



To: IAWP Oregon Chapter Executive Board
From: Ron Sohnrey, Oregon Chapter President
Subject: President Report
Date: September 25, 2012 - February 9, 2013

- Conducted Fall 2012 IAWP Executive Board meeting.
- Contacted various locations to hold our winter board meeting.
- Started developing a WPDP Pilot Program.
- Worked with Secretary/Treasurer Bryant Campbell to pay our business fees and get our bank documents completed and submitted.
- Send reminder communication to all Oregon Chapter Board members about getting any articles they have to Barbee for the Oregonizer. Submit my President's message to Barbee for each Oregonizer issue.
- Assist with marketing the awards program.
- Communicated with Legislative Coordinator Rob Gentle about Legislative Happenings Report.
- Worked with various Chairs on developing the International plans (Marketing/Communications/Chapter Development/Education/Recognition). Submitted reports to International.
- Communicated with the District and International officers.
- Communicated with Executive Board members and provided guidance as needed.



International Association of Workforce Professionals

IAWP-Oregon Chapter

February 9, 2013

To: Ron Sohnrey, President
From: Grant Axtell, President-Elect
RE: February Board Meeting Report

In my role as President-Elect, I have been working on the following...

- Initial plans for May Conference
- Looking at locations and negotiating for 2014 state conference
- Review of Bylaws and Procedures with President Sohnrey
- Work with Bryant on tax status of Chapter
- Collect nominations for elections

Respectfully Submitted,

Grant A Axtell



February 5, 2013

To: IAWP Chapter Board
From: Susan Oertel/Marketing Chair

Marketing Report for Oregon Chapter

- Prepared & sent Chapter IAWP marketing plan to Ron Sohnrey September 24, 2012.
- IAWP Chapter marketing plan submitted by President, Ron Sohnrey to administration office September 25, 2012.
- Received marketing notebook for Oregon Chapter from Grant Axtell
 - **Contents of Chapter Notebook include:**
 - marketing award criteria
 - marketing award judging and scoring sheet
 - plan submitted to administrative office preceding the contest year, January to December
 - IAWP promotion material
 - WPDP & CWS promotion
 - Mainstream Media
 - chapter monthly newsletters highlighting marketing material and statewide marketing activities.
 - January issue - *Oregonizer* (newsletter – article) WIN \$\$\$ FOR PIN DESIGN
 - February issue – *Oregonizer* (newsletter – article) NEW/IMPROVED WORKFORCE PROFESSIONAL DEVELOPMENT PROGRAM (WPDP)
 - March issue – *Oregonizer* (newsletter – article) TEST YOUR WPDP KNOWLEDGE QUOTIENT
 - March issue – *Oregonizer* (newsletter – article) MEMBERSHIP DRIVE
 - March issue – *Oregonizer* (newsletter – article) OREGON CHAPTER EDUCATION CONFERENCE promotion for Chapter Conference
 - April issue – *Oregonizer* (newsletter – article) WELCOME NEW IAWP MEMBERS
 - May-June issue - *Oregonizer* (newsletter – article) WIN A \$5.00 GIFT CARD & DATES TO REMEMBER-INTERNATIONAL “Come back to Chicago where it all began”
 - July issue – *Oregonizer* (newsletter – article) promotion DISTRICT VII CONFERENCE 2012



**Communications Report
Executive Meeting
February 9, 2013**

Completed:

- Emailed out Legislative News from articles sent by NASWA.
- Contacted Congressman Schrader's office to see about possibly visiting the May Conference and giving a quick speech. Spoke with Kari in his office and she is in charge of scheduling his Oregon visits and he is scheduled to vote in DC on both days of the conference.
- Worked on Communications notebook.

Action Items:

- Will contact/research more into legislative speaker for May Conference



To: Ron Sohnrey President Oregon Chapter I.A.W.P.
From: Charlene Grafton – Education Chair
Subject: Activities Report
Date : Sept 11, 2012

I have sent out emails to Chapter Presidents welcoming them to their new positions.

Since last year I had no response from any sub-chapters regarding anything educational, I took it upon myself to give Karen from the Oregon Growth Savings each subchapters President's contact information. She is willing to contact each of them when she is in their area. She stated she would be happy to provide lunch hour educational sessions on the Oregon Growth Savings Plan to our members.

I am continuing to look for educational opportunities that are free to all sub-chapters.

I helped Crater subchapter President Tammy with the following events:

- *Co event with the Oregon Employer Council to raise school supplies and backpacks for Howard Elementary 6th graders.
- Raised Money for our Job Council work study to purchase school clothes for her daughter we raised \$85.00.
- Sold ticket for our Movie Basket.

Up and coming events:

- Planning meeting for the Veteran's Community Bay Shower .
- Meeting with Habitat for Heroes to volunteer with a house they are building for a Veteran Family in Medford.



To: IAWP Oregon Chapter Executive Board
From: Julie Davidson and Tracy Johnson Award Co-Chairs
Subject: Award Chair Report
Date: September 25, 2012 - February 9, 2013

- Started award nomination recruitment via e-mail in late fall and continued e-mails to all staff through January 2013.
- Extended award nomination deadlines to prompt additional nominations.
- Provided articles to the Oregonizer about the 2012 award nominations.
- Highlighted award categories in e-mails.
- Collected award nominations.
- Tracked award nominations.
- Created committee to score nominations.
- Updated Chapter recognition notebook.