



LANE WORKFORCE EXECUTIVE BOARD MEETING

Thursday, September 17, 2026

11:30am – 1:00pm

MINUTES

In Attendance: Heather Buch, Jeff Graham, Solomon Harris, Laura Luther, John Stapleton, Dana Merryday, Kori Rodley

Absent: Lyndsie Leech

Staff: Ashley Espinoza, Tiffany Cink, Anne Nestell, Ryan Kounovsky, Cindy Perry

APPROVALS

Recommendation	Motion	Seconded	Status
Approve Executive Board Meeting Minutes (May 21, 2026)	John Stapleton	Heather Buch	Approved
Approve Lane Council Meeting Minutes (May 21, 2026)	Kori Rodley	Dana Merryday	Approved

I. CALL TO ORDER

Chair Solomon Harris called the meeting to order.

II. PUBLIC COMMENT

No public comments were received.

III. CONSENT CALENDAR

John Stapleton moved to approve the May 21, 2026, Executive Board meeting minutes. Heather Buch seconded, and the motion carried unanimously.

Kori Rodley moved to approve the May 21, 2026, Lane Council meeting minutes. Dana Merryday seconded, and the motion carried unanimously.

IV. WIOA SUBRECIPIENT MONITORING

Tiffany Cink provided the results of the annual WIOA subrecipient monitoring for the year ending June 30, 2026. Monitoring included Connected Lane County, Looking Glass Community Services, and Grant Associates and was conducted during April and May, with final reports issued in June.

Because Looking Glass Community Services and Grant Associates were new providers during the program year, the monitoring process included an extensive review of participant files, service delivery, payments, policies, and procedures. Follow-up primarily focused on aligning provider policies and practices with LWP and federal requirements and strengthening processes for collecting and documenting required participant information.

Overall, all three providers were determined to be meeting requirements. No corrective action plans or program improvement plans were required, although LWP will continue to provide ongoing guidance and technical assistance as needed.

V. WORKSOURCE LANE ACCESSIBILITY ASSESSMENT

Ryan Kounovsky reported on the results of the annual WorkSource Lane Accessibility Assessment. As the One-Stop Operator, LWP is responsible for ensuring the WorkSource Lane center and services are accessible to all customers. The annual assessment included a physical review of the center and its accessibility features, as well as available accommodations such as screen readers, language assistance, and accessible materials. Overall, the assessment identified no accessibility concerns.

VI. YEAR-END PERFORMANCE REPORT

Ryan Kounovsky presented the Year-End Performance Report, highlighting progress toward LWP's 2024–2028 Strategic Plan goals, workforce investments, sector strategies and industry engagement, WIOA program performance, and overall workforce system impact. He reported strong progress across several strategic plan measures and reviewed outcomes for the WIOA Youth, Adult, and Dislocated Worker programs.

Ryan also highlighted the broader impact of the workforce system and its partners, including individuals served, employment outcomes, training investments, and support services provided throughout the year. He noted continued improvements in data collection and reporting across the workforce system.

VII. EXECUTIVE DIRECTOR'S REPORT

Ashley Espinoza provided updates on workforce development activities, partnerships, and upcoming initiatives. She shared an update on the Continuous Improvement Committee's statewide assessment of Oregon's public workforce system, including the ongoing review of opportunities to improve coordination and effectiveness across the system. She also discussed LWP's continued focus on strengthening relationships, highlighting Lane Community College's new on-site presence at WorkSource Lane.

Ashley highlighted Workforce Appreciation Month activities, the upcoming WORKing Together Conference, and staff professional development and national workforce engagement.

She also recognized recent partner accomplishments, including funding awarded to Opportunity Oregon and Willamette Family and Hannah Felt's recognition as a 20 Under 40 honoree. Ashley also shared resources available to help board members stay informed about LWP's ongoing work and workforce initiatives.

VIII. EXECUTIVE BOARD MEMBER UPDATES

Executive board members provided updates from their respective organizations. No action was taken.

IX. OTHER BUSINESS

No additional matters were recorded.

X. ADJOURNMENT

There being no further business, the meeting was adjourned by Chair Solomon Harris.