



**LANE WORKFORCE EXECUTIVE BOARD MEETING**

**Thursday, March 16, 2017**

**11:30am – 1:00pm**

**MINUTES**

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**In Attendance:** Kristina Payne, Todd Edman, Angela Peacor, Jennifer Adams, Stan Pickett, George Poling, Garland Burback, Jesse Dolin, Pete Sorenson

**Absent:** Christine Lundberg

**Staff:** Tiffany Cink, Anne Nestell

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<b><u>Action Summary:</u></b>	<b><u>Motion</u></b>	<b><u>Seconded</u></b>	<b><u>Status</u></b>
Executive Board Meeting Minutes, February 16, 2017	George Poling	Garland Burback	Unanimous Approval
Recommend LWP becoming the pass-through 501 (c)(3) entity for the Marcola Virtual Stem Academy Charter School	Pete Sorenson	George Poling	Unanimous Approval

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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 February 16, 2017 Executive Board meeting minutes. Garland Burback seconded and the motion was unanimously approved.

#### IV. MARCOLA VIRTUAL STEM ACADEMY (MVSA) CHARTER SCHOOL 501(c)(3) PARTNER

Bill Watkins, Superintendent of Marcola School District, is currently working on an application to establish the MVSA Charter School. Mr. Watkins originally spoke with Todd Edman and relayed his need to find a partner organization with 501(c)(3) status. Lane Workforce Partnership (LWP) is both a 501(c)(3) non-profit corporation and, as the Council, an ORS.190 inter-governmental organization.

Tiffany Cink provided an overview of the request. Marcola School District is one we already contract with to provide WIOA youth services. Marcola School District has agreed to authorize the MVSA Charter School. In addition, MVSA is also partnering with the Oregon School Board Association (OSBA) for policy and fiscal management training and alignment. The next step is to submit the application to the Oregon Department of Education. LWP will provide a conduit to MVSA in order for the Charter School to apply for funding. To be a pass-through 501 (c)(3) entity, MVSA needs an organization that has received funds and can demonstrate the ability to work with funds, all of which LWP is equipped to do. Mr. Watkins has shared that it is MVSA's intention to become their own 501 (c)(3) once MVSA is officially established. Marcola School District will provide a collaborative governance structure including common space, policies and procedures in alignment with the Oregon Revised Statutes as they apply to education, student and staff handbooks, the District calendar, and legal assurances regarding program activities and the expenditure of funds.

Ms. Cink mentioned that she checked with Sara Hummel with our audit firm, Jones and Roth, about this partnership. Ms. Hummel said that if at the point and time LWP is taking on actual receipt of the monies, then a contract/plan would need to be developed to monitor the funds. Ms. Cink noted that we do not know at this point if it will actually expand into this.

Question was asked if LWP needs any kind of assurance that MVSA will indeed apply for exempt status once the organization is officially established. Kristina Payne responded that should MVSA not apply in a timely manner, LWP is set-up to monitor and manage the funds. MVSA would have to pay LWP for managing the funds. It was noted that it is not a significant amount of money. Mr. Edman added that if we are able to facilitate this for MVSA, it certainly seems to be in alignment with our vision and goals.

Pete Sorenson made a motion to recommend Lane Workforce Partnership becoming the pass-through 501 (c)(3) entity for the Marcola Virtual Stem Academy Charter School. George Poling seconded and the motion was unanimously approved.

#### V. LANE WORKFORCE PARTNERSHIP WORKFORCE SYSTEM MID-YEAR PERFORMANCE REPORT

Ms. Payne provided a summary. This report includes all the workforce data from our partners (Oregon Employment Department, Voc Rehab, Lane Community College, etc.)

and provides more of a systems look instead of just one funding stream. The 5 goals along with what strategies are being implemented/activities taking place, who all is involved, etc. are included. If you see anything in the report that does not make sense or if you have any questions, please let us know.

There is a lot of activity going on with youth:

- Lyle Lang and others recently went to Portland to observe their youth career fair as it is something that they would like to replicate here. The youth were very engaged and excited.
- The Lane County Employment and Economy Course (food and beverage focus) has been well received. The feedback from the educators has been phenomenal. They have expressed what a difference it is making in providing information to pass on to students about employment opportunities.

The Equity and Inclusion Task Team has been meeting regularly and is currently gathering and analyzing data. They want to make sure they have an understanding of how services are being delivered and received by diverse populations and are looking at ways to pull focus groups together. They are also looking at option to target outreach around scholarship applications.

Eugene was just named as the next Mozilla Gigabit City. This really demonstrates how collaboration across the entire community can make things happen. Matt Sayre's leadership in this effort has been instrumental. The high-speed fiber lighting ceremony will take place next Tuesday. There are two events scheduled around this: the first will take place at Noon and is designed to be a media event. The second event will start at 5:00pm and is a community celebration. Tickets need to be purchased for the 5:00pm event.

An RFP will be going out for a "Matt Sayre" type of person for the Food and Beverage Industry. Lane County and LWP have already designated funds for this. We are waiting to hear back from EWEB, Lane Community College, City of Springfield, and the Eugene Chamber regarding funding. We want to make sure that anyone who wants to be part of this initial push is involved. The RFP does come with the requirement that a sustainability plan be in place.

## VI. BOARD OFFICER ELECTIONS

Ms. Payne reviewed the process. The Chair-Elect becomes the Chair, and the outgoing Chair becomes the Past Chair. We will need a new Chair-Elect. If the Chair-Elect is selected from either our current Secretary or Treasurer position, then one of these positions will need to be filled. Jennifer Adams expressed her interest in the Treasurer position and Stan Pickett is willing to serve as Chair-Elect. We will take this to the full Board at the May 2017 meeting.

## VII. LANE COUNTY SECTOR STRATEGY TEAM UPDATES

A summary of the latest Lane County Sector Strategy Team updates is included in the packet for the meeting today. We provided this information to the full board at their February meeting but since the Council does not attend those meetings, we wanted to make sure you all had the information. The plan is to bring Lindsey Woolsey from The Woolsey Group back in June. Ms. Woolsey helped up kick off our sector strategy work two years ago. Ms. Payne is envisioning having a series of stakeholder meetings over a three day period and then a big convening at the end.

## VIII. OTHER BUSINESS

Jessie Dolin is really excited to have the Executive Board travel to Florence for the April 20<sup>th</sup> meeting. He is working on coordinating things so that it will be as effective and purposeful as possible. He has invited people from Lane Community College, the Florence WorkSource Oregon office, and the Tribal Council to attend as well as the owner of Top Hydraulics who will be hiring up to 40 people in the next five years. Ms. Payne said it might also be good to have someone from the high school who could speak to CTE especially given the hydraulics need. It was suggested to do a little networking prior to the start of the meeting.

George Poling has announced his retirement from the Eugene City Council effective April 10, 2017. Members of the Executive Board thanked Mr. Poling for his years of service. Eugene Mayor Lucy Vinis will make an appointment to the Lane Workforce Council. As Mr. Poling was Chair of the Lane Workforce Council, a new Chair will need to be appointed at the May 2017 meeting.

## IX. ADJOURNMENT

George Poling adjourned the meeting at 12:45pm.

**Next Executive Board Meeting: April 20th, 2017, 11:30am – 1:00pm  
Driftwood Shores, 88416 1<sup>st</sup> Avenue, Florence, Oregon 97439**

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