



LANE WORKFORCE BOARD MEETING

Thursday, May 26, 2016

3:00pm – 5:00pm

MINUTES

In Attendance: Jennifer Adams; Saundra Crawley Proxy for Julie Davidson; Dennis Dover; Noreen Dunnells; Todd Edman; Jacob Fox; Sabrina Cunliffe Proxy for Rocky Hadley; Phillip Hohnstein; Shondra Holliday; Laurie Muggy Proxy for Lena Kostopulos; Jon Kubu; Mary Jeanne Kuhar; Grant Matthews Proxy for Cathy Lindsley; Pat Riggs-Henson; Tony Scurto; Sean Stevens

Absent: Travis Brooke, Debi Creager; Jeffrey McGillivray; Angela Peacor; Stan Pickett; Jerry Stiltner; Paul Wynkoop

Staff: Kristina Payne; Tiffany Cink; Anne Nestell; Sue Thompson; Lyle Lang; Jessica Cahill; Adrienne D’Addabbo

Public: Joy Marshall; Katy Colburn; Kim Thompson

<u>Action Summary:</u>	<u>Motion</u>	<u>Seconded</u>	<u>Status</u>
Consent Calendar			
• Board Meeting Minutes 2.18.16	Jon Kubu	Noreen Dunnells	Unanimous Approval

I. CALL TO ORDER

Todd Edman called the meeting to order.

II. PUBLIC COMMENT

Joy Marshall spoke about the need to support ballot measure IP65 which will invest money in high schools, especially the CTE programs. This measure will be on the November 2016 ballot.

III. CONSENT CALENDAR

Jon Kubu made a motion to approve the February 18, 2016 Board Meeting Minutes; Noreen Dunnells seconded and the motion was unanimously carried.

IV. PRESENTATION: *ALICE REPORT*

Katy Colburn, Program Manager for United Way of Lane County presented to the Board. United Way recently embarked on a project called the ALICE (Asset Limited, Income Constrained, Employed) report. The ALICE report measures household income and compares it with the basic costs of living. The report uses publicly available data from sources including the US Census, US Department of Housing and Urban Development, US Department of Agriculture, and the US Bureau of Labor Statistics.

Many feel that the federal poverty rate is inadequate for measuring the true scope of financial need in our communities. The ALICE data analyzes existing sources and presents the data in a comprehensive way, offering a complete and clear picture of the financial challenges of many in our communities and the true cost of stability.

ALICE families are families that make between \$10 - \$15 an hour (or under \$20 an hour) with the majority of the families landing in the \$10 – 15 an hour range. ALICE families make more than the federal poverty level but less than the basic cost of living in Lane County. In Oregon, about 2 out of 5 households are ALICE families. In Lane County specifically, that translates to about 42%. The jobs forecast shows low-paying jobs dominating the economy into the future.

Ms. Colburn shared charts detailing a household survival budget for both the State of Oregon and specific to Lane County. Some of the numbers are the same while others are very different. The household survival budget is the basic cost of living to just get by. There is no room for savings or for debt within this budget. In Lane County, the annual household survival budget for a single adult is \$18,300 and \$54,500 for a working family. If there were any emergencies, etc., they wouldn't have the means to take care of them. The household stability budget is \$94,000 a year for a family (2 working adults) with an hourly wage of approximately \$47 an hour.

Noreen Dunnells mentioned that the ALICE report was published in January 2016 and its purpose really is to create conversations about the information presented. When we are thinking about our own organizations/businesses and what we are able to pay our employees, we have a lot of employees in our community who are at the ALICE threshold. This report clearly depicts some of the challenges people face in this community. Ms. Dunnells said we also need to look at creative ways to support employees – flexible/alternative work schedules, etc. United Way started offering their employees an alternative work schedule back in January. Employees have been positively impacted by it because their childcare costs are lower and they have more dollars going into their pocket. Saundra Crawley mentioned that WorkSource Lane also implemented a flex schedule to help employees with childcare costs, etc. and this has created positive morale.

Kristina Payne noted that it is important for us as a workforce board to have this information. That way, as we are addressing issues, working with industries, investing in trainings, etc., we see that the wages are on a pathway to the household stability budget rather than someone who can just barely make ends meet.

Dennis Dover said this presentation should be shared with high school youth while they still have a chance to earn their high school diploma. The trade industry typically starts individuals at \$16 - \$18 an hour, day one with a high school diploma and no skills. After completing the four year program, they will be making \$35+ an hour as a journeyman.

V. EXECUTIVE DIRECTOR'S REPORT – *Kristina Payne*

With our new model, the majority of the board's business is taken care of by the Executive Board and the Council. Ms. Payne would like the full board meetings to be more conversational and engaging. If there are areas that you as a board member would like to be more engaged in, please let Ms. Payne know. There are opportunities for everyone. There is so much work going on right now and we are being extremely effective.

- Local Performance Report through Q3: This report from our provider is for your information and knowledge. This is how the information is reported to the Department of Labor under the requirements of WIA. The WIOA performance criteria has not been implemented or updated so we are not reporting against that yet – hopefully that will happen soon. In looking at the data, if we hit within 80% of our negotiated rate, it will say we “met” the requirement. If we hit the number or go above, then it will say we have “exceeded” the requirement. In terms of retention, typically our “entered employment” has tended to be low percentage wise but pretty high numbers wise. Prior to our partnership with the Employment Department, we were managing 200 – 300 placements a year. Since partnering with the Employment Department, the numbers being reported now (4,000 – 5,000) provide a very different impact - we have collective engagement in how we are getting people employed. Once individuals are employed, we are seeing the majority stay employed (86%). In the NEG (National Emergency Grants) section, you get down to smaller numbers in entered employment – most of those are OJT. Youth Performance – this is where our numbers are small. The data represents the number of youth we can serve with our federal dollars. This is why we are telling the story that our federal dollars are not enough – the need is so great. We have a community wide calling to be made here.

- SNAP 50/50 Project Abstract: SNAP stands for Supplemental Nutrition Assistance Program. This is a proposal submitted by Health and Human Services, our Adult and Dislocated Worker program provider. They identified this resource as a way to enhance services being provided at the WorkSource Center. Target Population: unstably housed; low income; and homeless adults. The money is being requested to help bridge services. Health and Human Services would not necessarily be the provider of the services but acting more as a bridge to the services offered. Noreen Dunnells asked about bringing these services to where people are in their communities/neighborhoods – something like Cornerstone, Promise neighborhoods, or where there is a high concentration of poverty. Ms. Payne responded that Health and Human Services is looking into that – there are opportunities.
- DOL – Strategies for Implementing OJT: Our work is being highlighted and recognized in a national publication from the Department of Labor. Our program, which is viewed as unique by the Department of Labor, features services that are not being offered in other states. We use the OJT program with our business services in a way to introduce business to all the resources that are available through WorkSource. We also have a wage threshold before we will invest money – currently our threshold is \$11.00 an hour with benefits or \$15.00 an hour without benefits. Every other state that is highlighted in this report allows minimum wage jobs for the program. In addition, tools that we created to streamline the process are being highlighted as well.
- DOL – Best Practices Recognition: We are also one of two boards highlighted in another national publication with our sector strategy work – specifically the work we have done with the tech sector. They really like that as a workforce board, we have been a leader as far as convening and brokering – not taking on the burden of doing all the work but identifying who the experts are in our region who can get the work done. This is a really different approach from what other boards are doing.

Ms. Payne noted that it is great to receive all the national attention and have our work highlighted and showcased across the country. We have submitted grant applications and are hoping that all our demonstrated good work will be recognized by the groups awarding the grants.

VI. CHAIR'S REPORT – *Todd Edman*

- Board Officers: In the past, we have rotated positions every year. Because our structure has changed and we are a much more engaged board now, it seems appropriate to move to two year board officer terms. Our By-Laws are flexible in that they say we will take nominations each year but that does not mean we have to vote or make changes. The only irregularity this year is that Paul Wynkoop is retiring from PacificSource and therefore will no longer be serving on our board. This leaves the position of Past Chair open but since that position does not require nominations, we are still in compliance with the By-Laws. We sent out an email to the full board asking for board officer nominations and did not receive any. Those currently holding board officer positions have agreed to serve another year. Moving forward, nominations will happen annually in May. There are only three positions that require nomination: Chair-Elect, Secretary, and Treasurer (the Chair-Elect becomes Chair when the Chair's term ends). In the event that there is a board officer vacancy, we will call for nominations for that position.
- Executive Committee Meeting Minutes: These are included in your packet as additional information for you. No action is needed on the minutes.
- Alaska and Horizon Airline Advertorials: This was an opportunity for people to get involved, especially around our sector strategy work. The advertorials hit on all our business highlights – wine, beer, agriculture, technology, and advanced wood products. There should be quite a bit of attention on our region as a result of the publicity. This is in alignment with the place making conversations that came out of the tech sector meetings as well as the food and beverage industry meetings. In addition, Lane County is also being featured in the United Airlines Hemispheres dossier.

- Sector Strategy Updates: The Food and Beverage sector has launched and meetings have been taking place. The Lane County Sector Strategy Team will be meeting on June 15th. This meeting will inform the leadership in the community about what all the various groups have been working on and what will be announced to the food and beverage industry at their re-convening the end of June. This is the same path we took with the tech sector – what is the work plan, who is working on the work plan, and how is the work coming together. We want the leadership to be informed so that they can be having these conversations - much like the fiber conversations going on right now. There have been continued positive conversations around trying to figure out how to fund the high speed internet. We would not have been able to do this work by ourselves – the collective energy is what is really making things happen.
- Calendar of PY 2016 – 2017 Full Board Meetings: The Lane Workforce Board will meet the following dates/times for Program Year 2016 – 2017:
 - August 25, 2016 (3:00pm – 5:00pm) – WorkSource Lane
 - October 27, 2016 (3:00pm – 5:00pm) – WorkSource Lane
 - February 23, 2017 (3:00pm – 5:00pm) – WorkSource Lane
 - May 25, 2017 (3:00pm – 5:00pm) – WorkSource Lane

VII. OTHER BUSINESS

One of the responsibilities of the Executive Board is to set the compensation package for the Executive Director. The Executive Board is in the process of putting together policies and procedures for reviewing the performance of the Executive Director. As part of that process, the Executive Board will be sending materials out to all board members in order to collect general feedback about Kristina Payne’s performance. Ms. Payne will also be doing a self-evaluation.

VIII. ADJOURNMENT

Todd Edman adjourned the meeting at 5:00 p.m.

PRIMARY ROLE OF THE BOARD

CONVENER– Bringing together business, labor, education, and economic development to focus on workforce issues and promote strategic alignment.

WORKFORCE ANALYST– Developing, disseminating and assisting with the analysis of current labor market and economic information and trends in industry sectors.

BROKER– Bringing together community stakeholders to solve common problems; aligning systems and strategies; forging new relationships between business and education.

COMMUNITY VOICE– Articulating the issues for the needs of a skilled workforce. Demonstrating and speaking to the effectiveness of training programs.

**Next Lane Workforce Board Meeting, August 25, 2016, 3:00pm – 5:00pm
WorkSource Lane (2510 Oakmont Way, Eugene) – Willamette Room**

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.