



The Portland Metro Workforce Development Board

Workforce Development Board Minutes for previous 12 months

Minutes are posted once they have been approved by the Board.

The Portland Metro Workforce Board meets from 8:00 – 9:30 a.m. on the second Friday of the month in January, April, July, and October.

Meetings dates and times are subject to change.

Contact jweller@worksystems.org for more information or access to minutes from previous years.

Portland Metro Workforce Development Board

October 13, 2023

8:00 – 9:30 a.m.

Virtual Meeting

In attendance: James Paulson - Chair, Roy Rogers, Carmen Rubio, Lori Stegmann, Anneleah Jaxen, Bob Gravely, Caryn Lilley, Dannell Butler, Dave Nielsen, David Fortney, Deanna Palm, Joe McFerrin, Josh Hall, Kadie Ross, Keith Mays, Lisa Skari, Pam Hester, Paul Brown, Rolanda Garcia, Shea Flaherty Betin, Tom Pillar

Staff: Andrew McGough

Guests: Debra Dunn, Nicole Swanson

CALL TO ORDER:

The meeting was called to order at 8:02 a.m. Quorum was announced.

Consent Agenda

Caryn Lilley motioned to accept the consent agenda consisting of the July 2023 minutes. Josh Hall seconded the motion. Motion was unanimously approved.

Annual Report

Andrew McGough provided an overview of the PY2023 (7/1/2022 – 6/30/2023) Annual Report. A copy of the report was included in the meeting packet and is available on our website. McGough explained that we are still figuring out the post pandemic economy, labor market and labor shortages.

McGough announced that there have been unprecedented amounts of workforce development investments coming into the community which has provided opportunities for us and our partners across the region.

The labor market is also very tight which is impacting many business and service providers across our region. We are collaborating with providers to look at new strategies to make sure they can attract and retain the kinds of employees that need to take advantage of the workforce investments. For the first time in 30 years, Multnomah County lost population over the last census period. In-migration has declined which has had an impact on the labor shortages.

McGough announced that we had just under \$30 million in investments last year. That's up \$4 million from the prior year. A lot of the revenue was new investment at the state and local level. Much of the increased fund was driven by federal dollar, particularly ARPA money.

McGough explained that about \$23 million went to community services providers and education partners across the region. That's up \$3 million from the previous year. Occupational skill training investments were up almost \$4 million.

Portland Metro WorkSource Centers engaged about 30,000 people which is up 20,000 from the previous year. About 12,000 were placed into employment.

McGough reviewed the 2022-2023 Initiatives and next steps. Many of the initiatives are identified in the plan and will continue on into PY24.

Strategic Plan

McGough explained that our current strategic plan expires in 2024 so we need a new plan by 7/1/2024 to meet State and Federal requirements. This is an opportunity to engage the Board and community partners to see how we can improve, get insight and input on what we might do differently. Our goals and objectives guide us in the work we do and enables us to demonstrate progress.

Debra Dunn, with Synergy Resources, explained that a survey was recently sent out to about 600 people, including the Board, to get input and validate the general direction of the organization. 128 people responded to the survey. Some of the Executive Committee members were also interviewed.

Dunn explained that they will be working with the JEDI Council and the Quality Jobs team to ensure that those priorities are included in the goals and objectives. They will also be scheduling and facilitating focus groups and more one-on-one interviews. They will provide another progress report at the January meeting.

Dunn reviewed the proposed goal statements and provided an overview of the survey results. She announced that 85% of the respondents believe the goals are relevant and 15% believe Worksystems should address other issues. Dunn reviewed the themes from the survey responses.

Dunn reviewed how respondents weighed in on the challenges they see Worksystems will have in achieving the proposed goals. The top challenges were:

1. Silo'd resources
2. Uncoordinated approach to service provision
3. Funding is too inflexible
4. Employer engagement
5. Lack of resource

Respondents also commented on the lack of consistent communication between partnerships that can lead to duplication of efforts and the lack of capacity in organizations to efficiently manage the paperwork. Dunn also reviewed respondents input that they'd like Worksystems to consider as we develop the next strategic plan.

Public Comment:

The floor was opened for public comment. There was no public comment.

The meeting was adjourned at 9:30 a.m.

Portland Metro Workforce Development Board

April 14, 2023

8:30 – 9:30 a.m.

Worksystems

Rockwood WorkSource Center

In attendance: James Paulson - Chair, Travis Stovall – Vice Chair, Commissioner Rubio, Sara Ryan, Anneleah Jaxon, Caryn Lilley, Frank Brown, Joe McFerrin, Kadi Ross, Shea Flaherty, Lisa Skari, Pam Hester, Nina Carlson

Staff: Andrew McGough

Guest: Donna Hammond – Oregon Tradeswomen

CALL TO ORDER:

The meeting was called to order at 8:37 a.m. Quorum was not obtained.

Public Comment:

The floor was opened for public comment.

Welcome and Introductions

Andrew McGough welcomed attendees and reviewed the agenda.

Travis Stovall, Board member and Mayor of Gresham, welcomed everyone to Gresham and to Rockwood. He reviewed the development of downtown Rockwood's Employment Hub and Market Hall along with future development plans. The vision of the development is to bring a selection of and access to opportunities to one of the most diverse communities in Oregon. This includes access to public transportation and a new world-class library.

Joe McFerrin, Board member and President/CEO of Portland OIC (POIC) discussed the plans for moving POIC to the Rockwood area. POIC is currently operating a Culinary and Hospitality Emergent Fellowship Academy (CHEF) program in the Rockwood Market Hall. Following the meeting, students of the CHEF program will provide breakfast.

McGough provided an overview of WorkSource Oregon (WSO). He explained that WSO is Oregon's response to the Workforce Innovation and Opportunity Act (W.I.O.A.) which passed in 2014 with the goal of improving and modernizing the U.S. public Workforce Development System. The Rockwood WorkSource Center is one of approximately 2,300 American Job Centers in the U.S. and one of five in our 2-county region. The centers serve as the hub for a variety of partners and resources to deliver workforce and related services. The centers are intended to be used by any adult, 18 years and older, who are eligible to work in the U.S.

McGough explained that our model engages other community organizations to expand the reach and effectiveness of regional workforce efforts. Our regional system currently consists of forty-two agencies and community partners. So far, the regional system has served more than 20,000 job seekers and 3,200 businesses. Since July 1, 2022, just under 3,500 people have been enrolled through the Rockwood WorkSource Center and more than 1,800 have come to the center for in-person services.

McGough reviewed the services provided at the WorkSource Centers: Workshops, Basic Skills Development, Occupational Skills Training, Job Search Assistance & Placement, Resource and Computer Lab, and Specialized Services & Programs. He explained that more details would be provided during the tour of the center.

McGough announced that we have been working on an orientation for new Board members and other interested groups. Today will preview the new orientation, and we will be looking for feedback from

Board members to improve the model. The goal is to build an informative, just-in-time model that helps Board members, policy makers and other community leaders understand how the public system works and performs in their community.

Joe McFerrin discussed the partnership between Worksystems and POIC and how the Rockwood partnership has expanded services and improved results.

Lisa Skari, MHCC President, explained that part of their mission is to prepare students for jobs. Being a partner at the Rockwood Center has been beneficial to achieving the college's mission and expanding options for students.

Donna Hammond, Executive Director of Oregon Tradeswomen (OTI), discussed the work being done by OTI and shared information about an upcoming OTI job fair.

The meeting was adjourned at 9:16 a.m.

Tour of WorkSource Center and Oregon Tradeswomen

The attendees broke into groups and toured the Rockwood WorkSource Center and Oregon Tradeswomen. POIC Culinary School students prepared breakfast for attendees.

Portland Metro Workforce Development Board

January 13, 2023

8:00 – 9:30 a.m.

Worksystems

Virtual Meeting

In attendance: James Paulson - Chair, Travis Stovall – Vice Chair, Susheela Jayapal, Roy Rogers Jillian Schoene, Ashton Simpson, Kate Baker, Josh Hall, Deanna Palm, Rolanda Garcia, Keith Mayes, Pam Hester, Shea Flaherty Betin, Nina Carlson, Anneleah Jaxen, Aida Aranda; David Fortney, Komi Kalevor; Danell Butler

Staff: Tricia Ryan, Patrick Gihring, Liza Morehead

CALL TO ORDER:

Meeting was called to order at 8:05 a.m. Quorum was announced at 8:10 a.m.

Welcome and Introductions

James Paulson introduced new Board Members. Jillian Schoene is with Commissioner Rubio's office and Aston Simpson is with Metro.

Strategic Goals and 2023 Priorities

Tricia Ryan explained that the last 3 years have been challenging. The most vulnerable populations endured the greatest hardship. Although we are in recovery, there are still many factors impacting the economy.

Ryan explained that labor market data informs us where we were, where we are, and where we are headed. Worksystems uses the data to make informed decisions, better understand the challenges facing the workers and employers, produce reports, and develop our Strategic Plan. Ryan announced that the State of the Workforce report will be release soon and will be presented at an upcoming event being hosted by the Columbia Willamette Workforce Collaborative (CWWC). CWWC is made up of Worksystems, Clackamas Workforce Partnership, and SW Washington Workforce.

Ryan explained that our current Strategic Plan runs from 2020 – 2024. It contains 4 main goals and each goal is presented at Board meetings for a deep dive in activities and progress.

Patrick Gihring explained that staff develop annual priorities that are intended to help move us towards reaching the 4-year strategic plan goals. The annual priorities are responsive to the current year's environment. The priorities are developed at multiple levels and are finalized at an all staff retreat – the most recent being this January.

Gihring reviewed the 2023 annual priorities.

Goal 1: WorkSource

- Recalibrating service delivery and process flow from pandemic disruptions.
- Inform and promote the value of WorkSource benefits across organizations and communities.
- Strengthen business relationship and customer connections to employment through WorkSource.

Goal 2: Community Based Programs

- Strengthen community connections to WorkSource and maintain a high-functioning, community-based provider network that benefits from a variety of Worksystems grants and programs.

- Secure partnerships and resources that address barriers and increase success for underserved populations.
- Build a community of practice to provide Career Coach professional development opportunities.

Goal 3: Youth Programs

- Build relationships with organizations that provide workforce prep and related support/resources and identify resources to support the breaking down of barriers for youth and young adults.
- Involve community-based organizations and culturally specific service providers to improve and inform continuous improvement of work experience and youth program services.
- Increase knowledge and awareness of youth workforce services and increase participation of organizations and communities to ensure access for underrepresented youth.

Goal 4 Employer & Industry Services

- Integrate Quality Jobs Framework into all work, regional sector workforce plans, regional training and employment priorities, and partnerships
- Align program supply and industry demand and track progress/success.
- Develop and communicate clarity of Sector Lead's role.

The Board discussed the priorities. They requested information on how to be better partners. Gihring announced that Worksystems has hired a full-time Communications manager to help put tools and information together.

Consent Agenda

Motion: Travis Stovall moved to accept the consent agenda consisting of the October minutes and the Updated By-Laws. Keith Mays seconded the motion. Motion was unanimously approved. Ashton Simpson Abstained.

Public Comment:

The floor was opened for public comment

Meeting was adjourned at 9:06 a.m.

Portland Metro Workforce Development Board

10/21/2022

8:00 – 9:30 a.m.

Worksystems

Virtual Meeting

In attendance: James Paulson – Chair, Travis Stovall – Vice Chair, Susheela Jayapal, Christina Ghan, Anna Thames, Caryn Lilley, David Fortney, James Posey, Maurice Rahming, Anneleah Jaxon, Dave Nielsen, Keith Mays, Nina Carlson, Paul Brown, Lisa Skari, Kimberly Branam, Josh Hall, Danell Butler, Kadie Ross, Komi Kalevor, Rolanda Garcia

Staff: Andrew McGough. Liza Morehead

Guest Speakers: John Chamberlin – Attorney

CALL TO ORDER:

Meeting was called to order at 8:03 a.m. Quorum was announced.

Introductions

Andrew McGough introduced new members Anneleah Jaxon -Tualatin Chamber of Commerce and Nina Carlson - NW Natural Gas.

Consent Agenda

Motion: Keith Mays moved to accept the consent agenda. Travis Stovall seconded the motion. Motion was unanimously approved.

Election Results

Jenny Weller announced that Executive Committee slate of nominees was unanimously approved. They will start their 2-year team being 11/1/2022.

By-Laws Revisions

McGough explained there were several state level policy changes required at the direction of the United States Department of Labor (DOL). As a result, we need to make some changes to our by-laws to align with the State level changes. McGough informed the Board that we are looking for a motion from the Board to approve changes to the Portland Metro Workforce Development (WDB) and Worksystems by-laws for the Executive Committee.

John Chamberlin, Board Attorney, explained that there are no changes to the by-laws that change the way we do business. However, there are technical changes we need to make as a result of the updated State policies.

Chamberlin reviewed and discussed the changes. The Board recommended that we make a couple of additional changes.

- Executive Committee: change language to indicate that the WDB's Executive Committee shall serve as the Worksystems Board of Directors.
- Nominations and Appointment of Members: add language reflecting our commitment to ensuring diversity on the WDB

McGough and Chamberlin will make the requested changes, share with the Executive Committee and a vote will be taken at the January meeting.

Annual Report

McGough reviewed the draft of the 2021-2022 Annual Report. He explained that we will be integrating additional performance data that is available on our website in the results section. We are still trying to figure out what the economy looks like post-pandemic. We know there are certain groups that were more adversely impacted by the pandemic. Labor shortages and skill gaps are still major issues, and we need to continue to work with our partners to come up with meaningful solutions.

McGough reviewed the revenue streams which were down \$2 million from the previous program year (PY) Local resources increased as a percentage of the budget from 28% last PY to almost 43% this year's budget. However, competitive grants were down significantly from 29% of the budget last PY to only about 3% of total revenues this PY. This is a trend we'll need to keep an eye on moving forward.

McGough explained that we are seeing a strong economic recovery, but the recovery is being impacted by massive labor and skill shortages.

McGough reviewed some of the highlights related to our strategic plan and goals.

McGough announced that, despite the challenges of the pandemic, more than 400 young people received paid work experience and more than 500 took part in learning activities designed to increase their skills and provide credits towards high school graduation.

In partnership with Metro, BOLI, Multnomah and Washington counties, we are working on a collaborative model to increase the diversity of the regional construction industry. The model has the potential to be used in other sectors. We are also working with partners on a boot camp model to prepare people for entry-level jobs at Intel. There's also some applicability to other silicon manufacturers in the region.

McGough announced that we've been doing a lot of work to implement our Quality Jobs framework in collaboration with the Boards in Clackamas County and SW Washington. We've adopted a framework and definitions and are working to integrate it into our work. We are seeing a lot of excitement from local employers and look forward to a lot of progress over the next year.

It appears the labor shortages are here to stay. We are working with our partners on how we can deal with persistent labor shortages and engage more people and businesses in the system. McGough thanked the partners we work with and the work they do to serve regional workers and employers.

The Board discussed the report.

State of the Workforce

McGough explained that the State of the Workforce report is developed in partnership with SW Washington Workforce, Clackamas County Workforce Partnership, the Oregon Employment Department, and the Washington State Economic Security Department. The report provides a comprehensive review of the regional labor market and is used by several organizations to inform policies and practices. We are planning a formal regional release of the report in January. We will bring some economists to the table to do a deep dive into the data.

Liza Morehead, Worksystems Data Analyst, provided an overview of the State of the Workforce (SOTW) report. The report includes data for our metropolitan statistical area which includes 3 workforce boards, 2 states, and 9 counties. Morehead announced that a lot has changed since our 2018 report. The 2022 report is an opportunity to look at conditions impacting the regional labor force.

Morehead reviewed the labor market data for our region. There are about 1.3 million people in our labor force and about 95% of them are currently working. Over the last 10 years, our labor force has increased 16.3% and our labor force participation rate is 66.4% which is higher than the national rate. The regional unemployment rate is in line with the national average.

Morehead explained that our region has recovered nearly all the jobs lost during the COVID-19 recession. However, the jobs that are back are not necessarily in the same industries. 50% of all growth in employment was in construction, professional and technical services, healthcare, and social assistance. Morehead explained that of the 10 largest occupations do not pay a self-sufficiency wage and 53% of jobs in our region pay less than \$55,000/year.

Morehead reviewed the industries with the highest rate of job vacancies for Multnomah, Washington, and Clackamas Counties. We are seeing a lot of job openings in occupations that don't require much post-secondary education, but also have low wages. As the cost of living is getting higher, and the labor force is seeing more options, many are looking at higher wage occupations. In addition, some occupations, such as truck drivers, are seeing more demand.

Morehead discussed education and the pipeline. More youth are graduating from high school in four years than we saw in our last report. However, fewer students are entering into higher education. Due to the high cost of living in our region, some people who are early in their careers are having second thoughts about settling here and starting their careers.

Morehead explained that the report takes a deeper look at the impacts of COVID-19, demographic changes, labor force participation, wages, income, regional skills supply, socio-economic well-being, jobs and industry. Some of the trends we will be watching is the new geography of work, automation, service jobs and remote work.

The report will be posted on the website and Morehead is available for custom presentations. You can reach her at Imorehead@worksystems.org

The board discussed the report.

Public Comment:

The floor was opened for public comment

Kadie Ross, DHS Vocational Rehab, informed that this is Global Disability Employment month.

Meeting was adjourned at 9:20 a.m.

Portland Metro Workforce Development Board

7/8/2022

8:00 – 9:30 a.m.

Worksystems

Virtual Meeting

In attendance: James Paulson – Chair, Travis Stovall – Vice Chair, Roy Rogers, Susheela Jayapal, Christina Ghan, Caryn Lilly, Maurice Rahming, Carl Moyer, Deanna Palm, Jane Leo, Keith Mays, Paul Brown, Josh Hall, Aida Aranda, Joe McFerrin, Tyan Moreschi, Kadie Ross, Rolanda Garcia, Komi Kalevor, Shea Flaherty Betin

Staff: Andrew McGough, Patrick Gihring

Guest Speakers: Amy VanderVliet – Oregon Employment Department Economist

CALL TO ORDER:

Meeting was called to order at 8:03 a.m. The Board was notified when quorum was achieved.

2022 Regional Program Investments, Priorities and Partners

Patrick Gihring reviewed the 2022 program year (PY) contracting budget. Gihring explained that this is the largest budget we've had in our organizational history. It's also the most complex with over 50 budget streams and numerous contracts.

Gihring reviewed the PY 2022 contract budgets and how they align with our strategic goals.

- Goal 1 - Public Workforce System: \$8,445,920
- Goal 2 – Community Based Career Coaching Network \$6,947,367
- Goal 3 – Services for Youth Facing Barriers \$4,810,743
- Goal 4 – Services Business & Industry \$2,7899,713

Gihring explained that some of the funds can overlap with more than one goal, which helps with the alignment of goals.

Gihring reviewed the PY 2022 budget by provider, by primary grant, and by providers and populations served. He discussed how they align with our strategic goals. Gihring explained that the Provider & Populations Served chart was broken down by primary populations served, but all providers service many populations.

The Board discussed the presentation and information.

Update on Regional Economy and New Census Tool

Amy VanderVliet presented an update on the regional economy and on a new census tool.

VanderVliet announced that between March – April 2020, the Portland Metropolitan area lost about 14.5% of jobs. This is in-line to the 14.3% job loss in Oregon and 14.4% in the United States. In the Portland Metropolitan area, about half the jobs that were lost were in lower paying jobs. The hardest hit sectors were in retail, leisure, and hospitality. Grocery stores and warehousing were the only sectors that did not lose jobs. In comparison, during the Great Recession, Portland lost 7.7% of jobs over a 2-year period.

VanderVliet explained that, just prior to the pandemic, the unemployment rate in our area was about 3% and hit a high of 13.2% in April 2020. The number of unemployed Portland-area residents skyrocketed from 41,000 in February 2020 to 168,000 in April 2020. The number of unemployed during the Great Recession peaked at 127,000. The unemployment rate is back to about 3.6% in the Portland area. While some of the labor force dropped out, the civilian labor force is growing in our region.

VanderVliet announced that, as of May 2022, Portland has recovered about 93% of the pandemic job losses. A few of the rural counties in Oregon have fully recovered. Some of the issues impacting Portland are remote work, business travel, tourism, and labor shortages. VanderVliet explained that the labor market is still tight and job growth remains strong. According to the Oregon Office of Economic Analysis, Oregon should make a full jobs recovery by the end of this year.

VanderVliet reviewed a new/updated post-secondary employment outcomes census tool. This tool provides earning outcomes and employment flows for college and university grads by matching university transcript data with a national database of jobs. VanderVliet reviewed samples of data that can be found using the tool.

The Board discussed the presentation and information.

Consent Agenda

Motion: Travis Stovall moved to accept the consent agenda containing the April 2022 minutes. Keith Mays seconded. Motion was unanimously approved.

Public Comment:

The floor was opened for public comment

Announcements.

New Board members Josh Hall and Paul Brown were introduced.

Meeting was adjourned at 9:27 a.m.