

**AMENDED CONSORTIUM AGREEMENT**  
**Between**  
**CITY OF PORTLAND, MULTNOMAH and WASHINGTON COUNTIES**

The Parties to this Amended Consortium Agreement are Multnomah and Washington Counties and the City of Portland, hereinafter collectively referred to as the "Parties."

WHEREAS, the Parties recognize the serious and complex problems resulting from unemployment and low wages among their citizens, and

WHEREAS, increased globalization, technological advances and accelerating demographic changes continually add to the mismatch between labor force skills and employer needs, and

WHEREAS, workforce development problems and solutions transcend traditional governmental boundaries, and

WHEREAS, a productive workforce investment system can most effectively be created and expanded in partnership with the private sector, and

WHEREAS, the Parties wish to realign and increase the effectiveness of the area's workforce investment system, its Workforce Development Board (WDB) and the Worksystems, Inc. (WORKSYSTEMS) Board of Directors, and

WHEREAS, the Parties desire to replace the current Consortium Agreement, adopted [February 27, 2006](#) with this Amended Consortium Agreement,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **WORKFORCE INVESTMENT AREA**

The Workforce Investment Area ("Area") shall continue to include all of Multnomah and Washington Counties and the City of Portland.

2. **GOVERNING BOARD**

A. A Governing Board is made up of one local elected official from each of the three Parties. The Governing Board shall have the following duties and responsibilities:

- Appoint, reappoint and remove Workforce Development Board members and Worksystems Directors in accordance with paragraphs 6 and 7 of this Agreement;
- Regularly attend Workforce Development Board, Worksystems Board of Directors and Governing Board meetings; and,
- Perform all other duties and functions assigned to consortiums of local elected officials by the Workforce Innovation and Opportunity Act (WIOA) or by implementing Federal or State of Oregon rules or policies.

B. The Governing Board may also elect to discuss and approve or disapprove the following Workforce Development Board or Worksystems actions, plans or policies:

- The content of the four-year WIOA Strategic Plan for the area, including modifications thereto;
- Worksystems and the Workforce Development Board's Code of Conduct;
- One-stop Career Center chartering and certification;
- Contract awards to service providers;
- Worksystems annual budget, including modifications thereto; and,
- Acceptance and the resolution of audit and monitoring findings.

C. Should any Workforce Development Board or Worksystems action, plan or policy be disapproved by the Governing Board, that particular action, plan or policy shall not be effective unless and until a mutually acceptable solution is agreed to by the Governing Board and Workforce Development Board and Worksystems.

### 3. GOVERNING BOARD DECISIONS

Each of the Governing Board members shall have one vote. The Governing Board members may each select one alternate who shall have all the powers and rights of the Governing Board member who selected the alternate, and who shall also count towards a quorum when that Board member is absent. A quorum consists of not less than three members. Decisions require the unanimous vote of the three Parties. The Governing Board may adopt bylaws consistent with this agreement.

### 4. GOVERNING BOARD CHAIR

The Governing Board shall elect a Chair who shall serve for two years and sign documents as authorized by and on behalf of the Governing Board. The Governing Board may elect other officers as it sees fit.

### 5. GOVERNING BOARD MEETINGS

The Governing Board shall meet at least annually and at such other times as are deemed necessary. Meetings may be called by the Chair or by any two Governing Board members by providing reasonable advance written notice to all Governing Board members and to any alternates. Meeting notices shall contain the time, place and agenda for all meetings. Meetings may be held by conference call. Advance notice and other meeting requirements may be waived, to the extent permitted by law, by unanimous consent of Governing Board members.

### 6. WORKSYSTEMS, INC. AND THE WORKSYSTEMS, INC. BOARD OF DIRECTORS

- A. Worksystems, Inc. ("WORKSYSTEMS") is an Oregon nonprofit corporation that receives, administers, disburses and monitors State of Oregon and federal grant funds for area workforce development activities. Worksystems shall consist of a Worksystems headquarters element, a Worksystems Board of Directors, a Workforce Development Board (WDB) and an array of contractual partners who shall provide counseling, training and job placement services to a broad base of stakeholders. Worksystems Board of Directors shall include the three Governing Board members, an organized labor representative and a majority of private sector business representatives.

- B. The current WDB Chair and Vice Chair and the WDB'S immediate past Chair shall serve on Worksystems Board of Directors so long as they remain WDB members. Other private sector business representatives shall serve on Worksystems Board of Directors after nomination by the WDB and subsequent appointment by the Governing Board, and shall continue as Worksystems Directors so long as they remain WDB members or until replaced as Worksystems Directors by the Governing Board, whichever comes first.
- C. Worksystems organized labor Director shall be selected by the labor representatives serving on the WDB. The organized labor Director shall serve while remaining a WDB member or until replaced by the WDB'S organized labor representatives.

7. WORKFORCE INVESTMENT BOARD APPOINTMENTS

- A. All WDB members shall be nominated and appointed in accordance with WIOA, Federal, State and local statutes, rules, policies and procedures and this agreement.
- B. A majority of WDB members shall be private sector business representatives. WDB business members shall be appointed by the Governing Board member in whose jurisdiction they conduct business. The number of WDB business members from each of the three units of local government shall be in approximate proportion to the respective populations of each of the three local governments and shall reasonably represent the business and industrial sectors within the workforce investment area. For the purposes of this paragraph, Multnomah County's population shall not include individuals residing within the City of Portland.
- C. The Board shall be composed in accordance with WIOA Section 107 (b) or (i).
- D. WDB appointments shall be for three year terms and shall continue until a successor is appointed.
- E. WDB business members shall serve at the pleasure of the appointing local elected official and may be removed by that local elected official without cause. Non-business sector members may be removed without cause by a unanimous vote of the Governing Board.
- F. The WDB may enact bylaws or rules which, to the extent consistent with this agreement, shall further govern WDB membership and conduct.

8. WORKFORCE DEVELOPMENT BOARD AND WORKSYSTEMS DUTIES AND RESPONSIBILITIES

- A. Worksystems responsibilities shall include:
  - Informing the WDB on a regular basis of Worksystems progress in achieving strategic goals and objectives;
  - Delivering an annual report to the WDB on Worksystems activities and the state

- of the area workforce system;
- Overseeing Worksystems budget obligations and expenditures; and,
- Acting as the local workforce area's grant recipient and fiscal agent.

B. Worksystems Board of Directors' responsibilities shall include:

- Regularly attending WDB and WORKSYSTEMS board meetings;
- Approving WORKSYSTEMS's budget and procurement activities;
- Hiring, evaluating and terminating the employment of Worksystems Executive Director;
- Complying with Worksystems Code of Conduct, which governs conflict of interest situations;
- Performing Board of Directors' duties and responsibilities for Worksystems in accordance with Chapter 65 of the Oregon Revised Statutes; and,
- Adopting policies necessary to ensure accountability and compliance with Federal, State and local laws, rules, and grant terms and agreements, including but not limited to this Amended Consortium Agreement

C. Workforce Development Board responsibilities shall include:

- Developing the area's Regional Workforce Strategic Plan;
- Appointing committees to oversee work necessary to accomplish each goal in the strategic plan;
- Establishing standards for and overseeing the area's workforce system, subject to the terms of a "Memorandum of Understanding" executed with partner agencies; and,
- Performing duties as required by WIA, the State of Oregon, Federal and State grant agreements, other applicable Federal, State and local laws, rules and agreements.

## 9. LIABILITY

In the event liability for Worksystems expenditures or operations occurs, the following priorities shall apply:

- A. First Priority: Worksystems shall attempt to recover funds from the contractor, agent or third party causing the liability;
- B. Second Priority: Worksystems shall attempt to recover funds from an insurance carrier or bond issuer;
- C. Third Priority: Worksystems shall attempt to obtain a waiver of liability or offset liability against current or future grant revenues;
- D. Fourth Priority: Worksystems shall repay the liability from its funds to the extent permitted by law;
- E. Fifth and Final Priority: as a last resort and only to the extent required by WIOA and permitted by Oregon statutes and local governmental charters, the Parties agree to cover

unmet liabilities to the State and Federal governments. The Parties shall share liability to the State and Federal governments in proportion to their respective populations using the most recent census data available on the date the negligent or wrongful acts occurred which gave rise to the unmet liability. For purposes of this paragraph, Multnomah County shall include only the population of the county outside of the City of Portland.

Nothing in this agreement shall be interpreted in a manner that would violate any constitutional or statutory limitation on liability applicable to a Party government, or shall be construed as a waiver of any defense to or limitation on liability to which a party government or its agents would otherwise be entitled under the constitution or laws of the State of Oregon

## 10. DURATION AND TERMINATION

- A. This Amended Consortium Agreement shall become effective and the current Consortium Agreement, adopted [insert new date](#) shall be rescinded in its entirety when this amended agreement has been signed by all of the three Parties. This amended agreement shall remain in effect until terminated pursuant to this section. In the event one of the three local governmental Parties withdraws from this agreement, this agreement shall be null and void with respect to that government. The term "Area" as used in this agreement shall refer only to the geographic boundaries covered by signatory local governments. For purposes of this paragraph, Multnomah County shall include the area of the County outside the City of Portland.
- B. Any Party may withdraw by notifying the other Parties and Worksystems in writing of its intent to do so at least one hundred eighty (180) days prior to the end of the WIA program year (June 30<sup>th</sup>). Withdrawal shall become effective at midnight on the last day of the program year in which notice is given, and shall not affect the participation of the remaining two Parties or the validity of this agreement with respect to the remaining Parties.
- C. This agreement completely replaces the previous Consortium Agreement between the Parties. That agreement shall be null and void when this agreement is executed.

## 11. INDEMNIFICATION

To the extent allowable by the Oregon Constitution and the Oregon Tort Claims Act, each of the parties hereto agrees to indemnify and save the other harmless from any claims, liability or damages fees arising out of or resulting from any error, omission or act of negligence on the part of the indemnifying party, its officers, or employees in the performance of this agreement.

## 12. AMENDMENTS

This agreement may be amended from time to time by written consent of all the Parties.

