MINUTES

NORTHWEST OREGON WORKS
BOARD OF DIRECTORS
MEETING

June 28, 2024

Oregon Coast Community College

Present:

Board:
Tony Erickson, Oregon AERO, Chair; **Todd Simmons**, Tillamook Peoples' Utility District; **Angeline Chan-Pepper**, Oregon Employment Dept.; **Eric Sherman**, IBEW Local 932; **Kirstin Salmi**, WCT Marine; **John Hawkins**, Service Employees International Union; **Gabe Gurule**, Corvallis Fire Department; **Greg Morill,** Bergson Construction Inc.; **Than Tussing**, Fast Lube and Oil; **Carrie Norris,** Samaritan Health Service; **Heather Taksdal,** Zwald Transport Inc.; **Mario Calderon**, Local 737; **Terre Cooper,** Tillamook County Economic Development; **Zach Poole**, Pig' n Pancake, Vice Chair/Secretary;

Excused: Ann Buchele, Linn-Benton Community College; **Lauren Smith**, DHS, Vocational Rehabilitation; **Linda Dugan**, Linda Dugan Insurance; **Lisa Avery,** Linn-Benton Community College; **Paul Davis**, JBT Lektro; **Whitey Forsman**, Pacific Oyster;

Consortium:
Pat Malone, Benton County Commissioner; **Pamela Wev,** Clatsop County Commissioner; **Casey Garrett**, Columbia County Commissioner; **Casey Miller**, Lincoln County Commissioner; **Doug Olson**, Tillamook County Commissioner;

Staff:
Jason Swain, NOW CCO; **Adrienne Peters**, Project Manager; **Logan Garner**, Youth Programs Manager; **Emily Schwartz**, Accounting Technician; **Brittney Lane**, Executive Assistant; **Aylee Rhea,** Program Manager; **Heather DeSart**, Executive Director; **Kortnie Williams**, Behavioral Health Program Coordinator; **Katrina Sturgeon**, Workforce Benefit Navigator;

1. **CALL TO ORDER, CONFIRMATION OF POSTING, and ROLL CALL**
   Chairman Erickson called the Meeting to order at 10:03am.
   Chairman Erickson asked for confirmation of the public posting of the meeting; Ms. Lane confirmed; Roll Call taken, quorum was established.

2. **REVIEW and APPROVE AGENDA**

Agenda was approved with one correction: the staff's recommendation to approve policy changes to P01 shall be deleted due to updated advice from the state. This item will be brought before the board in another board meeting once changes have been made.

MOTION: Eric Sherman **SECOND: Mario Calderon** **MOTION CARRIED.**

3. **PUBLIC COMMENT SESSION**

No public comment was made.

4. **CONSENT CALENDAR**

- Accept Staff's recommendation to approve the Minutes of the April 26, 2024 Board Meeting.
- Accept Staff's recommendation to approve the Board Meeting dates for Plan Year 2024-2025.
- Accept Staff's recommendation to adopt and add ~~Construction~~ and Transportation as a combined sector addition to Northwest Oregon Works.

After much discussion, all items of the consent calendar were approved, except adding Construction as a sector to NOW. It was stated at this meeting that there should be other outside meetings and discussions about the Construction sector being added to NOW.

MOTION: Greg Morrill **SECOND: Eric Sherman** **MOTION CARRIED.**

5. **DISCUSSION and POSSIBLE ACTION** – Kirstin Salmi, NOW Board Treasurer, and Jason Swain, NOW CFO
    - Accept the Staff and Board Treasurer's recommendation to approve the forecasted PY2024-25 Annual Budget (15 minutes)

Kirstin gave an indepth overview of the projected budget for PY24-25. There weren't any questions put forth by the board regarding the budget. Commissioner Pat Malone did ask about monitoring and how that was going. Jason Swain responded by saying that all of our monitoring was done and there were no findings and that everything went well and our report was good.

MOTION: Zach Poole **SECOND: Greg Morrill** **MOTION CARRIED.**

6. **INFORMATION** – Jessica Newhall, Director, Center for Business, Community & Workforce Development, Clatsop Community College

College and Small Business Development Center Cohort Updates (15 minutes)

Jessica Newhall gave a greatly detailed presentation about Clatsop Community College, SBDC, and the collaborations with their cohorts.

7. **INFORMATION** – Misty Bateman, Program Manager Clatsop WORKS Program

WORKS and CWE Program Update (15 minutes)

Misty Bateman gave a presentation as well as some success stories about the Clatsop Works Program and now NOW and Equus have helped fund their success and they continue to have increasing participation from both students and employers.

8. Pamela Wev, Clatsop County Commissioner
   Conference Updates (10 minutes)
   Commissioner Pamela Wev talked about all of the activities and funding happening in Clatsop County. She also handed out informational packets of some of the conferences that she's been to recently and recapped some of the things that she's learned during her most recent conferences.

9. **INFORMATION** – Kirstin Salmi, WCT Marine, and Tina Willis, Equus
   Clatsop County Update (15 minutes)
   Kirstin and Tina gave an overview of the things happening at WTC Marine. They have gotten some new cranes, and are doing trainings and helping people with safety and certifications with the help of Equus. Kirstin and Tina both showed quite a few success stories and some videos about how big the cranes that were being operated are as well.

10. **INFORMATION** – Shaun Barrick, OED
    Oregon Employment Department Economic Update (20 minutes)
    Shaun Barrick gave a very detailed overview of what's happening economically and in the workforce in Oregon and then continued with a more focused view of NOW's territories, and an even closer view of the economic and workforce patterns of Clatsop County. His information didn't draw many questions during this board meeting.

11. **BOARD CHAIR REPORT** – Tony Erickson, Chair
    Tony noted during his report that he didn't have much to say. He did say thank you to the meeting hosts at Oregon Community College as well as encouraged everyone to try the cotton candy grapes that were on the table at the entrance because they were delicious. Tony also announced that there would be a consortium meeting immediately following the board meeting and he asked that Jason Swain and all commissioners stay on the call to do the meeting directly afterwards.

12. **EXECUTIVE DIRECTOR'S REPORT** – Heather DeSart, NOW Executive Director
    Heather DeSart made a statement about how NOW is actively seeking more funding. Logan and Kortnie have been writing grant proposals and have helped us gain more funds and we are hoping to secure more because of their hard work. Additionally, Heather informed the board that since our partnership with Equus is going so well, NOW has decided not to conduct a procurement for PY 2024-2025. Heather also said that she'd like to invite Todd Simmons to present at the next board meeting about his Light Up Navajo project.

13. **BOARD MEMBER COMMENTS** – Roundtable
    Greg Morrill talked about the externships and community outreach that he and his organization are doing. Angeline Chan-Pepper also made a comment that Worksource Oregon will be moving to Seaside from Astoria in August.

14. **SECOND PUBLIC COMMENT SECTION**
    No public comment was made

15. **ADJOURN**
    The meeting was adjourned at 12:01 pm.