


W. J. E. I.

## AGENDA MEMORANDUM

**DATE:** November 5, 2003

**TO:** Lane County Board of Commissioners

**FROM:**  Chuck Forster, Executive Director  
Lane Workforce Partnership

**SUBJECT:** ORDER/IN THE MATTER OF APPOINTING A MEMBER TO THE LANE WORKFORCE PARTNERSHIP BOARD OF DIRECTORS

### I. MOTION

ORDER/IN THE MATTER OF APPOINTING A MEMBER TO THE LANE WORKFORCE PARTNERSHIP BOARD OF DIRECTORS

### II. ISSUE OR PROBLEM

The Workforce Investment Act of 1998 requires the establishment of local workforce investment boards (comprised of a majority from business). The local board sets policy for the workforce investment system in its area.

### III. DISCUSSION

#### A. Background

The Lane Workforce Partnership is the local workforce board for Lane County under the Workforce Investment Act. In order to receive federal job training funds for youth, adults and dislocated workers, workforce boards must include representation of six groups:

- Business
- Education
- Labor organizations
- Community-based organizations
- Economic development agencies
- Representatives of each of the one-stop partners

Program services are provided through The Workforce Network (local one-stop). An initiative of the Lane Workforce Partnership Board of Directors, The Workforce Network is an alliance of workforce organizations, which include:

- Department of Human Services
- Lane Community College
- Lane Workforce Partnership
- Oregon Employment Department
- Office of Vocational Rehabilitation Services

**B. Analysis**

Cheryl Roberts with Lane Community College filled an education and a one-stop mandated partner position on the Lane Workforce Partnership Board of Directors. Mary Spilde, Lane Community College President, has requested that Cheryl Roberts be replaced on the Board of Directors with Timothy Craig. Mr. Craig is the Director of Business, Workforce Development and Extended Learning at the College. With the appointment of Mr. Craig, the education and one-stop partner requirements under the Workforce Investment Act will be fulfilled.

**C. Alternatives/Options**

To not appoint Mr. Craig would result in non-compliance with the Workforce Investment Act and potentially decertification of the Lane Workforce Partnership as the local workforce investment board, which would result in loss of services to Lane County residents and businesses.

**D. Recommendation**

To appoint Mr. Craig to the Lane Workforce Partnership Board of Directors for a three year term beginning November 1, 2003 through December 31, 2006.

**E. Timing**

The appointment would be effective the date of signature of the Board Order.

**IV. IMPLEMENTATION**

The appointment of Mr. Craig would become effective upon approval by the Board of County Commissioners.

**V. ATTACHMENTS**

1. Board Order
2. Nomination Letter from Mary Spilde



**LWP**  
AUG 01 2003

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Office of the President

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July 31, 2003

Lonnie Bivins  
Lane Workforce Partnership  
300 Country Club Road, #120  
Eugene OR 97401

Dear Ms. Bivins:

Timothy Craig, Director of Business, Workforce Development, and Extended Learning, will represent Lane Community College on your board of directors. His preference is to serve on your Future's Committee.

Sincerely,

A handwritten signature in cursive script that reads "Mary Spilde".

Mary Spilde  
President

**IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON**

**}IN THE MATTER OF APPOINTING  
}A MEMBER TO THE LANE  
}WORKFORCE PARTNERSHIP**

**ORDER NO.**

**WHEREAS**, the Workforce Investment Act requires the establishment of a local workforce investment board in order to receive federal funds to serve youth, adults and dislocated workers in Lane County; and

**WHEREAS**, the membership shall be consistent with Title I, sec 177 (b) of the Workforce Investment Act and shall be appointed by Chief Elected Official(s) from each area; and

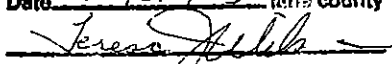
**WHEREAS**, this matter having been fully considered by the Lane County Board of Commissioners, it is hereby

**RESOLVED AND ORDERED** that the following named person be appointed to serve on the Lane Workforce Partnership Board of Directors for a three year term beginning November 1, 2003 through December 31, 2006.

Timothy Craig  
Director of Business, Workforce Development and Extended Learning  
Lane Community College

Dated this \_\_\_\_\_ day of November 2003

Peter Sorenson, Chair  
Lane County Board of County Commissioners

**APPROVED AS TO FORM**  
Date 10/28/03 Lane County  
  
**OFFICE OF LEGAL COUNSEL**

**ORDER/IN THE MATTER OF APPOINTING A MEMBER TO THE LANE  
WORKFORCE PARTNERSHIP**