

**Clackamas Workforce Partnership  
Board of Directors Meeting  
January 22, 2022  
8:30am – 10:45am  
Via Zoom Conferencing Link**



**Clackamas  
Workforce  
Partnership**  
WORKFORCE DEVELOPMENT BOARD

**Attendance:**

Bryce White, Sysco  
Vanessa Stewart, Local 16 Sheet Metal Workers  
David Plotkin, Clackamas Community College  
Aeric Estep, McDonald Miller  
David Green, Citizens Bank  
Stephen Achilles, Exceed Enterprises  
Gordon Harvey, General Sheet Metal  
Peter Lund, SuperGenius Studio  
Cindy Moore, Clackamas County Economic  
Development  
Seth Lyons, DHS Self-Sufficiency  
Tyson Arnold, Timber Lake Job Corps  
Larlene Dunsmuir, Oregon Nurses Foundation  
Brooke Brownlee, Portland General Electric  
Rod Cook, Clackamas County H3S

Tracy Calderon, Oregon Employment  
Department

**CWP Staff:**

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

**Additional Attendees**

Kathy Wilcox, HECC  
Jennifer Harvey, CFCC  
Molly Aleshire, C-TEC Youth Services  
Jennifer Purcell, Office of Governor Kate Brown

Julia Steinberger, HECC  
Adam Freer, Clackamas County  
Eli Vosser, C-TEC Intern  
Jenna Hadeed, C-TEC Intern

**Absent Members:**

Ravinder Waraich, Infocare LLC & 7-11  
Franchise Owner  
Matt Millard, AFSCME Local 328  
Commissioner Martha Schrader, Ex-Officio, Board of County Commissioners  
Tracy Rumpca, Woodcraft Industries  
Kyle Lang, Canby Chamber of Commerce  
Eric Johnston, Todos Juntos  
Doug Franklin, DHS Vocational Rehabilitation  
Jon Irvine, IAM-AW AFL-CIO

## Agenda Item #1: Consent Agenda Items

**Minutes:** The October 2021 Board Meeting Minutes, September 2021 Executive Committee Meeting Minutes (approved by the Executive Committee November 2021).

**Other consent agenda items:** Acceptance of the Financial Report

**Discussion:** N/A

**RECOMMENDATION:** Approval

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

**MOTION:** Peter Lund called a vote by acclamation.

**Consent Agenda Items APPROVED.**

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## Agenda Item #2: Executive Committee Membership

**Presenter:** Bridget Dazey, Clackamas Workforce Partnership

**Discussion:** Bridget Dazey (CWP) called for a brief discussion on our Executive Committee membership and the replacement of resigning member Kyle Lang as Secretary/Treasurer. It was Bridget's recommendation to bring on David Green as Kyle's replacement. Membership to the Executive Committee was discussed with the Board, recruitment to the Committee will continue through the winter, any volunteers to be part of the group can contact Bridget at [bridget.dazey@clackamasworkforce.org](mailto:bridget.dazey@clackamasworkforce.org)

Bridget Dazey (CWP) presented to the Board the members of the 2022 Executive Committee

**Chair:** Peter Lund, Super Genius Studios

**Vice Chair:** Brooke Brownlee, Portland General Electric

**Secretary/Treasurer:** David Green, Secretary/Treasurer & Immediate Past Chair

**Members:** Gordon Harvey, General Sheet Metal, Tracy Rumpca, Woodcraft Industries, Larlene Dunsmuir, Oregon Nurses Foundation and Stephen Achilles, Exceed PDX

**RECOMMENDATION:** Approval

**SUGGESTED MOTION:** I move the Board of Directors approve board member David Green as Secretary/Treasurer of the CWP Board of Directors

**Motion:** Gordon Harvey, General Sheet Metal

**Second:** Stephen Achilles, Exceed PDX

**Motion APPROVED.**

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## Agenda Item #3: Strategic Plan Final Approval & Vote

**Presenter:** Jan Filgas, Clackamas Workforce Partnership

**Discussion:** Jan Filgas (CWP) presented to the CWP Board of Directors the final modifications to our 2021-2024 Strategic Plan, per the recommendations and feedback for clarification given to us by HECC. The modification will be posted on our website for public comment for the next 30 days.

**RECOMMENDATION: Approval**

**SUGGESTED MOTION:** I move the Board of Directors approve the 2021-2024 Strategic Plan for Clackamas Workforce Partnership

**Motion:** David Green, Citizens Bank

**Second:** Seth Lyon, DHS Self Sufficiency

**Motion APPROVED.**

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#### **Agenda Item #4: Advisory Group Updates**

##### **Advisory Group Updates:**

**People:** Adam Freer (Clackamas County) and Amy Black (CWP) gave a brief overview of the People Advisory Groups current work. The next meeting of the group is scheduled for February 1, 2022. Most recently, the group redid the charter and goals for the advisory group. (a copy of the new charter can be found in **Appendix A** of these minutes). Board members continued to discuss post-pandemic participation rates, increased outreach efforts and additional federal services that may be available.

**Business:** Amy Oakley (CWP) shared with the Board an overview of the quarterly meetings the Business Advisory Group has had – one in May and another in September – which gives the business advisory group members an opportunity to advise CWP staff on business related initiatives and provide feedback to help guide our outreach and service delivery to the business community. Amy reported that David Green will be stepping down at chair for the business advisory group but will remain a member of the team and thanked him for his continued contribution and service to CWP. New members include Michelle Neuts (WorkSource Regional Business Services), Bryce White and Stephen Achilles. Finally, Amy reported to the Board that the Business Goal Advisory Group is merging with the Clackamas Coordinated Business Services team moving forward. The merge will allow us to better understand how businesses are served in our system and identify areas where coordination and service delivery can be improved. Additional quarterly meetings have not been scheduled at this time.

**Quality Jobs:** Amy Oakley (CWP) discussed the details of the Quality Jobs Initiative with the Board. The project is facilitated by CWP and the other two workforce boards from the Portland-Vancouver area (CWWC). The Quality Jobs Council is made up of about 20 members from both public and private sectors. The Council is meeting regularly between August 2021 and January 2022 (note the final Council meeting is scheduled for January 31, 2022) with a primary objective of developing a Quality Jobs Framework for our region. Members of the Council include Tracy Rumpca (Woodcraft Industries), Victoria Meinig (Executive Director of the Oregon City Chamber) and Martine Coblentz (the Equity and Inclusion Officer for Clackamas County). Currently, the framework is in draft form, but will be finalized in February and will define a quality job for our region, provide a set of job quality standards and guidance the regional employers will be able to adopt, incorporate feedback from engaged partners, include a toolkit and initial roadmap of actions and implementation steps. The framework will fall into 6 themes: prepare, recruit, hire, onboard, retain and advance.

**Systems:** David Plotkin (Clackamas Community College) gave a brief overview of the System's Advisory Groups current work. The next meeting of the group is scheduled for February 2022 where the group will determine benchmarks and measurements for success for the new goals, as well as revise current measurements for the older goals (as needed). The group will also review a third-party assessment of the public workforce system (WorkSource Oregon) that was the result of SB 623. The goal will be to align SAG activities with the findings and recommendations from SB 623 report, including those related to: shared governance & accountability, communication structures, public engagement, equitable service delivery and accessibility. SAG will assist in the creation and implementation of local actions stemming from SB 623 findings, including a tool or process for equitable service delivery that spans organizations and systems of service.

**Action Item:** Send copies of the Advisory Group Dashboards to Board Members for review.

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### **Agenda Item #5: Workforce Modernization Assessment Report on the Oregon Workforce System**

**Presenter:** Bridget Dazey, Clackamas Workforce Partnership

**Discussion:** Bridget Dazey (CWP) provided an overview of the Workforce Modernization Assessment Report done by the Coraggio Group to the Board of Directors. The goals of this assessment were to identify service and resource gaps that may impeded the WorkSource Oregon (WSO) system's effectiveness in serving those most impacted by COVID-19, identify ways to improve the user experience and increase access for disenfranchised communities and to improve alignment with agencies and nonprofits that provide culturally specific services. The report brought forth 11 key themes including that WSO is seen as ineffective in directly connecting Job Seekers to Employers and there is skepticism regarding whether iMatchSkills is a competitive position when compared to private job matching platforms. As a result, the Coraggio Group recommended several changes to the Intake Process, iMatch Skills, Points of Contact, Accountability, Evaluation and Transparency.

**Next Steps:** Sends copies of the one pager, themes and findings and initial assessment report to the Board of Directors for review, along with a link to the CIC presentation on [WorkSource Oregon Year in Review](#)

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### **Agenda Item #6: Commissioner's Update**

**Presenter:** Cindy Moore, Clackamas County Economic Development

**Discussion:** Cindy Moore (Clackamas Economic Development) gave a brief update for Commissioner Schrader who was unable to attend the January board meeting. Cindy shared the following update:

Commissioner Schrader is going to bring the Good Jobs Challenge support letter request to her colleagues to consider and approve next Tuesday at their Issues meeting.

Commissioner Schrader will remain as the BCC representative on the CWP Board, with Commissioner Fischer as her alternate. This is the result of the recent BCC Retreat.

Commissioner Schrader and the BCC remain committed to working on childcare as an economic/workforce driver in Clackamas County.

**Next Steps:** Send a copy of the EDA Good Jobs Challenge CWWC Executive Summary to the Board of Directors for review.

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#### **Agenda Item #7: Office of Workforce Investment - HECC**

**Presenter:** Julia Steinberger, Interim Director for HECC

**Discussion:** Julia Steinberger (HECC) gave an overview of the Future Ready Oregon legislation set to go to the short session this winter, a report out that the CIC during 2022 will primarily focus on governance. All the feedback HECC received in 2021, will be taken into account and continue to work to figure out how best to make it all work, and what systems need to be improved upon. Finally, Julia spoke about the New World of Work and the Youth Programs for 2023. The New World of Work is the program that the Essential Employability Skills report focuses on <https://newworldofwork.org/>.

**Next Steps:** None at this time.

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#### **Agenda Item #8: Office of Governor Kate Brown, Workforce Development**

**Presenter:** Jennifer Purcell, Workforce Policy Advisor

**Discussion:** Jennifer Purcell, Governor Kate Brown's Workforce Policy Advisor, gave the Board of Directors an overview of the Future Ready Oregon legislation for the winter session. Jennifer shared with the Board the proposed investment in the State to help advance a diverse workforce under three proven workforce investments: leveraging existing successes by expanding investments in programs that are successfully providing career-connected learning opportunities, competitive workforce readiness grants, benefits navigators pilot programs, industry consortia pilots an investment in assessment, accountability and continuous improvement to ensure that the criteria for funding all activities continue to serve the priority populations throughout the State of Oregon.

**Next Steps:** Send a copy of the Future Ready Oregon handouts to the Board of Directors for review.

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#### **Agenda Item #9: Legislative Update – Open Session**

**Presenter:** Bridget Dazey, Clackamas Workforce Partnership

**Discussion:** Bridget Dazey (CWP) shared with the Board of Directors a break down of the Future Ready Oregon proposed investments versus the Oregon Workforce Partnership investment ask and what those differences mean to our system. Bridget also discussed with the Board how we can be advocates for this legislation by asking for bi-partisan support, send letters of support and asking our legislators for meetings to hear our stories and successes.

**Next Steps:** None at this time.

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**Agenda Item #10: Executive Director Update**

**Presenter:** Bridget Dazey, CWP

**Discussion:** Bridget Dazey (CWP) gave an Executive Director update covering the following information:

- A staffing update on transitioning staff members including Brent Balog, Bryan Fuentes and Amanda Wall. New titles and roles are still forthcoming but hiring will start for a new Executive Assistant in the coming weeks.
- A request for volunteers for guest blogs and other communications in the future
- A request for volunteers to review the IT procurement RFQ and future volunteers for the Youth RFP review group
- Upcoming Events: March 2022: Resource & Jobs Fair at the Canby Fairgrounds (postponed from January 2022)

Next Steps: Send the Board of Directors a request for volunteers for the RFQ/RFP reviews.

**The meeting was adjourned at 10:45am.**

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Amanda Wall 4/21/2022

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Peter Lund (Apr 22, 2022 15:06 PDT)

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Amanda Wall

Date

Peter Lund, Board Chair

Date






# CWP January 2022 Board Meeting Minutes

Final Audit Report

2022-04-22

Created:	2022-04-22
By:	Amanda Wall (amanda.wall@clackamasworkforce.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAEFaOLGfjsKtaeA3B50XPdYXrPLHnFsDU

## "CWP January 2022 Board Meeting Minutes" History

-  Document created by Amanda Wall (amanda.wall@clackamasworkforce.org)  
2022-04-22 - 6:16:06 PM GMT- IP address: 76.115.37.60
-  Document emailed to Peter Lund (peter@supergenius-studio.com) for signature  
2022-04-22 - 6:16:57 PM GMT
-  Email viewed by Peter Lund (peter@supergenius-studio.com)  
2022-04-22 - 10:06:21 PM GMT- IP address: 66.249.84.197
-  Document e-signed by Peter Lund (peter@supergenius-studio.com)  
Signature Date: 2022-04-22 - 10:06:44 PM GMT - Time Source: server- IP address: 73.157.149.147
-  Agreement completed.  
2022-04-22 - 10:06:44 PM GMT