



MINUTES

- 1. Call to Order and Confirmation of Quorum**
- 2. Introduction of New Board Members/Resignations**

X	Kelly Morgan (B)	X	Jason Traylor (B)	X	Andy Owens (B)
	Robert Westerman	X	Ben Messner (B)		Mike Hicks
X	Joe Benetti (B)	X	Debbie Sargent		Jimmy Swanson (B)
X	Dave Sanders (B)	X	Ali Mageehon	X	Wayne Patterson
	Rhonda Amer (B)		Amy Kincaid		Chris Guastafarro (B)
	Misha Hernandez	X	Marie Simonds (B)	X	Rachel Pokrandt
X	Laura McKeane (B)				

Names in red -unable to attend, prior notice given.

Meeting was called to order at 12:03 pm by Joe Benetti. 10 of 17 members were present, making up 59% of total members with 47% representing Business.

- 3. PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this Agenda, which is before this Board for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes

No public comment was presented.

BOARD ACTION ITEMS

- 4. DISCUSSION AND POSSIBLE ACTION:** Consent Agenda (Approved with One Motion)

- Meeting Minutes – August 18th, 2022

Motion to approve minutes and consent agenda made by Andy Owens and seconded by Debbie Sargent. Motion to approve minutes as presented carried unanimously.

- 5. PRESENTATION:** HR Any Day Consulting; Amber Follick

- Employee Handbook

Discussion of changes proposed. Agreed to allow board members time to review prior to seeking approval via upcoming email meeting.

- 6. DISCUSSION AND POSSIBLE ACTION:** Finance; Angie Billings

- COLA Review
Discussion of inflation index and COLA adjustments. Members also discussed the role of the board versus the role of the Executive Director regarding these decisions. Suggestion to create a committee to review Bylaws. Motion to approve a COLA of 8.65% and to create a prorated model for those working more than 90 days, made by Andy Owens and seconded by Ben Messner. Motion to approve carried unanimously.
- Capital Purchases Update for Driving Prosperity trucking sector initiative
Motion to approve an additional Capital Outlay spending authority of \$17,000 to complete purchase of the Van and Simulator was made by Andy Owens and seconded by Debbie Sargent. Motion to approve carried unanimously.

7. DISCUSSION AND POSSIBLE ACTION: SCREL; Sara Stephens

- Updated Bylaws (*See packet*)

Motion to approve proposed changes to SCREL Bylaws made by Andy Owens and seconded by Marie Simonds. Motion to approve carried unanimously.

SOWIB Projects

8. INFORMATION: Operations; SOWIB Staff

Staffing Changes/Recruitment – Alane Jennings and Angie Billings are retiring. SOWIB will be hiring for those positions, Youth Employment Advisors, and a new position for bookkeeper will be opening.

- New Organizational Chart - *Discussion of changes to organizational structure*
- HECC Audit – *completed 11/21, no observations and no findings. Anticipated that SOWIB's full audit will be completed by year end.*

9. INFORMATION: SOWIB Staff

- Childcare Sector Video – *described Substitute Pool Project, and Launch and Learn Project to support opening of new licensed childcare facilities,*
- Business Service Booklet – *newly updated; both print and online version, and link also available on SOWIB website*
- Working Together Conference – *well attended and included Early Learning Partners*
- Recruit Hippo/OYEP/Summer Incentive – *staff placed in local high schools providing career connected services to students who are undecided regarding post-graduation. OYEP project includes training and paid work experience for youth. The Summer Incentive program incentivized completing credits over the summer, with 96 enrolled, 18 graduated and 14 students receiving their GED.*
- Sector Update – *six sectors. Industry partners assisting SOWIB with identifying needed actions and goals. They generally meet monthly or quarterly.*
- Prosperity 10K – *funding to work with targeted populations to remove barriers to returning to work. New providers are responsible for using those funds, which are*

being underutilized at present.

- *EDA Good Jobs Challenge-Driving Prosperity – Currently staff are developing marketing campaigns and purchasing simulators.*
- *Continue Virtual Board Meetings? – discussion about holding hybrid Board meetings next year, in person in Coos, Curry and Douglas Counties and those who are able to attend remotely can do so.*

STANDING REPORTS

10. INFORMATION: *Service Provider Update/Performance; Rena Langston – eight new providers currently in operation. SOWIB awarded over 3.3 million to providers. Discussion of barriers to youth, including basic skills deficiencies, justice involvement, and disabilities. For adults, additional barrier of single parent and lack of affordable, reliable childcare.*

11. INFORMATION: *South Coast Regional Early Learning Hub Update; Sara Stephens - Partnerships with SOWIB and SCREL have led to the addition of 103 infant and toddler spots and 180 preschool age childcare spots in Coos, Curry and Douglas Counties over the past two years. Additional challenges remain, especially with a shortage of facilities that meet health and safety standards.*

12. INFORMATION: *One-Stop Operator Update; Kendall Lenhares -update of One-Stop Operator role*

13. INFORMATION: *Finance Update; Angie Billings – midyear budget update. Detailed annual budget process to be addressed in February.*

14. INFORMATION: *Apprenticeships; Alane Jennings and Laura Klivans discussed growth of Medical Assistant Apprenticeship and launch of Early Childhood Education Apprenticeship.*

15. ADJOURNMENT 1:35 pm