

Charter for Oregon's Employment First Advisory Workgroup

Effective October 1, 2026

A. Overview & Purpose

The **Employment First Advisory Workgroup (EF Advisory Workgroup)** provides strategic guidance, expert consultation, and stakeholder partnership to advance **Competitive Integrated Employment (CIE)** for Oregonians with intellectual and developmental disabilities (I/DD).

The EF Advisory Workgroup advises the **Governor's Office** and partner state agencies on policy direction, systems alignment, and implementation strategies necessary to advance Oregon's Employment First policies and practices.

B. Authority

The EF Advisory Workgroup is established pursuant to **Senate Bill 810 (effective September 2025)** and operates as an advisory body to the Governor's Office and state agencies responsible for employment-related services for people with I/DD, including but not limited to:

- Oregon Office of Developmental Disabilities Services (ODDS)
- Vocational Rehabilitation (VR)
- Oregon Department of Education (ODE)
- Other public workforce and employment programs serving people with I/DD

The EF Advisory Workgroup supports Oregon's compliance with and alignment to the following laws, regulations, and legal obligations:

- Senate Bill 810

- Americans with Disabilities Act (ADA) and the Olmstead decision
- Workforce Innovation and Opportunity Act (WIOA)
- CMS Home and Community-Based Services (HCBS) regulations
- *Lane v. Brown* federal class action settlement

C. Membership

At least once every two years, the **Statewide Employment First Coordinator** will solicit members to participate in the EF Advisory Workgroup and/or its subcommittees.

Required Membership Representation

Membership includes representatives from the following entities or communities:

1. Oregon Self Advocacy Coalition (OSAC) and people with intellectual or developmental disabilities
2. Disability policy advisors with lived experience using disability services
3. Oregon Office of Developmental Disabilities Services (ODDS)
4. Vocational Rehabilitation (VR)
5. Oregon Department of Education (ODE)
6. Employment service providers and provider associations
7. Organizations providing case management services to people with I/DD

Additional Representation (Strongly Encouraged and Sought)

Representation from the following entities and communities is strongly encouraged to support statewide systems alignment, policy coordination, and effective implementation of Employment First:

1. School districts or education service districts
2. Regional family support networks
3. Oregon's nine federally recognized Tribes
4. Oregon Council on Developmental Disabilities
5. Oregon's protection and advocacy agency
6. University Centers for Excellence in Developmental Disabilities (UCEDDs)
7. Oregon Disabilities Commission
8. State Independent Living Council
9. Commission for the Blind

- 10.State and county behavioral health departments
- 11.State division serving older adults and people with physical disabilities
- 12.State and local workforce development boards
- 13.Other statewide organizations providing employment services to people with I/DD

Coordination With

The EF Advisory Workgroup coordinates with, but does not duplicate the work of:

1. Oregon Self Advocacy Coalition
2. Oregon Workforce and Talent Development Board
3. State Rehabilitation Council
4. UCEDD Transition to Adulthood Council
5. Oregon Disability Services Advisory Council

D. Roles & Responsibilities

The EF Advisory Workgroup is responsible for:

1. Reviewing the annual Employment First outcomes report and making recommendations to state agencies and the Governor’s Office to advance CIE for people with I/DD
2. Providing recommendations on development and implementation of the **Statewide Employment First Strategic Plan**, including components of the **WIOA Combined State Plan**
3. Establishing subcommittees as needed to support implementation of strategic plan priorities
4. Receiving and reviewing reports from regional Employment First teams on strategies and implementation progress
5. Reviewing policy proposals; identifying systemic barriers; proposing solutions; monitoring progress toward Employment First goals; sharing updates with member networks; and reviewing subcommittee recommendations

E. Chair & Staffing

The **Statewide Employment First Policy Advisor (ODDS)** serves as Chair of the EF Advisory Workgroup or may appoint a designee.

ODDS provides staff support, including meeting scheduling, agenda development, facilitation, materials preparation, and documentation.

F. Meetings Structure

The EF Advisory Workgroup meets at least quarterly, or more frequently as needed. Meetings may be held virtually, in person, or in a hybrid format.

The EF Advisory Workgroup may establish standing or time-limited subcommittees, including but not limited to:

- Rate models
- Provider capacity
- Transition
- Data alignment
- State as a Model Employer
- Workforce development

Subcommittees report on progress and recommendations related to implementation of the Statewide Employment First Strategic Plan.

G. Coordination with other Employment First Efforts

The EF Advisory Workgroup coordinates with the following groups and initiatives:

1. State Rehabilitation Council
2. State Workforce and Talent Development Board
3. Employment First Statewide Leadership (policy-focused workgroup)
4. Regional Employment First Teams
5. <https://www.oregon.gov/odhs/employment-first/Documents/local-ef-team-contact-list.pdf>
6. Transition Technical Assistance Network (TTAN) – quarterly
7. National Technical Assistance Center on Transition: The Collaborative (NTACT:C) State Workgroup
8. Employment First Summit Planning Committee

H. Deliverables

Deliverables may include, but are not limited to:

- Policy and rule recommendations
- Feedback on development and implementation of the Statewide Employment First Strategic Plan
- Oversight and guidance for subcommittees

- Regional Employment First team reports
- Recommendations for system improvement

I. Term of Charter

This charter will be reviewed **at least every two years** to ensure relevance, effectiveness, and alignment with statewide priorities.

J. Group Commitments

Each member of the Employment First Advisory Workgroup commits to:

- Prioritizing attendance at meetings
- Reviewing materials in advance and coming prepared to participate
- Sharing materials in advance when possible
- Remaining present and engaged during meetings
- Respecting the perspectives, ideas, and lived experiences of all members
- Supporting inclusive participation by ensuring all members have the information needed to engage meaningfully
- Sharing employment information with partners

K. Background

For more information on the work of this committee, see the [ODHS Employment First website](#).

L. Subcommittees (2026-27 Strategic Plan Implementation)

1. Employment First Policy & Innovation Standing Subcommittee
2. Inclusive and Accessible Hiring Practices in State and Local Government (State as Model Employer)
3. Benefits Counseling
4. Peer Mentoring