

**Follow up to 2005 Ingbretsen Consulting Report –
Strategies and Tactics: Plan vs. Actual**

I. Establish Mission and Vision

Lead a dynamic, demand driven workforce system

Innovate workforce solutions for the Spokane Region

II. An action plan of specific initiatives with identifiable outcomes that will support the mission and vision

1. Public Relations

Action Item	Accomplished	Reason if not accomplished
Form a “Business Relations Team” by 11/03/06	June 2006	
Conduct a survey of the Spokane business community to discover how the SAWDC can better serve the community in a demand driven environment by 03/02/06	June 2006	
Use the results of the survey to enhance the system by 04/06/06	Integrated into Media Strategy	
Continue to pulse the business community through “outreach” to ensure satisfaction, making adjustments when required	Ongoing through Business Solutions Team	
Form an “Information Navigation Team” by 11/03/05 and create an “information matrix” which clearly describes the workforce system in the Spokane Region by 02/02/06	Both these items were undertaken by PR team and integrated into media strategy, also address through Strategic and Operations Planning processes in Winter 2007	
Through publications and briefings make this information continuously available to the business community and job seekers	Ongoing through BST and WorkSource system staff	
Form a “Public Relations Team” by 11/03/05	January 2006	
Develop a system/process for having articles printed in and spoken about by the local media regarding workforce issues by 12/01/05	Media contacts made and article published in JoB May, 2006	

2. Business Clusters

Action Item	Accomplished	Reason if not accomplished
Form a "Business Cluster Team" by 11/03/05	January 2006	
Immediately seek information from Spokane based economist on current and developing/future occupation trends and business clusters	January 2006 and ongoing	
Seek input from the Spokane and Valley Chambers and the Economic Development Council on clusters to be evaluated for future "skills panels" by 01/05/06	January 2006 and ongoing	
Develop a "template" which can be used as a guide to quickly move the actions/findings of the skills panels by 02/02/06		Each skill panel in the region is constituted and funded with targeted goals and objectives and each has a work plan in place for taking action upon findings
Seek grants for cluster skills panels or specific immediate training needs	Successfully obtained 3 grants for Construction Skill Panel in 2006-2007	
Using the same approach as used in strategy 4a, target the incumbent workers in the Spokane region informing them of the many possible careers available in the higher skill higher wage careers by 06/01/06	Business Solutions Team distributes workforce intelligence to system staff, program eligibility guidelines changed to serve more incumbent workers, Career Awareness Materials developed in concert with GSI and distributed throughout area	

3. Financial (Executive Committee)

Action Item	Accomplished	Reason if not accomplished
Form a "Financial Team" of workforce and financial experts by 12/02/05	Executive Committee members serve in this capacity	
Evaluate present funding and expenditures and make recommendations by 01/05/06	January 2006	
Use the 501(c)(3) designation to develop new funding sources and make recommendations by 03/02/06	(This item on hold per executive committee)	

4. Youth Council

Action Item	Accomplished	Reason if not accomplished
Enhance the Youth Council efforts by 11/03/05		
Create connections between youth agencies, organizations, schools, and the community that result in more effective youth services and efficient coordination of efforts.	(ongoing)	
Collaborate with youth agencies, organizations, schools, and the community to connect youth with the necessary resources to prepare for additional education and training by 01/05/06.	(ongoing)	
Develop an “information blitz” that targets youth, conveying targeted career ladders and the benefits of preparing for and seeking apprenticeships and employment in the trades, medical, manufacturing, transportation and other high paying sectors by 03/08/06	Career Awareness Materials developed in concert with GSI and distributed throughout area in the fields of Construction, Manufacturing, Healthcare, and Aerospace Manufacturing, website under construction will also offer information in this arena, Next Generation Zone provides information to youth customers both on site and through program services in area schools.	

5. One-Stop

Action Item	Accomplished	Reason if not accomplished
Form a “One-Stop Transition Team” by 12/02/05	January 2006	
Have recommendations/action plan to the executive committee by 03/02/06	March 2006/ June 2006	
Have the RFP for One Stop operator out to bid no later than 04/06/06		Transition of new staff
Have operator selected by 05/04/06		Transition of new staff
Have transition complete by 08/31/06		Transition of new staff

III. Rewritten job descriptions for all staff: recommendations on how to reconstitute the SAWDC staff and its functions/actions to best support and accomplish the new mission/vision/strategies going forward

It is recommended that the present staff be reformed into the following three positions

Action Item	Accomplished	Reason if not accomplished
Workforce Strategy and Planning Director	April 2006	
Assistant Director, Workforce Development Operations	May 2007	
Administrative Assistant		
Youth Council Leadership	April 2007	

Overall – adding capacity to the organization in the above positions has greatly improved the ability of the SAWDC to accomplish its mission. A comparison of the SAWDC to other WDCs around the state with similar allocation levels and system size indicated that the SAWDC has the least number of staff. Lack of staff at the administrative level acts as a constraint to the development of new initiatives and programs in our community.

IV. Recruitment efforts of new Strategic Director

Fifty-four candidates responded to the Strategic Director job posting.

With the help of the Spokane City HR department, the list was narrowed to twenty-eight.

The next cut took the field to nineteen.

A team of council members then narrowed the field to four. Three candidates were interviewed with one additional individual dropping the last week before the interview due to personal reasons.

The interview team made up of board members and one representative from the City HR department made the final selection which was by a unanimous vote.

That individual Mark Mattke is now in place

V. 501 (c)(3) implementation plan

The main reasons cited for putting the 501 effort on hold were timing and need. With regard to timing it was felt that it would be better to wait until the Director and Assistant Director positions are filled, and preliminary discussions with Spokane County and City officials takes place to discuss the pros and cons of why and how to form the 501. With regard to need it was felt there is not enough compelling information to drive the 501 application process at this time. Additionally, with the WIA legislation still pending, there exist some unknowns.