



LANE WORKFORCE COUNCIL MEETING

THURSDAY, June 15, 2017

11:00am – 12:00pm

MINUTES

In Attendance: Pete Sorenson, Jesse Dolin, Garland Burback, Christine Lundberg, Mike Clark (Proxy for Chris Pryor)

Staff: Kristina Payne, Tiffany Cink, Anne Nestell, Sue Thompson

<u>Action Summary:</u>	<u>Motion</u>	<u>Seconded</u>	<u>Status</u>
Pete Sorenson elected Chair of the Council	Garland Burback	Jesse Dolin	Unanimous Approval
Approved Council meeting minutes, November 17, 2016	Garland Burback	Christine Lundberg	Unanimous Approval
Approved OMEP's proposal to serve as the One-Stop Operator for Lane County in the amount of \$49,700 per year with the option to renew for an additional 3 years.	Christine Lundberg	Garland Burback	Unanimous Approval
Approved WorkSource Lane Memorandum of Understanding and Infrastructure and Additional Costs Sharing Agreement	Mike Clark	Garland Burback	Unanimous Approval
Elected Katie Jeremiah, Bob Halligan, Margaret Theisen, Sarah Means, and Michael Caven to the Lane Workforce Partnership Board of Directors for a three year term beginning July 1, 2017.	Mike Clark	Garland Burback	Unanimous Approval
Re-appointed Jennifer Adams, Travis Brooke, Phillip Hohnstein, Shondra Holliday, Lena Kostopulos, Angela Peacor, Stan Pickett, and Jacob Fox.	Jesse Dolin	Mike Clark	Unanimous Approval

I. CALL TO ORDER

Pete Sorenson called the meeting to order.

II. PUBLIC COMMENT – *In accordance with Lane Workforce Partnership's Public Comment Policy: Speakers will be taken in the order in which they sign up and will be limited to three minutes per public comment.*

There was no public comment.

III. SELECTION OF COUNCIL CHAIR

Garland Burback made a motion to nominate Pete Sorenson as the Chair. Jesse Dolin seconded and the motion was unanimously approved.

IV. CONSENT CALENDAR

Garland Burback made a motion to approve the November 17, 2016 Lane Council meeting minutes. Christine Lundberg seconded and the motion was unanimously approved.

V. ONE STOP OPERATOR RECOMMENDATION

Kristina Payne provided a summary. In accordance with the Workforce Innovation and Opportunity Act, local workforce areas must competitively select through open procurement, a One Stop Operator by July 1, 2017. The One Stop Operator, at a minimum, will coordinate the service delivery of one-stop partners and providers in the local one-stop system.

Lane Workforce Partnership along with three other local workforce areas (Incite, Clackamas, and East Cascades) joined together to solicit applications. We wanted an entity that can:

- Act as a consultant to the local boards and center partners;
- Assess service delivery, customer service practices, and service content as related to the local workforce needs;
- Share nation-wide One Stop Center best practices across the 13 workforce areas in this solicitation.

Oregon Manufacturing Extension Partnership (OMEP) was the only entity that submitted a response to the proposal. OMEP has a long standing history of being a third party consultant to private and public businesses. Their approach involves a rigorous assessment of performance against standards and goals followed by a series of prescriptive steps to support improved outcomes.

We feel that this entity can do the work we want to have done and can raise the level of customer service. Ms. Payne noted that if we hired an individual, it would cost more than the \$49,700 submitted in the OMEP proposal. The OMEP proposal is a good, efficient way to go. The One Stop Operator will be providing reports and if in the course of doing business we find that this is not an effective program or relationship, we will bring it back to the Council and then we would need to procure again.

Ms. Lundberg said it would be helpful for the Council to be provided with a Statement of Work from OMEP. Ms. Payne will get that information once available. Right now the vote is for Lane Workforce Partnership to have the approval to enter into contract negotiations with OMEP.

Christine Lundberg made a motion to approve the OMEP proposal to serve as the One-Stop Operator for Lane County in the amount of \$49,700 per year with the option to renew for an additional 3 years. Garland Burback seconded and the motion was unanimously approved.

VI. WORKSOURCE LANE MEMORANDUM OF UNDERSTANDING AND INFRASTRUCTURE AND ADDITIONAL COSTS SHARING AGREEMENT

Ms. Payne shared that the purposes of the Memorandum of Understanding are to:

- Enhance the cooperative working relationship among partners;
- Define the roles and responsibilities of Lane Workforce Partnership and signing parties as it relates to the operation and continued development of the WorkSource Lane system;
- Coordinate resources to prevent duplication;
- Ensure a one-stop system that creates a seamless customer experience;
- Ensure the effective and efficient delivery of workforce services;
- Establish joint processes and procedures that will enable partners to align and integrate programs and activities throughout Lane Workforce System;
- Coordinate to implement WorkSource Oregon Standards.

The parties named in the MOU are agreeing to work collaboratively to provide and pay for services in order to carry out the provisions of the MOU and advance the quality and effectiveness of the WorkSource Lane system.

In terms of the Infrastructure and Additional Costs Sharing Agreement, we went with a model that expanded our service delivery in Lane County. Our comprehensive center is located at 2510 Oakmont Way in Eugene. Through the Department of Human Services, we will now have satellite sites in Florence, Springfield, Cottage Grove, and McKenzie.

The contract will be in place until 2020. 2020 is also when then the Workforce Innovation and Opportunity Act sunsets.

Mike Clark made a motion to approve the WorkSource Lane Memorandum of Understanding and Infrastructure and Additional Costs Sharing Agreement. Garland Burbuck seconded and the motion was unanimously passed.

VII. APPOINTMENT OF NEW LANE WORKFORCE BOARD MEMBERS

Under WIOA, the local Chief Elected Officials are authorized to appoint the members of the local workforce board. Ms. Payne said that some seats have opened up on the board. We have two open business positions and could take a third and still be in compliance. We also have a position open for a community based organization as well as a labor organization.

Mike Clark made a motion to elect Katie Jeremiah, Bob Halligan, Margaret Theisen, Sarah Means, and Michael Caven to the Lane Workforce Partnership Board of Directors for a three year term beginning July 1, 2017. Garland Burbuck seconded and the motion was unanimously passed.

VIII. REAPPOINTMENT OF LANE WORKFORCE BOARD MEMBERS WITH TERMS EXPIRING

Jesse Dolin made a motion to re-appoint Jennifer Adams, Travis Brooke, Phillip Hohnstein, Shondra Holliday, Lena Kostopulos, Angela Peacor, Stan Pickett, and Jacob Fox to an additional three year term beginning July 1, 2017. Mike Clark seconded and the motion was unanimously passed.

IX. OTHER BUSINESS

- Ms. Payne was recently appointed to the Oregon Workforce Investment Board (OWIB). In her first meeting she had to abstain from a policy vote that directly impacted our budget. The policy which passed is requiring local boards to spend 25% of their budget on direct training. We are fully in compliance with this policy and going forward we will be required to report on this. The issue for other areas is that the money was staying at the board level and not going out. OWIB felt it needed to intervene and created this policy to address the issue.
- Through the process of being appointed to OWIB, Ms. Payne thought it would be great for individuals elected to our board of directors to receive a letter of recognition from the Chair of the Lane County Board of Commissioners. We are working through Sarah Means to see if this is a possibility.
- Question was asked when the Council will be meeting next. Ms. Payne noted at this point, we do not have one scheduled. The Executive Board of which the Council members are a part of will continue to meeting monthly. The Council would not need to meet separately unless issues arise with the One Stop Operator or the WorkSource Lane Memorandum of Understanding. The Council will need to meet to appoint new board members but that most likely will not happen until next year. Ms. Payne noted that she will only bring the Council and the Executive Board together when there is business to accomplish.
- Pete Sorenson suggested getting Ms. Payne on the agendas of the City Council meetings (Eugene, Springfield, Florence, and Cottage Grove) as well as the Lane County Board of Commissioners to help educate and reinforce the work of Lane Workforce Partnership.
- Question was asked what will it mean and when will it go into effect if the federal budget is cut by 40%. Ms. Payne responded that it depends on the timing of when the President's budget is passed. For example, April, May, and June 2017 monies were appropriated last October. Starting October 1, 2017, there will be a new appropriation. We manage approximately \$5 million dollars locally of which about \$2.2 million is federal money. We really are just up in the air about what the funding level will be moving forward but we are continuing to remain optimistic.

X. ADJOURNMENT

The meeting was adjourned at 12:00pm.

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