

WSI Executive Committee
Meeting Minutes
October 6, 2010
111 SW 5th Ave., Suite 1150
Portland, OR

Committee Attendees: James Paulson – Chair, Don Jensen – Vice Chair, Jeff Cogen, Kimberly Schneider, Bob Tackett,

Staff: Andrew McGough, Pat Malone, Jenny Weller

Call to Order:

Meeting was called to order at 11:35 a.m. Quorum was announced.

Introductions:

Multnomah County Chair, Jeff Cogen, was introduced to the Board. Cogen is the Local Elected Official representing Multnomah County.

Consent Agenda:

***Motion:** Don Jensen moved to accept the September 2010 meeting minutes. Bob Tackett seconded the motion. Motion was unanimously approved.*

Office Space Update:

James Paulson reviewed the office space search process to date. Pat Malone updated the board on developments since the last meeting. An additional property has been identified and Unico has come back with a revised offer. WSI staff will come back with details and a recommendation for approval for the smaller Board group that met previously.

Annual Meeting

Andrew McGough reviewed details of the upcoming annual meeting of the WIB. The meeting is being held at the new Willow Creek WorkSource Center. Elections of officers and private sector representatives on the WSI Executive committee will be held at that time. The focus of the meeting will be on workforce development at a state and local level and systems integration. A tour of the facility will follow the meeting.

Audit Update:

The field work for the annual audit has been completed. The Finance Committee will meet to review the audit prior to the November Executive Committee

The board inquired about the status of the WIRED audit. Malone explained that we responded to the finding and consider the audit closed.

Malone reported that the State audit was completed and we received a clean report with no findings.

WorkSource Center Update

McGough updated the board on his conversations with OED concerning SE Works and the need for a SE WorkSource Center. It was agreed that SE Portland needs a fully functioning center to meet the needs of the SE community. Some key points include:

1. In February 2008, WSI and OED entered into a Memorandum of Understanding (MOU) to co-locate a facility in SE Portland.
2. The Integrated Model directive came from the Governor's office. We cannot deliver on the model without OED.
3. We, as a Board, are responsible for designating centers in the community, not the State.
4. Multnomah County accounts for about 30% of the business taxes in the state (the primary resources used to support OED services), yet receives less than 10% of the resources.
5. This could be an issue for our legislators if OED is not willing to work with us.
6. OED only supports one facility to serve 582,000 people in the City of Portland.
7. With 183,000 people, SE Portland is the State's second largest city.
8. Our legislators are willing to get involved if OED does not support a SSE facility.

Andrew met with Laurie Warner and Cam Preus to discuss the situation. Warner informed McGough that she'd leave the staffing decision to deDrae Cottrell to work out regionally but will not contribute to any overhead costs.

A recommendation was made to continue to look at what can be done to ensure that OED truly staffs the SE Center to make it a full One-Stop Center.

McGough will work with Cottrell on providing support to the SE Center. The Board will continue to monitor to ensure there is a fully functioning center in SE Portland.

McGough will send a statement for the City of Portland and Multnomah County to include in their legislative packets.

MOTION: *Jeff Cogen made a motion stating that the WSI Executive Committee authorizes the WSI Executive Director to ensure that the City of Portland and Multnomah County are adequately supported by OED. Don Jensen seconded the motion. The motion was unanimously approved.*

Other:

Paulson reviewed the timeline and process for Andrew McGough's evaluation and contract renewal.

Meeting was adjourned at 12:55 p.m.