



BOARD MEETING

November 15, 2018

12:00 pm – 2:00 pm

WorkSource Coos

990 S. 2nd St.

Coos Bay, OR 97420

<https://global.gotomeeting.com/join/502568245>

AGENDA

1. Call to Order and Confirmation of Quorum

<input checked="" type="checkbox"/> Kelly Morgan	<input checked="" type="checkbox"/> Joe Benetti	<input checked="" type="checkbox"/> Jason Aase
<input checked="" type="checkbox"/> Georgia Nowlin	<input checked="" type="checkbox"/> Andy Owens	<input type="checkbox"/> Ali Mageehon
<input type="checkbox"/> Jon McAmis	<input checked="" type="checkbox"/> Bryan Grummon	<input checked="" type="checkbox"/> Robert Westerman
<input type="checkbox"/> Wayne Patterson	<input checked="" type="checkbox"/> Mike Lehman	<input type="checkbox"/> Amy Kincaid
<input checked="" type="checkbox"/> Doug Eberlein	<input checked="" type="checkbox"/> Debbie Sargent	<input type="checkbox"/> Brian Burke
		<input type="checkbox"/> Neal Brown

X = Board Members Present (or on the conference line), Quorum Established with 10 members in attendance.

2. 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

Two staff members from Kairos joined us and shared a desire to participate in Youth Collaborative Partnerships.

BOARD ACTION ITEMS

3. DISCUSSION AND POSSIBLE ACTION: Consent Agenda

- Minutes of May 17, 2018 and August 16, 2018 Board Meeting
- Fiscal Update

Andy Owens made a motion to approve the Meeting Minutes

Debbie Sargent seconded the motion

Motion carried with Unanimous approval

4. DISCUSSION AND POSSIBLE ACTION: Nominate and elect a new SOWIB Secretary to fill the current vacancy; *Jake McClelland*

Joe Benetti volunteered to serve as the Board Secretary. No other nominations or volunteers.

Georgia Nowlin mad a motion to elect Joe Benetti as Secretary

Andy Owens seconded the motion

Motion carried with Unanimous approval.

5. DISCUSSION AND POSSIBLE ACTION: Review, discuss and accept SOWIB's audited financials for the year ending June 30, 2018; *Lonnie Rich, Aiken & Sanders, Inc.*

Lonnie Rich of Aiken & Sanders presented the Audited Financial Statements and the Board And Management Communication. He shared confidence that the statements are fairly presented, and no material weaknesses or questioned costs were found.

Lonnie also shared upcoming changes to the requirements of financial statements related to restricted funds that will result in a different presentation next year.

Andy Owens made a motion to accept the audited financial statements

6. INFORMATION: Review, discuss and approve a proposed revision to the current check signing/approval process; *Angie Billings*

General discussion regarding Board preference for check signing and processes. The current electronic payment limit of \$100,000 excludes many of the WIOA provider payments now that we have one provider for all three counties.

The Board agreed to remove the dollar limit on the Provider payments. The Board agreed to reduce the limit for all other payments to \$25,000.

Further discussion around having a second signature on checks over \$5,000. The Board agreed to drop the second signature and requested a quarterly list of checks paid. SOWIB staff will incorporate these changes into the policy and send it to the Board for an email vote.

7. DISCUSSION AND POSSIBLE ACTION: Review, discuss and approve a proposed Customized Training policy; *Jake McClelland & Angie Billings*

Mike Lehman made a motion at approve the proposed Customized Training Policy. Joe Benetti seconded the motion.

Motion passed with Unanimous approval.

BOARD DEVELOPMENT/COMMUNITY UPDATE

8. INFORMATION: Staff presentation on 2018 Year-in-Review and 2019 Planning; *Jake McClelland & Kyle Stevens*

Review and report on Primary Strategic Goals identified by the Board

1. Innovate Training models
 - a. MA Apprenticeship
 - b. CPT Program
2. Increased Organization Capacity / Expanded Funding
 - a. Over 1 million dollars new funding this year
3. Collaborative Solutions / Sector Strategies
 - a. Nurse/Nurse Faculty
 - b. County Workgroups
4. Youth Engagement / “Soft Skills”
 - a. Career Navigators
5. CTE Partnership
 - a. Gold Beach High School “AvanTech Project”
 - b. Shared Position with Partnership with Umpqua Economic Development Partnership (UEDP) and Douglas ESD

Rachel Soto, with the State of Oregon Office of Workforce Investments responded to Board member questions

STANDING REPORTS

9. INFORMATION: Performance/Monitoring Update; *Kyle Stevens*
Rena Langston provided updates on SCBEC contract performance to **date**.

10. INFORMATION: Local Leadership Team Update; *Debbie Sargent*

Our One Stop Operator, Tina Carpenter, provided an update on the Local Leadership Team

11. INFORMATION: Executive Director Update; *Jake McClelland*

Jake introduced new SOWIB and OED staff.

Meeting was adjourned at 2:15
