



Workforce and Talent Development Board (WTDB) Essential Employability Skills Taskforce Charter

Project Name	Essential Employability Skills (EES) Taskforce
Sponsors	Christian Gaston, Education and Labor Policy Advisor, Governor's Office Ken Madden, Chair, Oregon Workforce Investment Board (OWIB) Karen Humelbaugh, Director, Office of Workforce Investments (OWI) Ben Cannon, Director, Higher Education Coordinating Commission (HECC) David Gerstenfeld, Interim Director, Oregon Employment Department (OED)
Committee Co-Chairs	Anne Mersereau, Vice President, Human Resources, Diversity and Inclusion, PGE Melinda Rogers, Vice President, Chief Human Resources and Diversity Officer
Staff Lead	Todd Nell, Director of WTDB
Opportunity Statement	<p>The WTDB's 2020-2021 Strategic Plan provides a transformational foundation for increased innovation and effectiveness that will translate into better results for the WTDB and improved outcomes for the Workforce System in Oregon. The WTDB Strategic Plan calls out a vision of equitable prosperity for all Oregonians and a mission of advancing Oregon through meaningful work, training, and education by empowering people and employers.</p> <p>The WTDB enables meaningful work for all Oregonians by:</p> <ul style="list-style-type: none">• Leading and communicating a long-term vision for Oregon that anticipates and acts on future workforce needs;• Advising the Governor and the legislature on workforce policy and plans;• Aligning public workforce policy, resources, and services with employers, education, training and economic development;• Identifying barriers, providing solutions, and avoiding duplication of services;• Promoting accountability among public workforce partners; and• Sharing best practices and innovative solutions that are scalable statewide and across multiple regions <p>We value being:</p> <ul style="list-style-type: none">• Inclusive –We invite and represent all voices to strengthen our workforce system• Collaborative –We proactively engage all stakeholders as a hub for consensus-building• Bold –We courageously take risks to influence and persuade action <p>Our reputation includes:</p> <ul style="list-style-type: none">• National leadership –We are innovative role models who set and share best practices• Conveners –We bring all stakeholders together to solve our most pressing challenges• Connectors –We anticipate and respond to all of Oregon's communities (tribal, rural, urban, and others)• Results –We connect our initiatives to outcomes• Accountable –We communicate transparently with easy to understand and agreed upon metrics



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Project Purpose & Scope

The Essential Employability Skills Taskforce will be responsible for:

- Discussing, researching and understanding the challenges, opportunities and best practices in education and training of Essential Employability Skills in Oregon and Nationally that best prepare Oregonians for success in jobs and careers and meet the needs of businesses/employers.
- Defining top Essential Employability Skills, developing a baseline and creating a plan in response to the Oregon Talent Assessment and in alignment with the WTDB Strategic Plan.
- Exploring, considering and developing effective policies and other mechanisms to address challenges and/or opportunities in Essential Employability Skills based on available data, research, analysis and best practices.
- Submitting a final report that includes prioritized policy recommendations and other mechanisms that address challenges and/or opportunities and provide value-added solutions to the Governor's Office and Legislature regarding Essential Employability Skills in Oregon.
- Presenting a **Draft Report at the WTDB September 2020 full-board meeting.**
- Completing a **Final Report in November/December 2020.**
- Submitting **Final Report at December 2020 WTDB** meeting for approval including recommendations on benchmarks, funding, redeployment strategies and schedules.

Project Milestones

1. **Draft Report Due Sept 11th, 2020**
2. **Final Report Due November 30th, 2020**
3. **Report due to the WTDB, Governor and Legislature by December 11th, 2020**

Project Stakeholders

Staff Lead will report progress to and receive guidance from, the Oregon Workforce and Talent Development Board and the Governor's Labor and Workforce Policy Advisor. Stakeholders for this project include, but are not limited to:

- Office of the Governor
- Oregon's business community
- Oregon Legislature
- Higher Education Coordinating Commission
- Oregon Employment Department
- K-12
- Business Oregon
- Community Based Organizations, including culturally-specific community based organizations
- Oregon Department of Veteran Affairs
- Department of Human Services
 - Oregon Vocational Rehabilitation
 - Commission for the Blind
 - Self Sufficiency
- Local Workforce Development Boards
- Oregon AFL-CIO



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Members

Anne Mersereau – PGE (Co-Chair)
 Melinda Rogers – NWN (Co-Chair)
 Lauren Corbett – Adidas
 Tony Frazier – Kroc Center
 Jason Galbraith – Sunset High School
 Jessica Howard – Chemeketa CC
 Heidi Larwick - Connected Lane County
 Andrew McGough – WorkSystems
 Olivia Nell - College Student
 Cathy Reynolds – Legacy Health
 Myronda Schiding – NW STEM Hub
 Kyle Stevens – Southern Oregon WB
 Tom Thompson – ODE
 Laurie Cremona-Wagner – SAP
 David Conley – EdImagine
 Jim Taylor – ODE

Expected Outcomes

Successful completion of project. Taskforce will sunset once project is completed.

Funding and Resources

Project will be staffed with existing resources.

Major Project Risks

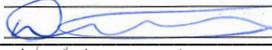
- Conflict between federal, state and local goals and interests.
- Different local areas may have different needs requiring separate strategies/programs/services be developed.
- Organizations engaged in this work are already resource-constrained with current workloads and capacity.

Sponsor Approvals

Christian Gaston (Governor’s Office) 

Ken Madden (WTDB) *Ken Madden*

Ben Cannon (HECC) *Ben Cannon*

David Gerstenfeld (OED) 

Karen Humelbaugh (OWI) *Karen M. Humelbaugh*
