

**MINUTES**

**BOARD MEETING**

**November 19, 2020**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Kelly Morgan (B) | X | Doug Eberlein (B) | X | Andy Owens (B) |
| X | Robert Westerman |  | Mike Lehman | X | Mike Hicks |
| X | Joe Benetti (B) | X | Debbie Sargent | X | John Whiteley (B) |
| X | Bryan Grummon (B) | X | Ali Mageehon | X | Wayne Patterson |
| X | Georgia Nowlin (B) | X | Amy Kincaid |  | Neal Brown (B) |
|  | Courtney Niebel | X | Marcia Hart | X | Robin Van Winkle |
|  | Stephanie Smith (B) |  |  |  |  |

14 members were present, making up 74% of total members with more than 25% representing Businesses. Confirmation of Quorum established.

**MINUTES**

1. The meeting was called to order at 12:00 by Joe Benetti.
2. **PUBLIC COMMENT SESSION**: No Public Comment

# BOARD ACTION ITEMS



1. **DISCUSSION AND POSSIBLE ACTION:** Consent Agenda (Approved with One Motion)
   * Meeting Minutes – August 20, 2020
     + Motion made by Georgia Nowlin to approve the minutes as presented.
     + Motion seconded by Bryan Grummon
     + Motion to accept the minutes as presented passed unanimously.
2. **DISCUSSION AND POSSIBLE ACTION:** Strategic Plan; *Annie Donnelly*

* Following discussion of the status of the strategic plan, the Board agreed to reconvene the strategic planning review team.

1. **INFORMATION:** COVID-19; *SOWIB Staff*
   * Personal Protective Equipment (PPE)
     + SOWIB supply totals distributed.
       - over 121,000 face masks
       - over 450 gallons of sanitizer
     + SOWIB is partnering with Business Oregon to distribute PPE to regional businesses. We are awaiting more information and supplies from Business Oregon.
   * Community Safety Ambassadors (CSA) – conducted 1634 visits to local businesses in Curry and Coos counties. providing over 20,000 face masks and safety informational material. CSA’s reported greater than 99% compliance in every town canvassed.
2. **INFORMATION:** SOWIB Projects Update; *SOWIB Staff*

* *WorkSource Center Update* – Offices remain closed through at least 12/31/2020. Updated Board on virtual services and phone system.
* *Unemployment Income Benefits* Update – Many recipients may run out of benefits as of 12/31.
* *Transportation Sector*–
  + report of 23 drivers trained so far this year. Demand for the trained staff with a current Commercial Driver’s License (CDL) remains high.
  + Umpqua Valley Transportation Sector Project update
  + Coast Trucking School is up and running in Coos County. SOWIB staff supported the creation of this new rural Commercial Truck Driving school
* *Fire Recovery –* SOWIB has received a dislocated worker emergency grant to assist with the fire recovery.
* *Youth Development Division –* SOWIB has submitted a grant application with an unprecedented number of letters of support for a grant to expand our regional youth reengagement program.
* *Grants Update – SOWIB is applying for one of The Ford Family Foundation grants*
* *Maritime Sector Partnership* – SOWIB is partnering in a statewide Maritime Workforce Education Initiative Group
* *Community Health Worker (CHW) -* SOWIB hascreated a Learning Management System and developed curriculum to allow online facilitated training of Community Health Workers. Community Health Workers continue to be in high demand in our region.

1. **AUDIT PRESENTATION with Lonnie Rich**

* Lonnie Rich of Aiken and Sanders presented the financial statement audit including the federally required single audit. SOWIB received a clean audit with no findings.
  + Andy owned made a motion to accept the audit as presented.
  + Debbie Sargent seconded the motion.
  + The motion to accept the audit as presented passed unanimously.

# BOARD DEVELOPMENT/COMMUNITY UPDATE



# STANDING REPORTS

1. **INFORMATION:** Performance update presented by *Rena Langston*
2. **INFORMATION**: Service Provider update, WSO/HIPPO presented by *Chelsea Corliss*
3. **ONE-STOP OPERATOR UPDATE:** SOWIB has contracted with OMEP for One Stop Operator. Kendall from OMEP is unable to join us today, hopefully she can attend next meeting. Tina Carpenter updated the Board on One Stop reviews and status.
4. **INFORMATION**: Apprenticeship update presented by *Alane Jennings*
5. **INFORMATION:** Financial update including Balance Sheet, Statement of Revenue and Expenses, Provider expenses and the annual 990 tax return presented by *Angie Billings*
6. **INFORMATION:** Executive Director Report presented *Kyle Stevens*

Meeting was adjourned at 1:39 pm

Meeting Calendar Availabl[e at www.SOWIB.ORG](http://www.sowib.org/)