

Tacoma Rail 2601 SR 509 North Frontage Rd., Tacoma WA 98421

Tim Owens, Chair

April Gibson, 1st Vice-chair

, 2nd Vice-chair

Joyce Conner

Steve Gear

April Gibson

Darci Gibson

Mike Johnson

Bruce Kendall

Dale King

Mandy Kipfer

Ron Langrell

Mark Martinez

Tim McGann

Wayne Nakamura

Sharon Ness

Tim Owens

Dona Ponepinto

Christina Roberts

Patty Rose

David Shaw

Dereck Spivey

1. Welcome/Call to order/Safety Briefing
2. Introductions
3. Public Comment
4. WorkForce Central Executive Board update – Tim Owens
5. Consent Agenda
 - Approve August 17, 2017 Minutes
 - Approve appointment of Kyla Lackie, Director of Post-secondary Readiness, PSED to the Youth & Young Adult Services Committee
6. Cybersecurity Presentation – Maureen Carroll, Executive Director, Global Business Resources
7. WDC Committee Report Out
8. WDC Discussion: Determine system priorities that will be tracked on iDashboard tool
9. CEO Report
 - Fiscal Year 2018 Budget Update
 - America Works Presentation Follow Up Discussion
10. Other business
11. Adjourn

WorkForce Central Staff
Linda Nguyen, CEO
lnguyen@workforce-central.org

Deborah, Howell, COO
dhowell@workforce-central.org

Jan Adams, Executive Assistant
jadams@workforce-central.org

WorkForce Central
3640 S. Cedar St. Suite E
Tacoma, WA 98409
www.workforce-central.org

Future meetings:

WDC Meeting – Tim Owens, Chair	Oct 19	3:00-4:00
Business Services Committee – Dereck Spivey, Chair	Oct 23	8:00-9:00
Youth & Young Adult Services Committee – April Gibson, Chair	Sept 26	10:30-11:30
WDC Pierce Leadership Team	Sept 22	8:00 – 10:00
WDC Coordinating Committee – Tim Owens, Chair	Oct 10	3:30-4:30
Work-Based Training Task Force – Tim Olsen, Chair	TBD	
Adult Literacy Task Force – Mike Johnson, Chair	As Needed	

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Attendees: Tim Owens, Linda Nguyen, Dale King, Tim McGann, Dona Ponепinto, Dereck Spivey, Ron Langrell, Mandy Kipfer, April Gibson, Jan Adams, Caleb Kraai, Christian Caple, Steve Gear, Dave Shaw

1. **Welcome/Call to order/Safety Briefing**
Tim called the meeting to order at 3:05 p.m.
Dale gave a safety briefing.
2. **Introductions**
Tim welcomed Ron Langrell back to the WDC and Tim McGann a new member. All members then introduced themselves.
3. **Public Comment**
None.
4. **WorkForce Central Executive Board update – Tim Owens**
Tim gave an overview of this morning's meeting noting approval of the budget.
5. **Consent Agenda**
 - **Approve June 15, 2017 minutes**
 - **Approve to the WDC Youth and Young Adult Services Committee**
 - Amy Miller, Director of College & Career Readiness, White River School District
 - Lillian Hunter, Dir. of Alternative Learning – OSPI/Trustee Bates Technical CollegeMotion to approve made by Dale; seconded by April. Approved Ron abstained
6. **Approve Title 1 PY17/FY18 Budget and Dashboard**
Motion to approve made by April; seconded by Dale. Linda gave a background and explained the process noting scenario 6 is a little more than expected. She discussed the comparison from the previously approve scenarios. Approved
7. **Approve Fully Executed WIOA MOU**
Motion to approve made by Dave; seconded by April. Approved Ron Abstained
8. **CEO Report**
 - **America Works Presentation and Discussion Follow Up – Dr. Lee Bowes**
Dr. Bowes, David Aguro presented the America Works program. Discussion with the group followed.
 - **iDashboard Presentation – What do you, as the Leaders and Overseers of our local workforce development “system,” want to know about the system?**
Linda gave an overview of the iDashboards tool and possible use by the Workforce system. Motion made to proceed with this tool made by Dave; seconded by Dona. Approved.
 - **Final PY17/FY18 obligation report**
9. **WDC Committee Report Out**
10. **Other business**
11. **Adjourn**
Motion to adjourn made by Dona; seconded by April. Meeting adjourned at 4:19 p.m.



**Pierce County Workforce Development Council
Committee Application Form**

WorkForce Central on behalf of the Pierce County Workforce Development Council is accepting applications for volunteers to serve on the WDC Committees

Date: 9/13/17

Name: Kyla Lackie

Title (If Applicable): Director of Postsecondary Readiness

Employer (If Applicable): Puget Sound Educational Service District

Address: 800 Oakesdale Rd SW

City: Renton **State:** WA **Zip:** [Click here to enter text.](#)

Please indicate whether this is a home or work address: Employer Address

Primary Day Phone: 425-917-7830 **Type of Phone:** Work Phone

Email Address: klackie@psed.org

Type of entity that you represent: Community Based Organization

Please check the box next to the committee that you are requesting to join. Please complete a separate application for each committee that you want to apply.

Business Services Committee

Youth and Young Adult Services Committee

If you represent a community based organization, please indicate the mission of the organization and the populations served: Puget Sound Educational Service District (PSESD) is a regional educational agency serving 35 school districts in Pierce and King County. PSESD is an innovative and responsive partner providing essential local services to leverage resources and strengths to ensure students are ready to enter school, achieve at high levels in the K-12 system, and succeed in post-secondary endeavors. PSESD's END is success for each child and eliminate the opportunity gap by leading with racial equity. PSESD is the host organization for the Puget Sound College & Career Network (PSCCN). PSCCN builds regional capacity to increase equitable postsecondary readiness and completion across South King County & Pierce County and works to remove barriers so first generation, low income, and

students of color in the Puget Sound region can access and obtain postsecondary credentials. We work with students, educators, community organizations, schools, districts, colleges, and state-level organizations to organize strategies, programming, and supports to increase equitable postsecondary access and success. PSCCN provides: • Professional Learning and Resources, • Coaching & Technical Assistance, • Piloting Support & Innovation, and • Systems Alignment, Coordination & Partnership Development.

**Please indicate the primary age group that you represent or serve. Please click on “Chose an item”:
Youth and Young Adults Ages 14-24**

Please provide a detailed explanation of your qualifications and interest in serving on the committee indicated above: (You are not limited to one page or one paragraph. This application may be more than two pages in length once completed.)

I am passionate about working collectively to achieve significant systems change that removes barriers, creates opportunities, improves access, and eliminates racial disproportionality for young people of color in the Puget Sound region.

As the Postsecondary Readiness Director at the Puget Sound Educational Service District (PSESD), I oversee regional strategies and systems alignment to increase postsecondary readiness and access across Pierce & King County including Pierce County Strong (coalition of higher education and K-12 leaders in Pierce County), the Puget Sound College & Career Network (educator network of 1,700+ in Pierce and King County), and closely coordinate with the Puget Sound Coalition for College & Career Readiness (coalition of higher education and K-12 leaders in King County). I've attended several WorkForce Central Youth & Young Adult Services meetings throughout 2016-17 as a guest presenter, to share resources, opportunities, and contribute a regional perspective.

Prior to PSESD, I managed district secondary success and college readiness programming for Highline Public Schools including a 6-year \$7 million GEAR UP grant, in-class college & career Advisory course programming, design and implementation of the High School & Beyond Planning, leadership for the AVID program as the AVID District Director, development and maintenance of college access community partnerships, identification of counseling supports, and creation of school-based college and career programming such as career exploration worksite visits.

Additionally, I worked for five years at SOAR, a regional early learning and youth development coalition. At SOAR, I designed and implemented youth development professional resources, co-convoked a regional Opportunity Youth/ Out of School Youth Advisory Council, and led our organization's strategic planning and implementation process.

I earned Bachelors of Arts in Ethnic Studies & Sociology and a minor in Documentary Photography from the University of San Diego. I earned a Master's in Public Administration at the University of Washington's Evans School of Public Policy & Governance and was awarded the Daniel J. Evans Student Leadership Award for Innovative Leadership and Public Service.

It would be an honor to serve on the Youth & Young Adult Committee!

In addition to this application, a resume is required. Please submit a resume to this application.

By checking this box, I indicate that the information submitted is accurate to the best of my knowledge and that this form should be considered as electronically signed by the applicant listed above.

Please submit this application form by the deadline indicated above to:

WorkForce Central

WDC Committee Application Process

Attn: Debbie Lean

3640 South Cedar Street, Suite E

Tacoma, WA 98405

Or email to: dlean@workforce-central.org

If you have questions related to this process you may call Debbie Lean, Executive Assistant at 253.414-0141. Thank you for your interest in serving on a committee of the Pierce County Workforce Development Council. You will be notified of the status of your application as quickly as possible.

Kyla Lackie, MPA

kylackie@gmail.com 206-227-4602

SKILL SUMMARY

- Highly-skilled, visionary and collaborative educational leader with extensive leadership experience in program management, partnership development, and capacity building for postsecondary success
- Visionary, strategic thinker, with excellent skills in both program planning and implementation
- Effective communicator, team-builder, supervisor, and collaborative partner
- Demonstrated commitment to social justice, diversity and racial equity
- Experienced in multiple sectors: K-12, higher education, nonprofit organizations, and philanthropy
- Able to manage numerous complex concurrent projects with excellent attention to detail

WORK EXPERIENCE

Director of Postsecondary Readiness, Puget Sound Educational Service District August 2016 – Present

- Convene college and career readiness district leaders, college outreach and first year program staff, college access partner organizations, district superintendents, and college presidents regularly
- Convene Pierce County Strong, regional network of superintendents and college presidents
- Oversee Puget Sound College & Career Network, regional college access network
- Work collaboratively with Community Center for Education Results (regional collective impact backbone), Washington Student Achievement Council, and Washington College Access Network
- Represent PSESD regarding postsecondary readiness at regional and national levels
- Oversee budget of \$750K including private, corporate, and federal funds
- Provide strategic advising and technical support to school districts, colleges, and partners
- Hired and supervise team of four full time professional staff. Provide leadership to a cross department team working on an integrated multi-year grant
- Collaborate with regional WorkForce Development boards and Higher Education leadership groups

Secondary Success & College Readiness Manager, Highline Public Schools August 2013 – July 2016

- GEAR UP Project Director, co-authored and designed six year \$7M grant, oversee budget & program
- Manage two full-time program staff and partner closely with principals and staff for high-impact
- Identify and implement innovative practices to increase student awareness of post-secondary options including High School & Beyond Planning, Advisory, college access and career exploration
- Direct AVID program including certification, professional learning, and budget. Significantly increased program and teacher support and strengthened program model fidelity
- Oversee and expand career and college partnerships, ensure partners are aligned and supported
- Engage in regional efforts including Puget Sound College & Career Network & Puget Sound Coalition

Youth Programs, Planning & Operations Manager (Program Manager II), SOAR Jan. 2009 – July 2013

- Convened regional initiative teams and projects, ensuring impact; grew team of diverse partners
- Led strategic plan and annual work plan development, implementation, and monitoring
- Facilitated meetings and training for 5-10 committees, and an annual conference of 400+ people
- Developed and facilitated a professional learning community for experienced youth providers
- Managed annual fundraising campaign and donor communications
- Managed full-time VISTA staff and team of up to four professional and community volunteers
- Represented SOAR and maintained relationships with external partners

Special Projects Coordinator, School's Out Washington Oct. 2009 – Jan. 2010

- Researched and distilled current out-of-school and youth development policy issues
- Prepared advocacy communications for constituents, to inform, engage and mobilize
- Coordinated logistics and materials for statewide Washington Afterschool Network meetings

Fellowship Program Manager, Thomas C. Wales Foundation, Seattle Oct. 2008 – Sept. 2009

- Establish and support nonprofit partnerships, help develop strong experiential learning opportunities
- Design and implement an outreach plan to recruit a strong pool of fellowship applicants
- Design a leadership curriculum with Fellowship Committee and facilitate trainings and reflections
- Provide lead staff support for Fellowship Committee

Graduate Student Consultant, Seattle-King County Asset Building Collaborative Dec. 2007 – May 2008

- Developed a formative process and service evaluation for pilot project striving to provide more cohesive services for low-income clients by creating a provider network, shared data and coordinated entry system
- Facilitated program protocol and implementation planning for 18 nonprofit and public agencies
- Provided recommendations for service delivery improvements and evaluation metrics and tools

Community Partner Liaison, University of Washington Carlson Center July 2006 – July 2008

- Maintained partnerships with over 100 community based organizations, managed communication, conducted site visits and provided technical assistance to ensure mutually beneficial experiences
- Advised 150 college students per month and supervised student fellows
- Developed a leadership program, co-facilitated weekly seminars and built strong team environment

Research and Evaluation Intern, Social Venture Partners, Seattle June 2007 – Aug. 2007

- Developed a framework for a donor-grantee board matching program
- Researched and wrote four case studies detailing five-year relationships between SVP and grantees
- Conducted extensive interviews of SVP donors and long-term grantees for qualitative evaluation
- Revised, administered, and summarized the annual grantee satisfaction survey for publication
- Created a written report summarizing grantee feedback from survey and follow-up phone interviews

Program Coordinator, University of Washington Pipeline Project Sept. 2005 – July 2006

- Recruited, trained, and supported over 800 UW students as volunteer tutors in Seattle Public Schools
- Developed and facilitated seminar courses regarding race, ethnicity, class, and public education
- Revised and updated volunteer tutoring handbook to ensure its relevance and value for tutors

EDUCATION

Evans School of Public Affairs, University of Washington, Seattle, WA June 2008

Masters of Public Administration: Education Policy & Nonprofit Management

Awarded Daniel J. Evans Student Leadership Award for Innovative Leadership and Public Service

Relevant Coursework: Strategic Planning, Program Evaluation, Budgeting, Nonprofit Management, Anti-Racist Organizing, Nonprofit Financial Management, Public Policy Analysis, Managing Politics and the Policy Process, Managing Organizational Performance, Practice of Philanthropy

University of San Diego, San Diego, CA May 2005

Bachelor of Arts: Ethnic Studies- Community, Policy, and Justice Magna Cum Laude

Bachelor of Arts: Sociology

Minor: Visual Arts: Documentary Photography

Certificate: Nonprofit Leadership Alliance

Ethnic Studies Thesis: Examined international and domestic service programs and presented a model for engaging students and their volunteer experiences in analysis of power and privilege.

TECHNOLOGY SKILLS

- Microsoft Office Suite (Word, Excel, PowerPoint, Publisher, Outlook)
- Website Development & Design Programs (Adobe Photoshop, DreamWeaver, HTML, WordPress)
- Online Newsletters (Vertical Response, Constant Contact, MailChimp)
- Social Media Tools (Twitter, Facebook, Bit.Ly)
- Comfortable with new technology, applications, and online collaborative tools (e.g. Google Apps)

RELEVANT LEADERSHIP & TRAINING

- Presentation: Pave the Way Conference 2016, "Financial Aid Completion Strategies that Work"
- Presentation: "Speaking Truth to Power: Using Student Data to Drive Early Support and School Improvement," 2016 NCCEP/GEAR UP Conference.
- Presentation: "Building Student Success Teams to Ensure Every Student is Known by Name, Strength, and Need," 2016 NCCEP/GEAR UP Conference.
- Leadership with racial justice organization, facilitating training and meetings, April 2010 – Present
- Evaluated Washington GEAR UP grant applications, March 2017
- GEAR UP Director training, National Council for Community and Education Partnerships, 2015-2016
- Recognized as the Teens in Public Service Alumni of Distinction Award, 2015
- AVID District Director Training, including instructional leadership, coaching, monitoring, 2013-2015
- High School to College Work Group Member, Community Center for Education Results, 2013-2015
- Leadership Seminar, UW Evans School Cascade Executive Programs, December 2014
- Participant and Leadership Coach, Leadership Tomorrow, 2012-2014
- Facilitated consensus-based strategic planning process, compiled three-year strategic plan, and serve on leadership team of a local grassroots racial justice organization, 2010-2014
- Volunteer Consultant, Downtown Emergency Services Center, 2013
- Disproportionality in Discipline Committee, City of Seattle Race & Social Justice Initiative, 2012-2013
- Co-developed anti-oppression youth tutoring program, Seattle Young People's Project, 2010-2013
- Fundraiser and grant maker, raised \$85,000 with a small team, reviewed 50 grant requests, conducted site visits and due diligence and awarded grants, Social Justice Fund Northwest, 2012
- Presented at Guiding Lights: Closing the Opportunity Gap Conference, January 2010
- Co-Led UW Evans School student group Partnership for Community & Diversity, 2007-2008
- Participated in People's Institute Northwest Training, Feb. 2011
- Participated in The Bridge from School to Afterschool and Back Conference, 2009 – 2011
- Participated in community organizing and advocacy training, Engage Seattle, Oct. – Dec. 2010
- Participated in Community Strategic Training Initiative, Western States Center, July 2010, July 2011
- Facilitated a strategic planning process and retreat for the Birth Attendants, May 2010
- Presented at The Guiding Lights: Closing the Opportunity Gap conference, January 2010
- Teaching for Social Justice: Rethinking Our Classrooms, Organizing for Better Schools, Oct. 2008
- Co-Led UW Evans School student group Partnership for Community & Diversity, 2007 - 2008
- Board Member and Grants Chair, National Coalition Building Institute of Seattle, 2006 - 2008
- English language teacher and youth tutor at the Refugee Women's Alliance, 2005 - 2006