

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

Policy Session Worksheet

Presentation Date: 12/5/17 **Approx. Start Time:** 3:00pm **Approx. Length:** 30 minutes

Presentation Title: Clackamas Workforce Partnership (CWP) 2017 Annual Report

Department: Business & Community Services, Laura Zentner, Interim Director

Presenters: Cindy Knudsen, Business & Economic Development; Bridget Dazey, Executive Director, CWP; Tina Irvine, Board Chair, CWP

Other Invitees: Catherine Grubowski-Johnson, Manager, Business & Economic Development

WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?

Receipt of the Clackamas Workforce Partnership (CWP) 2017 Annual Report.

EXECUTIVE SUMMARY:

In compliance with the Partnership Agreement between the CWP and Clackamas County, CWP is to provide a written report to the BCC annually. This study session goes beyond that requirement to provide an opportunity for the CWP Executive Director and the CWP Board Chair to present the annual written report in person to the BCC and answer any questions about the report.

FINANCIAL IMPLICATIONS (current year and ongoing):

Is this item in your current budget? YES NO

What is the cost? \$ See below

What is the funding source?

Per the Partnership Agreement (Section 3):

D. Designate the fiscal agent and administrative entity of the workforce area;

- *(Done – BCC has already designated CWP as the fiscal agent)*

G. Provide one employee of County with expertise and experience in WIOA grant accounting and administration to serve on the CWP audit committee; and,

- *(This action is already being handled by the County Finance Department via Marc Gonzales)*

H. Have annual oversight and agreement of the CWP annual budget.

- *(Ongoing activity)*

STRATEGIC PLAN ALIGNMENT:

- How does this item align with your Department's Strategic Business Plan goals?
 - Create living wage jobs
- How does this item align with the County's Performance Clackamas goals?
 - Grow a vibrant economy

LEGAL/POLICY REQUIREMENTS:

See attached Partnership Agreement

PUBLIC/GOVERNMENTAL PARTICIPATION:

Refer to recitals in Partnership Agreement

OPTIONS:

1. Accept the Clackamas Workforce Partnership 2017 Annual Report
2. Request clarification or additional information on the 2017 Annual Report

RECOMMENDATION:

Staff respectfully requests that the Board of County Commissioners accept the Clackamas Workforce Partnership 2017 Annual Report.

ATTACHMENTS:

- Partnership Agreement between Clackamas County and the Clackamas Workforce Partnership
- PowerPoint presentation – CWP 2017 Annual Report
- Sources and Uses Handout

SUBMITTED BY:

Division Director/Head Approval _____

Department Director/Head Approval _____

County Administrator Approval _____

For information on this issue or copies of attachments, please contact Cindy Knudsen 503-742-4328

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RECORDING MEMO

New Agreement/Contract X
Amendment/Change Order Original Number
Policy, Reports

ORIGINATING COUNTY

DEPARTMENT:

BCS – Economic Development

PURCHASING FOR:

OTHER PARTY TO

CONTRACT/AGREEMENT:

Clackamas Workforce Partnership

BOARD AGENDA DATE:

01/07/2016

AGENDA ITEM NUMBER:

13.1.

PURPOSE:

Approval of an agreement Between Clackamas County and Clackamas Workforce Partnership

Please return to Lisa Meurs in BCS after recording.

Clackamas County Official Records
Sherry Hall, County Clerk
Commissioners' Journals
Agreements & Contracts

2016-0099

01/13/2016 4:17:09 PM

**Partnership Agreement
Between the
Clackamas Workforce Partnership and the
Clackamas County Board of County Commissioners**

November, 2015

**Partnership Agreement Between
Clackamas Workforce Partnership and the Clackamas County Board of County
Commissioners**

1. Parties

This Agreement is between the Workforce Investment Council of Clackamas County DBA Clackamas Workforce Partnership (CWP) and the Clackamas County Board of County Commissioners (CCBCC), hereinafter collectively referred to as the "parties."

This replaces and supersedes the Memorandum of Agreement dated February 6, 2015.

2. Clackamas Workforce Partnership Responsibilities

CWP shall:

- A. Perform workforce board duties as required by the Workforce Innovation and Opportunity Act of 2014 ("WIOA"), the State of Oregon, Federal and State of Oregon grant agreements, other applicable Federal, State and local laws, rules and agreements and this Partnership Agreement;
- B. Remain a nonprofit Oregon corporation in good standing with Federal tax exempt status;
- C. Serve as the Clackamas workforce area's fiscal agent and administrative entity as designated by the CCBCC;
- D. Develop the annual budget, subject to the approval of CCBCC;
- E. Establish standards for and oversee the Clackamas workforce system, subject to the terms of a Memorandum of Understanding ("MOU") executed with partner agencies;
- F. Develop and approve the Clackamas workforce area's strategic workforce plan for submission to the Governor;
- G. Deliver an annual report on activities during the preceding year;
- H. Purchase insurance; to the extent it is available, to reasonably cover risks and liabilities;
- I. Solicit and accept public and private funds;
- J. Maintain strong linkages with private industry, local governments, and local educational and economic development agencies;
- K. Procure and award workforce area contracts make purchases and enter into leases as authorized by the budget;
- L. Maintain a system to hear and resolve grievances and complaints brought by customers and other interested parties;
- M. Furnish copies of audit reports to the CCBCC;
- N. Comply with all applicable Federal, State and local laws, rules, policies and procedures;

**Partnership Agreement Between
Clackamas Workforce Partnership and the Clackamas County Board of County
Commissioners**

- O. Establish and maintain an audit committee and maintain as a member the county employee described in section 3G. The audit committee shall prepare or supervise the preparation of all financial statements and other official financial information provided to the public; design and implement systems of internal controls to ensure CWP compliance with applicable laws, policies and procedures and appropriate risk management measures; facilitate an annual independent audit process, including engaging an independent certified public accountant and receiving all reports from the accountant; and issue an RFP for audit services every three to five years using federal procurement guidelines.
- P. Have authority to administer job-training/workforce development programs and services not limited to those services authorized by WIOA, and may receive any available funds that are unrelated to WIOA.
- Q. In the event liability for CWP workforce expenditures or operations occurs, the following priorities shall apply:
 - i. First Priority: CWP shall attempt to recover funds from the contractor, agent for third party causing the liability;
 - ii. Second Priority: CWP shall attempt to recover funds from an insurance carrier or bond issuer;
 - iii. Third Priority: CWP shall attempt to obtain a waiver of liability or offset liability against current or future grant revenues;
 - iv. Fourth Priority: CWP shall repay the liability utilizing the contingency fund established for this purpose.
 - v. Final Priority: As a last resort and only to the extent required by the WIOA or other federal or state law, County shall repay any otherwise unpaid liability.
- R. CWP will indemnify and hold the CCBCC members and officers harmless from all liability resulting from their CCBCC service, to the extent allowed by law and permitted by the terms of the grants administered by CWP;
- S. Adopt and amend bylaws, which shall be consistent with this agreement and subject to review and approved by CCBCC; and,
- T. Appoint the Clackamas Workforce Partnership's Board of Directors.

3. CCBCC Responsibilities

CCBCC shall:

- A. Appoint CWP Board members;
- B. Identify one Commissioner to operate as ex-officio on the CWP Board and Executive Committee;

**Partnership Agreement Between
Clackamas Workforce Partnership and the Clackamas County Board of County
Commissioners**

- C. Review and approve the Clackamas workforce area's strategic workforce plan for submission to the governor;
- D. Designate the fiscal agent and administrative entity of the workforce area;
- E. Provide oversight of CWP Bylaws;
- F. Perform oversight and other responsibilities assigned to local elected officials pursuant to WIOA, State of Oregon laws, policies and grant agreements;
- G. Provide one employee of County with expertise and experience in WIOA grant accounting and administration to serve on the CWP audit committee; and,
- H. Have annual oversight and agreement of the CWP annual budget.

4. Dispute Resolution

If a dispute arises among the parties, the CWP Board and the CCBCC shall each select two members to meet and attempt to resolve the dispute. The meeting shall be chaired by a neutral party who may be a hearing officer selected by the Oregon Employment Department. The neutral chair may make a motion and call for a vote if a mutually agreed upon resolution cannot be reached and the neutral chair shall, in the case of a deadlock, cast the deciding vote. The decision shall be binding upon the CWP Board and CCBCC.

5. Rebranding

The CWP and CCBCC may elect to "rebrand" by changing their names. Any such change shall not invalidate this agreement and shall merely serve to substitute the new name for the name contained in this agreement.

6. Duration

This agreement shall take effect when authorized by CWP and CCBCC. Any of the parties may withdraw from this Agreement by giving advance written termination notice to the other parties on or before December 31st. Termination shall be effective at midnight of the following June 30th, the end of the workforce program year. This agreement shall remain in effect until terminated by either party in accordance with this paragraph.

7. Amendment

Any amendment to this agreement must be in writing signed by both parties and must make specific references to this agreement. Upon the request of either party, the parties shall enter into discussions with the other concerning amendment to this agreement.

SIGNATURES

**Partnership Agreement Between
Clackamas Workforce Partnership and the Clackamas County Board of County
Commissioners**

The parties agree to each of the terms of this Agreement by signing below.


Clackamas Workforce Partnership Board President 12/17/2015
Date


Clackamas County Board of County Commissioners Chair 1-7-16
Date E.I.



**Clackamas
Workforce
Partnership**
WORKFORCE DEVELOPMENT BOARD

Annual Report: Clackamas Board of County Commissioners

Presenter: Tina Irvine, Board Chair

Presenter: Bridget Dazey, Executive Director

Clackamas Workforce Partnership

December 5, 2017

Thank you for your time & support

Agenda

- Program Year 2016
- Sources and Uses
- Current State of Business



**Clackamas
Workforce
Partnership**
WORKFORCE DEVELOPMENT BOARD

Program Year 2016

Workforce Development in Clackamas
County



**Clackamas
Workforce
Partnership**
WORKFORCE DEVELOPMENT BOARD

Thirteen Functions of a WIOA Board

- Develop a Local Plan
- Regional Research & Labor Market Analysis
- Convening, Brokering, Leveraging
- Promote Employer Engagement
- Career & Pathways Development
- Proven & Promising Practices
- Technology
- Program Oversight
- Negotiation of Local Performance Accountability
- Selection of Operators & Providers
- Coordination with Education Providers
- Budget & Administration
- Accessibility for Individuals with Disabilities

Business Goal

- Businesses have the skilled workers they need when they need them

Job Seeker Goal

- Job Seekers are trained and/or placed in occupations with opportunities for advancement

Emerging Worker Goal

- Emerging workers are aware of career pathways and are work ready

Resource Goal

- Clackamas County has resources to support workforce development

SIMPLE FACTS ABOUT US

+

93%

2017 CWP INVESTMENTS

93% of CWP funds went towards program costs.

+

\$3m

DIRECTLY TO SERVICE PROVIDERS

Programs to support adult and dislocated workers, job seekers, youth and business services customers.

+

\$3.9m

2016-2017 FISCAL YEAR INVESTMENT

CWP invested nearly \$4m in Clackamas County, helping to bring jobs to people and people to jobs.

Adult & Dislocated Workers

 64.1%
ENTERED EMPLOYMENT

\$17.87 
AVERAGE HOURLY WAGES EARNED

 84.75%
EMPLOYMENT RETENTION

IN PROGRAM YEAR 2016, 6,659 PARTICIPANTS APPLIED FOR SERVICES THROUGH THE WORKSOURCE CLACKAMAS SYSTEM. OF THOSE APPLICANTS, 42% WERE RECEIVING PUBLIC ASSISTANCE.



8%
Had criminal
backgrounds



28%
Were single
parents



9%
Not completed
HS or GED

23%
Age 55
or older


7%
Had veteran
status

6%
Had a
disability

Emerging Worker Profile

- 202 Female
- 172 Male
- 47 persons of color
- 275 white
- 76 Hispanic
- 355 No High School / GED
- 308 Not in School
- 200 SNAP Recipients
- 48 Pregnant or Parenting

LEVERAGING 375 STUDENT PARTICIPANTS

65^{*} 
PARTICIPANTS
EARNED HIGH SCHOOL
DIPLOMA OR A GED

YOUTH PARTICIPANTS
THAT RECEIVED WAGE
INCREASES AFTER
REGISTRATION

 54^{*}

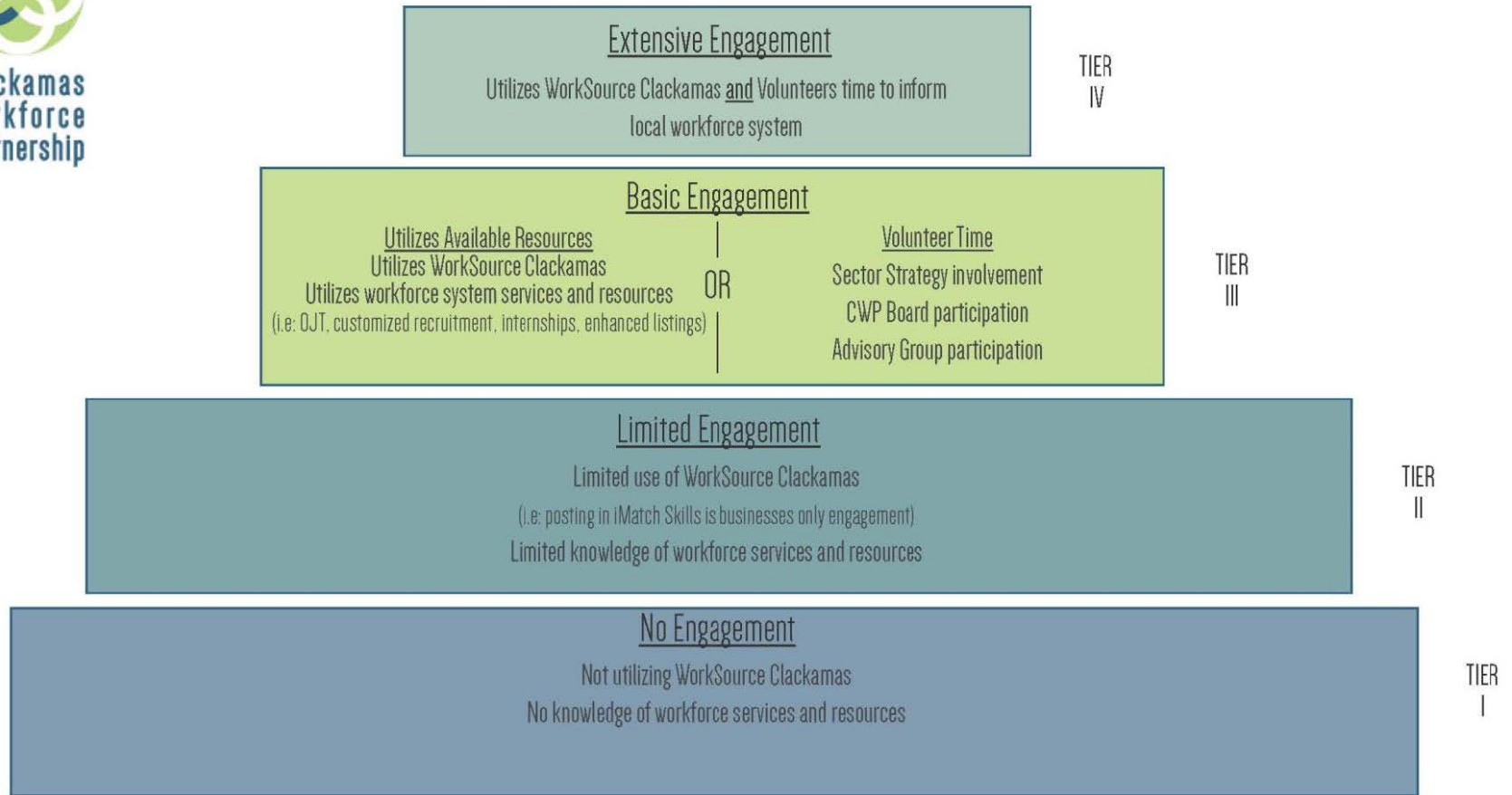
 183^{*}
YOUTH PARTICIPANTS
FINDING EMPLOYMENT

* Demographics for these statics are available upon request, please visit www.clackamasworkforce.org for more information or to request specific emerging worker profile data

Businesses



Business Levels of Engagement with Workforce System



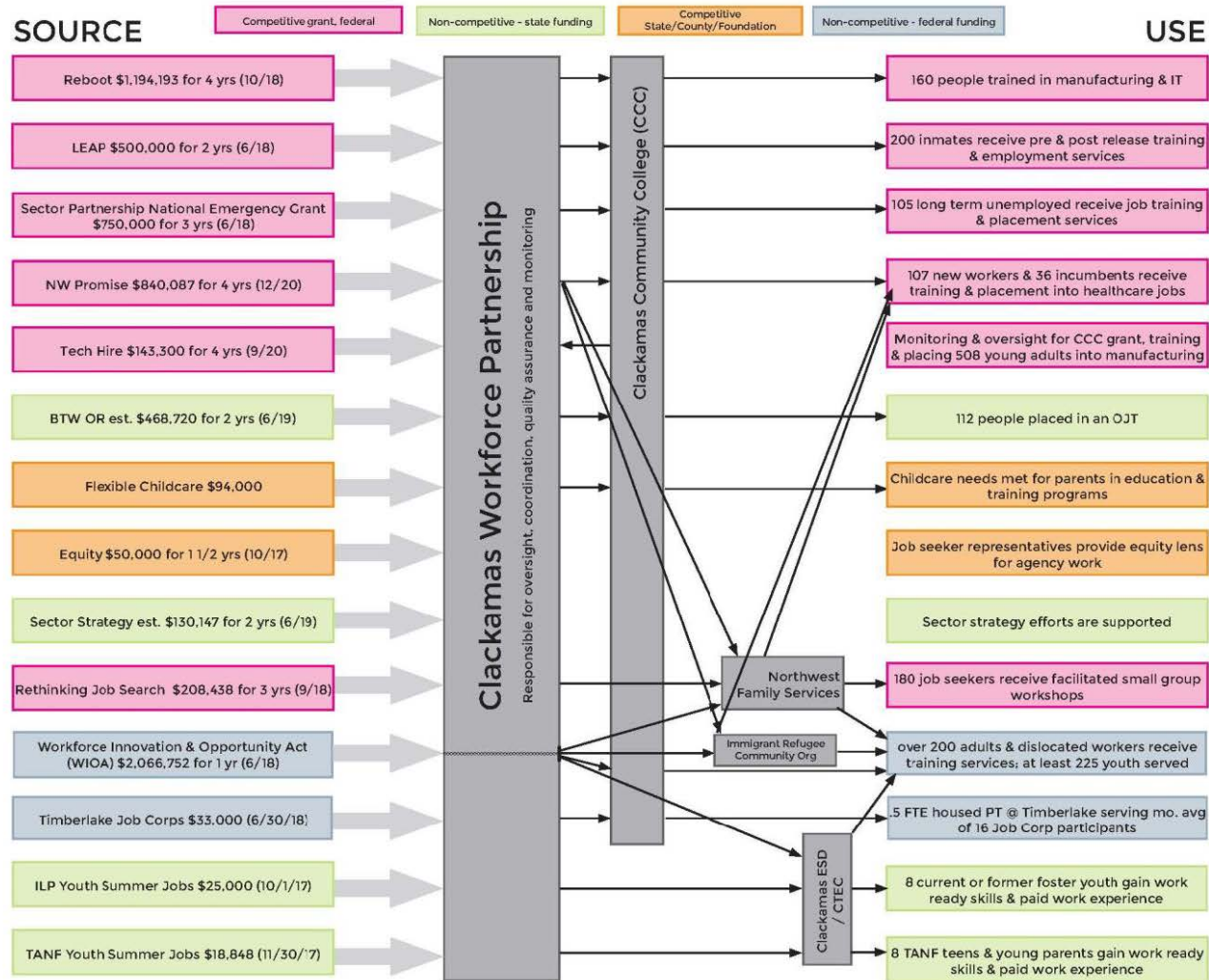
Sources and Uses

Funding streams and what they provide



**Clackamas
Workforce
Partnership**
WORKFORCE DEVELOPMENT BOARD

Sources & Uses 2017



Current State of Businesses

Our present and our future



**Clackamas
Workforce
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WORKFORCE DEVELOPMENT BOARD

NOW AND WHAT'S NEXT

WorkSource
Clackamas

- Memorandum of Understanding & IFA

Clackamas
Workforce
Partnership

- Coordinated Business Services (CCBS)
- Clackamas Youth Network

Sector
Strategies

- Launched Construction & Technology Plan

COMING
SOON IN
2018!

- State of the Workforce Report
- Updated Sector Reports
- Strategic Plan Modification

Thank you for your time.



**Clackamas
Workforce
Partnership**
WORKFORCE DEVELOPMENT BOARD

SOURCE

USE

Competitive grant, federal

Non-competitive - state funding

Competitive State/County/Foundation

Non-competitive - federal funding

