



Spokane Area WORKFORCE DEVELOPMENT COUNCIL

808 W. Spokane Falls Blvd ♦ Room 606 ♦ City Hall ♦ Spokane, WA 99201-3302
(509) 625-6210 ♦ Fax (509) 625-6929 ♦ E-mail: admin@wdcspokane.com

MINUTES SPOKANE AREA WORKFORCE DEVELOPMENT COUNCIL Wednesday, January 10, 2007, 7:30 a.m. Red Lion River Inn

MEMBERS PRESENT:

Frankie Arteaga	Liz Collier	Donna Dalzell	Craig Dias	Kim Do
Tom Fritz	Rich Hadley	Steve Hanson	Don Howell	Craig Lee
Julie Meyer	Nancy Nelson	Beth Thew		

MEMBERS ABSENT:

Jeff Benesch	Christine Burgess	Ben Cabildo	Steve Dahlstrom	Dennis Holt
Steve Jurich	Bill Kalivas	Kevin Managhan	Mike Senske	Hugh Severs
Diana Wilhite				

OTHERS PRESENT:

Celeste Estrada- CPS	Nick Hughes-CPS	Janet Bloom-ES	Peg Waldron-ES	Bill Marchioro- CPS Angelique Signorelli- ESD101 Joanne Murcar-CCS
George Iranon-CPS	Dawn Karber-GW Darrell Mihara- SFCC	Ken Johnson-SCC	Anne Millane- ESD101 Robert Duron- Coffee Systems Inc.	
Patrick Link-SFCC		Mason Petit-ES		

STAFF PRESENT:

Mark Mattke- Workforce Strategy and Planning Director	Danny McDaniel- Assistant Director	Gordon Gutterud- Accountant	Lori Meakin- Workforce Development Program Specialist	Anne Lockwood- Secretary
--	---------------------------------------	--------------------------------	--	--------------------------------

CALL TO ORDER/WELCOME:

Tom Fritz called the meeting to order at 7:38 am. Introductions were made.

AGENDA ITEM #1 – REVIEW SEPTEMBER 13, 2006, NOVEMBER 8, 2006, & DECEMBER 14, 2006 MEETING MINUTES:

On a Motion and a Second to approve the September 13, 2006, November 8, 2006, & December 14, 2006 Meeting Minutes. Approved. None opposed.

ITEM #2 – ONE-STOP RETREAT - OUTCOMES:

The One-Stop Retreat was very successful and resulted in the development of several strategies to guide our system in the coming year(s):

1. **The One-Stop will serve as the single point of contact for workforce development activities for the Spokane area.**
The One Stop will be marketed as “the” place for businesses and job seekers to go for employment and training information and services. This change will enable job seekers to better connect with a variety of service providers, and, at the same time, will allow businesses to access a greater pool of job candidates.
2. **WIA-funded services must be provided at the One-Stop location.**
Services at individual partner locations will no longer be funded by Workforce Investment Act (WIA) funds. This change will allow the WDC to increase the amount of dollars that are invested in client services such as training activities and supportive services.
3. **The One-Stop will incorporate a “Youth Zone” to promote workforce development activities to individuals aged 14-21.**
This change will enable the emerging workforce to access services in an environment that is specifically designed to meet their unique needs and tastes.
4. **The WDC will provide funding for a Business Services Unit.**
This unit’s primary purpose will be to meet with existing and new business customers to determine their current and emerging workforce needs. This change will allow the workforce delivery system to become more demand-driven resulting in better outcomes for both employers and job seekers.
5. **WDC-funded service providers must spend a minimum of 40% of WIA funds on client services.**
This change will allow more WIA funds to be invested in much-needed client activities including training (on-the-job, incumbent, customized, etc.), internships, work experience, wages, supportive services, and other client-related activities.
6. **The WDC will consider in-kind contributions from non-WIA funding sources when making programmatic funding decisions.**
When determining overall funding investments, the WDC will recognize how potential service providers are successfully using alternative funding sources to complement WIA activities. This change will enable the WDC to better invest our limited dollars in the community.

Mark notified each of the WIA service providers individually in an effort to keep all involved abreast of the changes being made this year to our system. There has been a positive response overall to the proposed changes.

Mark will be visiting other One-Stop’s around the state to gather information and best practices that can be applied to the design and operation of Spokane’s One-Stop. All WDC members are invited to join Mark on these trips and assist in this process.

ITEM #3 – WDC STRATEGIC PLANNING:

- **Career & Technical Education/Carl Perkins Plan**

Don provided a summary of the proposed collaboration between the WDC and the K-12 system. Don emphasized the opportunity this represents for the K-12 system and the WDC to work together strategically and influence program design and expenditures for Career and Technical Education for youth.

The Carl Perkins Plan for each district requires annual approval by a program advisory group. This plan outlines how the funds will be used to support CTE programs.

There was discussion that a “playbook” needs be created to establish an outline of the process the K-12 system needs so that the WDC advisory board will be able to effectively perform this function. At the March WDC meeting, Don Howell will present his Carl Perkins Plan for the Skills Center. This will be a pilot for the next year’s plans and enable the council to review the process and develop an understanding of its role.

There was a motion and a second to approve the WDC to be the advisory board for overseeing the Carl Perkins Plans for the Spokane District K-12 system. Approved. None opposed.

- **Demand/Decline List**

Mark presented the Demand/Decline list and discussed the rationale behind the use of the list for permitting training funds to be used.

The WDC members agreed to review occupations on the Demand/Decline list in their respective career fields to determine whether the occupations are listed accurately at this time. A deadline of submitting the list back to the WDC by January 30, 2007, was set so the data can be compiled and reported at the February 13, 2007 meeting.

ITEM #4 – ROBERT DURON’S NOMINATION TO THE WDC:

On a motion and a second to recommend to the Mayor and County Commissioner that Robert Duron be placed on the WDC. Approved. None opposed.

OTHER BUSINESS:

- 1) CPS received a CARF 3 year accreditation – Congratulations!
- 2) There will be a GMAP two hour session at WorkSource in the Sequoia room on January 26, 2007 at 10:00 am.
- 3) Don Howell invited everyone to the open house at the Skills Center on February 15, from 6:00 pm to 8:00 pm.
- 4) There will be a PR Team meeting by the end of the month.
- 5) There will be a Manufacturers’ Town Hall Meeting at the Red Lion Park at 7:30 tomorrow morning.

ADJOURN:

The meeting was adjourned at 9:06 am.

NEXT MEETING:

The next WDC Meeting will be February 13, 2007, at St. Luke's Medical Office Building, 715 South Cowley, Conference Center Room 200