

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

Policy Session Worksheet

Presentation Date: December 13th 2016 **Approx Start Time:** 3:00pm

Approx Length: 30minutes

Presentation Title: Clackamas Workforce Partnership (CWP) 2016 Annual Report

Department: Business & Community Services, Gary Barth, Director

Presenters: Cindy Hagen, Coordinator, Business & Economic Development; Bridget Dazey, Executive Director, CWP; Dan Parker, 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) 2016 Annual Report, which is required in item 2G of the Partnership Agreement between CWP and Clackamas County Board of Commissioners.

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.

BACKGROUND:

The Clackamas Workforce Partnership (CWP) has been identified by the Clackamas County Board of Commissioners (BCC) as the Workforce Innovation and Opportunity Act (WIOA) fund administrator in Clackamas County. CWP is a 501 (c) 3 organization governed by a board of directors responsible for developing policy and overseeing local workforce development initiatives in partnership with the BCC.

FINANCIAL IMPLICATIONS (current year and ongoing):

Partnership Agreement Section 3:

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

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.

Is this item in your current budget? YES NO

What is the cost? See above Financial Implications.

REVENUE: N/A

STRATEGIC PLAN ALIGNMENT:

- 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. Receipt of the Clackamas Workforce Partnership 2016 Annual Report

RECOMMENDATION:

Staff respectfully requests that the Board of County Commissioners receive the Clackamas Workforce Partnership 2016 Annual Report.

ATTACHMENTS:

- Partnership Agreement between Clackamas County and the Clackamas Workforce Partnership
- PowerPoint presentation – CWP 2016 Annual Report

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 Hagen @ 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:
AGENDA ITEM NUMBER:

01/07/2016

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**

December 13, 2016

Items to Cover

- Program Year 2015
- Sources and Uses
- Current State of Business
- Labor Market Statistics
- Updates:
 - WIOA
 - Local Area Strategic Planning
 - Partnerships

13 Functions of a WIOA Board

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

People Served

7,245 Adults Served

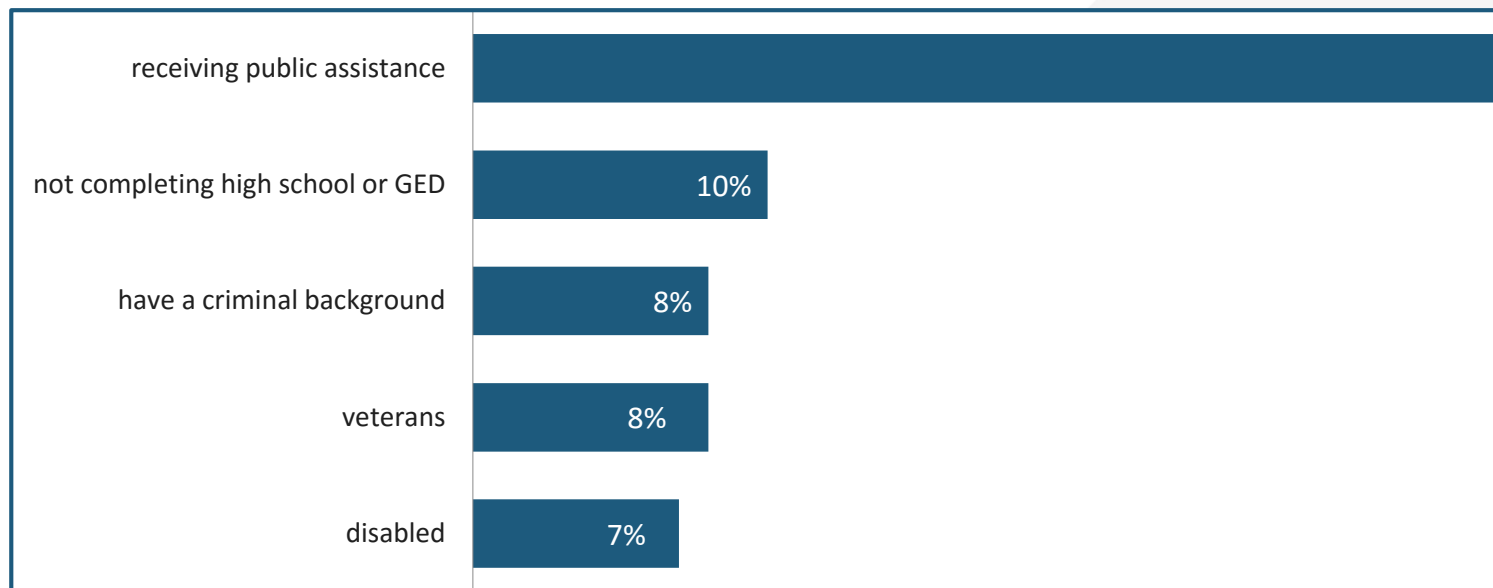
59%
Found
Employment

85%
Are Still
Employed

Earning Average Hourly Wage of
\$16.99

Adult/Dislocated Worker Metrics

CURRENT JOBSEEKER PROFILE



People Served

399 Youth Served

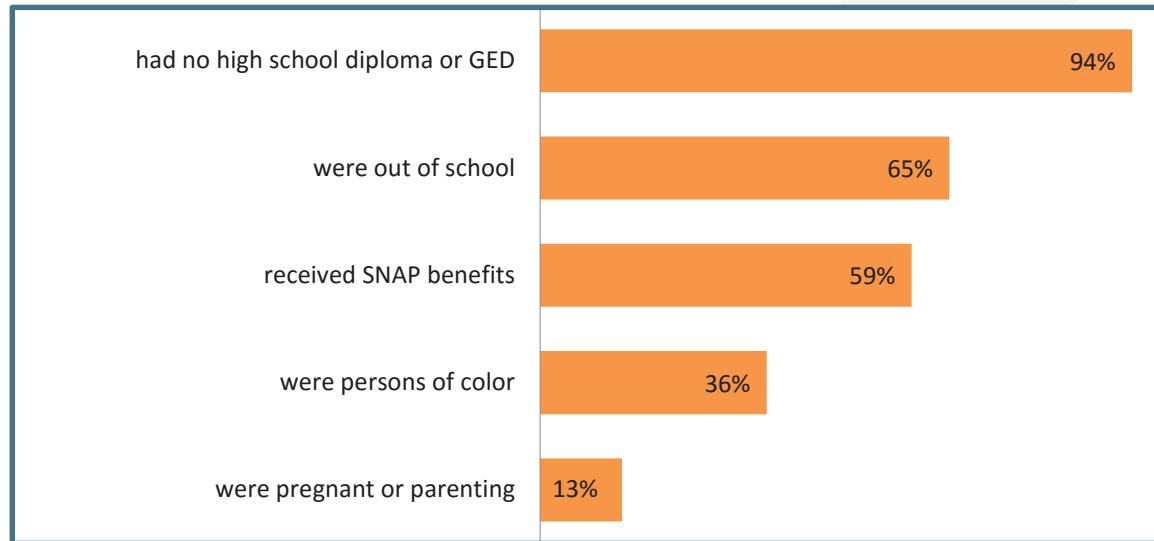
58%
Attained a Degree or
Certificate

84%
Entered College
or Employment

Earning an Average Hourly Wage of
\$16.99

Youth Metrics

CURRENT YOUTH PROFILE



Businesses Served

28
Businesses Provided
On-Job-Trainings (OJT)

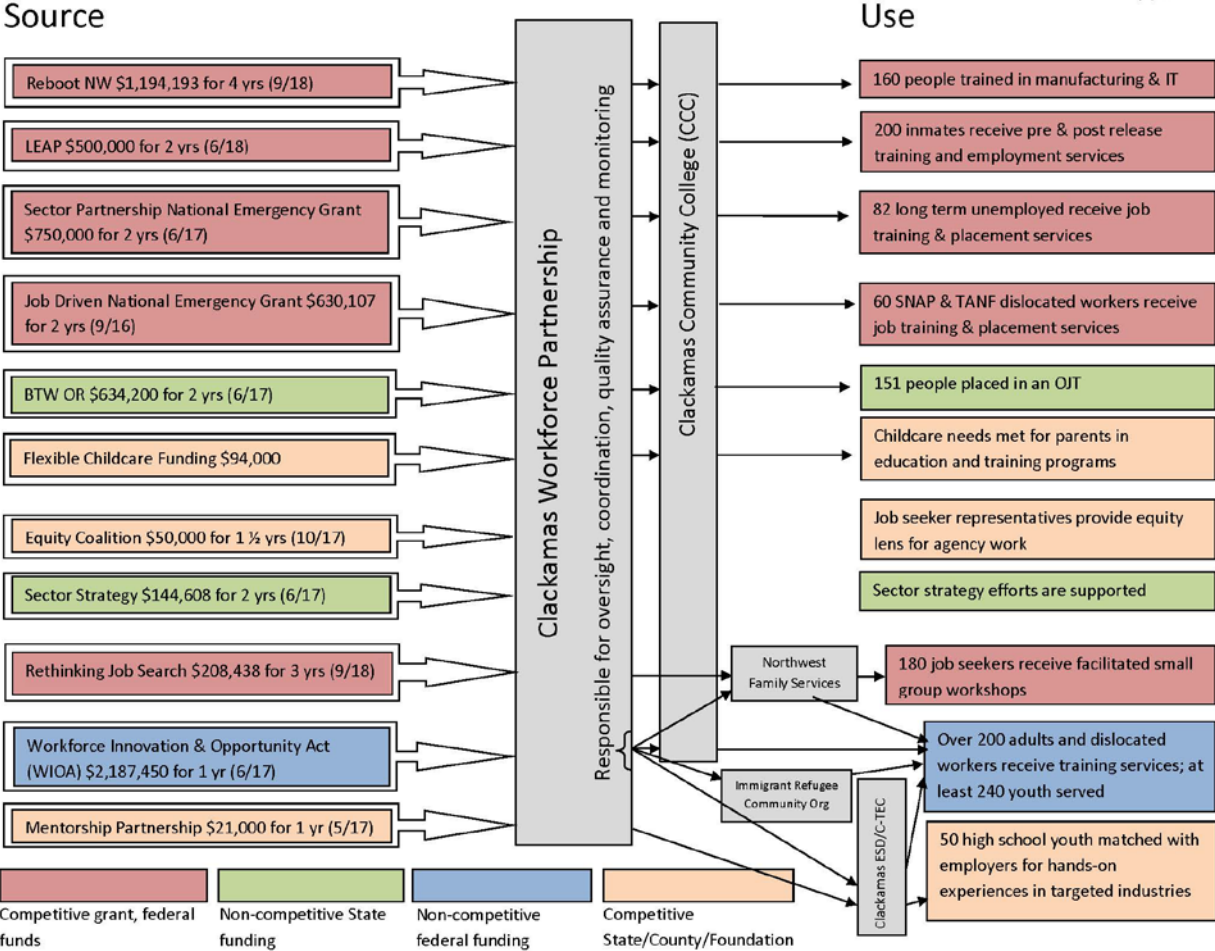
44
Job seekers
Completed OJT



Average Hourly Wage of OJT
\$17.20

Sources and Uses

9/1/16



Our Present and Future

- WorkSource Clackamas
- Sector Strategies
- Columbia-Willamette Workforce Collaborative
- Increase alignment across other systems
- Update internal policies and processes
- Compliance with WIOA
- Equity Council Implementation

Workforce Statistics

- October unemployment rate: 4.5%
- October labor force: 217,456
- October number of unemployed: 9,709

Clackamas County lost around 18,400 jobs during the recession.

Since the end of the recession in January 2010 (71 months), Clackamas County has added back 23,800 jobs or 129% of the jobs lost.

CWP Strategic Plan Overview

Mission

Address critical workforce, educational, and training challenges, and develop a skilled workforce that meets the needs of businesses and strengthens the local economy of Clackamas County.

Vision

Clackamas County thrives with a skilled workforce that creates sustained economic prosperity for existing and new businesses.

Guiding Principles

- Collaborative
- Responsive
- Solution-Oriented
- Innovative
- Equitable

CWP Plan Goals

- A. Businesses have the skilled workers they need when they need them.
- B. Job seekers are trained and placed in occupations with opportunities for advancement.
- C. Emerging workers are aware of career pathways and are work ready.
- D. Clackamas County has resources to support workforce development.



**Clackamas
Workforce
Partnership**
WORKFORCE DEVELOPMENT BOARD

Thank you for your time and feedback!