

## Overview

# ODOT's Workforce Development Plan

April 28, 2006

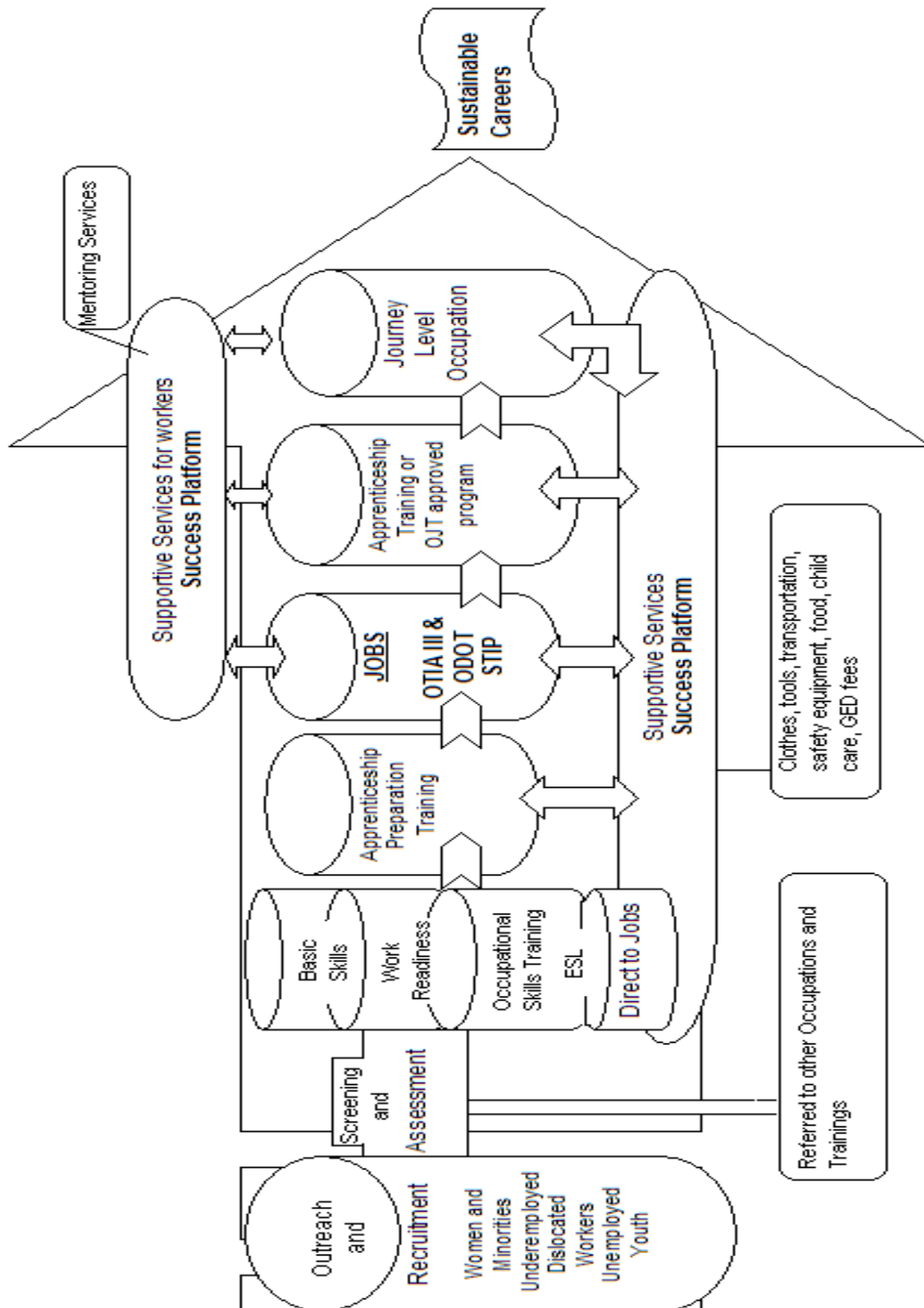
- The mission of the Workforce Development Plan is to create and support a qualified and diverse workforce labor pool and increase the use of apprentices to build Oregon's transportation infrastructure.
- Implementation of the Workforce Development Plan will occur through a system of Regional Workforce Alliances. The goal of the Alliances is to create a system to recruit, train, place and retain skilled women and minorities in the construction trades.
- Partners in the Alliances will include: the Bureau of Labor and Industries' Apprenticeship and Training Division, Oregon Employment Department, Joint Apprenticeship Training Committees, local government, construction contractors, local Workforce Investment Board or Title 1B providers, local community colleges, tribal representatives, community-based organizations, minority and women chambers and organizations, community leaders and ODOT.
- Instead of developing entirely new systems to build a qualified and diverse labor pool, the Plan maximizes the use of existing programs.
- To fund elements of the Plan, ODOT will use existing federal funds and apply for new funds. Existing funds are from the Federal Highway Administration, the U.S. Department of Labor, the Bureau of Labor and Industries, Oregon Employment Department, and the Department of Community Colleges and Workforce Development. ODOT will apply for additional funding from federal and state sources.
- There are 3 critical aspects to the Workforce Development Plan:
  1. Apprenticeship: ODOT will incrementally increase apprenticeship targets from 5 percent to 20 percent over 18 months with annual program reviews and adjustments, as necessary.
  2. Participation of women and minorities on transportation construction projects: Overall, ODOT is seeking to increase participation rates statewide to 14 percent for women and 14 percent for minorities. In the Portland tri-county area, ODOT is seeking to increase participation rates to 14 percent for women and 20 percent for minorities.
  3. Supply side delivery of qualified workers to the industry: Working through the Regional Alliances, ODOT and its partners will ensure the delivery of a qualified and diverse labor pool to meet the labor needs on subject transportation construction projects.

All three elements lead to achieving the goal of increasing the participation of women and minorities on state and federally funded transportation construction projects and the creation of career paths.

- The Workforce Development Plan will be reviewed on an annual basis for performance and improvement. ODOT will seek input from partners around the state to make changes to the Plan. Evaluation of the Plan will focus on two outcomes: 1) increasing apprenticeship and training opportunities, and 2) the development of a qualified labor pool.

Both outcomes will address two central questions: 1) how successful we were in increasing the number of women and minorities in the contracted workforce; and 2) how successful we were in expanding the use of apprentices.

# Workforce Development Plan Service Matrix Chart

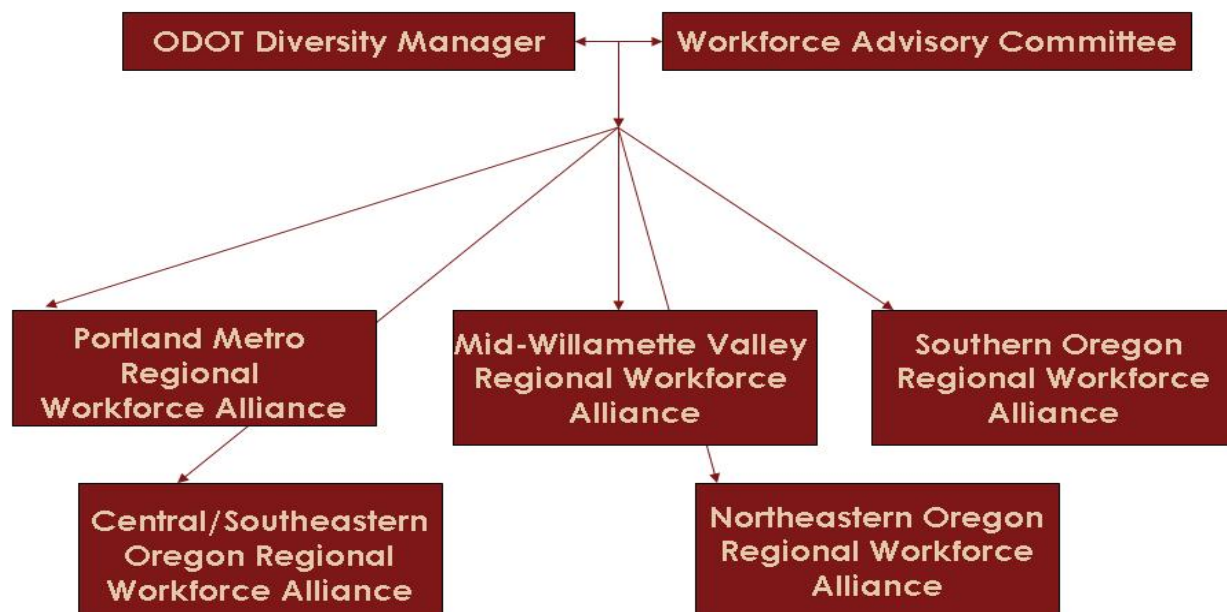


## Management Structure of the Workforce Development Plan April 28, 2006

Management of the Workforce Development Plan requires the leadership and participation of all the Plan's partners to build a diverse, skilled workforce. ODOT has appointed an agency manager to oversee the program and to coordinate with the Regional Workforce Alliances and a Workforce Advisory Committee who will assist in implementing the Plan.

The five Regional Workforce Alliances will implement the Plan at the regional level. The Workforce Advisory Committee provides guidance and evaluation of the Plan for ODOT's Director, and provides a forum for partners to communicate on a regular basis and resolve issues.

### Management Structure of the Workforce Development Plan



The Regional Workforce Alliances implement the plan at the regional level. Alliances are responsible for creating a system to produce a skilled labor pool.

### Workforce Advisory Committee

The focus of the Workforce Advisory Committee is on providing guidance and evaluation of the Workforce Development Plan for ODOT's Director and setting forth recommendations to address issues as identified. Where resolution is required outside the purview of this committee, recommendations will be forwarded to ODOT for disposition. The committee is also responsible for reporting on plan goals, implementation progress, and tracking performance measures of the Plan's partners. Additionally, this committee provides a forum for partners to communicate on a regular basis and resolve issues. This committee is composed of representatives from the Bureau of Labor and Industries, Community Colleges

and Workforce Development, the contracting community, Governor's Office, ODOT, Oregon Employment Department, organized labor, private-sector, women and minority individuals and businesses, and other partners. ODOT's Director's Office will chair this committee.

## **Regional Workforce Alliances**

Regional Workforce Alliances will implement the Workforce Development Plan at the regional level. The Alliances are comprised of the Plan's partners in a specific geographic area. Each Alliance works under the direction of ODOT's Diversity Manager and is led by an Alliance Manager. Alliance Managers are existing Office of Civil Rights staff. Each Alliance will develop implementation work plans specific to their region. An Alliance will cover each of the following five geographic areas: 1) Portland Metro, 2) Mid-Willamette Valley, 3) Southern Oregon, 4) Central/South Eastern Oregon, and 5) Eastern Oregon.

### Plans

Within two months of formation, each Alliance will create a region-specific Alliance Plan for providing a qualified, skilled labor force. The Alliance Plan serves as an operations guide and provides benchmarks for future evaluation. A major component of the Alliance Plan is developing strategies to link the need for recruitment and skills development with the organizations and agencies providing these services. The Alliance Plan also identifies the regional partners involved with implementation efforts.

### Memorandum of Understanding

The Alliances are also responsible for developing a Memorandum of Understanding (MOU) with regional partners. The MOU describes the responsibilities for providing training services and developing training programs specifically for women and minorities. Support services for contractors are also outlined, including obtaining contractor involvement in training efforts and provisions for a single point of contact for contractors to access the labor pool. Other responsibilities outlined in the MOU include maximizing existing funds and resources, staff training, and job placement and follow-up services, including mentoring programs and monitoring of participants. It also provides guidelines for evaluation of the Plan.

## **Where to pick up a copy of the Workforce Development Plan**

A copy of the Workforce Development Plan can be accessed on ODOT's website at the following address: <http://www.oregon.gov/ODOT/HWY/OTIA/workforcedevelopment.shtml>

## **Region 1 Portland Metro Area Workforce Alliance**

The Region 1 Portland Metro Area Workforce Alliance's recommendations outlining their proposed system structure and operational processes can be accessed on The Oregon Consortium and Oregon Workforce Alliance's website below the Rural Conference 2006 heading; "[ODOT Regional Workforce Alliance - Recommendations](http://www.tocowa.org/)", <http://www.tocowa.org/>.