourned at 9:30am. Minutes prepared by Amanda Wall.