



LANE WORKFORCE EXECUTIVE BOARD MEETING

Thursday, October 17th, 2024

11:30am – 1:00pm

MINUTES

In Attendance: Jennifer Adams, Jeff Graham, Solomon Harris, Shondra Holliday, John Stapleton, David Loveall, Dana Merryday, Michelle Webber
Absent: Lyndsie Leech
Staff: Ashley Espinoza, Tiffany Cink, Cindy Perry, Anne Nestell, Stephanie Loveall

Recommendation	Motion	Seconded	Status
Approve Executive Board Meeting Minutes, September 19, 2024	David Loveall	John Stapleton	Approved
Approve PY 2024-2025 Budget Mod 1	David Loveall	Jeff Graham	Approved

I. CALL TO ORDER

Shondra Holliday called the meeting to order.

II. PUBLIC COMMENT

No public comments were received.

III. CONSENT CALENDAR

David Loveall made a motion to approve the September 19th, 2024, Executive Board meeting minutes. John Stapleton seconded, and the motion was approved.

IV. PROGRAM YEAR 2024/2025 BUDGET MOD 1

Overview: Tiffany Cink reviewed the Program Year 2024/2025 Budget Mod 1. LWP annually prepares Budget Mod 1 to update the Adopted Operating Budget with actual carry-over funds from the previous year and incorporate any additional revenue sources, if necessary.

Revenue: Revenue increased from \$6,561,258 by \$355,719 to \$6,916,977. The change in Revenue reflects the actual amounts carried over from 2023-2024 and the addition of \$153,000 in Constructing a Brighter Future/Team Oregon Build (CBF/TOB) funding from Lane ESD. Of note: Total 2024-2025 revenue is down \$2.6 million from 2023-2024.

Expenses: Expenses rose by \$32,058, totaling \$5,953,667. The reserve for Future Expenditures increased to \$963,310, though the reserve remains approximately \$82,000 short in WIOA Formula Funds.

- **Personnel Services:** Represents 18% of expenses, with a portion of the new Lane ESD funds supporting the Project Assistant position through December 2024.
- **Materials and Services:** Accounts for 5.6% of annual expenses.
- **Community Investments:** Allocated 75.9% of expenses to support workforce development in Lane County. Key adjustments include:
 - *Lane County HHS Adult Services Contract:* Decreased by \$44,013, reflecting the actual negotiated contract.
 - *Connected Lane County Youth Services:* Decreased by \$19,985, reflecting remaining balances in the 2-year State of Oregon Youth Employment Program.
 - *CEDO Workforce Benefits Navigator:* Increased by \$83,952, with \$90,000 in additional funds to support the work of RAIN Catalysts.
 - *P10K ARPA Navigator:* Decreased by \$210,000, with \$90,000 reallocated to CEDO and \$120,000 reserved for year 3 costs.
 - *Other Industry Engagement:* Increased by \$86,500, including \$135,000 passed through for CBF/TOB and a \$48,500 decrease in Critical Sector Jobs Strategy funding.

David Loveall made a motion to approve the Program Year 2024/2025 Budget Mod 1. Jeff Graham seconded, and the motion was approved. John Stapleton abstained from the vote.

V. FINAL WIOA PERFORMANCE MEASURES PROGRAM YEARS 2024 & 2025

Cindy Perry provided an update on the state's recent negotiations for core performance measures under the Workforce Innovation and Opportunity Act (WIOA). This year's negotiation process was comprehensive, with the state reviewing past performance data and adjusting measures based on regional needs and challenges.

Core Performance Measures: The state adjusted performance targets for Program Years 2024-2025, especially for challenging areas such as measurable skill gains in the adult and dislocated worker programs. This metric remains challenging due to system limitations and data entry complexities. While some performance goals increased, Cindy is confident providers can achieve within 80% of the targets, a benchmark for satisfactory performance.

Youth Employment Challenges: Goals for youth employment, such as the Q2 employment rate, were highlighted as requiring intensified efforts, with a goal set 9.7% above current performance. Providers are actively implementing strategies to improve employment outcomes for youth with high barriers, like homelessness and lack of parental support, through targeted training and skill-building.

Provider and Technology Support: Continuous training is provided to service providers to improve data capture and performance tracking. Issues persist due to limitations in data reporting systems, which sometimes result in discrepancies.

Industry Engagement: Cindy emphasized the importance of engaging industry partners, especially with youth employment initiatives. The region needs stronger connections with employers to create clear pathways for youth and help align workforce development efforts with employer expectations.

VI. EXECUTIVE DIRECTOR'S REPORT

Highlights from Ms. Espinoza's Report:

- **LWP Newsletter:** We are working hard to be as transparent as possible and celebrate our work. Members are encouraged to read and share the monthly newsletter widely.
- **Second Chance Career Fairs:** Opportunity Oregon's work with in-prison career fairs was highlighted, emphasizing efforts to support career development for incarcerated individuals.
- **WORKing Together Podcast Launch:** The podcast launched in early October, with Ashley as the host. The first three episodes are now available.
- **Oregon Coast Visitor's Association Conference (Florence):** LWP and CEDO presented at the 2024 People's Coast Summit, leading a keynote panel and workshop on the Oregon Coast Hospitality Industry Sector Partnership, focusing on economic development and professional growth along the coast.
- **2024 Oregon Workforce Champion Award:** John Stapleton has been nominated for the 2024 Oregon's Workforce Champion Award. Members are encouraged to support his nomination by voting through the link in the newsletter.
- **Working Together Conference:** Scheduled for October 22–23, 2024, in Bend. This event brings together leaders across various sectors to discuss workforce best practices, trends, and innovative solutions at local, state, and national levels.
- **Bethel School Board:** Ashley serves on the Bethel School Board and will be attending the Oregon School Board Association Conference in Portland next month where they will be presenting Bethel's strategic plan blueprint.
- **National Youth Program of the Year Award:** Connected Lane County has been recognized by the National Association of Workforce Development Professionals (NAWDP) with the prestigious 2024 Youth Program Workforce Award. This award honors the organization's outstanding contributions to youth workforce development and its commitment to empowering young people in Lane County, Oregon. The award ceremony will be next month during the 25th Annual Youth Symposium in Phoenix, Arizona.
- **Lane County's Community & Economic Development Grant Program:** Now accepting applications from qualified nonprofits and cities that serve Lane County. LWP will be applying and offering support to partners also applying.
- **Oregon Health Authority – HOWTO Grant Round 6:** The grant application is open and LWP is looking to partner with Connected Lane County, Lane Community College, Nurturely, Lane ESD and NAACP. The focus will be on youth in healthcare. The deadline is December 16th.

VII. EXECUTIVE BOARD MEMBER UPDATES

- Dana Merryday:
 - Participated in "Wonder Wednesday," a Connected Lane County event, where he shared insights on city government. Pleased to see one of his former students there.
- Jeff Graham: no updates.
- Michelle Webber: no updates.

- John Stapleton: no updates.
- David Loveall:
 - Working on completing final inspections for a project in downtown Springfield.
- Solomon Harris:
 - The fabricating market has been soft over the summer and into fall but quoting activity is beginning to increase.
 - Noted the University of Oregon's plans to invest \$250 million in a new football practice facility and hopes for local involvement in the project.
- Shondra Holliday:
 - Shared that the Lane County Medical Society held its Biennial Gala last month, successfully raising funds for the Physician Wellness Program.
 - Serves as a board member for Bags of Love, which supports youth in crisis by providing essential items. In 2023, Bags of Love served 4,883 children and collaborates with over 135 local partners. The organization is entirely community-funded and 98% volunteer-operated. Shondra encourages donations to support their efforts.

VIII. OTHER BUSINESS

No additional matters were recorded.

IX. ADJOURNMENT

Shondra Holliday adjourned the meeting.