

The Columbia-Willamette Regional Workforce Collaborative

A partnership of the Southwest Washington Workforce Development Council, The Workforce Investment Council of Clackamas County and Worksystems, Inc.

CHARTER

Adopted March 2, 2012

PURPOSE

The purpose of the Columbia-Willamette Regional Workforce Collaborative (Collaborative) is to provide assistance to the Boards of Directors of the Southwest Washington Workforce Development Council, the Workforce Investment Council of Clackamas County and Worksystems, Inc., to identify and implement shared efforts to serve regional industry, encourage job creation, support economic development, and guide public workforce investments.

MEMBERSHIP

The Collaborative shall consist of at least two representatives from each participating Board. Members will be appointed in accordance with each Board's respective committee appointment process. The majority of appointed Collaborative members shall be from the private sector. Other appointed members must also include representatives from organized labor and economic development.

Ad hoc representation may be pursued as determined by the Collaborative. Ad hoc appointments will be made by consensus of the Collaborative and will last for one year. Ad hoc members may be reappointed at the discretion of the Collaborative.

MEMBER ROLES & RESPONSIBILITIES

To accomplish the Collaborative's goals, individual members:

- Regularly attend Collaborative meetings
- Provide strategic direction and oversight for the region's industry engagement efforts
- Define goals and objectives to respond to regional industry needs and promote regional competitiveness
- Identify common industry and economic development issues and opportunities
- Develop and support the implementation of strategies that align the region's workforce supply with industry demand
- Assure alignment with regional economic development efforts
- Evaluate regional industry initiatives

CHAIR ROLE & RESPONSIBILITIES

In pursuit of the Collaborative goals, the Chair will:

- Regularly attend and preside at meetings

- Serve as the Collaborative' s chief spokesperson and primary contact for assigned staff
- Provide input into meeting agenda
- Report Collaborative progress

Meeting

The Collaborative will convene bi-monthly beginning in January 2012. Members are asked to block 2 hours for each meeting. Webinars, e-mail and other electronic means may be used to conduct meetings as determined by the Collaborative.

Chair & Staff

The Chair must be an appointed private sector representative of one of the represented Workforce Investment Boards elected by a majority vote of the Collaborative.

An Executive Director will staff the meeting on a rotating basis. The assigned Executive Director will be responsible for the meeting agenda, handouts, notes and coordinating follow-up on action items identified during the meeting.