



LANE WORKFORCE EXECUTIVE BOARD MEETING

Thursday, March 21, 2019

11:30am – 1:00pm

MINUTES

In Attendance: Stan Pickett, Jennifer Adams, Celeste Marshall, Christine Lundberg, Joe Berney, Jake Boone, Kristina Payne

Absent: Mike Clark

Staff: Tiffany Cink, Anne Nestell, Sue Thompson

<u>Action Summary</u>	<u>Motion</u>	<u>Seconded</u>	<u>Status</u>
Approved Executive Board meeting minutes, 1/17/19	Christine Lundberg	Celeste Marshall	Unanimous Approval
Recommended approval to the full LWP Board the Transfer of \$140,000 from WIOA Dislocated Worker To WIOA Adult funds	Jake Boone	Christine Lundberg	Unanimous Approval
Renewed Kristina Payne’s contract for a term of three years ending June 30, 2022 and increase her annual salary by 5.2%	Jake Boone	Celeste Marshall	Unanimous Approval

I. CALL TO ORDER

Stan Pickett 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

Christine Lundberg made a motion to approve the January 17, 2019 Executive Board meeting minutes. Celeste Marshall seconded and the motion was unanimously approved.



IV. TRANSFER OF FUNDS

Tiffany Cink provided a summary. In January 2019, the State of Oregon Office of Workforce Investments notified LWP of additional Dislocated Worker funds that would be allocated based on the statewide formula to each local board. For Lane County, the amount is \$156,220 of which \$140,598 is for Dislocated Worker program funds. With the drop of the unemployment rate to 4.3%, the demand for workforce services provided to Dislocated Workers has also continued to decline. At this time, LWP management has determined that a transfer of funds to WIOA Adult provides LWP the flexibility to serve both unemployed Dislocated Workers and under-employed Adults. The transfer will also support our investments in both sectors and entrepreneurship training. In October 2017, a similar transfer was completed for \$150,000 with no adverse effects on the Dislocated Worker population in Lane County. A transfer of \$140,000 represents 16% of the 2019/2019 Dislocated Worker Funds of \$868,408.

Christine Lundberg asked if these funds are specific to adults or is there a way to include training for youth with these funds. Kristina Payne responded that these are restricted funds. However, we are looking at less restricted funding through the state and in partnership with other entities to provide work experience for youth.

Jake Boone made a motion to recommend approval to the full Lane Workforce Partnership Board the transfer of \$140,000 from WIOA Dislocated Worker to WIOA Adult funds. Christine Lundberg seconded and the motion was unanimously approved.

V. EXECUTIVE DIRECTOR CONTRACT AND SALARY RECOMMENDATION

The Lane Workforce Partnership Board Officers met on February 21, 2019 to review the Executive Director's self-evaluation, the survey results, and to create a recommendation regarding the Executive Director's salary and contract. The overall summary of Kristina Payne's performance as Executive Director was favorable. After discussion, the board officers agreed to recommend to the Executive Board to renew Kristina Payne's contract for an additional three years and increase her annual salary.

Per ORS 192.610, the Executive Board conducted an executive session to discuss matters of personnel. The Executive Director and all staff left the meeting during the Executive Session.

Following the Executive Session, Stan Pickett called the meeting back to order.

Joe Berney asked if the Executive Director position is funded 100% with federal dollars or is it a mix of funds. Ms. Payne responded that it is a mix of funds.

It was noted that the Board Officers are working to bring Ms. Payne's salary to the mid-point level over the next three year period.



Jake Boone made a motion to renew Kristina Payne’s contract for a term of three years ending June 30, 2022 and to increase her annual salary by 5.2%. Celeste Marshall seconded and the motion was unanimously approved.

Ms. Payne thanked the Board Officers and the Executive Board for the recognition.

VI. OTHER BUSINESS

Ms. Payne is a finalist for the 2019 People’s Choice Award for the 35th Annual Oregon Technology Awards. The People’s Choice Award honors an individual, company, project or program that best exemplifies the spirit of the Oregon & Southwest Washington technology community with an emphasis on bold entrepreneurship, innovation, and building community. Text voting will be tomorrow so make sure you vote. The winner will be announced on April 17th at the Oregon Technology Awards.

Christine Lundberg asked about the re-scheduled Sector Strategy meeting as she feels disconnected from the process. Kristina Payne and Christine Lundberg will meet offline to discuss this topic more in depth.

VII. ADJOURNMENT

Meeting was adjourned at 12:30pm.

Next Executive Board Meeting: May 16th, 2019, 11:30am – 1:00pm, Ford Alumni Center

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