



**LANE WORKFORCE PARTNERSHIP EXECUTIVE BOARD MEETING**

**Thursday, May 21, 2026**

**11:30am – 1:00pm**

**Meeting being held in-person and via Zoom**

**In-Person: Lane Workforce Partnership, 1401 Willamette Street, 2<sup>nd</sup> Floor, Eugene**

**Zoom: <https://us02web.zoom.us/j/8428428857>**

**Meeting ID: 842 8428 857**

**AGENDA**

*Mission: To Meet the Workforce Needs of Employers and Individuals  
Through Partnerships and Innovation*

- I. **CALL TO ORDER** / *Solomon Harris*
- II. **PUBLIC COMMENT** – *In accordance with Lane Workforce Partnership’s Public Comment Policy: Speakers will be taken in the order in which they sign up and will be limited to three minutes per public comment.*
- III. **CONSENT CALENDAR** / *Action*
  - *Minutes of the April 16, 2026, Executive Board Meeting* Pages 1 - 5
- IV. **BOARD COMPENSATION POLICY** / *Information* Pages 6 - 8  
*Tiffany Cink, Lane Workforce Partnership*
- V. **PROGRAM YEAR 2026 – 2027 BUDGET** / *Action* Pages 9 - 17  
*Tiffany Cink, Lane Workforce Partnership*
- VI. **BOARD OFFICER RECOMMENDATION** / *Action* Page 18  
*Solomon Harris, Chair*
- VII. **EXECUTIVE DIRECTOR’S REPORT** / *Information*  
*Ashley Espinoza, Lane Workforce Partnership*
- VIII. **EXECUTIVE BOARD MEMBER UPDATES** / *Information*
- IX. **OTHER BUSINESS**
- X. **ADJOURNMENT**

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**LANE WORKFORCE EXECUTIVE BOARD MEETING**

Thursday, April 16, 2026

11:30am – 1:00pm

**MINUTES**

**In Attendance:** Billy Dover, Jeff Graham, Solomon Harris, Shondra Holliday, Heather Buch, Lyndsie Leech, Dana Merryday, Kori Rodley  
**Absent:** John Stapleton  
**Staff:** Ashley Espinoza, Tiffany Cink, Anne Nestell, Stephanie Lovell

**APPROVALS**

| Recommendation   | Motion           | Seconded     | Status   |
|--|------------------|--------------|----------|
| Approve Executive Board Meeting Minutes (February 19, 2026)  | Kori Rodley      | Heather Buch | Approved |
| Approve the update to the Compensation Policy to reflect the title change from Director of Finance to Chief Operating Officer  | Jeff Graham      | Kori Rodley  | Approved |
| Approve a new three-year employment contract for Ashley Espinoza for the period July 1, 2026, to June 30, 2029, and an increase to her annual salary by 5%, effective July 1, 2026 | Shondra Holliday | Kori Rodley  | Approved |

**I. CALL TO ORDER**

Chair Solomon Harris called the meeting to order.

**II. PUBLIC COMMENT**

No public comments were received.

**III. CONSENT CALENDAR**

Kori Rodley moved to approve the February 19, 2026, Executive Board meeting minutes. Heather Buch seconded, and the motion was approved.

#### **IV. HECC FINAL MONITORING REPORT**

Tiffany Cink provided an overview of the annual monitoring process conducted by the Oregon Higher Education Coordinating Commission (HECC) Office of Workforce Investments, which serves as the primary pass-through entity for Workforce Innovation and Opportunity Act (WIOA) funds. She explained that monitoring occurs annually on a calendar-year basis, with LWP's review taking place each February and the final report issued in April.

Tiffany reported that the 2026 monitoring resulted in no findings and no observations. She noted that the state monitoring team conducts both entrance and exit conferences with staff, provides sufficient time for document submission, and offers valuable technical assistance. She emphasized the strong, collaborative working relationship with the state team and their consistent professionalism.

This item was presented for informational purposes only. No action was taken.

#### **V. BOARD COMPENSATION POLICY REVISION**

Tiffany Cink provided an overview of the Lane Workforce Partnership's Compensation Policy, noting that it is a board governance policy that establishes compensation for the organization and was last revised in 2018.

She explained that LWP has historically used detailed nonprofit salary survey data from the MBL Group to set salary ranges. The survey allowed for comparisons by organization size, budget, and position type. The MBL Group conducted its final survey in 2023, and staff are now identifying alternative sources to inform salary ranges, including the Nonprofit Association of Oregon and Lane County position descriptions.

Tiffany shared that the current policy requires market pricing every two years. Due to the loss of the MBL detailed survey tool and the level of work required to complete a market analysis, staff are proposing to revise the policy to conduct market pricing every four years, while continuing annual reviews of employee placement within salary ranges.

Board members discussed the proposed timeline and the availability of reliable data sources. It was agreed that additional discussion is needed before finalizing changes to the market pricing cadence.

Tiffany Cink and Jeff Graham will work together to further evaluate the market-pricing timeline and potential data sources and bring a recommendation back to the Executive Board at the May 2026 meeting.

The Board did take action to update a title change in the Compensation Policy. Jeff Graham moved to approve the update to the Compensation Policy to reflect the title change from Director of Finance to Chief Operating Officer. Kori Rodley seconded, and the motion was approved.

#### **VI. EXECUTIVE DIRECTOR ANNUAL EVALUATION**

Per ORS 192.610, the Executive Board conducted an executive session to discuss matters of personnel and per LWP Board By-Laws, the Executive Director and all staff left the meeting during the Executive Session.

Following the Executive Session, Chair Harris called the regular meeting back to order.

Shondra Holliday moved to approve a new three-year employment contract for Ashley Espinoza for the period July 1, 2026, to June 30, 2029, and an increase to her annual salary by 5%, effective July 1, 2026. Kori Rodley seconded, and the motion was approved.

## VII. EXECUTIVE DIRECTOR'S REPORT

*Ashley Espinoza, Lane Workforce Partnership*

- **NAWB:** This year's National Association of Workforce Board's conference was held in Las Vegas. Ashley, along with Anne Nestell, Jeff Graham, and Nancy Pance attended this year. The conference included opportunities for relationship-building and engagement with workforce professionals, as well as discussions on national workforce topics.

Key discussion topics from the conference included the role and value of workforce boards, federal workforce conversations, and potential state-level consolidation concepts for states with populations under five million. Additional topics included apprenticeship, work-based learning, engagement of different workforce populations, and the role of intermediaries. Ashley noted that these discussions align with LWP's work.

Artificial Intelligence (AI) was a significant topic at the conference, including its use in workforce settings. Ashley noted that staff are exploring how AI may be incorporated into the One-Stop Operator work.

Solomon Harris shared how his business in using AI, including reallocating staff time toward AI tools, using AI to integrate and navigate multiple systems, streamline information, and improve efficiency. He described plans to implement AI agents to support frontline workers by providing task director, reminders, and real-time guidance, while noting both the opportunities for workforce applications and the risks related to privacy, security, and ease of use.

- **Collaborative EDO Luncheon:** Noted that this was the third annual event. The keynote speaker was Francie Genz, who has been involved in advancing sector partnerships since the reauthorization of WIOA in 2014. A sector strategy video was created that overlays the process and operational elements of sector partnerships with real examples of businesses and work occurring in the region. Feedback on both the luncheon and the video has been positive.
- **Partnership Development – Lane Community College:** Ashley shared that Adult Basic Education is a required partner under WIOA through Lane Community College's (LCC) career pathway program, while a different division of the college is represented on the LWP Board. She noted that LWP previously held a facilitated retreat with LCC leadership to identify partnership opportunities. Ashley recently met with board members Courtney Griesel, Billy Dover, and John Stapleton along with LWP staff Jesse Quinn and Ryan Kounovsky to discuss CDL training availability, career-connected learning opportunities aligned with K-12 systems, and employer-driven customized training. There are potential opportunities, including workforce impacts related to Medicaid work requirements, investments in the iTech building, and updates to the medical assistant program to better align with industry needs.

- **Latino Professionals Connect (LPC):** LPC was established in 2016 and has evolved over time. The events are free and include networking, food, and community engagement, along with highlighting Latino professionals. Ashley shared that a new “Table for 12” initiative is being launched to create smaller, more intentional networking opportunities, with the first gathering scheduled for April 23. Collaborative EDO serves as the backbone organization for Latino Professionals Connect.

## VIII. EXECUTIVE BOARD MEMBER UPDATES

- Dana Merryday
  - Shared that Cottage Grove is facing a challenging budget situation due to an accounting error and noted that upcoming budget committee meetings are expected to be difficult.
- Billy Dover
  - Mentioned that the Oregon National Guard Employment Administrator will be presenting at the upcoming LWP Full Board meeting on May 28<sup>th</sup>. Focus will be on the Guard’s capacity to provide cross-sector talent and foundational training support.
- Lyndsie Leech
  - Shared that Jenny Hariyama, the new Eugene City Manager, started yesterday and held her first meeting with the City Council. Lyndsie is really looking forward to working with Jenny and encouraged LWP to meet with Jenny. Lyndsie also noted that the city is midway through long-range financial planning, with upcoming work sessions and a summer workshop planned. This work is really being informed by the work of the Technical Advisory Group (TAG) – a group of individuals from a broad sector of the community.
  - Ashley mentioned the U.S. Conference of Mayors Workforce Development Council that she serves on. Ashley would like to meet with Lyndsie to talk more about the work of the U.S. Conference of Mayors Workforce Development Council and what the City would like to see in terms of available opportunities.
- Commissioner Buch
  - Shared that Lane County is entering its budget process, with the budget statement from the administrator expected to be released around the 27<sup>th</sup>. Noted efforts to develop a balanced budget while minimizing workforce impacts but emphasized that the County is facing tightening resources from federal and state levels, no longer has ARPA funding, and continues to be impacted by Measures 5 and 50, requiring ongoing adjustments, efficiencies, and in some cases, not being able to continue certain programs.
- Kori Rodley
  - Shared that the City of Springfield will hold its first public hearing on a potential payroll tax, following a year-and-a-half process led by a mayor’s task force with significant community input. She noted differing perspectives within the community. While the payroll tax may generate revenue, it will not address all needs and budget cuts will still be necessary.

**IX. OTHER BUSINESS**

No additional matters were recorded.

**X. ADJOURNMENT**

Chair Solomon Harris adjourned the meeting.

## COMPENSATION POLICY INFORMATION

During the April 16, 2026, Executive Board meeting, revisions to the Compensation Policy were proposed, the title change from “Director of Finance” to “Chief Operating Officer” was approved. Extending the market-pricing requirement from two years to four years was put on hold pending a conversation between LWP’s Chief Operating Officer and Jeff Graham, LWP Board Treasurer.

After meeting with the Board Treasurer, it was decided that the market pricing requirement recommendation would remain every two years and that the Current Salary Range for the Executive Director would also remain unchanged.

Executive Director Salary Range:

Minimum: \$132,000  
Mid-Point: \$165,000  
Maximum: \$198,000

As a reminder, the Salary Range doesn’t impact the current budget, only the approved Salary Increases awarded during the Executive Director evaluation period are reflected in the budget.

See attached final policy.

POLICY TYPE: GOVERNANCE PROCESS  
POLICY TITLE: COMPENSATION POLICY  
EFFECTIVE DATE: JULY 1, 2026

The Lane Workforce Partnership Compensation Policy was approved by the Executive Board of the Lane Workforce Partnership Board April 16, 2026.

As an employer, the Lane Workforce Partnership (LWP) believes that it is in the best interest of both the organization and its employees to fairly compensate its workforce for the value of the work provided. It is LWP's intention to use a compensation system that will determine the current market value of a position based on the skills, knowledge and behaviors required of a fully competent incumbent. The system used will be objective and nondiscriminatory in theory, application, and practice.

Accordingly:

1. The compensation system will price positions to market by using state and when possible, local specific survey data.
2. The market data will primarily include non-profit and when available county data and will address significant market differences due to geographical location.
3. The system will evaluate *external equity*, which is the relative marketplace job worth of every job directly comparable to similar jobs in non-profit organizations, factored for general economic variances and adjusted to reflect the local economic marketplace.
4. The system will evaluate *internal equity*, which is the relative worth of each job when comparing the required level of job competencies formal training and experience, responsibility, and accountability of one job to another and arranging all jobs in a formal job grading structure.
5. LWP will maintain the compensation program, so it continues to provide value, over time, to all LWP stakeholders.
6. The compensation system must be flexible enough to ensure that the company is able to recruit and retain a highly qualified workforce, while providing the structure necessary to effectively manage the overall compensation program.
7. As part of the annual budgeting process, the Executive Board will review and approve, as appropriate, funds to be allocated for total compensation, which could include base salaries, merit percentage, adjustment percentage, variable based or incentive based pay, and all other related expenses, including benefits plans as recommended by the Executive Director.
8. The board will set the position level, pay range and specific components of the total compensation package for the Executive Director.

9. The Executive Director is responsible and accountable to the board of directors. In that capacity, the Executive Director is charged with ensuring that LWP is staffed with highly qualified, fully competent employees and that all programs are administered within appropriate guidelines and within the approved budget.
10. The salary budget should include a gross figure for the following budget adjustments, but the individual determinations for each employee's salary adjustment should be the exclusive domain of the Executive Director: determining the appropriate head count, titles, position levels, merit and promotional increases, and compensation consisting of salary, incentive, and other discretionary pay for all positions except that of the Executive Director.
11. The Executive Director should ensure that salary ranges are reviewed at least annually, that all individual jobs are market priced at least once every two years, and that pay equity adjustments are administered in a fair and equitable manner.
12. The Chief Operating Officer is charged with the responsibility of ensuring that the total compensation program is managed for consistency and equity.

**PROPOSED ANNUAL BUDGET NARRATIVE  
2026-2027**

**RECOMMENDATION**

Adopt the Original General Operating Budget for 2026-2027 as presented.

**BACKGROUND**

Lane Workforce Partnership (LWP) prepares an original budget each year for adoption by the Executive Board in May. A subsequent Budget Modification #1 is typically presented in September or October to finalize revenue allocations and carryforward amounts. The following pages present the proposed 2026–2027 Original Budget.

**DISCUSSION**

**Revenue:**

Revenue decreased by \$2,189,802, from the 2025–2026 Modification #2 total of \$5,923,263 to \$3,733,461.

The primary driver of the decrease is the expiration of one-time Future Ready Oregon funding.

The U.S. Department of Labor published Workforce Innovation and Opportunity Act (WIOA) Program Year 2026–2027 allocations on April 28, 2026. In Oregon, all three formula fund categories increased by double digits, for an overall increase of 18.5%, while total federal funding remained nearly the same as in 2025–2026. The State of Oregon has not yet released local allocations. Accordingly, this budget includes actual carryover estimates and projected new allocations based on the federal formula increases.

The Statewide Apprenticeship Creation Grant is entering the second year of its three-year grant period.

State of Oregon General Fund-supported programs—including Work Experience, Industry Engagement, Competitive Strategies, and the Oregon Youth Employment Program—are in the second year of the biennium.

LWP currently has two pending federal funding applications:

U.S. Dept of Labor Employment Recovery National Dislocated Worker Grant (DWG) — \$1,500,000:

This application would support “Lane SkillBridge,” a three-year project serving laid-off workers across Lane County. Funding would primarily support direct training services for dislocated workers who need immediate reemployment assistance, as well as targeted skill development for those transitioning into in-demand occupations. Many participants are expected to have prior work experience but lack the credentials or transferable skills needed to secure comparable-wage employment. (See attached abstract.)

U.S. Department of Justice Community-Based Reentry Program — \$1,000,000

This application would fund “Bridging Incarceration to Employment Reentry,” a three-year program developed in partnership with Opportunity Oregon. LWP would provide administrative support for the program. (See attached abstract.)

**Expense:**

Total expenses decreased by \$1,604,417, from \$4,955,289 to \$3,350,871.

The Reserve for Future Expenditures decreased by \$585,385, from \$967,974 to \$382,590. This reserve level is slightly below our 20% target for WIOA funds.

Personnel Services represent 31.4% of annual expenses and total \$1,054,042 for seven positions (6.5 FTE), including benefits. Personnel costs decreased by just over \$100,000, reflecting both the elimination of the TOB Program Assistant position and the pending retirement of LWP's Director of Workforce Programs.

Materials and Supplies total \$259,359, or 7.7% of annual expenses. These costs cover non-personnel expenses associated with the office and staff at 1401 Willamette Street, as well as Board of Directors expenses. Each line item was reviewed carefully this year, resulting in an overall reduction of \$66,582. The primary driver of that reduction was a \$35,000 decrease in Staff Travel and Professional Development costs.

Community Investments are expenditures directly related to workforce services for Lane County residents and employers. LWP has budgeted 60.8% of total expenses for these investments to support workforce readiness, career advancement, and employer needs across Lane County.

- One Stop Operations — \$19,664: Rent, phone, and copier costs associated with the WorkSource Oregon Lane (WSL) Adult and Dislocated Worker Program. In 2026–2027, LWP will continue to serve as the One Stop Operator.
- ITRAC Subscription — \$35,000: Annual data management contract with Worksystems, Inc. for required performance tracking for WIOA Adult, Dislocated Worker, and Youth programs.
- Grant Associates (GA) — \$813,993: Adult Services contract for direct participant services provided through WorkSource Oregon. The initial contract amount is \$267,000 below the final FY 2025–2026 contract. If awarded, the DWG Lane SkillBridge grant would add more than \$300,000 to this total.
- Looking Glass — \$500,000: WIOA Youth contract for direct participant services. This is the second year of WIOA Youth services provided by Looking Glass. The amount is \$94,000 less than the final 2025–2026 award.
- Connected Lane County (CLC) — \$297,500: Oregon Youth Employment Program (OYEP) services funded through State of Oregon General Funds. 2026–2027 is the second year of a two-year contract.
- Collaborative Economic Development Oregon (CEDO) — \$320,000: LWP Industry Engagement contract. This amount is \$340,000 lower than the 2025–2026 CEDO contracts due to the conclusion of Workforce Benefits Navigator funding.
- Lane Education Service District (Lane ESD) — \$32,817: Subcontract for the Statewide Apprenticeship Creation Grant for Behavioral Health. 2026–2027 is the first full year of program activity.
- Other Industry Engagement (Sector Strategies) — \$18,500: State of Oregon General Fund-supported industry engagement activities, including investments across Lane County's 10 priority industry sectors.

# Lane Workforce Partnership

1401 Willamette Street, Second Floor  
Eugene, Oregon 97401

## Revenue

| Title   | 2025-2026<br>Adopted Mod #2 | 2026-2027<br>Proposed<br>Original | Difference     |
|---|-----------------------------|-----------------------------------|----------------|
| <b><u>Workforce Innovation and Opportunity Act (WIOA) Funds</u></b>       |                             |                                   |                |
| WIOA Adults   | \$ 818,015                  | \$ 942,839                        | \$ 124,825     |
| WIOA Youth  | \$ 985,483                  | \$ 972,291                        | \$ (13,192)    |
| WIOA Dislocated Worker  | \$ 554,102                  | \$ 621,138                        | \$ 67,036      |
| WIOA RR/Layoff Aversion   | \$ 48,155                   | \$ 37,700                         | \$ (10,455)    |
| WIOA DWG QUEST  | \$ 206,133                  | \$ -                              | \$ (206,133)   |
| WIOA Administration   | \$ 253,567                  | \$ 289,383                        | \$ 35,816      |
| Subtotal  | \$ 2,865,455                | \$ 2,863,352                      | \$ (2,103)     |
| <b><u>Other:</u></b>  |                             |                                   |                |
| Statewide Apprenticeship Creation   | \$ 112,776                  | \$ 96,000                         | \$ (16,776)    |
| General Fund Work Experience  | \$ 410,430                  | \$ 232,611                        | \$ (177,819)   |
| Industry Engagement   | \$ 196,884                  | \$ 93,442                         | \$ (103,442)   |
| Competitive Strategies  | \$ 177,031                  | \$ 88,515                         | \$ (88,516)    |
| Team Oregon Build/CTE   | \$ 166,836                  | \$ -                              | \$ (166,836)   |
| Oregon Youth Employment Program   | \$ 718,500                  | \$ 359,541                        | \$ (358,959)   |
| <b><u>Future Ready Oregon - Prosperity 10,000 and Workforce Ready</u></b> |                             |                                   |                |
| Workforce Ready Bushnell  | \$ 251,956                  | \$ -                              | \$ (251,956)   |
| Prosperity 10,000   | \$ 284,759                  | \$ -                              | \$ (284,759)   |
| Workforce Benefits Navigator  | \$ 507,437                  | \$ -                              | \$ (507,437)   |
| Workforce Ready NAACP   | \$ 171,305                  | \$ -                              | \$ (171,305)   |
| Workforce Ready - Oregon Workforce Partnership                            | \$ 59,893                   | \$ -                              | \$ (59,893)    |
| Subtotal:   | \$ 3,057,808                | \$ 870,109                        | \$ (2,187,699) |
| <b>Revenue Total:</b>   |                             |                                   |                |
|   | \$ 5,923,263                | \$ 3,733,461                      | \$ (2,189,802) |
| <b><u>Contingency Reserves:</u></b>                                       |                             |                                   |                |
| Non-Federal Contingency Reserve:  | \$ 107,000                  | \$ 107,000                        | \$ -           |
| Total All Sources:  | \$ 6,030,263                | \$ 3,840,461                      | \$ (2,189,802) |

# Lane Workforce Partnership

1401 Willamette Street, Second Floor  
Eugene, Oregon 97401

## Revenue and Expense Summary by Fund

| Title   | Revenue             | Personnel Expenses  | Materials & Supplies | Community Investments | (Net) Reserve for Future Expenditures |
|---|---------------------|---------------------|----------------------|-----------------------|---------------------------------------|
| <i>(Revenue Less Personnel Less Materials &amp; Supplies Less Community Investments Equals Net Reserve for Future Expenditures)</i> |                     |                     |                      |                       |                                       |
| <b>Workforce Innovation and Opportunity Act (WIOA) Funds</b>  |                     |                     |                      |                       |                                       |
| WIOA Adults   | \$ 942,839          | \$ 292,261          | \$ 43,371            | \$ 505,948            | \$ 101,259                            |
| WIOA Youth  | \$ 972,291          | \$ 267,311          | \$ 43,031            | \$ 532,262            | \$ 129,686                            |
| WIOA Dislocated Worker  | \$ 621,138          | \$ 172,273          | \$ 27,310            | \$ 340,858            | \$ 80,697                             |
| WIOA RRLayoff Aversion  | \$ 37,700           | \$ 2,195            | \$ 929               | \$ 33,993             | \$ 583                                |
| WIOA DWG QUEST  | \$ -                | \$ -                | \$ -                 | \$ -                  | \$ -                                  |
| WIOA Administration   | \$ 289,383          | \$ 171,174          | \$ 82,412            | \$ -                  | \$ 35,797                             |
| <b>Subtotal</b>   | <b>\$ 2,863,352</b> | <b>\$ 905,215</b>   | <b>\$ 197,052</b>    | <b>\$ 1,413,062</b>   | <b>\$ 348,023</b>                     |
| <b>Other:</b>   |                     |                     |                      |                       |                                       |
| Statewide Apprenticeship Creation   | \$ 96,000           | \$ 21,120           | \$ 5,049             | \$ 32,817             | \$ 37,014                             |
| General Fund Work Experience  | \$ 232,611          | \$ 36,949           | \$ 9,707             | \$ 187,611            | \$ (1,657)                            |
| Industry Engagement   | \$ 93,442           | \$ 13,464           | \$ 1,802             | \$ 78,500             | \$ (325)                              |
| Competitive Strategies  | \$ 88,515           | \$ 35,154           | \$ 33,121            | \$ 20,000             | \$ 240                                |
| Team Oregon Build/CTE   | \$ -                | \$ -                | \$ -                 | \$ -                  | \$ -                                  |
| Oregon Youth Employment Program   | \$ 359,541          | \$ 42,140           | \$ 12,624            | \$ 305,483            | \$ (706)                              |
| <b>Future Ready Oregon - Prosperity 10,000 and Workforce Ready</b>  |                     |                     |                      |                       |                                       |
| Workforce Ready Bushnell  | \$ -                | \$ -                | \$ -                 | \$ -                  | \$ -                                  |
| Prosperity 10,000   | \$ -                | \$ -                | \$ -                 | \$ -                  | \$ -                                  |
| Workforce Benefits Navigator  | \$ -                | \$ -                | \$ -                 | \$ -                  | \$ -                                  |
| Workforce Ready NAACP   | \$ -                | \$ -                | \$ -                 | \$ -                  | \$ -                                  |
| Workforce Ready - Oregon Workforce Partnership  | \$ -                | \$ -                | \$ -                 | \$ -                  | \$ -                                  |
| <b>Subtotal:</b>  | <b>\$ 870,109</b>   | <b>\$ 148,827</b>   | <b>\$ 62,303</b>     | <b>\$ 624,412</b>     | <b>\$ 34,567</b>                      |
| <b>Total:</b>   | <b>\$ 3,733,461</b> | <b>\$ 1,054,042</b> | <b>\$ 259,356</b>    | <b>\$ 2,037,474</b>   | <b>\$ 382,590</b>                     |
| <b>Contingency Reserves:</b>  |                     |                     |                      |                       |                                       |
| Non-Federal Contingency Reserve:  | \$ 107,000          | \$ -                | \$ -                 | \$ -                  | \$ 107,000                            |
| <b>Total All Sources:</b>   | <b>\$ 3,840,461</b> | <b>\$ 1,054,042</b> | <b>\$ 259,356</b>    | <b>\$ 2,037,474</b>   | <b>\$ 489,590</b>                     |

31.46%      7.74%      60.80%      100%

# Lane Workforce Partnership

1401 Willamette Street, Second Floor

Eugene, Oregon 97401

|   | 2025-2026 Adopted<br>Mod #2 | 2026-2027 Proposed<br>Original | Difference         |
|---|-----------------------------|--------------------------------|--------------------|
| Line Item                                       |                             |                                |                    |
| <b>Personnel Services</b>                       |                             |                                |                    |
| Staff Salaries/Taxes/Fringe-All                 | \$ 1,154,346                | \$ 1,054,042                   |                    |
| TOTAL Personnel FTE = 6.5                       | 1,154,346                   | 1,054,042                      | (100,304)          |
| <b>Materials &amp; Supplies</b>                 |                             |                                |                    |
| Subscriptions                                   | 2,800                       | 1,164                          | (1,636)            |
| Legal Notices                                   | 500                         | 250                            | (250)              |
| Taxes, Audits and Legal Services                | 35,500                      | 38,000                         | 2,500              |
| Telephone Services                              | 8,520                       | 6,600                          | (1,920)            |
| Purchased Insurance                             | 28,024                      | 26,458                         | (1,566)            |
| Real Estate and Parking                         | 37,374                      | 38,094                         | 720                |
| Copier Charges                                  | 1,920                       | 1,920                          | -                  |
| Data Warehousing and Storage                    | 3,700                       | 3,700                          | -                  |
| General Office Expenses                         | 25,000                      | 20,000                         | (5,000)            |
| Memberships                                     | 25,600                      | 21,192                         | (4,408)            |
| Printing  | 500                         | -                              | (500)              |
| Program Information and Outreach                | 21,000                      | 11,000                         | (10,000)           |
| Postage   | 500                         | 500                            | -                  |
| Computer Equipment and Supplies                 | 50,000                      | 46,477                         | (3,523)            |
| Business Meetings                               | 10,000                      | 9,000                          | (1,000)            |
| Board Expenses                                  | 15,000                      | 10,000                         | (5,000)            |
| Staff Travel and Professional Dev               | 60,000                      | 25,000                         | (35,000)           |
| Capital Outlays                                 | -                           | -                              | -                  |
| <b>TOTAL M&amp;S</b>                            | <b>325,938</b>              | <b>259,356</b>                 | <b>(66,582)</b>    |
| <b>Community Investments</b>                    |                             |                                |                    |
| One Stop Operations                             | 19,664                      | 19,664                         | -                  |
| ITRAC Subscription                              | 35,000                      | 35,000                         | -                  |
| Subcontracts - Grant Associates Adult           | 1,080,946                   | 813,993                        | (266,953)          |
| Subcontracts - Looking Glass WIOA Youth         | 594,000                     | 500,000                        | (94,000)           |
| Subcontracts - CLC OYEP                         | 731,932                     | 297,500                        | (434,432)          |
| Subcontracts - CEDO - Ind Eng/Bridge Lane       | 662,578                     | 320,000                        | (342,578)          |
| Subcontracts - Lane ESD - SW App Creation       | 32,232                      | 32,817                         | 585                |
| Subcontracts - Workforce Ready - NAACP          | 146,305                     | -                              | (146,305)          |
| Subcontracts - OWP Reentry - Opportunity Oregon | 51,879                      | -                              | (51,879)           |
| Professional Services Agreement - PIVOT Arch    | 53,469                      | -                              | (53,469)           |
| Other Industry Engagement (Sectors)             | 28,500                      | 18,500                         | (10,000)           |
| Team Oregon Build Materials                     | 38,500                      | -                              | (38,500)           |
| <b>TOTAL Direct Program Services:</b>           | <b>3,475,005</b>            | <b>2,037,474</b>               | <b>(1,437,531)</b> |
| <b>Total Current Expenses</b>                   | <b>4,955,289</b>            | <b>3,350,871</b>               | <b>(1,604,417)</b> |
| Reserved For Future Expenditure:                | 967,974                     | 382,590                        | (585,385)          |
| Non-Federal Contingency Reserve:                | 107,000                     | 107,000                        | -                  |
| Match to Revenue Total:                         | <b>6,030,263</b>            | <b>3,840,461</b>               | <b>(2,189,802)</b> |

**Proposal Abstract**  
**For**  
**Bridging Incarceration to Employment Reentry Program**

Lane Workforce Partnership (LWP), in partnership with Opportunity Oregon (OO), proposes the **Bridging Incarceration to Employment Reentry Program (BIER)**, a statewide community-based reentry initiative designed to reduce recidivism by connecting justice-involved adults to employment, mentoring, and transitional supports before and after release. The project is necessary because moderate to high-risk adults returning from incarceration often face major barriers to employment, housing, transportation, and community reintegration, increasing the likelihood of reoffending. The program will take place across Oregon, with in-prison services delivered in the 12 Oregon Department of Corrections (ODOC) facilities and post-release support provided statewide. The project will serve incarcerated and formerly incarcerated adults who are assessed as moderate to high risk for recidivism and are preparing for release or recently returned to the community. Activities will include in-prison career fairs, employment readiness workshops, peer mentorship, individualized reentry planning, job search and placement assistance, employer education and outreach, and referrals to essential supportive services such as housing, transportation, food, and behavioral health care. Partner entities include the ODOC, community employers, labor unions, higher education, workforce development systems, and reentry service providers. LWP's subrecipient on this project is OO whose activities include all pre- and post-release services. OO has proven expertise working with incarcerated populations, and its lived experience fosters trust and cultural credibility with AICs. Deliverables of this

project over the 36-month performance period will include 23 in-prison career fairs, 120 employment workshops, 394 job placements and recruiting 250 employers willing to hire justice involved individuals. Expected outcomes include increased employment readiness, expanded fair-chance hiring opportunities, stronger employer and correctional partnerships, increased job placements and retention, improved access to supportive services, and reduced recidivism among participants. LWP has not applied to any other FY25 Second Chance Act NOFOs.



## Lane SkillBridge Employment Project Abstract

### Section IV. Required Attachment

#### 1. Abstract

You must include an abstract as an attachment to your application submission. The abstract should not exceed two pages and **must** include at least the following information:

- A summary of the impacts of the qualifying event on the areas covered by your application.
- An overview of the employment and training activities that are likely to be included in the grant, as well as other allowable activities, as applicable.
- A description of the types of participants to be enrolled.
- A list of the project operators or subrecipients likely under the grant, and a summary of the kinds of activities they will carry out.
- Any deliverables or expected outcomes.

#### **Abstract**

This project proposes an Employment Recovery National Dislocated Worker Grant initiative to support individuals impacted by multiple recent layoff events within Lane County. Since October 2025, a series of layoffs has resulted in more than 300 dislocated workers, with an additional 300 layoffs anticipated by June 2026, for a total of approximately 700 affected workers within a seven-month period. These events have placed significant strain on the local labor market and workforce system, increasing demand for reemployment and training services.

The Lane SkillBridge Employment Project will serve dislocated workers who require immediate reemployment, as well as those needing targeted skill development to transition into in-demand occupations. Many participants are expected to have prior work experience but lack the credentials or transferable skills necessary to access comparable-wage employment.

Lane Workforce Partnership will serve as the grant administrator, with Grant Associates Inc. providing direct service delivery in coordination with workforce system partners, including the American Job Center network, education and training providers, and employers.

Lane Workforce Partnership will also partner with the Oregon AFL-CIO to implement a peer outreach strategy engaging a peer coordinator, ideally from among affected workers, to conduct outreach, assess needs, and connect individuals to WorkSource Oregon services.

Collaborative Economic Development Oregon (CEDO) is the regional economic development organization in Lane County. CEDO provides Business Engagement services to LWP through

Industry Sector Partnerships and an innovative program, [Bridge Lane](#), which connects community members to resources and employers.

The project will deliver a range of employment and training services, including career coaching, individualized employment planning, job search support, occupational skills training, work-based learning such as On-the-Job Training and customized training, and supportive services. Participants will be served through a structured approach that aligns services with individual needs, including immediate employment, short-term training, or more comprehensive career pathway support.

Training strategies will emphasize short-term, industry-recognized credentials aligned with regional labor market demand, particularly in sectors such as advanced manufacturing, construction and skilled trades, healthcare, and transportation. Work-based learning and employer partnerships will support direct connections to employment and transition to unsubsidized jobs.

The Lane SkillBridge Employment Project is expected to result in measurable skill gains, attainment of industry-recognized credentials, and placement into unsubsidized employment. Outcomes will emphasize rapid reemployment, credential attainment, and connection to jobs that provide family-sustaining wages, benefits, and opportunities for advancement, supporting long-term economic stability for participants.

The project places strong emphasis on serving participants who can benefit from short-term training to access middle-skill occupations, representing a targeted investment in workforce recovery and wage growth within the region.

## Lane Workforce Partnership Board Officer Recommendation

### **Background**

As stated in Article V, of the Lane Workforce Partnership By-Laws:

*“The Corporation shall have a Chair, Chair-Elect, Secretary, Treasurer, Executive Director, and Past-Chair, all of whom shall be elected by a majority vote of the LWB except for the Executive Director who shall be separately selected and appointed by the Board of the Corporation.”*

### **Discussion**

Billy Dover, current Board Secretary, will step down from the Lane Workforce Partnership Board of Directors effective June 30, 2026. This creates a vacancy in the Secretary position for the term July 1, 2026, through June 30, 2027.

Laura Luther, a current business representative on the Lane Workforce Partnership Board of Directors, has expressed interest in serving in this role.

### **Recommendation**

The Lane Workforce Executive Board recommends that the Lane Workforce Partnership Board of Directors approve the appointment of Laura Luther as Board Secretary for a one-year term, beginning July 1, 2026, and ending June 30, 2027.