



**BOARD MEETING 2021-Q1**  
**May 20, 2021 12:00 PM – 2:00 pm**  
**ZOOM Meeting**

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

**MINUTES**

1. Meeting called to order at 12 noon by Joe Benetti. 13 members were present making up 68% of total members and 32% representing Businesses. Quorum confirmed.
2. **PUBLIC COMMENT SESSION:** No Public Comment Presented

**BOARD ACTION ITEMS**

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3. **DISCUSSION AND POSSIBLE ACTION:** Consent Agenda (Approved with One Motion)
    - Meeting Minutes – February 21<sup>st</sup>, 2021

Chair *Joe Benetti* suggested a new procedure regarding motions. The chair to ask for a motion and any approvals as well as opposed so that we no longer track who made and seconded the motion. All board members agreed to new procedure.

Motion to approve consent agenda carried unanimously.

4. **DISCUSSION AND POSSIBLE ACTION:** Policy/Bylaws Update; *Rena Langston*  
 Brief summary of PW-308 Basic Skills Deficient.

Motion to approve Policy PW-308 carried unanimously.

5. **DISCUSSION AND POSSIBLE ACTION:** 2021-2022 SOWIB Budget; *Angie Billings*  
Review of proposed expenditures and anticipated funding. This is a preliminary budget with the currently available data. It is very likely we will return with amendments as more information emerges.

Motion to approve 2021-2022 Preliminary SOWIB Budget carried unanimously.

6. **DISCUSSION AND POSSIBLE ACTION:** RFP for Youth Services; *Rena Langston*  
South Coast Business (SCB) was the only applicant. Committee to review the proposal. No board action needed at this time.

7. **DISCUSSION AND POSSIBLE ACTION:** Strategic Plan Update; *Annie Donnelly*

Update to continue with the process per state requirements.

## **BOARD DEVELOPMENT/COMMUNITY UPDATE**

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8. **INFORMATION:** COVID-19; *Kyle Stevens*

- PPE-Business Oregon Allocation – still plenty of supply on hand; stored for now.
- UI and UI Benefits Example, Current UI Numbers- expanded discussion of hot jobs list, employer needs, job-seeker behavior, and employers increasing wages to attract candidates.
- Opening Plan - extensive process, 45 page document
- SCBEC Staffing, (6 current openings, sign on bonuses) Customer Outreach, Employer Needs
- SOWIB Funding & Staffing – reduction of two positions by 6/30/21, potential to add different positions after 7/1/21 if funding allows.
- SB 623, HB 2092, HB 2820 – brief overview of relevant legislation pending and potential impact to Workforce Boards.
- Vaccine Efforts – no current need for labor to support vaccine distribution effort; supply of needles still on backorder for Curry Health Network.
- Grant Applications submitted: Youth Development Division (YDD) for \$49,000 (received); still pending notification of awards-- Meyer Memorial Trust for \$116,000, and Oregon Community Foundation for \$200,000.
- Next YDD Grant Cycle—overview of potential available funding for next year
- Summer Youth Enrichment – Over \$200,000,000 authorized statewide. It is a fast rollout and has to be spent this summer. SOWIB is looking to partner with local districts if they are interested; utilizing Recruit Hippo and other existing programs for in and out of school youth.

**9. INFORMATION:** WIOA Board Compliance: *Kyle Stevens*

- DOL Audit 6/28-7/9 – Now anticipated September
- Recertification
- Conflict of Interest Policy
- Board Membership Eligibility – To be compliant with WIOA policy 107B, the Chief Local Elected Officials (CLEOs) need to remove 4 members who've not been attending and 4 members who no longer meet the requirements due to a change in their status as business owners. Seeking suggestions for new members to bring us into compliance. SOWIB to send out nomination forms and forward those suggestions to CLEOs to get nominations in place.
- Plan for New Board Members—outgoing members can assist by identifying members of their industry who might be interested in serving, following the process outlined above.
- Advisory Committee -outgoing members are invited to serve on an advisory committee as a way to stay involved in representing their communities.
- Annual Report- see link to document (<https://l.ead.me/bc7zqA>)

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

- Coast Trucking School- 24 students have passed; advertising push; discussed an instance of failed drug test when applying for CDL and consequences to securing employment as a truck driver.
- Douglas Fire Recovery- 12 crew members began first project; meeting with BLM in the coming weeks to get the next crew started in the same area.
- Umpqua Valley Transportation Partnership Update (Video) – to address shortage of truck drivers within the industry.  
<https://www.youtube.com/watch?v=kRBmtdLIRBg>
- YDD Pilot – Apricot 360 data system to track youth re-engagement; includes case notes, better tells the story of how youth are being served
- Bandon Dunes (Video)  
[https://youtu.be/3SJ\\_GZ95pvM](https://youtu.be/3SJ_GZ95pvM)

## STANDING REPORTS

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

Enrollment numbers reported ; partner is using social media to attract job seekers. Kudos to SCB staff to be flexible and responsive to customer needs during COVID restrictions.

*Rena Langston*

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

SCB campaign for Training Unemployment Insurance; texting campaign, mail chimp, emails as outreach. Ambassador position receiving responses via Facebook. Data shared re: adult and youth participation as well as business services. Social media continues to be a useful tool. Recruit Hippo; 335 student meetings at 30 schools using

virtual tools as many campuses have remained closed to outside providers.

**13. INFORMATION:** One-Stop Operator Update, *Kendall Lenhares*. Summary of re-opening work. Scenario 2 will be by appointment only.

**14. INFORMATION:** Finance Update, *Angie Billings*  
Brief Summary of of budget, COVID impact, participant expenses

**15. INFORMATION:** Apprenticeship Update; *Alane Jennings*  
138 apprentices to date, 3 new sites in Hood River, Clatsop and Multnomah Counties as well one new site in Humboldt County, California. Plan is to be self-sustaining post federal grant 7/1/22.

**16. INFORMATION:** Executive Director Report; *Kyle Stevens*  
We are entering a challenging time re: funding decreases with potential wave of job seekers as COVID unemployment benefits expire in September. SOWIB to continue to remain nimble, innovative, and responsive to needs within the region.

Meeting Adjourned at 1:30 pm.