



# Spokane Area WORKFORCE DEVELOPMENT COUNCIL

## MINUTES

SPOKANE AREA WORKFORCE DEVELOPMENT COUNCIL

WEDNESDAY, AUGUST 11, 2010, 7:37 A.M. – 9:29 AM

THE LINCOLN CENTER

1316 N. LINCOLN STREET – LANDAU ROOM

Anne Lockwood – Note Taker

Mark Mattke - Editor

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### **MEMBERS PRESENT:**

Frankie Arteaga	Peter Casimir	Polly Crowley	Craig Dias	Robert Duron
Omar Garza	Christine Johnson	Nancy Nelson	Brian Read	Michael Schelstrate
John Serben	Hugh Severs	Joe Tortorelli	Todd Turner	

### **MEMBERS ABSENT:**

Ben Cabildo	Rich Hadley	Ron Dalla	Machelle Johnson	Steve Jurich
Jennifer MacKay	Alethea McCann	Julie Meyer	Beth Thew	Lisa White
Diana Wilhite				

### **OTHERS PRESENT:**

Christy Doyle- Spokane Community College	Cami Hanson- Career Path Services	Ray Lancaster- Goodwill Industries of the Inland Northwest	Trina Miller- Community Colleges of Spokane	Brian Norton- Goodwill Industries of the Inland Northwest
Doug Tweedy- LMEA	Rebecca Rhodes- Institute for Extended Learning	Patricia Robinson- Goodwill Industries of the Inland Northwest		

### **STAFF PRESENT:**

Mark Mattke- Executive Director	Anne Lockwood- Secretary	Lori Meakin- Workforce Development Program Specialist
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### **CALL TO ORDER/INTRODUCTION OF GUESTS**

Chair Robert Duron called the meeting to order at 7:37 a.m.

### **ITEM #1 – REVIEW OF JUNE 9, 2010, MEETING MINUTES – ACTION ITEM:**

***Motion and second to approve the June 9, 2010, Meeting Minutes. Approved unanimously.***

### **PY09 WORKFORCE INVESTMENT ACT REVIEW:**

#### **❖ SPOKANE WORKFORCE CONSORTIUM (SWC) PRESENTATION**

- The Spokane Workforce Consortium was formed in 2007 in response to the SAWDC Request for Proposal for WIA program and one-stop services. The SWC oversees all

operations at the WorkSource Center. Bob Everett, from Career Path Services, is the Program Operator of the Center and directly manages the adult and dislocated worker portion of WIA. John Dickson, from the Employment Security Department, manages Center operations. Each partner has shared responsibilities in the WorkSource Center.

- Over 29,000 people received services over the past year
- Many more people remain in intensive and longer term training this year. Approximately 100 individuals are in long-term training and will exit soon, seeking entrance into the job market again. Customers in long-term training include those in ARRA and 5809 funded cohort training, e.g., airframe mechanics, healthcare – LPN and moving from LPN to RN, and manufacturing
- Another mode of training offered is On-the-Job-Training (OJT). OJT reimburses the employer for the training expenses of an employee
- The Framework Initiative grant was used to reconfigure the WorkSource Center’s customer flow and remodel the space
- The Center is becoming more focused upon effective service delivery and measuring results
- Business Services’ objective is to provide value-added services and resources to businesses in our community, and ensure that information regarding skill needs and job opportunities is disseminated throughout the workforce system

#### YOUTH

- Heidi Peterson reported that The Next Generation Zone has moved to a new location adjacent to the existing WorkSource Center, creating a WorkSource “campus” where adults, youth, and businesses can all find career development and job candidate resources
- Several new partners have joined the Next Generation Zone in their new location, including the *GoodGuides* mentoring program offered by Goodwill Independent of the Inland Northwest and NEWESD101’s YouthBuild Spokane program
- Staff are assigned to one of the 25 schools in the area to help with the Truancy Board, panels for senior projects, job fairs, and the Opportunity Internship grant programs for high school students
- In the past year, the Next Generation Zone Served over 2000 youth
  - 152 employed exits
    - 55 manufacturing
    - 44 healthcare
    - 22 business services
- 14% cut in funds for youth this year
- There are fewer jobs available for youth as adults are staying in their jobs during these tough economic times
- The US Conference of Mayors recognized The Next Generation as a nationwide Best Practice, in serving youth!
- Social networking has been used by WIA program providers to aid in follow up with youth, but it used very minimally by our youth population

#### STANDING COMMITTEE REPORTS:

##### ❖ ITEM #1 – EXECUTIVE COMMITTEE

###### • BOARD CERTIFICATION

Federal law and state regulations require that the SAWDC is certified as a Workforce Investment Board every two years. The SAWDC has successfully met the requirements

and Governor Gregoire has certified us for the two-year period of July 1, 2010 - June 30, 2012.

The SAWDC seeks to recruit members from our targeted industry clusters and community partners who have an interest in improving our workforce development efforts. Input from members as to future nominations is always welcome.

- MONITORING

In 2009, the State Auditor's Office (SAO) conducted an audit of WIA funds administered by the SAWDC in 2008 and found three items requiring attention. These findings were immediately addressed in a corrective action plan but will show up again in 2009 due to the timing of the audit.

**ANNUAL STATE ADMINISTRATIVE MONITORING**

- In its role as state administrative entity for WIA funds, each year the Employment Security Department (ESD) conducts fiscal and program monitoring of the SAWDC's WIA funds. This year's fiscal monitoring for PY09 resulted in a completely "clean" report with no findings. On the program side, several suggestions were made, which are being addressed, e.g.:
  - Program monitoring policies will be reviewed and updated where needed.
    - This is not an eligibility issue, but a priority of service issue in the manner in which veterans are processed.
  - There have been a large number of policies promulgated from ESD over the course of the past year and each WDC needs to respond by writing its own local version and then implementing them
    - This is requiring a shift in focus from program operations to administration at a time of record need among our system customers, diverting staff from other needed activities.

- BOARD ASSESSMENT TOOL

John Serben returned from the February 2010 NAWB Conference with information regarding a Council Assessment Tool to be used to help gauge member understanding of the work the SAWDC is involved in and help guide work plan development and system activities.

The Board Assessment tool has been revamped and adjusted for local needs. The staff will need the tool returned by September 20, 2010. The responses will be utilized in the planning and development of the December SAWDC retreat.

- POLICY COMMITTEE

- There has not been much activity at the federal level of late and WIA Reauthorization has stalled
- Appropriations are in flux
- State legislative activity is now increasing in advance of the 2011 session.
- There is a new Chair of the State Workforce Board, Cindy Zehnder
- Karen Lee, the Commissioner of the Employment Security Department, is resigning at the end of September. She will be in Spokane tomorrow meeting with legislators

❖ **ITEM #3 – MEMBERSHIP COMMITTEE:**

- **NOMINATION OF VOCATIONAL REHABILITATION REPRESENTATIVE – ACTION ITEM**
  - Genie Ybarra was nominated to fill the vacancy created by the resignation of Donna Dalzell.

***Motion and second to nominate Genie Ybarra to fill position #22 representing rehabilitation. Approved unanimously.***

- **YOUTH COUNCIL (YC)**

STRATEGIC PLAN

- A strategic plan session was held to solicit input into the Youth Council vision. Great ideas were shared as to what the Next Generation Zone may address in the next five years. An addition strategic plan session is set for September to further develop the five-year design.
- There will be a special meeting in September and the development of the Consortium’s twelve-month plan will be the next step.

YOUTH COUNCIL RECRUITMENT

Additional SAWDC Members, from business are needed to contribute to the development of the Youth Council. If interested contact [Dawn Karber](#).

- **SERVICES & OVERSIGHT COMMITTEE (SOC)**

- After awarding the contract to the Consortium, the SOC wanted to meet and clarify various items in the RFP response. There was a direct discussion with the Consortium that included SAWDC Members, the Youth Council Operations Committee (YCOC), and the SOC. The meeting was very productive and all parties involved wanted to continue with the gatherings on an ongoing basis.
- Anyone wishing participate in any of these committees can contact: [Joe Tortorelli](#) for the Services and Oversight Committee or [John Serben](#) for the Youth Council Oversight Committee.

**BUDGET UPDATE FOR PY10**

The budget has been finalized for the coming year. Funds are being shifted to keep the system on an even keel and maintain levels of service. Staff will work on resource development to further diversify funding streams in anticipation of additional cuts in WIA formula funding next year.

**ITEM #4 – ECONOMIC OUTLOOK – DOUG TWEEDY, REGIONAL LABOR ECONOMIST**

- Economists report that the recession is over
- Our area lost about 3% of its jobs
- At this time, there are 21,600 unemployed individuals in our labor market. There is an increase in the number of individuals in Spokane’s labor force due to people migrating into Spokane seeking employment. The profile of those affected by the recession is disproportionately male and aged 40 and over.
- 28,000 people went to work in the first quarter of 2010. This indicates that there is indeed a labor market out there and our workforce system needs to ensure we are effectively connecting our customers to it.

- Upcoming retirements will affect every industry in our economy. In five years, we may need 30,000 workers to backfill in replacement jobs – not new jobs. 50% of our population is over 40 and it will take about seven years to replace a retiree.
- 80 percent of jobs will require an AA degree or less. Part of our mission is to ensure that workers know these skill requirements and we can effectively direct our labor pool towards the acquisition of AA degrees and certificates.

#### **ITEM #5 – DEMAND/DECLINE LIST**

The Demand/Decline list covers every occupation that has over 50 employees in our labor market. The changes in the proposed 2010/2011 Demand/Decline list are recommended by an SAWDC Member or community stakeholder, with expertise in that industry.

***Motion and a second to approve the 2010-2011 demand/decline list as is for now. Approved unanimously.***

#### **2011 NAWB FORUM**

The annual NAWB forum is in Washington D.C., from February 5<sup>th</sup> to 8<sup>th</sup>, 2011. The forum helps to bring together board members and staff from across the country for professional development and networking.

Members wishing to attend the NAWB Forum this year contact [Mark Mattke](#) for early registration.

#### **ADDITIONAL INFORMATION:**

1. There will be a WorkSource Center grand reopening, September 17, 2010, from 10- am to noon. A formal invitation will be sent out soon.
2. This is the year the SAWDC will do a renewal of our Strategic Plan. It is time to reevaluate where to focus our funds.

#### **NEXT SAWDC MEETING:**

The next SAWDC Meeting is October 13, 2010, from 7:30 am – 9:30 am, The Lincoln Center, 1316 N. Lincoln St.