



BOARD MEETING 2021-Q4
November 18th, 2021
12:00 PM – 2:00 pm
ZOOM Meeting

X	Kelly Morgan (B)	X	Doug Eberlein (B)	X	Andy Owens (B)
X	Robert Westerman	X	Ben Messner (B)	X	Mike Hicks
X	Joe Benetti (B)	X	Debbie Sargent	X	Jimmy Swanson (B)
X	Dave Sanders (B)	X	Ali Mageehon		Wayne Patterson
	Stephanie Smith (B)		Amy Kincaid	X	Heidi Hill (B)
X	Misha Hernandez	X	Marie Simonds (B)	X	Robin Van Winkle
X	Laura McKeane (B)				

Unable to attend, prior notice given

MINUTES

1. Meeting called to order at 12 noon by Joe Benetti. 16 of 19 members present, making up 84% of total members and 53% representing Business. Quorum confirmed.
2. **PUBLIC COMMENT SESSION:** None
3. **Introduction of New Board Member**

Laura McKeane, Director of Oral Health Services, AllCare Health is welcomed to the board.

BOARD ACTION ITEMS

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4. **DISCUSSION AND POSSIBLE ACTION:** Consent Agenda (Approved with One Motion)
 - Meeting Minutes – August 19, 2021
Motion to approve carried unanimously.
 5. **DISCUSSION AND POSSIBLE ACTION:** New & Revised Policies; *Rena Langston & Angie Billings*
 - NEW - A-109 Dispute Resolution- added after SCREL joined
 - REVISED – A-102 Code of Conduct – merges our previous policy with that of SCREL’s
 - REVISED – P-203 Incident Reporting – language references HECC rather than CCWD
 - REVISED – PW-310 Work Experience – previous policy only impacted youth, now includes adults and dislocated workers
 - REVISED – SOWIB Personnel Policies Handbook – add Juneteenth (6/19) as a

holiday, in exchange for a community service day; clarification re: full time staff and benefits

Motion to approve all policies carried unanimously.

6. DISCUSSION AND POSSIBLE ACTION: Budget Modification Request and COLA

Discussion; *Angie Billings*

- Budget Amendment Request of \$1,286,213 includes the SCREL budget for 9 months, State General Fund grants that were unknown in May, and updates to the Department of Labor grant re: Medical Assistant Apprenticeship.

Motion to approve budget modification carried unanimously.

- Discussion by numerous board members regarding how other organizations are handling COLA, using CPI-W or CPI-U as a guideline. General agreement that retention of workforce is important, and that we are in unusual times re: inflation. Suggestion that Board members develop a standard to guide decision making re: COLA in the future

Motion to approve a 6% COLA increase for this year, effective January 2022, carried unanimously.

BOARD DEVELOPMENT/COMMUNITY UPDATE

7. INFORMATION: *Sara Stephens*

- South Coast Regional Early Learning (SCREL) – description of programs and projects.

8. INFORMATION: *Kyle Stevens*

- PPE Final – SOWIB to distribute all remaining PPE stored at Pony Village Mall before 12/31/21 to meet federal grant requirements.
- Where is the Workforce? Video from Oregon Employment Economist, Gail Krumenauer
- All roads lead to Housing and Childcare – unemployment rate at 4.4 % vs 28% of those working prior to COVID who've not returned to work. Discussion of efforts to return people back to work with limitations re: COVID, single earner families, and 5,000 to 15,000 fewer childcare slots available.
- Justice Involved – Team formed to expand offering expungement of some nonviolent criminal history records that limit participation in the workforce. This new approach greatly reduces cost per participant.

9. INFORMATION: *Operations; Kyle Stevens*

- *Legislative Ask* – No pending grant applications, but Oregon Workforce Partnership is requesting \$50 million in current legislative session.

10. INFORMATION: *SOWIB Projects Update; SOWIB Staff*

- Summer Incentives - Final report given. 74 total participated, 16 students completed high school diplomas in Coos, Curry and Douglas Counties, and received \$1,000 awards.
- Recruit HIPPO - mall sports complex will move from JC Penneys to Macy's location
- Legislative Visit – Truck Driving School, Youth Programs and Childcare needs were addressed in a short 90-minute visit
- Community Health Worker – summary report; 110 certified to date
- Southern Oregon Trade Center Expo; 98 exhibitors, 45 schools, over 500 high school students participated.

11. INFORMATION: *Alane Jennings*

- MA Program Update. Over 175 apprentices to date; goal to engage 50 employers and be active in all Oregon counties by July, 2022.

STANDING REPORTS

12. INFORMATION: *Performance and Enrollment Comparisons; Rena Langston*

-Description of programs, case management, new staff, and pandemic numbers

13. INFORMATION: *Service Provider Update, WSO/HIPPO; Mellissah Hendrickson*

-Workforce OYCC crew to address fire damage and cleanup. Enrollments led to scholarships in healthcare and transportation industry. Added Service Ambassador position. Also described outreach efforts and social media updates. Recruit Hippo will return to in person Industry Tours in December.

14. INFORMATION: *One-Stop Operator Update, Kendall Lenhares*

Kendall was unable to attend, Tina gave an overview of Kendall's role and plans for future work with customer flow and center operations.

15. INFORMATION: Finance Update, Angie Billings

-Discussion of audit, new database build, new hire to support SCREL coming on board, and additional grants. Review of policies and procedures to have them be universally applicable.

16. No Executive Session held *-Staff and board members discussed options for how to address evaluation process. Suggestion to include spreadsheet of ED's accomplishments in the past year, and anonymous staff input. Rachel offered to share other WIB templates for ED performance review.*

Meeting adjourned at 1:40 pm.

Meeting Calendar Available at www.SOWIB.ORG