



LANE WORKFORCE BOARD MEETING
Thursday, September 28, 2023
3:00PM – 5:00PM

MINUTES

In Attendance:	Julie Davidson, Billy Dover, Jeff Graham, Courtney Griesel, David Heavirland, Phil Hohnstein, Shaun Hyland, Heidi Larwick, Grant Matthews, Stan Pickett, Tony Scurto, John Stapleton, Laura Vinson, Steve Yamamori
Absent:	Jennifer Adams, Allan Benavides, Bettina Hannigan, Solomon Harris, Shondra Holliday, Josh McClaghry, Bailey McEuen, Jeff McGillivray, Miles Pendleton, Holly Powell
Board Staff:	Ashley Espinoza, Anne Nestell, Tiffany Cink, Cindy Perry, Lyle Lang, Ryan Kounovsky, Jesse Quinn, Stephanie Lovell
Others:	Deanna Strachan-Wilson

I. CALL TO ORDER and INTRODUCTIONS

Stan Pickett called the meeting to order, and introductions were made.

II. PUBLIC COMMENT

There was no public comment.

III. CONSENT CALENDAR

Steve Yamamori made a motion to approve the May 25, 2023, Board Meeting Minutes. Tony Scurto seconded, and the motion was unanimously approved.

IV. BOARD OFFICER RECOMMENDATION

On July 1st, 2023, Jennifer Adams automatically moved into the Past Chair position and Shondra Holliday automatically moved into the Chair position.

The Lane Workforce Partnership Board of Directors received notifications regarding the availability of the Chair-Elect, Treasurer, and Secretary positions. Solomon Harris expressed interest in the Chair-Elect position, John Stapleton in the Treasurer position, and Jeff Graham and Phil Hohnstein in the Secretary position.

During the meeting, Phil Hohnstein informed the board that he is withdrawing his name for consideration for the Secretary position due to work commitments.

Tony Scurto made a motion to elect Solomon Harris, Chair-Elect, John Stapleton, Treasurer, and Jeff Graham, Secretary to serve as board officers for a two-year term beginning September 28, 2023. Julie Davidson seconded, and the motion was unanimously approved.

V. BOARD COMMITTEE RECOMMENDATION

This past year, the Board engaged in training provided by the Center for Workforce Excellence International (CWEI). CWEI recommended the development of standing committees that tie back to the 17 required functions of the board, local plan, and key priorities.

Staff are recommending that the board start with two committees: 1) Workforce Services Operations Committee; 2) Community Engagement Committee.

Courtney Griesel made a motion to approve two standing committees of the Board: 1) Workforce Services Operations Committee; 2) Community Engagement Committee. Shaun Hyland seconded, and the motion was unanimously approved.

Julie Davidson will serve as Chair of the Workforce Services Operations Committee and Ryan Kounovsky will serve as LWP staff to the committee. Steve Yamamori and Dave Heavirland expressed interest in serving on this committee.

John Stapleton will serve as Chair of the Community Engagement Committee and Jesse Quinn will serve as LWP staff to the committee. Stan Pickett expressed interest in serving on this committee.

VI. LWP YEAR-END PERFORMANCE REPORT

Cindy Perry presented an overview of the Year-End Performance Report, a semi-annual report that provides a detailed analysis of our workforce service delivery system outcomes.

Key Highlights:

1. **Customer Engagement:** Over the past year, there has been a notable increase of 1,568 customers utilizing the services of the WorkSource Center. While there was a decline during the COVID-19 pandemic, we are now seeing an upward trend.
2. **Performance Metrics:** The Youth program continues to perform well in all core performance measures mandated by the law. However, the Adult/Dislocated Worker program faced challenges in achieving Measurable Skill Gain. This issue is linked to the concerns identified during the monitoring process, and corrective measures have been initiated with the contract, as previously mentioned. It is important to note that participants are acquiring the necessary skills, but there are discrepancies in the reporting within I-Trac.
3. **Fund Development:** The Year-End Report includes a breakdown of the grants we applied for, along with the status of those applications. In the past year, we submitted four grant applications and are currently awaiting decisions on three of them.
4. **Impacts of Prosperity 10K:** Upon compiling the data, it became evident that the programs have had a substantial and immediate impact. The following initiatives are attributed to this success:
 - Industry Wide Training Projects (projects designed to help businesses in areas where they need some training and growth): Engaging 105 businesses and 188 individuals.
 - Customized Training Programs: Involving 6 businesses and 84 individuals, where businesses play a direct role in training section and implementation to meet their workforce needs.
 - Career and Training Services Program (including On-the-Job Training, Scholarship Training, Career Services, STEP): Engaging 19 businesses and 377 individuals.
 - Overall Impact: Encompassing 130 businesses and 649 individuals across all projects.

VII. 2024 – 2028 STRATEGIC AND LOCAL PLAN DEVELOPMENT PROCESS

Cindy Perry outlined the procedure involved in crafting and executing the Local Strategic Plan. As per the requirements of the Workforce Innovation and Opportunity Act (WIOA), states and local boards are mandated to develop and refresh their local plans every four years. We are in the process of updating our Local Plan for implementation in PY 2024. Simultaneously, in Lane County, the Workforce Development Board is in the process of formulating a Strategic Plan that will guide the actions of LWP over the four-year period.

LWP will start the process by convening focus groups in various regions across the county, including Eugene, Springfield, Cottage Grove, Florence, and Junction City. Invitations will be extended to board members, local elected officials, businesses, community members, stakeholders, workforce service delivery partners, and economic development partners.

Additionally, a committee from the Workforce Development Board will be convened to actively engage in this undertaking. The finalized Local Plan is slated for submission to the State Workforce and Talent Development Board by March 18, 2024.

Heidi Larwick noted the importance of incorporating a youth focus group into the convenings along with engaging with individuals who may not typically feel included in such spaces. She suggested visiting community-based organizations that serve these populations, rather than expecting them to attend events in hotel settings.

VIII. PROGRAM YEAR 2023 BUDGET REVIEW

Tiffany Cink provided an overview of the Program Year 2023 Budget. LWP's follows a fiscal year from July 1st through June 30th. The Lane Workforce Partnership 2023-2024 Original Budget was adopted at the May 18, 2023, Executive Board Meeting and the first Budget Modification is being prepared for presentation at the Executive Board Meeting on October 19, 2023.

In the original budget, both revenue and expenses saw a decrease. This reduction was primarily attributed to the one-year State of Oregon Future Ready Oregon prosperity 10,000 funding. Throughout 2022-2023, LWP allocated over \$1.2M to various workforce services and projects across Lane County.

For Budget Modification #1, Community Investments will see an increase based on final Revenue award amounts, and we will replenish funds in our Reserve for Future Expenditures.

IX. CHAIR'S REPORT

Stan Pickett provided an overview, stating that the action item summaries from LWP Board, Executive Board, and Lane Council meetings have been outlined on pages 40 and 41 within the board packet.

X. EXECUTIVE DIRECTOR'S REPORT

In addition to the communication document provided with the board packet for this meeting, Ashley Espinoza highlighted a few points.

- Communication Document
 - This standalone document accompanies the board packet for meeting preparations. The document offers information about the organization, covering updates on programs, legislative matters, events, business services, and more.
- Oregon Economic Development Association (OEDA) Conference
 - The OEDA Conference is being held October 8 – 10 at the Graduate Hotel in Eugene. The conference includes a tour of the Spark on 7th facility.
- WORKing Together Conference
 - The annual WORKing Together Conference, organized by the Oregon Workforce Partnership, will take place November 6 – 8 at the Riverhouse Conference Center in Bend. A special reception for workforce board members is planned for the evening of the 6th. “Constructing a Brighter Future” has been chosen as one of the workshop sessions at the conference. Attendance is encouraged, as last year’s conference was a sold-out event.
- Lane Workforce Partnership Monthly Newsletter
 - We launched a monthly newsletter in July designed to share success stories, valuable insights, and information and resources.
- Connected Lane County Taskforce
 - A taskforce has been created to help define the profile of a graduating student and emerging workforce. The taskforce will focus on questions such as how young individuals can demonstrate mastery in professional, technical, and life skills; how employers can effectively evaluate and provide feedback; and how various stakeholders can collaborate to help individuals bridge skill gaps and realize their potential.
- Customized Training, Lanz Cabinets & Catholic Community Services
 - A video showcasing the impact of this partnership was shared. Through this innovative approach, Lanz Cabinets has achieved an impressive 90% retention rate.

XI. BOARD MEMBER UPDATES

- Julie Davidson (Oregon Employment Department): We continue to offer services around our targeted population of SNAP recipients in robust ways including On-the-Job Training opportunities. Hosted a large event last week with our WorkSource Lane community – 250 individuals engaged with over 30 employers. This marked the first time since the pandemic that we’ve held an event of this size. We continue to build strong ties with justice-involved individuals. We are partnering and hosting a job fair within the state penitentiary in Salem this coming Friday, where employers will have the opportunity to connect with individuals seeking employment.
- Heidi Larwick (Connected Lane County): The first cohort of our Manufacturing Technology Exceleator launched in February 2023 and was followed by the Health Exceleator in June 2023. The Tech Exceleator will launch this fall followed by the Culinary Exceleator in 2024. There is an initiative originating from a group in New York known as Direct Cash Transfers which is also being implemented in other countries. The premise of the program is that providing individuals with unrestricted cash yields better outcomes compared to giving money with specific restrictions. We are one of six sites chosen to participate in this pilot program. Under this initiative, 50 youth experiencing homelessness or couch surfing will

- each receive \$2,500. This approach aims to gain insights into their spending choices while allowing the individuals full autonomy over how the money is spent.
- Shaun Hyland (John Hyland Construction): Shared news about potential developments in the West 11th/Green Hill area. There is interest from a couple of companies for the 25-acre site. One of these companies has the potential to create 300 jobs. If you have any information that Shaun could get in front of these companies to further incentivize their interest, please reach out to him.
 - Tony Scurto (Lane ESD): Shared information about a promising initiative called the Hope Factory, a collaboration between St. Vincent de Paul and HOPE Community Corporation. This program will have participation from 10 out of the 16 school districts. He believes this model holds potential for being replicated across other industries.
 - Phil Hohnstein (Hillside Heights): Hillside Heights is located in the South Eugene area. Despite being the smallest skilled nursing facility in the Eugene/Springfield region, they've made significant strides in bolstering the nursing staff, hiring over 30 individuals, primarily CNA's, within the last three months. In three weeks, they will be hosting a job fair at one of their sister facilities nearby. Hillside Heights completed a market analysis/wage analysis for nurses and developed a complete program where wages increased by \$4 to \$10 an hour. Additionally, they will make investments in CNA wages. Hillside Heights is becoming more invested in the community and will be making monthly sizable clothing donations to the Eagan Warming Center.
 - Courtney Griesel (Sierra Pacific Industries): Sierra Pacific is one of the largest U.S. lumber manufacturers and produces millwork, windows, and renewable energy. They operate four mills in Lane County along with having a biomass power facility in Lane County. On the workforce front, they have a couple of big construction projects underway. They are in the process of building a fabrication and trucking division in Oregon and in the contract stages for CDL partnerships. Many hiring events are happening right now. Additionally, offering tours to K-12 groups with a particular emphasis on older middle school and high school students. Will be holding a workforce tour (lunch and learn) on October 5th.
 - Steve Yamamori (Reveille Foundation): Reveille Foundation is a nonprofit dedicated to supporting underserved populations. Although small, they're gaining traction and building momentum. Tomorrow, they are gearing up for the Stand Down for Veterans event at the fairgrounds. This event is open to all veterans, not just those experiencing homelessness, and many resources will be offered. Reveille has recently secured a VA grant for 35 units of housing here in Eugene as well as 30 units of housing in Lincoln City. Their approach encompasses holistic case management, behavioral health support, housing assistance, and transitional work. Steve looks forward to working with all the partners.
 - Grant Matthews (Lane Community College): Classes started this week, so students are back on campus. Excited for the new year.
 - Laura Vinson (Lane County): Excited for the new clinic opening in Cottage Grove. The South Lane Clinic will break ground later this year, with an anticipated opening in 2024. Lane County is hosting their first medical assistant apprenticeship program – brought on five individuals who will be with us for a year and receive their medical assistant certification while they're employed with us.
 - Dave Heavirland (Veterans Affairs): As Community Employment Coordinator for the Roseburg VA Healthcare System, Dave is tasked to promote the hiring of our homeless veteran's population. Tomorrow is the Stand Down event for Veterans at the Fairgrounds. Our office is thankful to host OED DVOP Rob Ryker once a week.
 - Billy Dover (Tyree Oil): We are in the process of kicking-off a transportation sector partnership at the end of October. This collaboration aims to mobilize the industry in support of promoting CDL driving and diesel-tech positions. Stay tuned for further updates.

- Jeff Graham (Danone/So Delicious Dairy Free): Danone/So Delicious Dairy Free specializes in plant-based ice cream. They are one of 16 plants under the Danone umbrella. In terms of local hiring, the focus has been primarily on backfilling positions due to attrition. Jeff has connected with the Business Services Team at WorkSource Lane and has an OJT tour scheduled for next week.
- Stan Pickett (Delta Sand and Gravel): Successfully conducted a CDL driving school, involving six participants, comprised of both current and new employees, who have all obtained their CDL certifications. Another round of training for six more individuals is in the pipeline. Additionally, we ran a program that trained six concrete workers to work as finish workers, which they really enjoyed. Also trained six laborers to work with equipment and operating.

XII. OTHER BUSINESS

No other business was noted.

XIII. ADJOURNMENT

Mr. Pickett adjourned the meeting.