

Minutes

Oregon Workforce Investment Board

DRAFT

Date: May 3, 2013

Time: 1-4pm

Location: Holiday Inn Portland South
(Wilsonville) 25425 SW 95th Avenue

Type of meeting:	Oregon Workforce Investment Board (OWIB)
OWIB Staff:	
Note Taker:	Yolonda Garcia
Attended:	Agnes Balassa, Jesse Gamez, Lori Luchak, Ken Madden, Camille Preus, Marvin Revoal, Cheryl Roberts, Claire Spanbock, Alan Unger, Kate Wilkinson
Others Attending:	Jim Fong, Jordana Barclay, Laura McKinney, Tim McGann, Clay Martin, Tom Erhardt, Paul Hill
Guest Speaker:	Karen Humelbaugh, Bridget Dazey, Jerry Buzzard, Kim Freeman, Kim Parker
Workforce Policy Cabinet	Bruce Schafer, Carol Lamon, Erinn Kelley-Siel, Laurie Warner, Stephaine Taylor
Unable to Attend:	Susan Brown, Dave Baker, Barbara Byrd, Rep. Michael Dembrow, Sen. Larry George, Megan Helzerman, Rep. John Huffman, Susan King, Rosie Pryor, Sen. Diane Rosenbaum

Call to Order

The Vice Chair, Ken Madden, called the meeting to order at 1:13pm.

Approval of Past Meeting Minutes

A motion was made by Lori Luchak and seconded by Alan Unger and unanimously carried to approve the minutes from the March 8, 2013 meeting.

Announcements-Ken Madden

Welcome New Member

Vice Chair Ken Madden introduced Claire Spanbock the new member of the OWIB. Claire Spanbock has been with Kaiser Permanente for the past seven years. In her role Claire oversees Surgical Services for Kaiser Westside Medical Center due to open in August 2013 and is the Administrator for Kaiser's three Ambulatory Surgery Centers.

Agenda Review and Introductions

In order to achieve optimal results at OWIB meetings, the OWIB will initiate a more focused/thematic approach. The focus will be as follows:

1. Innovation-May meeting
2. Sectors-June meeting
3. Work Ready Communities-September meeting

The Board agreed that this approach will help them move forward and accomplish tasks more efficiently.

Updates on Governor and State Level Efforts to Support System-Agnes Balasa

OWIB update

Agnes reminded the Board that the OWIB still needs private sector members. Please send any member recommendations you may have to Agnes Balassa. Agnes also informed the OWIB that the Governor's Office is in the process of seeking a new staff person who will serve as OWIB Executive Staff. The Governor's Office and Yolonda will be doing their best to meet the OWIB staffing needs in the interim.

Contractor to support workforce system change efforts

The three agencies that provide workforce services (Community Colleges and Workforce Development (CCWD), Department of Human Services (DHS), Employment Department (OED) have partnered with the Governor's Office and the Department of Administrative Services to hire a contractor to help with the system innovation effort. The contractor will help us with messaging and policy guidance and will make recommendations about how to align the workforce system and the infrastructure supporting it to better implement the OWIB strategic plan.

Compacts

We are still working on compacts and they are expected to be ready for OWIB to review in September 2013.

Executive Order

The Executive Order will be released in July after the Legislative session has ended.

System Innovation : Co-location-Marvin Revoal and Others

The Systems Innovation Committee has requested that OWIB consider focusing on co-location as a mechanism to create a better way to provide services to Oregonians. Karen Humelbaugh shared a PowerPoint presentation to help the OWIB grasp what co-location is and what has been done in the past in regards to co-location as well as the OWIB role regarding co-location. Below are some of the highlights from the presentation:

- What is Co-location?
 - The placement of several entities or services in a single location (One-stop)
 - Co-location is a precursor to integration of services creating more convenient access for customers
 - Increased co-location in WorkSource Centers (One- stop) has been an OWIB priority since at least 2005
- Federal Guidance (Workforce Investment Act)
 - Requires each local workforce area to have at least one "One-stop Center"
- OWIB's Role
 - OWIB defines criteria Local Workforce Investment Boards use to certify One-stop Centers
 - OWIB provides guidance via the Strategic Plan
 - OWIB issues policies to guide state and local implementation
- OWIB has addressed this issue in the past, and provided the following guidance
 - **2005-2007 State Plan**-States mandatory partners will be co-located within two years, with exceptions for long term leases, lack of partners
 - **2007-2009 State Plan**-Includes co-location language, but focuses on "multi-disciplinary service integration" for customers at WorkSource Centers
 - **2009-2011 State Plan Modification**-Co-location replaced with "multi-disciplinary service integration" and "interagency teams." "Service Integration" focused on WIA Adult/Dislocated Worker and Employer Service programs
- State Role
 - Agencies provide staff and resources for the WorkSource system
 - Agencies are guided by OWIB, state, and federal policies as they conduct their business
 - Agencies own/lease buildings to house state and other staff who provide services
 - Agencies have been working to co-locate programs - multiple factors impact whether they have co-located with WorkSource or with other programs
- Local Role
 - Local Workforce Investment Boards certify WorkSource Centers based on federal and OWIB policy –
 - All LWIBs have a certification process in place to ensure quality service delivery and continuous improvement

- OWIB certification criteria include service integration
- OWIB certification policy doesn't require co-location
- Local Workforce Investment Boards oversee the local one-stop system

OWIB was asked to consider the following questions:

- Does OWIB want to take on a more aggressive role to increase co- location?
- What would the locals and the state need from OWIB and the System Innovation Committee if the OWIB decided to make this a priority?
- What would be required of OWIB in this role?
- What would success look like?

CCWD, DHS and OED presented information about how and why they have chosen to co-locate workforce services in the past. Many of the buildings that house one-stop WorkSource Centers or the partners who provide services are owned by state agencies. Three themes emerged from this discussion – the limitations of publicly purchased buildings and the challenges they can create to integrating more partners into sites, the desire all public agencies to find new ways to better serve the populations who use their services, and the Workforce Investment Act's flexibility for how mandatory services are provided, , The Workforce Investment Council of Clackamas County brought representatives from OED and DHS to discuss their successes and challenges regarding co-location. The group from Clackamas County recommended a great focus on service integration, rather than co-location.

Marvin Revoal asked DHS keep the presentation more narrow and focused on co-location because the agency is so large Marvin believes it is difficult to encompass all DHS does in this conversation and he does not want to have a discussion about provided services.

Jesse Gamez commented that the agencies are frequently attributing the economic downturn for the difficulties they are having; Jesse asked if we are allocating the resources in the correct place by focusing on co-location. Jesse Gamez asked what data were available to determine if co-location benefitted customers or created efficiencies in the system. Agnes Balassa informed the group that we do not have that data at this time but Agnes will seek out the information and bring it back at a later meeting if the OWIB would like to do a more in-depth examination.

Ken Madden asked is co-location was an issue we wanted to deal with as a board? Ken feels that if the OWIB keeps expanding its reach to encompass so many areas that the board will become ineffective. Ken wonders is the board was asking the wrong question and should focus on services that were being effectively delivered from his perspective. Marvin disagreed.

Marvin Revoal asked if the members of OWIB were ready to give an up or down vote on whether to pursue greater co-location as a priority. Agnes suggested that the board ask the LWIBs in the audience about their thoughts regarding a stronger emphasis on co-location. Cheryl Roberts asked why community colleges were not part of the presentation. Agnes stated that community colleges typically provide services at WorkSource Centers under contract, and are therefore contractually required to co-locate when they provide Title 1B services. Cheryl stated that she believed that the OWIB cannot make a decision regarding co-location until all involved parties (including the community colleges) have had the opportunity to present their side of the story.

Marvin Revoal made a motion that the topic of co-location be carried over to a future meeting to allow for the following:

1. The State of Oregon provides more data detailing the benefits of co-location.
2. Additional programs, such as those operated by community colleges are included in the discussion.

The OWIB voted to defer making a decision on the topic of co-location until the board has had the opportunity to obtain the above listed information.

System Innovation: Improved Coordination-Agnes Balassa

Agnes shared the results from a survey created by Jordana Barclay, the Executive Director of the Oregon Workforce Partnership (OWP). The survey asked LWIB members to rate several options to improve coordination and partnership with OWIB. The survey had nine recommendations on it, the top ranking recommendations were number 1, 3, and 9.

A motion was made by Lori Luchak and seconded by Jesse Gamez, and unanimously carried to implement recommendation number three (Hold at least one OWIB meeting a year that is a joint meeting with LWIB chairs/key members.) and determine what it would take to implement two additional recommendations:

- Host a quarterly or biannual in-state best practices sharing for OWIB/LWIB members
- Host an annual conference to include OWIB, LWIB system staff.

Organizing for Success-Agnes Balassa

Agnes shared an evaluation tool used by the Kentucky Workforce Investment Board to track their progress. Agnes then asked the OWIB if they wanted to create a similar report card/evaluation tool to track OWIB progress. The Board was in favor of the idea but did not care for the Kentucky format. OWIB members will be asked to provide preferred formats so the OWIB can review and made recommendations regarding formatting at the June meeting.

Committee Reports

Industry Sectors Committee-Agnes Balassa:

The Sectors Committee currently does not have a Chair. The Committee is currently helping to plan the June OWIB meeting which will focus on industry sectors. The committee is working with two contractors to help build a road map in the healthcare and manufacturing sectors. CCWD is working with a contractor to provide Sectors Academy training in June.

System Innovation Committee-Marvin Revoal:

No report provided, Marvin left the meeting early.

Certified Work Ready Communities/NCRC-Barbara Byrd:

No report provided, Barbara was not present.

Meeting adjourned at 3:54pm