

# **ODOT Region 5**

## **Eastern Oregon Workforce Alliance Charter**

---

### **Project Background:**

Oregon's Department of Transportation (ODOT) is responsible for providing a safe, efficient transportation system that supports economic opportunity and livable communities for Oregonians. Recently, the Oregon Legislature passed the \$2.46 billion Oregon Transportation Investment Act of 2003 (OTIA), which provides \$1.3 billion to repair or replace hundreds of aging state-owned bridges in Oregon. This portion of the act is known as the OTIA III State Bridge Delivery Program (OTIA III also referred to as the Project) (Legislative House Bill 2041).

To perform the work, ODOT will create hundreds of job opportunities. The Legislature directed ODOT to outsource the work, stimulating the state's economy by creating and sustaining additional jobs for Oregonians. The creation of additional job opportunities also creates need by the construction industry for a trained, skilled, and sustainable labor pool. ODOT recognizes that the state bridge program is much more than repairing or replacing bridges. It is an opportunity to provide a comprehensive transportation solution that reflects Oregon's values and responds to the issues that are important to Oregonians: economic prosperity and the safety and reliability of the state highway system. As such, ODOT established certain goals to ensure the viability of ODOT's comprehensive transportation solution.

One of ODOT's goals in stimulating Oregon's economic prosperity is to create diversity in the workforce with women and minorities. ODOT's Workforce Development Plan (WDP) sets forth ODOT's program to provide qualified and trained woman, minority job candidates as well as training for youth for skilled jobs in transportation related construction projects. ODOT's WDP will extend beyond the state bridge program to all federally funded and federally assisted transportation projects in Oregon.

As identified in ("Oregon Department of Transportation Workforce Development Plan"), a Memorandum of Understanding between the Bureau of Labor and Industries (BOLI), Oregon Employment Department (OED), Department of Community Colleges and Workforce Development (DCCWD), and ODOT will provide guidance and coordination of the development of local plans which will implement the WDP through Regional Workforce Alliances.

### **Mission of the Alliance:**

To serve as a collaborative work group and advisory group to ODOT, its statewide partners and the construction industry and staff on implementation of the ODOT Workforce Development Plan in Region 5 (Regions 12, 13 & 14 under the state's Workforce Investment Act system) and on the services needed to accomplish the following objectives:

- Achieve the workforce goals of ODOT, stakeholders and the construction industry.
- Create a sustainable process which supplies a qualified, diverse pool of construction workers.
- Leverage existing state and local resources.
- Adhere to the language spelled out in the Memorandum of Understanding between the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) and ODOT (see Attachment A).
- Coordination between CTUIR's Tribal Employment Rights Office (TERO) , ODOT and the Eastern Oregon Workforce Alliance

- As much as possible, market and recruit local job seekers.

**Officials to Whom this Alliance Reports:**

ODOT Region 5 Manager, with quarterly written reports to the ODOT Director’s office, State government partners and stakeholders on the status of the Alliance progress.

**Roles and Responsibilities of Alliance Members:**

- Attend all Alliance meetings and other related public activities.
- Actively participate in at least one workgroup and/or recommend to ODOT Regional staff possible representatives for relevant workgroup(s).
- Advise Alliance facilitator and/or ODOT staff in advance of meeting absences.
- Review agenda and meeting information in advance of the meeting.
- If a designated community or business representative, you are responsible to keep the entity represented informed of plan issues and activities and to reflect the position of the entity in discussion and votes of the Alliance.
- Assist ODOT staff in identifying and informing other community stakeholders regarding the Project.
- Provide timely and constructive input to the Alliance.

**Alliance Deliverables**

- Provide the labor force needed by contractors to meet new workforce goals and the increased requirements for apprenticeship.
- Service delivery structure defined and agreed to by service providers based upon maximizing the use of existing programs.
- Service delivery roles defined for each participating organization.
- Identified services gap filled.
- Agreed upon methodology for evaluation of the Regional Alliance plan.
- Developed and implemented sustainable organizational structure beyond ODOT projects.
- Recognized as lead supplier of qualified workers to construction industry.

**Not Within the Scope of the Alliance:**

1. Any issue prescribed by State regulation or policy
  - Contracts specifications
  - Federal regulations
  - State Law
2. Legal issues to be defined and resolved between ODOT and other state agencies.
3. Negotiations between ODOT and other regions to complete Workforce Development Plan implementation.
4. ODOT’s selection of staff, contractors, consultants
5. Other statewide Alliance – related actions ODOT may develop.

**Membership and Appointment of Alliance Members:**

The Alliance will accept all members representing public and private perspectives, as well as specific skills and expertise that relate to the implementation of the workforce plan. ODOT staff has and will solicit recommendations from various stakeholder groups for a representative from within those stakeholder groups. All participants will serve as voting members, with the exception of representatives who choose to serve as an ex officio member.

All meetings are open to the public and non-committee members will be considered ex officio.

**Meeting Schedule:**

The Alliance held its first meeting on February 21, 2006 and will continue to meet at a minimum through construction of the first identified Project. The frequency of the Alliance meetings will vary according to the time line of the first construction Project. Alliance meetings are anticipated to be two hours long and scheduled to meet the needs and schedules of the Alliance members.

**Organization and Meeting Facilitation:**

Meetings will be a working forum structured so that the Alliance can collaboratively discuss meeting agenda issues and provide timely recommendations and input that is beneficial and critical to the implementation of the workforce plan.

All meetings will be open to the public and provide opportunities for input through the meeting process. Comments from the public on Alliance deliberations and recommendations will be considered by Alliance members, ODOT staff and the consultant staff.

ODOT will provide administrative support to the Alliance.

**Ground Rules:**

- Listen carefully and speak honestly both inside and outside Alliance meetings regarding the Project.
- Respect the views of others.
- Keep an open mind.
- Critique issues, not people or organizations.
- Allow everyone to speak without dominating the conversation.
- Encourage diverse, and, at times, dissenting opinions.
- Take responsibility for the success of the meeting.
- Listen and weigh community, region- and state-wide concerns.

**Workgroups**

The Alliance may elect to establish ad hoc workgroups, as needed, to evaluate and make recommendations to the full Alliance regarding specific areas of focus or concern. Workgroup recommendations will be provided in writing to the Alliance and ODOT staff for review and approval. Final recommendations will be incorporated by staff and submitted to Officials as described on page 2 of this attachment.

Recommendation – A single Workgroup will encompass the following areas of focus:

- Outreach/Recruitment
- Assessment
- Supportive services
- Construction Job Skills training
- Worker Skill enhancement