



# Spokane Area WORKFORCE DEVELOPMENT COUNCIL

## MINUTES

SPOKANE AREA WORKFORCE DEVELOPMENT COUNCIL  
Wednesday, January 14, 2009, 8:41 a.m. – 9:36 am  
Spokane Skills Center  
*Anne Lockwood – Note Taker*  
*Mark Mattke - Editor*

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### **MEMBERS PRESENT:**

Jeff Benesch	Polly Crowley	Ron Dalla	Donna Dalzell	Tom Fritz
Rich Hadley	Kevin Managhan	Alethea McCann	Julie Meyer	Nancy Nelson
John Serben	Dixie Simmons	Beth Thew	Joe Tortorelli	Lisa White
Diana Wilhite				

### **MEMBERS ABSENT:**

Frankie Arteaga	Ben Cabildo	Peter Casimir	Steve Dahlstrom	Craig Dias
Robert Duron	Steve Jurich	Paul Milliken	Brian Read	Mike Senske
Hugh Severs				

### **OTHERS PRESENT:**

Janet Bloom- WorkSource	Judy Cash- WorkSource	Susan Christenson- Central Valley School District	Cami Hanson- WorkSource	Christi Harter- Spokane Public Schools-CTE
George Iranon- Career Path Service	Trina Miller- Community Colleges of Spokane	Jim Minkler- Community Colleges of Spokane	Mike Nepean- Spokane Public Schools	Scott Oakshott- Spokane Skills Center
Mollie Patshkowski- WorkSource/ Business Solutions	Heidi Peterson- WorkSource/Next Generation Zone	Megan Rettele- WorkSource	Tim Robison- WorkSource	

### **STAFF PRESENT:**

Mark Mattke- Workforce Strategy & Planning Director	Peg Waldron- Assistant Director Workforce Operations	Gordon Gutterud – Accountant	Dawn Karber-Youth Program & Development Manager	Anne Lockwood- Secretary
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**ITEM #1 – REVIEW OF NOVEMBER 12, 2008 AND DECEMBER 10, 2008 MEETING MINUTES:**  
***On a motion and a second, to approve the November 12, 2008 and December 10, 2008, Meeting Minutes. Approved unanimously.***

### **SAWDC TACTICAL AND STRATEGIC PLANNING:**

The Spokane Area Workforce Development Council is underscoring its strategic efforts by developing two new committees and reinforcing the role of existing committees. The new committees are:

- Policy Committee, which will help the SAWDC to analyze legislative issues and make recommendations on positions that will impact workforce development.
  - Alethea McCann will be Chairing the Policy Committee. The committee's first meeting is on January 27<sup>th</sup>.
- Services and Oversight Committee, which will help the SAWDC to guide service delivery in the workforce system in alignment with the Strategic Plan.
  - Joe Tortorelli will be Chairing the Services and Oversight Committee. The committee's first meeting is set up for later part January.

### **STANDING COMMITTEE REPORTS:**

#### **EXECUTIVE COMMITTEE:**

The Executive Committee approved a motion to refrain from competitive procurement this for PY09 and extend the subrecipients' contracts. The motion was approved based upon performance of the subrecipients, the strong and successful partnerships that exist across system and the level of service that is provided. The SAWDC staff will be retooling the statement of work for next year.

#### **MEMBERSHIP COMMITTEE:**

- The Membership Committee added three new members to the SAWDC. Alethea McCann, Spherion Staffing Services, Brian Read, Sterling Savings, and Joe Tortorelli, Economic Development Northwest.
- It is anticipated that the one remaining business position on the Council will be filled by the next meeting.

#### **YOUTH COUNCIL:**

The Youth Council is conducting its business via two separate groups:

- The Youth Council Executive Committee, which is comprised of the members of the Youth Council and which focuses primarily upon the Next Generation Zone and strategic planning.
- The Youth Council Community Committee, which includes all community stakeholders who are interested in youth workforce development. The focus for this committee is improving coordination and service delivery to youth.

#### **PUBLIC RELATIONS COMMITTEE:**

- Staff will work with Hugh Severs, the Chair of this committee to update the work plan for the coming year.

All committees welcome the addition of new members.

## **ITEM #2 – 2009-2011 STRATEGIC PLAN – OUTLINE AND PROCESS:**

The Council has begun the planning process by prioritizing goals and setting objectives for 2009 at the December SAWDC Retreat. The Council reviewed the guidelines issued by the state and discussed areas where the local workforce system will focus its energies. The next step toward completing the plan will be for staff to update the relevant sections of the plan and develop a draft version for Council approval at the March SAWDC meeting. The plan will be available for public comment for 45 days and then finalized, voted upon by the Council, and sent to the State for final approval. The Council's Strategic Plan is due to the State in final form on April 30, 2009.

## **SELECTED STRATEGIC PLAN DISCUSSION POINTS**

### **YOUTH OBJECTIVES**

- Need to be take a lead role in expanding pre-apprenticeship opportunities
- The area high school graduation rate continues to decline. The Council is very interested in helping students successfully complete secondary education
- Funding for Building Bridges and drop out prevention is important for our community
- Creation of summer youth employment programs have been successful in the past and offer value
- Navigators that connect youth to career resources and help make decisions relating to secondary and post secondary education is a priority
- Regulatory waivers may be pursued to improve workforce system access

### **ADULT OBJECTIVES**

- Increase adults with at least one year of post secondary training through improved outreach and awareness
- Adopt the use of the Self Sufficiency Calculator for individuals to determine income necessary
- Work with targeted populations in our area
- Improve workforce development service for individuals with disabilities
- Develop a system to provide post employment services using a continuous engagement model
- Be sure customers receive consistent level of service from all entities
- Pilot the KeyTrain Assessment Tool for job seekers
- Improve on the linkages with CBOs

### **INDUSTRY OBJECTIVE**

- Recalibrate clusters to align with new economic landscape, link with LMEA for planning
- Focus on mid to high wage job opportunities and where jobs are in the community
- Provide highest quality services that offer value for business customers

## **STUDY SESSION: BUSINESS SERVICES IN WORKFORCE DEVELOPMENT SYSTEM:**

The Business Solutions Team is focused upon listening to business and offering products and services of value that meets each business' unique needs.

Activities and Services include:

- Outreach to businesses and assesses skills and other workforce needs
  - Inquire of employers what key training would be of benefit for their employees

- Use of the Self Sufficiency Calculator to demonstrate to businesses what salaries are realistic for employee to live in the Spokane area
- Working with Triumph, Kaiser, and Goodrich using WorkKeys assessments to gauge aptitudes in basic mathematics, reading for information, teamwork, observation, locating information and aid in screening applicants
- Piloting another assessment tools – KeyTrain – to provide remedial training for candidates to improve their skill levels and score better on the WorkKeys tests.
- Working on pilot project in the healthcare industry to identify training career ladders.
- Produce newsletter that delivers information about area businesses' skill needs, training gaps, and inform employers and the community of the One-Stop services available
- Serve on Skill Panels to help bring resources to bear when businesses need assistance with recruiting, assessment, screening, etc.
- Work on a Rapid Response Team that provides services for downsizing businesses and their affected employees

#### **OTHER BUSINESS:**

- Stimulus Package Discussion
  - Washington State is going to receive funds from the stimulus package for workforce programs and coordination is critical to ensure the funds are used to best effect in our area.
  - The anticipated allocation under the stimulus package for transportation is about \$150M in the first phase which could have a large impact on road and bridge construction. There may be a 1.5% set aside from these funds to be directed at training of the workforce. Questions exist around whether youth (minors) can be put into training on projects such as these in order to help with drop out mitigation.
  - It is expected that funds will flow through the Governor's office or through the Department of Transportation (WASHDOT), and then through the Spokane Regional Transportation Council.
  - With all funds coming from the stimulus package, the propensity is to put the funds into short-term solutions that put people to work and stimulate the economy. Our responsibility as a WDC is to also make sure that investments in long-term solutions are made and support the industry clusters identified by the Spokane area.
  - The Council is interested in addressing the broad policy issues and communicating to the Workforce Board and the Governor how important the proposed training component in the transportation stimulus package will be for our area.
  - The Spokane area has already conducted much surveying of businesses and has developed an understanding of skill and training needs. *Staff are to organize the gathering of information from employers, validating and prioritizing of needs, and utilize this to guide deployment of resources and aid in Council decision making.*
  - ***On a motion and a second for the Workforce Development Council to communicate to the Governor that if it is included as an option in the legislation, the Council supports the allocation of 1.5% of the Stimulus package transportation funding for workforce training, with a request that the State Board is also to advocate. Approved unanimously.***

- Pizza, Pop, and Powertools will be at the Apprenticeship Training Center, May 20-21, 2009. This award winning program introduces young females to careers in the construction trades. Council members are urged to visit this event and see this great event firsthand.
- There is also a Construction Career Fair in the fall at the Spokane Interstate Fairgrounds. This event welcomes youth from all around the region to learn more about careers in the construction trades and have the opportunity to operate a wide variety of equipment.
- Superintendent Polly Crowley and Career and Technical Education Director Lisa White reported that on March 10 there will be a special election that contains levy and bond measures which impact area schools. These levies and bonds are replacements for expiring measures which will not incur new taxes. These measures require a super majority to pass.

**NEXT WDC MEETING:** The next WDC Meeting will be held at the Spokane Skills Center, 4141 N Regal, on March 11, 2009, from 7:30 am – 9:30 am.