



LANE WORKFORCE BOARD MEETING
Thursday, September 22, 2022
3:00PM – 5:00PM

MINUTES

In Attendance:	Jennifer Adams, Julie Davidson, Bettina Hannigan, Solomon Harris, David Heavirland, Phillip Hohnstein, Shondra Holliday, Shaun Hyland, Heidi Larwick, Scott Littlejohn, Joshua McClaughry, Bailey McEuen, Jeff McGillivray, Miles Pendleton, Holly Powell, Stan Pickett, Tony Scurto, Margaret Theisen, Teri White
Absent:	Alan Benavides, Travis Brooke, Katie Jeremiah, Grant Matthews, Sarah Means, Laura Vinson
Board Staff:	Ashley Espinoza, Anne Nestell, Tiffany Cink, Cindy Perry, Lyle Lang, Stephanie Lovell
Others:	Deanna Strachan-Wilson, Caitlin Little, Rachel Soto

Action Summary	Motion	Seconded	Status
Approved Full Board meeting minutes May 26, 2022	Margaret Theisen	Julie Davidson	Unanimous Approval

I. CALL TO ORDER and INTRODUCTIONS

Jennifer Adams called the meeting to order.

II. PUBLIC COMMENT

There was no public comment.

III. CONSENT CALENDAR

Margaret Theisen made a motion to approve the May 26, 2022 Board Meeting Minutes. Julie Davidson seconded and the motion was unanimously approved.

IV. YOUTH PRESENTATION

Heidi Larwick presented on the programs and services Connected Lane County provides to youth/young adults in Lane County.

Connected Lane County (CLC) was established in 2014 as an initiative through the Education Service District (ESD). The intent behind it was to work with all 16 school districts in the county to identify opportunities that would help students get closer to graduation. There has been a lot of narrative around Oregon graduation rates so in 2014, the state invested in communities to tackle some of the issues. In 2019, CLC pursued and became a non-profit and in 2022, CLC became a fully

independent non-profit organization. When CLC started six years ago, they had 1.5 FTE and now are up to 17 FTE. There was similar growth with the income stream over the last six years: \$130k to \$4.2M.

Connected Lane County offers three community-based programs: Elevate, Navigate, and Spark.

Spark on 7th (CLC's newest program) provides hands on learning. Through Spark, the next generation of innovators are inspired. Spark provides a fun and safe environment for youth to explore manufacturing technologies and STEM education while practicing team and leadership skills. Programming and space at Spark on 7th have been maxed out so in 2023, CLC will be opening a second location, Spark at Booth-Kelly (Springfield). This new facility will be twice the size of Spark on 7th (11,000 square feet) and will allow for the addition of more industrial sized machines, etc.

Elevate, a career-connected learning program, creates opportunities for youth and educators to thrive in the working world. CLC provides career exploration events, work-based learning opportunities, workshops and training, industry tours, and more. This year, CLC was fortunate to work with LWP for funding through the Higher Education Coordinating Commission (HECC) for OYEP (Oregon Youth Employment Program). This allowed the internship program to expand from 30 participants last year to 52 participants this summer.

Navigate is a re-engagement program focused on helping youth/young adults who face significant barriers find a path forward. This program is case management intensive and the Youth Support Specialists (case managers) provide crucial support needed to attain education, employment, housing stability, and success. Navigate is primarily funded by WIOA (Workforce Innovation and Opportunity Act) dollars through LWP.

What differentiates CLC from other youth providers:

- Wrap around services
- Mentorship model
- Technical and professional skill development
- Youth centered and driven

The scope of programming that CLC provides is not for everyone. CLC is very intentional about who has access to the programming. It is really structured for those youth who are furthest from these opportunities or have historically not been represented in STEM (science, technology, engineering, math) fields. When you look at the data of who is accessing CLC programming, primarily they are coming from the BIPOC community (specifically Latinx and African American communities) as well as the rural communities and unhoused population.

In Lane County, there are approximately 47,000 students in school at any given time. The senior class makes up approximately 3,600 students. CLC serves about 1,704 youth with 20,422 hours spent by youth in programming. It is CLC's hope that by the time the current freshman class graduates, every student will have had at least one experience in a CLC program.

Youth Attendance in Programs:

Elevate	Navigate	Spark
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150: 2021 Hiring Fair	72: DevNW	267: Workshops/Field Trips
375: 2021 Career Expo	54: Work Experiences	91: STEM Maker Camp
176: Job Shadows	20: Internships	32: Invention Lab
103: Internships/Mentorships	38: Job Shadows	22: Invention Club
52: Showcases	57: Wonder Wednesdays	10: The Agency

Phi Hohnstein asked how MLK students fit into CLC programming. Ms. Larwick responded that CLC is partnering with MLK to provide classes twice a week focusing on career prep and STEM learning. This applies to students enrolled at MLK and also the Phoenix programs. Mr. Hohnstein mentioned that his rotary group provides scholarships to MLK and the rotary group is interested in expanding the internship program. Mr. Hohnstein and Ms. Larwick will connect on this.

Margaret Theisen asked if there is data on students with disabilities who participate in the CLC programs. Ms. Larwick said that CLC collects this information at intake. She will get that data to Ms. Theisen.

Ms. Larwick said one of the things she hears a lot from industry is around youth readiness for jobs. Mostly it has to do with complaints but that has not been CLC's experience with the youth/young adults they are working with. At this point, Ms. Larwick opened the floor for discussion around what does it mean to be work ready. Responses from board members included:

- time management;
- strong communication skills;
- basic academic skills (counting and computer skills);
- life skills (finding transportation and housing; relationships that don't interfere with work);
- understanding of the work place (interactions with leaders/managers/co-workers).

Ms. Larwick posed two additional questions to the group: How do the youth learn these skills when they are in high school and how do they demonstrate these skills in a job interview or on a resume. Responses from board members included:

- It is really an issue with everyone in the workforce these days, not just youth in terms of having these skill sets. It is really the interactions they develop – there doesn't need to be a specific class around work skills. It's how they are leveraging the learning they are getting whether that be volunteer work, extracurricular activities, school clubs, etc. that they can communicate in the interview process.
- For those in nursing, it is primarily about skill set and customer service. During the interview process, some of the most successful nursing staff have come from the food industry or have had to work through positions where there was quite a bit of time management and conflict resolution.
- Filling out the application completely, including projects they have worked on included on their resume. Being respectful during the interview, dressing appropriately for the interview, having honestly prepared answers and meaningful questions, all are a part of work ready skills.
- Preparing for the interview and knowing about the company you are applying to (looking at company website, etc.) shows maturity at the work place (at any age).
- Cultural competency (aware of their own knowledge as well as their own ignorance's) and being informed and moving toward doing the right thing. Team work and community-oriented approach along with having a degree of empathy.

In closing, Ms. Larwick hopes that if you have a young person in your life who could benefit from hands on learning or if your company is interested in mentoring and supporting young people, please feel free to reach out to her.

V. LWP YEAR-END PERFORMANCE REPORT/YEAR-AT-A-GLANCE REPORT

Cindy Perry reviewed the 2021/2022 Workforce System Year-End Performance Report and the Year-at-a-Glance Report. Ms. Perry noted that the Workforce System Year-End Performance Report is organized around the goals in the 2020 – 2024 local strategic plan:

- Goal #1: Prepare workers for self-sufficiency employment in a new and changing economy.
- Goal #2: Connect individuals to education, skill-building and employment opportunities in occupations most impacted.
- Goal #3: Prepare our youth for future employment.
- Goal #4: Catalyze the community around diversity, equity, and inclusion (DEI) to expand workforce leadership and participation opportunities for all.
- Goal #5: Align strategic partnerships to expand our collective capacity to address systemic workforce challenges.

There is a lot of information provided in these documents and Ms. Perry encouraged board members to reach out to her for any questions or concerns relating to the report.

VI. CHAIR'S REPORT – Jennifer Adams

- Summary of LWP Board/Executive Board/Lane Council Action Items
Ms. Adams reviewed action items that have taken place since the May 2022 full board meeting. On June 16, 2022, the Lane Council reappointed Sabrina Cunliffe, Grant Matthews, and Laura Vinson to the LWP Board of Directors for an additional three-year term beginning July 1, 2022. The Lane Council also appointed Heidi Larwick and Miles Pendleton to the LWP Board of Directors for a three-year term beginning July 1, 2022.
- Executive Director Review Process
We are nearing the end of the review process. If you have not had a chance to complete the Executive Director Performance Evaluation survey, there is still time – survey will close at 5:00pm tomorrow. Board Officers will then meet to review and discuss. Following that, Ms. Adams will meet with Ashley Espinoza to share the results and provide feedback.

VII. EXECUTIVE DIRECTOR'S REPORT – Ashley Espinoza

- LWP Organizational Chart

Ms. Espinoza shared the updated LWP organizational chart and explained the changes that have been made to date. Titles were refined to more accurately reflect the work that is being

done. The Community Engagement Director position is currently open – there are four strong candidates interviewing next week.

LWP staff roles and responsibilities:

- Procurement
 - Monitoring
 - Program management and coordination
 - Policies and Procedures: Development, Integration, and Advocacy (Federal/State/Local)
 - Community and Stakeholder engagement, education, and activation
 - Data analysis
 - Fiscal management and support
 - Local workforce system reporting
- Challenges we are working on
 - The R word is looming (recession/reshuffling)
 - Labor demand and trends
 - Attitudes and beliefs about work
 - Social and systemic barriers, challenges, opportunities
 - Training facilities and trainers
 - Employer expectations, needs and commitment
 - Rules, policies, regulations
 - Occupational segregation
 - Capacity

- Service Provider Training

Yesterday we hosted a service provider training for our Adult, Youth, and Business Services providers. The training included:

- Fiscal requirements
- LWP Policies
- Monitoring
- On-the-Job Training and Work Experience
- Performance Measures
- How to access technical assistance
- And more!

- LWP's Business Service Provider

In the packet you will see that Onward Eugene has been named LWP's Business Service Provider. Onward will be working in partnership with WorkSource Lane's Business Services Team and Lane County's Workforce Services WIOA Program. Through this expanded partnership, Onward Eugene will engage regional industries essential to our local economy, in proven programs and initiatives that will accelerate high wage job growth.

- Constructing a Brighter Future

At the end of August, a kickoff event was held at Lane Community College for the Constructing a Brighter Future project. Career and Technical Education (CTE) Construction teachers from 15 of the 16 Lane County School Districts joined Square One and Everyone Village builders/designers for side-by-side training to learn how to build finished single room transitional shelters from approved plans. CTE instructors will take the structure plans back to their respective classrooms for high school students to begin construction. The plan is to build 30 of these shelters this school year. This will introduce young people to the multiple career pathways in high wage/high demand construction trades work and provides students with hands on/work-based learning opportunities to demonstrate and refine these new skills for possible future employment.

- Safe Sleep Sites

Ms. Espinoza was invited to tour two safe sleep sites (410 Garfield and Dusk to Dawn) operated by St. Vincent DePaul. She was impressed with how this program is managed for the most vulnerable in our community. The experience opened her eyes to being realistic in how opportunities are set up for different populations in the community and what it truly means to be inclusive.

- Rural Outreach

The City of Oakridge hosted a group of LWP team members and other partners on a tour on their industrial park. It was a great opportunity to look at asset mapping and navigate how we coordinate and invest for the greatest impact for our community.

- Opportunity Oregon

Ms. Espinoza along with others were invited to tour Opportunity Oregon. Opportunity Oregon was co-founded by Nancy Pance, a formerly incarcerated individual. She started Opportunity Oregon to connect those that were in the criminal justice system to job opportunities. Opportunity Oregon believes everyone deserves a chance after paying their debt to society, and hiring ex-offenders strengthens companies, communities, families, and the economy. Their mission is to help employers see these benefits and send them the rehabilitated people who will prove it. ODOT also participated in the tour as they have a need for highway laborers and other specialty programs. It sounds like a contract will be forth coming between Opportunity Oregon and ODOT.

- Transportation Sector and Perinatal Wellness:

- *Transportation sector*

LWP was written into Southern Oregon Workforce Investment Board's EDA grant for the Transportation Sector which was approved and funded. Our side of things is 100 truck drivers in the next two years.

- *Perinatal Wellness*

This grant is all around equity and access. In partnership with Nurturely, the focus of this project is to promote perinatal health equity through the certification, inclusion,

and sustainability of Black, Brown, Indigenous, and Spanish-Speaking doulas in the Lane County workforce.

- Board Member Survey

LWP has developed a survey so that we can get to know you better and learn the various organizations you are involved with. You will be receiving an email following this meeting with a link to complete the short survey.

VIII. OTHER BUSINESS

Ms. Espinoza noted that the YP (Young Professionals) Summit is coming up on October 4th. She encouraged board members to attend if they are able. This year, LWP sponsored registration fees for 10 individuals who might not have had access to participate in previous years.

The WORKing Together Conference (November 17 – 18 in Bend, Oregon) is sold out. If you have already registered, please remember that there is a dinner for board members the night before the conference starts. You should be receiving information regarding the dinner from conference event staff.

LWP and Onward Eugene are hosting a winter social at the Gordon Hotel on Thursday, December 8th from 5:00pm – 7:00pm. The social will immediately follow the full board meeting also being held at the Gordon Hotel from 3:00pm – 5:00pm. Partners, community stakeholders, and elected officials have all received invitations to the social. Please mark your calendars.

IX. ADJOURNMENT

Ms. Adams adjourned the meeting.