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03-7-30-10

AGENDA MEMORANDUM

DATE: July 30, 2003

TO: Lane County Board of Commissioners

FROM: Chuck Forster, Executive Director
Lane Workforce Partnership

**SUBJECT: ORDER/IN THE MATTER OF APPROPRIATING \$273,919 OF
REVENUE AND EXPENSE AUTHORITY IN FUND 249 AND ADDING 1.0
FTE EMPLOYMENT SPECIALIST II POSITION IN THE WORKFORCE
PARTNERSHIP DEPARTMENT (37)**

I. MOTION

**I MOVE APPROVAL OF ORDER 03-7-30-XX IN THE MATTER OF
APPROPRIATING \$273,919 OF REVENUE AND EXPENSE AUTHORITY
IN FUND 249 AND ADDING 1.0 FTE EMPLOYMENT SPECIALIST II
POSITION IN THE WORKFORCE PARTNERSHIP DEPARTMENT (37).**

II. ISSUE OR PROBLEM

Through a competitive bidding process, Lane Workforce Partnership was awarded three State Workforce Investment Act (WIA) grants totaling \$273,919. The purpose of the funds is to support projects that target current workforce skill development. The projects must lead to skills development through direct service and/or building capacity that enable workers to attain or retain family wage jobs. Following are the projects that received funding:

1. Health Care Consortium (\$124,999)
2. McKenzie-Willamette Hospital (\$23,920)
3. Lane County Collision Consortium (\$125,000)

The Health Care Consortium grant includes the hiring of 1 FTE to provide staff support. Additionally, the Workforce Partnership will act as the fiscal agent for the McKenzie-Willamette Hospital and Lane County Collision Consortium grants. All projects start July 2003.

III. DISCUSSION

A. Background

The Workforce Investment Act of 1998 funds projects addressing industry-led and small enterprise needs that target current workforce development, i.e., the design or adaptation of training curricula, models for building or maintaining skills of workers, or reduction of barriers to employment to enable workers to achieve and retain family wage jobs.

A brief summary of the projects follows:

The Health Care Consortium is a partnership between Peace Harbor Hospital, McKenzie Willamette Hospital and Samaritan Hospital. The Consortium project establishes the first regional effort to help address critical skill shortages in the health care industry. The funds will be used to develop a career mapping system for entry level incumbent workers, strategies to assist businesses to retain employees, pathways training video, manual describing training programs available through each employer and relevant education and training resources in Lane, Linn, Benton and Lincoln counties.

The McKenzie-Willamette Hospital project consists of a 12 month training program for 26 staff in neonatal intubation. This specialized training will provide the certification necessary for the employees to maintain employment at the facility.

The Lane County Collision Consortium is a partnership between Auto Body Specialties, Inc., Simon's Top Quality Auto Body and Paint Company, Inc., A Street Automotive & Collision, Inc. and Old Dominion Carstart Collision Center, Inc. The funds will be used to provide I-CAR training to 36 collision repair workers. The training will help current workers to maintain their technical skills to current technology and techniques.

All of these projects will help current workers to have the occupational skills and knowledge to obtain, maintain and/or improve their employment opportunities.

B. Analysis

Under this award, Lane Workforce Partnership received funding for a 1.0 FTE Employment Specialist II position. This individual will be responsible for accomplishing the following activities:

- Meet with current employees and develop wage progression plans and provide access to WIA training funds
- Develop career pathway models specific to the hospital
- Develop orientation curriculum which demonstrates career pathways
- Train a Human Resource staff person at Peace Harbor Hospital on how to develop a wage progression plan and what criteria needs to be met in order to access WIA training funds
- In the last 6 months of the grant period replicate this work and provide the same services at Mc Kenzie-Willamette Hospital

C. Alternatives/Options

If this position is not added, Lane Workforce Partnership will not be able to meet

the objectives and outcomes as prescribed in the grant and will therefore will be out of compliance with the awarded contract.

D. Recommendations

Approve the appropriation of \$273,919 to the Workforce Partnership Department and add 1.0 FTE Employment Specialist II position.

E. Timing

Each project is funded beginning July 1, 2003 through June 30, 2004.

IV. IMPLEMENTATION

The hiring process will begin upon receiving Board of County Commissioners approval.

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

IN THE MATTER OF APPROPRIATING
\$273,919 OF REVENUE AND EXPENSE
AUTHORITY IN FUND 249 AND ADDING 1.0
FTE EMPLOYMENT SPECIALIST II
POSITION IN THE WORKFORCE
PARTNERSHIP DEPARTMENT (37)

ORDER NO. 03-7-30-

WHEREAS, the Lane Workforce Partnership has received additional funds totaling \$273,919 from the State of Oregon to support the following projects:

1. **The Health Care Consortium** - to develop a career mapping system for entry level incumbent workers, strategies to assist businesses to retain employees, pathways training video, manual describing training programs available through each employer and relevant education and training resources in Lane, Linn, Benton and Lincoln counties.
2. **The McKenzie-Willamette Hospital** - to develop a 12 month training program for 26 staff in neonatal intubation.
3. **The Lane County Collision Consortium** - to provide I-CAR training to 36 collision repair workers. The training will help current workers to maintain their technical skills to current technology and techniques, and

WHEREAS, Lane Workforce Partnership has the need for 1.0 FTE Employment Specialist II position to fulfill the requirements of the State grant award, and

WHEREAS, ORS 294.326(3) allows the Board of County Commissioners as the governing body of Lane County to increase revenue and expense appropriation levels; it is hereby

RESOLVED AND ORDERED, that revenue and expense appropriations in Fund 249 be increased by \$273,919; and the FTE for the Workforce Partnership department be increased by 1.0 FTE Employment Specialist II position.

Dated this _____ day of July 2003.

Peter Sorenson, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM
Date 7-22-2003 Lane County
Stephen L. Parker
OFFICE OF LEGAL COUNSEL

ORDER/IN THE MATTER OF APPROPRIATING \$273,919 OF REVENUE AND EXPENSE AUTHORITY IN FUND 249 AND ADDING 1.0 FTE EMPLOYMENT SPECIALIST II POSITION IN THE WORKFORCE PARTNERSHIP DEPARTMENT (37)