



LANE WORKFORCE EXECUTIVE BOARD MEETING

Thursday, December 15, 2016
11:30am – 12:10pm

MINUTES

In Attendance: Kristina Payne, Todd Edman, Angela Peacor, Stan Pickett, Jennifer Adams, George Poling, Sheri Moore

Absent: Pete Sorenson

Staff: Tiffany Cink, Anne Nestell, Sue Thompson, Adrienne D’Addabbo

<u>Action Summary:</u>	<u>Motion</u>	<u>Seconded</u>	<u>Status</u>
Executive Board Meeting Minutes, November 17, 2016	George Poling	Angela Peacor	Unanimous Approval
NEDCO awarded \$45,000 from the Regional Entrepreneurial Training Fund for the “Youth Food Innovators” curriculum	George Poling	Sheri Moore	Unanimous Approval
Request from FertiLab/Rain for funds from the Regional Entrepreneurial Training Fund suspended until January 30, 2017	George Poling	Sheri Moore	Unanimous Approval

I. CALL TO ORDER

Todd Edman 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. CONSENT CALENDAR

George Poling made a motion to approve the November 17, 2016 Executive Board meeting minutes. Angela Peacor seconded and the motion was unanimously approved.

IV. REGIONAL ENTREPRENEURIAL TRAINING FUND

Angela Peacor provided a summary. The Regional Entrepreneurial Training Fund is a collaboration between Lane County Economic Development, Lane Workforce Partnership, and the Cities of Eugene and Springfield. The Regional Entrepreneurial Training Fund RFP addressed the critical need to invest in human capital, build innovation talent, and bring new technologies to market in Lane County. The RFP Review Committee was comprised of Sarah Means, Lane County; Angela Peacor, Lane Workforce Partnership Board Chair-Elect; Sue Thompson, Lane Workforce Partnership Board Staff; Anne Fifield, City of Eugene; and Courtney Griesel, City of Springfield.

Two proposals were submitted and reviewed by the RFP Review Committee. The first proposal was from the Neighborhood Economic Development Corporation (NEDCO) in the amount of \$45,000. NEDCO wants to use these funds to create a Career and Technical Education (CTE) track in partnership with Springfield High School (SHS) focused on the food and beverage industry. The program, Youth Food Innovators, will expand options for youth, create better education outcomes, encourage future generations of business startup, improve workforce preparedness, and align with the economic development strategy for Lane County. The program will be based at NEDCO's Sprout Regional Food Hub and aligned with existing CTE programs and local economic development strategies. In the first year (academic year 2016-17), 22 students are expected to be enrolled. Combining elements from culinary, business, graphic design, manufacturing, writing/communication and other interdisciplinary subjects, the curriculum will help students design, test, produce, package, market, and sell a food product.

The funds will be used to support NEDCO and SHS staff time as it relates to curriculum development for the Youth Food Innovators Program and systems alignment between the school and the external incubation community. All funds from this grant will result in a packaged and replicable entrepreneurship curriculum and certification that can then be shared with any interested school. The RFP Review Committee was impressed with NEDCO's proposal and felt that the work closely aligned with the sector work around food and beverage. The Committee's recommendation is to provide the requested \$45,000 funding to NEDCO from the Regional Entrepreneurial Training Fund.

Mr. Edman asked if the NEDCO proposal met the requirement from the Springfield Economic Development Agency for capital improvements in Springfield. Ms. Peacor responded that the proposal did not meet the requirement. As such, funds will not be accessed from that specific pool of money. In terms of support beyond the 2016-2017 academic year, the fund itself does allow an option for renewal (one year option with a total of three continuing years) if funds are available. Success/measurements for the program will be tracked by the mid-way and final reports as well as the monthly invoices.

The second proposal came from FertiLab/RAIN. This proposal is a much more complicated story. There is a lot going on with FertiLab and RAIN right now. They are mid-process in working through a merger. They have a current organization but are working through the details of what the newly merged organization will be. They came forward and requested funds specific around strengthening their programs through a two pronged pipeline approach: Activation and Education. The ask is for \$228,360 which encompasses everything from hiring a manager, expanding the duties of the Executive Director, putting the programs together and promoting the programs. The request also includes capital outlay to work on the facility in Springfield. The Committee had a lot of discussion around the FertiLab/RAIN proposal and it came down to the proposal not meeting all of the qualifications right now. Reasons included:

- Organizational Administrative/Fiscal Qualifications were not met due to the new entity not being fully formed. The filings as a merged organization have not all been completed and there are not a lot of details about what that newly formed organization will look like and exactly how the funds will

be used. The Committee wants to see them work through this process more before they are awarded money. It was noted that the merged FertiLab/RAIN did successfully meet the RFP criteria for service delivery.

- More clarification is needed regarding the Entrepreneurial Pipeline Development and its direct connection to proposed budget and expenses and whether the proposed program sufficiently impacts rural development, a requirement for the Lane County Economic Development Training Fund portion. There was a lack of detail about how these funds would be applied to the rural communities and if that portion of the obligation would be met.

The Committee wants to be clear that they want to find ways to support FertiLab/RAIN as they are outstanding organizations. There is a lot of optimism for the newly formed organization. It is the recommendation of the Committee to suspend the request from FertiLab/RAIN until January 30, 2017 at which time the merger of the two organizations is complete and the new entity is able to provide non-profit status with the State of Oregon. The new entity may then submit information regarding program plans, goals and objectives, success measurements, and direct expense projections.

Mr. Edman voiced his support for the analysis that the RFP Review Committee completed and the outcomes from those discussions.

Ms. Moore asked about the funding that RAIN receives from the State and if the funding is reduced, will that impair their ability to function and follow through. Mr. Edman responded that RAIN has enough money to operate through June 2017 without any additional funds coming in. This particular Regional Entrepreneurial Training Grant would allow them to continue on with existing RAIN programming and add more to it. RAIN's annual budget is about \$140,000 a year and it is estimated that the newly formed organization's annual budget will be approximately \$450,000. While funding sources for RAIN are shifting, Mr. Edman believes there will be funding sources (both public and private) for RAIN moving forward which will sustain the programs.

Mr. Edman asked what the Committee's stance is if the newly formed organization doesn't meet the requirements. Kristina Payne said it would come back to the Executive Committee and if the newly formed organization cannot fulfill the requirements, all the partners (LWP, Eugene Economic Development Agency, Springfield Economic Development Agency, and Lane County Economic Development Agency) would need to meet and put it out to bid again.

George Poling requested that the Regional Entrepreneurial Training Funds motion be split into two separate motions. There are two separate entities with different amounts and different calls to actions based on the recommendations of the RFP Committee.

George Poling made a motion to approve NEDCO's request of \$45,000 for the launching and completion of the "Youth Food Innovators" curriculum. Sheri Moore seconded and the motion was unanimously approved.

George Poling made a motion to suspend the FertiLab/RAIN request of \$228,360 until January 30, 2017, at which time the merger of the two organizations is complete and the new entity is able to provide non-profit status with the State of Oregon. The new entity may then submit information regarding program plans, goals and objectives, success measurements, and direct expense projections. Sheri Moore seconded and the motion was unanimously approved. Todd Edman abstained from voting due to his involvement with FertiLab/RAIN programs.

V. LETTER FROM GOVERNOR KATE BROWN

Kristina Payne provided a summary. This is the first formal communication we have received from Kate Brown as the Governor. It is in alignment with the work that we are doing locally and at a statewide level. The Oregon Workforce Partnership (comprised of the Executive Directors from the 9 local workforce boards) will be putting a communication piece together to go back to the Oregon Workforce Investment Board which is the Governor's Board that she assigns staff to. We will basically be communicating how as workforce partners, we are working together to meet her expectations in terms of designing career pathways for people, getting people out of poverty, etc. The Governor also has a strong rural focus as well. The work we are doing (sector work, career pathways, youth programs, etc.) is definitely in line with the Governor's expectations. If you have any questions, please feel free to reach out to Ms. Payne or Mr. Edman. Ms. Moore commented that it seems like we are really ahead of the curve because when we looked at our strategic goals, we specifically talked about underserved populations and rural communities. This is all working hand in hand with the goals we have in Springfield.

VI. OTHER BUSINESS

- Apprenticeship Grant for the tech industry: Ms. Payne provided an update. The State did not receive everything they asked for – only received funds to continue their efforts. We will not be able to expand and use those funds to develop an apprenticeship program for tech.
- Mr. Edman noted that there is a program Matt Sayre from the Technology Association of Oregon is working on where high school students will get experience and exposure through internships. 25 tech companies have signed the letter of intent. Springfield High School has been identified as the first high school to participate in this program. This is in partnership with Lane ESD and their CTE funding/STEM Hub education work. Heidi Larwick has been working closely with Mr. Sayre to put this program together. Ms. Payne said we will have Mr. Sayre and Ms. Larwick present at a full board meeting – possibly the February 2017 meeting.
- Ms. Moore invited everyone to an open house on New Year's Day from 2:00pm – 5:00pm at her home. One of Ms. Moore's goals this year is to ramp up interracial networking – being welcoming to our communities of color, etc. Ms. Moore will send the information out to Anne Nestell to distribute to board members.
- Jesse Dolin joined the meeting at this point. Jesse was recently appointed by Mayor Joe Henry, City of Florence, to serve on his behalf on the Council and the Executive Board. Mr. Dolin is looking forward to working with everyone.

VII. ADJOURNMENT

Meeting was adjourned at 12:10pm.

Next Executive Board Meeting: Thursday, January 19th, 11:30am – 1:00pm
Executive Board Room, Ford Alumni Center, 1720 East 13th Avenue, Eugene, OR, 97403

Lane Workforce Partnership is an equal opportunity employer. With 48 hours of notice, auxiliary aids and services, and alternate formats are available to individuals with limited English proficiency free of cost. Requests can be made directly to LWP or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900.