



**Region #1 Regional Workforce Investment Board  
Regular Meeting Minutes  
December 7, 2006**

**Location: Oregon Department of Forestry  
5005 Third Street  
Tillamook, OR**

**Attendance:**

**Members of the Board:**

***Chair for the Meeting:*** Jack McClave,  
Hallco Floor Systems

Julie Gassner, MTC Works  
Srunny Huong, DHS  
Karin Miller, MTC Works  
Dennie Houle, OECDD  
James Penley, OED  
Lisa Nyberg, MTC Works  
Erik Knoder, OED  
Rita Bernhard, Columbia County Commissioner  
Lylla Gaebel, Clatsop County Commissioner  
Susie Godsey, MTC Works  
Janet Davis, Don's Waterfall Farms

John Lansing, Wells Fargo  
Nancy Pyburn, TPJCC  
Joyce Aho, OED  
Teri Williams, TBCC  
John Lansing, Wells Fargo  
Laurel Pacios-Rivera, TCCA  
Dave Lindstrom, OED  
Jeff Hazen, Costco  
Shawna Sykes, OED  
Christy Vail, EDCTC

**Staff to the Board:**

**Absent With Excuse:**

Sheila Semling, Semling's Pharmacy  
Cynthia Jaeger, NWRESA  
Ron Murray, Plumbers Local 290  
Patrick McConahay, Voc. Rehab.  
Charles Hurliman, Tillamook Co. Commissioner  
Mary McArthur, Col. Pac - EDD  
Jeff Schons, Nestucca Ridge Development, Inc

Rocky Johnson, Comm. Action  
Phil Hertel, Exp Works  
Sandy Kephart, DHS  
Lori Bell, MTC Works  
Lee Coleman, DHS  
Sally Tuttle, EDCTC  
Peter Hackett, LNG

**Absent Without Excuse:**

**Guests:**

**Call to Order & Introductions:**

Jack McClave, Chair for the meeting, called the meeting to order @ 12:05 p.m. Jack welcomed the guests and members - introductions followed.

**Additions to the Agenda:**

None

**Approval of the Meeting Minutes:**

Jack McClave Chair for the meeting, requested approval of the meeting minutes. Joyce Aho, OED made a motion to approve the meeting minutes. Rita Bernhard, Columbia County Commissioner, seconded the motion. The meeting minutes dated 10/27/06 was approved unanimously.

**Approval of the Charter Changes:**

Jack McClave asked for the roll call of the members that have not responded to the charter changes to please vote. With all votes in charter changes were approved with 100% approval.

**Financial Update:**

Julie Gassner, MTC Works gave the financial update. She stated that we were in good shape with the RWIB Board funds and that the WIA funds are on track year-to-date. Joyce Aho, OED made a motion to approve the financial update, Lylla Gaebel, Clatsop County Commissioner, made the second, motion passed.

**MTC Works Annual Report:**

Julie Gassner, MTC Works went over the annual report. Karin Miller, Lisa Nyberg and Susie Godsey, MTC Manager's highlighted some of the achievements in each of their offices. They also talked about some upcoming projects that were in the works. Karin Miller stated that if anyone wants to come into any of the offices that staff would be more than happy to share what we do. Jeff Hazen, Costco talked about coming to the Clatsop Office and talking with customers about employer expectations. This was very well received by the customers and any of the offices would appreciate employers coming into the offices and discussing opportunities about their industries/businesses. Rita talked about her "day at the St Helens Office". She felt that it was very beneficial and invited others to take advantage of the opportunity.

**October Meeting:**

Jack McClave asked if there was feedback from the meeting layout of the joint October Meeting. Shawn Sikes, OED and Terri Williams, TBCC both stated that they really enjoyed the tours of the local "lean" businesses. Denny Houle, Economic Development talked out future presentations with these businesses and was interested in having them take lots of before and after photos to tell the story as to how business has really changed. Joyce Aho made a motion to do more quarterly meetings in this format and to attempt to do it in each county. Terri Williams made the second, motion passed. Joyce Aho offered to work on a committee to see that this happens. Terri Williams suggested that the EWTF group assist with the efforts also. Julie Gassner, MTC Works talked about how these boards were pulled together. She stated that if anyone wanted to work on this group, let her know.

**MTC Audit Results:**

As per the request in August, Julie Gassner discussed the MTC Audit for PY 7/1/05-6/30/06. She went over observations, recommendations, commendations, a finding and what has taken place since the audit. If you have any questions, feel free to give Julie a call.

**ODOT Bridge Project:**

Julie Gassner, MTC Works gave a brief explanation of the upcoming project. She then showed the apprenticeship program DVD. The projects are slated in our region for 2007-2009. Andre Bauch from ODOT will attend the February meeting to share more information.

**Membership:**

We are looking for members to join the RWIB. Columbia County has 3 openings, Clatsop County has 4 openings and Tillamook has all of its members!

Jeff Hazen made a motion to elect Jack McClave as Vice Chair, second was made by Joyce Aho, OED. Motion passed. Congratulations Jack.

**Employer Workforce Training Fund:**

We were to have 50% of our funding obligated and in contract by the end of December...And the team was happy to report that this happened! Julie Gassner, MTC Works reviewed the handout. See attached. There is a balance of \$66,984.50. Jack McClave has requested an application. 100% of the funds need to be obligated by the end of March. If employers are interested, you can find the applications at [www.mtcworks.com](http://www.mtcworks.com) or talk to any of the EWTF members. Denny Houle, Economic Development stated that it is very important to make sure that you have a "completed" app to submit. He stated that it is important to fill out apps, if this funding source cannot fund it, there may be other funding sources that can fund the project.

**Topics from the Floor:**

Joyce Aho recognized the contribution that Lylla Gaebel, Clatsop County Commissioner has made to the RWIB. She thanked her for her service to the committee and wished her well with her future endeavors.

Julie Gassner talked about “branding” logos that could be used for countywide marketing efforts for the board and other joint efforts. She asked people to circle the logo that they liked and then turn them in to her. She will let us know the results soon.

Jack McClave thanked everyone for coming to Tillamook!

**Meeting adjourned.**

**Meeting Information:**

**Next RWIB Meeting will be:**

**Thursday, February 22, 2007**

**Location:**

**TBA**