



Spokane Area WORKFORCE DEVELOPMENT COUNCIL

MINUTES

SPOKANE AREA WORKFORCE DEVELOPMENT COUNCIL
Wednesday, June 10, 2009, 7:36 a.m. – 9:35 am
Spokane Skills Center
Anne Lockwood – Note Taker
Mark Mattke - Editor

MEMBERS PRESENT:

Frankie Arteaga	Peter Casimir	Polly Crowley	Ron Dalla	Donna Dalzell
Craig Dias	Robert Duron	Rich Hadley	Alethea McCann	Julie Meyer
Michael Schelstrate	John Serben	Hugh Severs	Dixie Simmons	Beth Thew
Joe Tortorelli	Lisa White			

MEMBERS ABSENT:

Jeff Benesch	Ben Cabildo	Steve Dahlstrom	Steve Jurich	Kevin Managhan
Paul Milliken	Nancy Nelson	Brian Read	Mike Senske	Diana Wilhite

OTHERS PRESENT:

Susan Christenson- Central Valley School District	Dennis Conger- Spokane Skills Center	Christy Doyle- Spokane Community College	Scott Friedman- Nine Mile School District	Cami Hanson- Career Path Services
Christi Harter- Spokane Public Schools-CTE	George Iranon- Career Path Services	George Kinney- Washington District #13 Little League	Patrick Knowles- West Valley School District	Talana Mielke- Riverside School District
Trina Miller- Community Colleges of Spokane	Matt Miller-Mead School District	Mike Nepean- Spokane Public Schools	Heidi Peterson- WorkSource/Next Generation Zone	

STAFF PRESENT:

Mark Mattke- Workforce Strategy & Planning Director	Peg Waldron- Assistant Director Workforce Operations	Gordon Gutterud – Accountant	Dawn Karber- Youth Program & Development Manager	Lori Meakin- Workforce Development Program Specialist	Anne Lockwood- Secretary
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ITEM #1 – REVIEW OF MAY 13, 2009, MEETING MINUTES:

ACTION:

Correction to the Many 13, 2009, SAWDC Meeting Minutes. Michael Schelstrate was in attendance at the meeting.

Motion and second to approve as corrected, the May 13, 2009, Meeting Minutes. Approved unanimously.

STANDING COMMITTEE REPORTS:

EXECUTIVE COMMITTEE:

1. When the ARRA funds were awarded to the SAWDC the Executive Committee voted to reserve a portion of the funds for allowable contract training. An RFQ process for awarding these funds was designed and approved and the Council will be updated at the next meeting on the use of these dollars to create additional training capacity in our area.
2. Several SAWDC members have resigned and/or retired and the Membership Committee is seeking nominations.

POLICY COMMITTEE:

The Policy Committee is working on issues regarding Reauthorization of the Workforce Investment Act and improving the funding environment for workforce programs. The goal is to develop a policy paper and discuss with our elected officials. The Policy Committee will convene in about one month to continue this work.

ITEM #2 – MEMBERSHIP COMMITTEE:

1. Rich contacted SAWDC Members whose terms are expiring July 1, 2009. All members agreed they would continue on the SAWDC.

Motion and second to nominate for reappointment to the SAWDC: Pete Casimir, Ron Dalla, Craig Dias, Julie Meyer, Brian Read, Michael Schelstrate, Dixie Simmons, and Diana Wilhite. Approved unanimously.

2. The Membership Committee will work on filling the following vacant positions:
 - business with substantial employment opportunities
 - small business employing 4 to 50 employees.

OFFICERS FOR PY2009 –

Robert Duron and Brian Read were nominated as Chair and Vice-Chair. An official ballot was taken, per the SAWDC By-Laws, for the vote of SAWDC Officers.

Motion and second to nominate Robert Duron as Chair and Brian Read as Vice-Chair of the SAWDC for PY09. Approved unanimously.

SERVICES AND OVERSIGHT COMMITTEE:

The Services and Oversight Committee is examining how the WorkSource Center staff conduct business services, including the referral processes, what type of follow-up is done with businesses, and what services are offered and how we measure our success.

More members are invited to join the Services and Oversight Committee. Please contact Joe Tortorelli at jtortorelli@econdnw.com or 926-9356, for further information.

YOUTH COUNCIL:

1. Congratulations to John Serben for his second term as Youth Council Chair, and Nancy Nelson for accepting the Youth Council Vice-Chair position.
2. The Youth Council is divided into several subcommittees:
 - a. The SYEP Subcommittee oversees the Summer Youth Employment program. The SYEP program has processed over 200 applicants and joined with over 150 businesses to provide work experiences for youth. The expectation is being met for a successful SYEP program thus far.
 - b. The Youth One-Stop Center Subcommittee is looking at available office space for the new youth One-Stop Center. The subcommittee intends to have a better understanding of the market and the issues involved with moving to a new space by September.
3. Congratulations to Dawn for putting the SAWDC on the map with the CNN Money news article, and to John for representing SAWDC to the media.

ITEM #3 – BUDGET FOR PY2009:

1. The federal government calculates WIA funding distribution using the previous year's economy. Spokane's economy was good last year, so the SAWDC will receive fewer WIA funds for the 2009-2010 (PY09) year. The influx of the ARRA funds has helped to keep Spokane from reducing services to our citizens.

The outlook for increased WIA funding is bleak at this time but the Governor may pull in funds not spent in other WDAs for distribution to areas that need the extra WIA funding.

2. In Washington state, WIA funding is distributed by the USDOL according to a formula to all 12 areas after the Employment Security Department takes 5% for administration and the Governor takes 10% (for the 10% Discretionary Fund) off the top.

The Employment Security Department (ESD) has been investing a portion (~\$2.8M/year) of the 10% funds and the 5% administration funds into the statewide MIS – called SKIES. In this year's discussion over use of 10% funds, ESD requested that some of the dollars be used to fund an update of the SKIES system and migrate the platform from Oracle to .NET while other stakeholders, including the WDCs, wanted to prioritize direct investments to customers this year during the recession. The Governor elected to use \$2M of 10% funds in support of this request.

Recommendation:

In the fall, the Policy Committee will investigate what the six mandatory activities that must be funded by 10% dollars and determine how many of the six mandatory activities are WIA funded or Stimulus funded in this year's budget.

3. E2SSB 5809 has created an incentive pool to fund training activities across the state. For every dollar the WDCs spend contracting directly with colleges, the State will give the WDCs 75 cents back. If the WDCs work with other schools, e.g., private career colleges, or pay for standard tuition-based instruction, the State will give the WDCs 25 cents back on the dollar. WDCs can then use the incentive dollars to fund other training opportunities.
4. Pursuing 501(c)(3) status for the SAWDC would enable this organization to pursue other resources. There are questions that need to be addressed as to the viability o

ACTION

In the fall, the Policy Committee will develop an understanding of the types of available funding for WDCS and the flexibility the SAWDC has with the funding that exists and then work to create a paper that outlines the findings for the members.

ITEM #4 – RFQ FOR CONTRACT TRAINING:

Under the American Recovery and Reinvestment Act WIA appropriations, WDCs were encouraged to set aside funding to be used to contract for training with institutions of higher education in order to create training capacity that does not currently exist. The Executive Committee agreed that the SAWDC will reserve funds for this activity and authorized staff to develop a process to guide proposal submission and awards.

The draft RFQ for Cohort-Based Training using the ARRA funds was presented to the Executive Committee and an amount of just over \$1M dollars made available for awards. Proposals will fund the costs of facilities, instructors, books, etc., and is not bound to the normal schedule of the training providers. This type of training activity is occurring nationwide and statewide as a result of the ARRA.

The WDC is requesting the formation of a subcommittee to review the RFQ responses quickly. The final RFQ responses will be brought forward to the Executive Committee for a final vote. Hugh Severs and John Serben volunteered for the subcommittee.

ITEM #5 –PERKINS PLAN AND SKILLS CENTER UPDATE:

The Federal Carl D. Perkins Grant is an entitlement grant that is based on an apportionment formula and allocated for the purpose of developing Career and Technical Education students in academics and technical skills. Perkins funds may be used for program improvement, innovation, and expansion of Career and Technical Education programs, with full participation of individuals who are members of special populations.

Perkins plans shall address required uses regarding the following:

- Strengthen technical and academic skills of students
- Provide students with experience in all aspects of industry
- Develop, improve, and expand the use of technology
- Provide professional development programs for teachers, counselors, and administrators
- Develop and implement evaluations of programs supported with Perkins grant funds
- Expand and modernize quality Career and Technical Education programs
- Link secondary Career and Technical education programs to postsecondary vocational and technical education programs, including tech-prep programs

The SAWDC would like to see a more cohesive report from the entities requesting SAWDC approval to apply for the Carl Perkins Grant. Some suggestions for the report are:

- Data that encompasses several years for historical trends
- Include requests from last year for comparison
- Include last years CTE student outcomes
- Request for the existing year
- Possible accomplishments for the existing year, etc.

Motion and second to approve the Perkins Plans. Approved. None opposed. Lisa White abstained.

HEALTH SCIENCE ACADEMY

The Health Science Academy's conceptual design provides an overall idea of the plan for future development. The Spokane Skills Center would like to involve the SAWDC in the process of evaluating new and existing programs which might be housed in a new facility and these may include a dental lab, medical nursing lab, etc.

ITEM #6 – DEMAND/DECLINE LIST:

The Demand/Decline List is used as a guide for staff and customers in the workforce system for making training and career decisions, as well as a tool to guide resource development and deployment in support of the SAWDC Strategic Plan.

The State Labor Market and Economic Analysis division provides a baseline of figures for the Demand/Decline List each year. The SAWDC analyzes last year's Demand/Decline List to help determine where to revise 2009 Demand/Decline List. The Demand/Decline List can be altered at any time during the year if a career goes into demand, decline, or becomes balanced.

ACTION

SAWDC members need to review the 2009 Demand/Decline List in the next 30 days and submit feedback to staff. Taking into account the current economic downturn, this year SAWDC members will need take a more global and long term view, looking at careers that might grow as Spokane recovers from the recession.

ACTION

Anne will send out a reminder to e-mail Demand/Decline List with any changes.

ACTION

The Demand/Decline List is a living document and the SAWDC would like to re-examine the Demand/Decline List again in the course of the year to see if it still reflects market conditions.

ACTION

Rich, Mark and Doug are to work on providing information to the SAWDC regarding jobs and industries that have been growing in the last two years although they may be in decline or flat at this time.

Motion and second to adopt the Demand/Decline List with the changes as submitted and have a discussion later in the year to make changes to the Demand/Decline List as needed. Use the most liberal interpretation to increase training opportunities in targeted clusters. Approved. None opposed.

ITEM #7 – 2009-2010 WDC MEETING CALENDAR:

The SAWDC has moved to a six meetings a year schedule. SAWDC meetings will continue to be held at the Spokane Skills Center until a new location has been determined.

Due to vacations and other factors, the summer months have not proven to be an ideal time to hold full Council meetings. As relevant workforce information is made available during July and August, it will be sent to the members. The full Council will meet in September.

Mark is still ascertaining the location and time of the Executive Committee Meetings.

The Youth Council's meeting location will still be at the Skills Center.

Motion and second to approve the 2009-2010 SAWDC Meeting Calendar. Approved. None opposed.

OTHER BUSINESS:

- 1) Lisa White, Spokane Public Schools, presented outgoing Chair Julie Meyer with a Pizza, Pop, & Power Tools T-shirt. The support of the SAWDC is very much appreciated for this great event.
- 2) Julie Meyer was presented with plaque for her term as Chair for the SAWDC during PY08. This was Julie's second term as Chair of the Council. Julie also serves on the Board of Directors of the National Association of Workforce Boards (NAWB).
- 3) Greater Spokane Incorporated would like to be contacted if any of the SAWDC members hears about a company that is moving out of the Spokane area.

ACTION

If you hear of a company that is looking at moving to another area, contact Greater Spokane Incorporated at rhadley@greaterspokane.org or 459-4102

The Business Solutions Team meets with Human Resources Departments in a variety of different companies and will ensure that if staff learn of businesses moving out of our area, that information will be passed along immediately.

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