



## LANE WORKFORCE BOARD MEETING

Thursday, September 29, 2016

3:00pm – 5:00pm

### MINUTES

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**In Attendance:** Sabrina Cunliffe; Julie Davidson; Dennis Dover; Noreen Dunnells; Todd Edman; Jacob Fox; Justin Freeman; Phillip Hohnstein; Shondra Holliday; Keith Jeskey, Proxy for Lena Kostopulos; Mary Jeanne Kuhar; Celeste Marshall; Grant Matthews; Angela Peacor; Stan Pickett; Tony Scurto; Sean Stevens

**Absent:** Jennifer Adams; Travis Brooke; Debi Creager; Jon Kubu; Pat Riggs-Henson; Jerry Stiltner

**Staff:** Kristina Payne; Tiffany Cink; Anne Nestell; Sue Thompson; Lyle Lang; Jessica McCormick; Adrienne D’Addabbo; Colby Hanson

**Public:** Todd Nell; Michelle Sullivan

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Action Summary:	Motion	Seconded	Status
Consent Calendar			
<ul style="list-style-type: none"><li>Board Meeting Minutes 5/26/16</li></ul>	Noreen Dunnells	Jacob Fox	Unanimous Approval

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#### I. CALL TO ORDER

Todd Edman called the meeting to order.

#### II. PUBLIC COMMENT

There was not any public comment.

#### III. CONSENT CALENDAR

Noreen Dunnells made a motion to approve the May 26, 2016 Board Meeting Minutes. Jacob Fox seconded and the motion was unanimously carried.

#### IV. LANE WORKFORCE PARTNERSHIP MISSION, VISION, AND GOALS STRATEGY SESSION

At this point, the board separated into small groups with each group focusing on one of the four goals as identified in our local strategic plan. It was explained that Goal #5 is really a result/outcome of the other stated goals and didn’t need to be called out separately.

- **Goal 1: Prepare workers for jobs in a new and changing economy.**

Sean Stevens provided the group report out:

- Potential strategies listed were good – no need for additional strategies
- Felt that the “research job changes by industry” strategy was something that could be moved on quickly
- Believes beneficial to have a task team formed around this goal
- Didn’t talk about additional people in the community to serve on the task team

Todd Edman talked about potential task teams coming out of this goal:

- Research project: look at data to help project future jobs. Things to consider include: dialing into what futurists are saying about where the growth will be (traditional mechanisms for gathering data is not going to work); identifying the sectors and determining those that are going to be impacted over the next several years.
- Upcoming CTE Ballet Measure: If the ballet measure passes, there is going to be money for schools to invest in CTE programs. Traditionally, schools have struggled in connecting to businesses. Might be helpful to have a task team whose primary focus is to facilitate these connections.
- Career Pathways: Take an inventory of the career pathways programs and connect these programs to businesses. If there is a career pathways program coming out of a high school that is focused on a particular industry, have a way that everyone within that industry can know about it. Provide opportunities for the high schools to connect directly with industry.
- Trends in Job Listings: See if there are trends that indicate an industry will not be listing job opportunities with the employment department 4, 5, 6 years down the road and look for ways to prevent that from happening. Who knows what the application process or ways people will connect with employers will look like a few years from now. Need to be on the forefront in preparing and educating job seekers on how to get in front of an employer.
- Employee Retention Practices: People move between jobs much more frequently these days. Need to look at helping employers create better job retention practices. Other things to consider include impact on skills, long-term income potential, etc.

- **Goal 2: Prepare our youth for future employment**

Celeste Marshall provided the group report out.

There is work being done to prep the youth but we are also trying to connect them with the opportunities that already exist.

- In addition to the potential strategies listed, the group wants to add “increase awareness of work exposure opportunities”. The important distinction from this and paid work experience is increasing overall awareness of what the industry is doing currently.
- Need to educate people on creating connections. For example, there are not a lot of tech representatives that are in schools or even aware of the opportunities that exist.
- NCRC: there is already continuing effort for this.
- Matt Sayre (Technology Association of Oregon) and Heidi Larwick (Connected Lane County and STEM) were identified as individuals to include on the task team. Task Team could be formed around the tech and trade industry (including unions). Also need to include rural areas.

Kristina Payne mentioned that the state just purchased a program called Oregon Connections. It is supposed to facilitate the connection between youth and industry. It provides industry an opportunity to videotape their business and then youth can log-in and view. There really isn't anyone on the ground to make sure that industries are connected and supported – this is where Ms. Payne sees the gap. This could be something we embody more as staff and try to make this program available locally. Todd Edman said that this might be a good fit for a task team as well - get people sitting at the table who are members of various industries so that they can help move the process forward.

- **Goal 3: Connect individuals to education, skill-building, and employment opportunities in industries and occupations most impacted by retirements.**

Grant Matthews provided the group report out.

- Goal #3 is really looking at how we should replace the workforce due to retirements and looking to the future to see who we should be hiring.
- Two major focus areas came out of the discussion: 1) take a close look at how we can improve training and/or opportunities for industries in terms of succession planning and 2) how to help managers/leaders focus on mentoring and other ways to help with succession planning.

- Some of the employees that are currently in the workforce are not necessarily receiving the attention and/or training they need in order to make the next step. Need to provide training and use partner agencies to build that capacity within industries.
  - Need to look at our sector strategies – they may have within them different strategies in dealing with retirements and replacing the workforce.
  - Career Pathways: need to develop a process in which we can utilize our business partners to improve and communicate career pathways.
- **Goal 4: Expand the use of services and increase job placements for under-represented populations, including: women, minority groups, those over 50, veterans, people with disabilities, and rural communities.**

Angela Peacor provided the group report out.

- Would like to see offenders included in the grouping of under-represented populations as their needs are similar to the other groups listed.
- Mythbusting – 1) need to change the perceptions of individuals who are in the under-represented populations about their potential and ability to find work; 2) need to change the employer’s perceptions about the opportunities, potentials, and strengths of people within the under-represented populations. There is advocacy work that can be done around these issues.
- There is an enormous amount of data that various groups collect about individuals who may fall into the under-represented grouping. Questions regarding the data include: Is there a way to connect all of the data sources? Are there overlaps and if yes, are services also being duplicated? Are there any gaps? Are there opportunities to help connect people from one group to another?
- Within that, talked about the challenges and the increased need to coordinate/communicate the connections between all the groups serving this population.
- Continuity and sustainability of programs: By the time a list of all the agencies with services available to help people is created, it is possible that some of the agencies will no longer exist due to funding, etc. What can we do to help with the continuity and sustainability of these programs?

Ms. Payne said that if you think of people at a later date to include on task teams, please let her know. We are not trying to exclude anyone from participating in this work – we want to encourage and foster collaborations and partnerships.

Jacob Fox noted that as a board member, one sector he is interested in learning more about and understanding is the marijuana industry and if it is a viable area for us to look into. Requested that we bring in an expert to help educate the board.

#### V. EXECUTIVE DIRECTOR’S REPORT – *Kristina Payne*

- Department of Labor Competitive Grant Letter: We applied for three Department of Labor Grants and did not receive any of them (Strengthening Working Families Initiative; Tech Hire Partnerships; and LEAP – 2, Linking to Employment Activities Pre-Release through Specialized American Job Centers). We wrote a letter to the Department of Labor asking for technical assistance - we didn’t want the letter to sound as if we are complaining but rather, wanted their advice on what we can do to improve. If these grants are just not designed for our type of region, we would like to know that so that we do not put a lot of resources into them. During this timeframe, Ms. Payne and Mr. Edman also met with David Weisshaar, a Fellow with the Senate Committee on Health, Education, Labor, and Pensions, who focuses on workforce issues. He indicated that the deck is stacked against us because of size/numbers/biggest bang for the buck, etc. Coincidentally, a few weeks after writing the letter and meeting with David Weisshaar, the Department of Labor released 10 more LEAP-2 Grants and we were one of the 10.
- LEAP-2 Grant: \$500,000, two year grant. This grant will build stronger partnerships between Lane County Jail, Lane County Parole and Probation, Lane County Council of Governments, Lane Community College, Sponsors Inc., and WorkSource Lane to offer workforce services pre-release while affording a smooth workforce service transition, post-release for 180 individuals that are incarcerated in the Lane County Jail.

- 2015-2016 Year-At-A-Glance: This sheet looks back at the previous year and provides performance data (how many people were served), funding, where the investments were made, etc. A copy of this report is also included in the new Board Orientation notebooks which were distributed to everyone today. The notebooks contain updated information since the new law went into place (WIA to WIOA).
- Year-End Performance Report: This report includes all the data from our partners (Oregon Employment Department, Voc Rehab, Lane Community College as it relates to workforce work, etc.). This report provides more of a systems look instead of just one funding stream.
- Project Management: This sheet is just for informational purposes and does not represent all the work that is being done. The staff meets on this weekly to see how things are going, identify any additional support that is needed, etc.

#### VI. CHAIR'S REPORT – *Todd Edman*

- Executive Committee Meeting Minutes: These are included in your packet as additional information. The two big items of note were the approval of the Adult and Youth contracts and the evaluation and subsequent approval of the Executive Director's compensation. The Executive Board completed a survey as part of the Executive Director's evaluation process. Mr. Edman will be sending out a survey to the full board to gather comments/notes on the Executive Director's performance. In addition, LWP staff were sent a survey to complete. No further action is needed on the minutes.
- Lane County Sector Strategy Team Event: Invitation is included in the board packet and has also been sent via email to everyone. This is not an event where we are getting together to talk about how great we are – rather, it is to highlight the partnerships and collaborations that have come about and how we can all work together to move projects forward.
- Oregon State Sector Academy: This is a two day program happening October 12 and 13. There will be state staff attending (economic development, human services, etc.). Mr. Edman was invited to participate on the Panel of Champions which will be comprised of CEO's who are helping to drive sector partnerships in their regions.

#### VII. OTHER BUSINESS

No other business was noted.

#### VIII. ADJOURNMENT

Todd Edman adjourned the meeting at 5:00pm

**Next Lane Workforce Board Meeting, October 27, 2016, 3:00pm – 5:00pm  
WorkSource Lane, 2510 Oakmont Way, Eugene, Oregon 97401**

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