



GREATER ECONOMIC VITALITY FOR ALL.
Partnering to prepare and grow the Pierce County
workforce to align it with employer needs.

AGENDA

WFC Executive Board Meeting

December 15, 2016

2:00 - 3:00 p.m.

Tacoma Rail – 2601 SR 509 North Frontage Road, Tacoma 98421

Mayor Strickland presiding

I. CALL TO ORDER

II. PUBLIC COMMENT

III. WDC UPDATE – Eric Hahn

IV. CONSENT AGENDA

A. Approve the November 17, 2016 Minutes

B. Approve November 2016 Voucher Payments

V. REGULAR AGENDA

A. Approve and Appropriate \$95,322.40 of Job Driven NEG funds from ESD for the period of December 15, 2016 through April 30, 2017 to provide services to WIOA eligible dislocated workers (Resolution No. 827)

B. Approve and Appropriate \$10,591.38 of Job Driven NEG funds from ESD for the period of December 15, 2016 through April 30, 2017 to support administrative activities (Resolution No. 828)

C. Construction Career Day Presentation

D. Councilman Lonergan's visit to Manchester Bidwell

VI. CEO Report

A. SAO accountability audit result

B. Prioritize sector reports recommendations

C. Top 10 happenings in 2016

VII. OTHER BUSINESS

A. WDC Meeting prep

VIII. ADJOURN



WFC Executive Board Meeting**MINUTES****November 17, 2016 • 8:30-10:00 a.m.****WorkForce Central • 3640 S. Cedar St., Suite E Conference Room****Mayor Strickland presiding**

Attendees: Eric Hahn, Rick Talbert, Linda Nguyen, Deborah Howell, MaryEllen Laird, Jan Adams, Mayor Strickland, Pat McCarthy

Guests: Jennifer Edwards, Liza Burell

I. CALL TO ORDER

Mayor called the meeting to order at 8:38 a.m.

II. PUBLIC COMMENT

None

III. WDC UPDATE – Eric Hahn

Eric gave a brief update on the October meeting noting the approval of One-stop delivery system.

IV. CONSENT AGENDA**A. Approve the October 20, 2016 Minutes****B. Approve October 2016 Voucher Payments**

Motion to approve made by Eric; seconded by Rick. Approved.

V. REGULAR AGENDA**A. Accept and appropriate \$42,046 of WIOA PY15 Youth formula funds from WA Employment Security Department for the period of November 21, 2016 through June 30, 2017 (Resolution 825).**

Motion to approve made by Eric; seconded by Rick. Linda explained where the funds came from, noting it was spread through all WDCs. Approved.

B. Accept and appropriate \$4,671 of WIOA PY15 Administrative funds from WA Employment Security Department for the period of November 21, 2016 through June 30, 2017 to support administrative functions of youth activities (Resolution 826).

Motion to approve made by Eric; seconded by Rick. Linda noted this is the 10% admin funds for the youth formula funds on resolution 825. Approved.

C. Workforce Innovation and Opportunities Act Presentation – MaryEllen Laird and Partners

Linda provided a background on the WIF program and then introduced Liza Burell, Jennifer Edwards and MaryEllen Laird who presented the WIF program background, project design and scope, outputs and outcomes. Linda noted we now need to figure out how to get this as a continuing program and not a pilot. Discussion continued around how to use the data to get support for making the program sustainable.

D. Executive Board Discussion

a. What are we doing really, really well and want to sustain/grow?

b. What key workforce issues do we want to take more of a laser focus on?

Linda noted the changes on the board with Pat's departure at the end of the year and Eric retiring next June.

Marilyn citing the WIF presentation noted how we partner with other agencies and partners needs to continue. She noted the cross functional services produce the best outcomes.

Marilyn noted we need to very strategic about messaging and keep showing success and stay on message it will help the entire system. Eric added it will be more important to demonstrate our successes with the funding we have.

Pat asked how we feel the transition has gone. Linda noted we are a new organization, have a direction and have started the work with all the partners.

Marilyn noted the transportation packages that passed will create a boon in construction jobs and where are we to find the workers. Linda noted the Construction Council and the work we are doing to resurrect it. Marilyn noted we need to get the school counselors to change their mindset and how they portray construction jobs.

Deborah asked if there were other gaps they have heard about and platforms we can address. Linda spoke about acquiring funding partners to support the efforts.

VI. OTHER BUSINESS

Linda noted the changes to the WDC including Michelle Burreson resigning; Barbara Farino is stepping down due to changes at JBLM. Joyce Conner the 1st Vice Chair is stepping down, but will stay on the WDC. Marilyn asked if we have had any exit interviews asking what we could be doing better.

VII. ADJOURN

Meeting adjourned at 9:29 a.m.

Executive Board Chair WorkForce Central

CEO

VOUCHER APPROVAL

November 2016

The following listing of vouchers written in the above month is hereby submitted to the Board for approval. I have audited and certified all vouchers as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090.

FUND NAME	CLAIMS	PAYROLL	TOTAL
ETC General Fund	\$ -	\$ -	\$ -
Unencumbered Fund	\$ -	\$ -	\$ -
Manchester Bidwell	\$ -	\$ -	\$ -
Indirect Cost Pool	\$ 4,987.68	\$ -	\$ 4,987.68
Contra Indirect Cost Pool	\$ (4,987.68)	\$ -	\$ (4,987.68)
WIOA Adult	\$ 93,142.11	\$ 26,835.85	\$ 119,977.96
Strategic Planning/Partnership Pool	\$ 4,758.29	\$ 16,128.11	\$ 20,886.40
Contra Strategic Planning/ Partnership Pool	\$ (4,758.29)	\$ (16,128.11)	\$ (20,886.40)
Camo 2 Commerce Strategic Partnership	\$ 223.20	\$ 1,523.26	\$ 1,746.46
WIOA Admin Pool	\$ 7,480.42	\$ 29,069.68	\$ 36,550.10
WIOA Dislocated Worker	\$ 106,651.87	\$ 43,739.48	\$ 150,391.35
WIOA Youth	\$ 16,015.49	\$ 16,577.85	\$ 32,593.34
WIOA Program Pool	\$ 58,077.29	\$ 32,683.15	\$ 90,760.44
Contra Program Pool	\$ (58,077.29)	\$ (32,683.15)	\$ (90,760.44)
YouthWorks 2	\$ 0.45	\$ 400.47	\$ 400.92
WIOA Implementation Planning	\$ -	\$ -	\$ -
All Grants Admin Pool	\$ 8,759.14	\$ 24,663.00	\$ 33,422.14
Contra All Grants Admin Pool	\$ (8,759.14)	\$ (24,663.00)	\$ (33,422.14)
WIF - Homeless Employment Navigator	\$ 40,205.18	\$ 16,024.15	\$ 56,229.33
WIF - Admin - Homeless	\$ 1,760.04	\$ 5,814.20	\$ 7,574.24
Multicare - Careercoach/ Tuition Assistance 2016	\$ -	\$ -	\$ -
Multicare Health Systems 2016	\$ -	\$ -	\$ -
South Seattle Coll-American Apprenticeship Initia	\$ 122.95	\$ 808.71	\$ 931.66
Job Driven WIA NEG	\$ -	\$ -	\$ -
Sector Partnership NEG	\$ 33.44	\$ 2,121.95	\$ 2,155.39
RISE - E&T	\$ -	\$ -	\$ -
Washington Families Fund - Systems Innovation - Building Changes	\$ -	\$ -	\$ -
TOTAL	\$ 265,635.15	\$ 142,915.60	\$ 408,550.75

Respectfully submitted by

Steve Simstad

Chairman of Board

Date

12/13/16



GREATER ECONOMIC VITALITY FOR ALL.
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RESOLUTION NO. 827

WA STATE EMPLOYMENT SECURITY DEPARTMENT

BE IT ORDAINED BY TACOMA-PIERCE COUNTY EMPLOYMENT & TRAINING CONSORTIUM dba WORKFORCE CENTRAL:

That the proper officers of the Tacoma-Pierce County Employment and Training Consortium dba WorkForce Central (WorkForce Central) be and they are hereby authorized and directed to execute for and on behalf of WorkForce Central a grant award agreement of \$95,322.40 of Job Driven NEG funds from ESD for the period of December 15, 2016 through April 30, 2017 to provide services to WIOA eligible dislocated workers; and further that the Chief Financial Officer of WorkForce Central be and is hereby authorized and directed to deposit the funds received pursuant to such grant award in the Tacoma-Pierce County Employment and Training Consortium Fund.

That there be and is hereby appropriated from the Tacoma-Pierce County Employment and Training Consortium Fund the sum of \$95,322.40 of Job Driven NEG funds from ESD for the period of December 15, 2016 through April 30, 2017 to provide services to WIOA eligible dislocated workers in accordance with the provisions and terms of the aforementioned grant agreements.

Passed _____
Date

Chairman of Board





GREATER ECONOMIC VITALITY FOR ALL.
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RESOLUTION NO. 828

WA STATE EMPLOYMENT SECURITY DEPARTMENT

BE IT ORDAINED BY TACOMA-PIERCE COUNTY EMPLOYMENT & TRAINING CONSORTIUM dba WORKFORCE CENTRAL:

That the proper officers of the Tacoma-Pierce County Employment and Training Consortium dba WorkForce Central (WorkForce Central) be and they are hereby authorized and directed to execute for and on behalf of WorkForce Central a grant award agreement of \$10,591.38 of Job Driven NEG funds from ESD for the period of December 15, 2016 through April 30, 2017 to support administrative activities; and further that the Chief Financial Officer of WorkForce Central be and is hereby authorized and directed to deposit the funds received pursuant to such grant award in the Tacoma-Pierce County Employment and Training Consortium Fund.

That there be and is hereby appropriated from the Tacoma-Pierce County Employment and Training Consortium Fund the sum of \$10,591.38 of Job Driven NEG funds from ESD for the period of December 15, 2016 through April 30, 2017 to support administrative activities in accordance with the provisions and terms of the aforementioned grant agreements.

Passed _____

Date

Chairman of Board



Key Findings – Summary overview

In most of the industries studied, there were a few occupations that generated high numbers of UI claimants each year. Developing systems and partnerships to better understand the needs of these claimants may yield improved systems that serve them better and improve employment results.

Many from the interviews with employers suggested that educational programs and workforce organizations should focus additional efforts on providing training in soft skills.

Employers in construction, advanced manufacturing and transportation, warehousing and logistics are frustrated about the lack of a pipeline of candidates coming from high school. The general sentiment is that they graduate from high school, opt out of the college path, and get a low paying service, or retail job. They struggle to move up a career path and earn more money, but eventually realize they are stuck. Some make it to the trades. Stakeholders lamented the lost time for both the individual and the industry.

<p>ADVANCED MANUFACTURING</p>	<ul style="list-style-type: none"> • Partner with the Employment Security Department to develop systems to identify UI claimants seeking re-employment in advanced manufacturing occupations and assess their basic and soft skills. If necessary, offer them additional basic and/or soft skills training. With soft skills training include opportunities to role-play and receive practical feedback. • Expand opportunities for women to gain training and experience in manufacturing jobs through partnerships with AJAC and other relevant stakeholders. • Regional job fairs can be good options for recruitment. High school job fairs are a good option to get in front of high school students, and it is not unheard of that family members of students will become interested in manufacturing opportunities through these events. • Develop opportunities for advanced manufacturing employers and administrators from local colleges to build and/or improve relationships, identify common needs and work together. • Identify employers that train employees internally and provide them enhanced business services to ensure a ready supply of entry-level workers.
<p>ICT AND CYBERSECURITY</p>	<p>Pierce County's ICT and cybersecurity industry is projected to have an annual supply of 337 local candidates between 2018 and 2023. This supply is split between new graduates and unemployment insurance claimants whose previous occupation matches to a core ICT and cybersecurity occupation. Interview feedback from industry stakeholders indicates that Pierce County employers can expect to experience continued strong competition for these candidates from other industries and from other counties, especially the strong ICT cluster in King County.</p> <ul style="list-style-type: none"> • Convene employers and colleges to improve alignment between education programs and employer needs. This could include helping to develop consistency between programs as well as deepening critical thinking, communication, and soft skills training and role playing opportunities. • Partner with local colleges, universities and employers to develop career pathways maps that describe different career tracks, with their associated education, experience requirements and salary levels. Distribute this information broadly including in WorkSource centers, and with JBLM staff. • Develop continuing education opportunities for current ICT workers focused on improving leadership, communication, soft skills and critical thinking. • Data and employer feedback indicates that computer network support specialists may be in oversupply. Work with community colleges offering this training to build on efforts to add stackable certificates and articulations with baccalaureate-level programs. Ensure this additional education is available to working adults. ▪ Seek funding to expand successful partnerships with JBLM to help transitioning service members gain required certifications and/or formal training to increase their competitiveness for ICT jobs.

TRANSPORTATION AND LOGISTICS	<ul style="list-style-type: none"> • Develop systems to identify UI claimants in occupations with high number of claimants and provide them with additional skills training to help improve their employability and job retention. The additional skills training should include a heavy emphasis on soft skills training and plenty of opportunities to practice and receive feedback on their new and/or improved skills. • Partner with employers to develop marketing materials about the benefits of remaining employed (or seeking employment) with Pierce County employers • Develop staff with expertise about this industry. Consider developing print materials that workforce development stakeholders and job seekers can use that describes career pathways, working conditions, required skills, training requirements and wages. Some of these materials could be focused on incumbent workers to help them understand specific skills deficits they may experience if intending to switch jobs.
CONSTRUCTION	<ul style="list-style-type: none"> • Develop systems to identify construction industry UI claimants coming from occupations with high numbers, such as HVAC installers and repairers (est. 57 annually), construction laborers (est. 411 annually) and carpenters (est. 404 annually). Develop assessments to determine: if they lack critical soft skills; basic understanding of job requirements; and/or are interested in continuing in their occupation. Design strategies to help them quickly return to work, boost soft skills or switch to an alternative occupation. • Consider partnerships to expand programs with significant annual shortages. • Concerns about the aging construction industry workforce were anecdotal, making the scope of the problem difficult to determine. Conduct future research to identify retirement projections for construction occupations. • Develop updated recruiting materials and presentations targeted to high school and college students and share those materials with school guidance and career counselors throughout the county. • Expand partnerships with high schools to seek funding aimed at increasing construction-related career and technical education. • Partner with high school teachers to develop summer continuing education workshops that incorporate skilled trades into traditional high school courses. For example, applied math or physics lessons. • Modeled after successful programs in King County, consider opportunities to use Running Start dollars to help students seek dual enrollment in college workforce education programs. • Ensure adequate marketing of apprenticeship opportunities are occurring in high schools and WorkSource centers. If not, boost marketing and expand training opportunities for high school advisors and WorkSource case managers. • Increase opportunities to create information sharing systems between employers and the workforce system. This may include re-launching the construction industry advisory panel, holding additional Construction Career Days, and/or assigning business services staff to develop concentrated expertise in the construction industry and then identify venues for them to share this information broadly with the workforce system. • Seek opportunities to leverage public training dollars with private industry resources in partnership with local colleges, JATCs, and Training Funds as a means to create incentives for employers to invest in their employees. Collect and report data about the results of these efforts broadly. • Construction industry professionals require help from the workforce system to identify effective programs that increase the diversity of their workforce. Seek opportunities to expand partnerships with organizations such as Apprenticeship and Non-traditional Employment for Women (ANEW) that increase pathways for women and minority Pierce County residents. • Continue supporting existing partnerships with JBLM and seek opportunities to expand the scale and effectiveness of these programs.

HEALTH CARE	<ul style="list-style-type: none"> ● Stakeholders agreed that expanding focus on soft skills within educational programs or other organizations in the workforce system could be valuable. Students who have experience with interviews and understand the work environments present themselves more strongly to employers. ● Local education institutions should explore options to add BSN completion programs and/or specialty training for existing nurses. They can also consider opportunities to continue adding cultural and linguistic competence to their students. ● Training LPNs is hampered by perceived demand for graduates as well as lack of clinical space for students. Employers and educators should develop a nursing education and workforce plan for Pierce County that incorporates existing workforce projections with output from nursing education programs and serves to help employers and educators agree on the balance of LPN and RN training, including where LPN students will gain their required clinical education experience. ● Expand partnerships with employers and labor organizations to explore career pathways for these workers to help boost job retention. ● Develop systems to identify personal care and home health aide UI claimants (estimated at 110 per year) and help them either quickly gain re-employment or enroll them into Dislocated Worker training programs customized to help them articulate their current training and experience into new, shortened training programs. ● Helping to address retention challenges and skills gaps can go hand in hand with additional incumbent worker training opportunities. To some extent, incumbent worker training can be marketed as a benefit to existing employees to boost retention, especially when incumbent worker training is coupled with a formal employment agreement to remain at the institution for a specific amount of time to “pay back” the value of the training. <ul style="list-style-type: none"> ▪ Many of the skills gaps occurring now are related to the rapidly changing healthcare environment and generate opportunities to create high quality continuing education opportunities for existing healthcare workers. Employers of all stripes are requiring new skills related to: inter-professional continuing education; quality improvement processes; understanding, manipulating, and reporting data; patient coaching techniques such as motivational interviewing; coordinating and managing care within a healthcare system; and “boundary spanning” functions that address patient care needs across health and community-based settings. One occupation ripe for continuing education consideration is medical assistants. ● Consider working with local community colleges to expand healthcare career pathway training targeted to working adults. This includes; expanding weekend, evening and online program offerings; expanding innovations in developmental education to ensure remediation surpasses persistence; and making greater use of intrusive academic advising to catch students struggling early. ● Explore opportunities to partner with regulatory and accreditation bodies to experiment with an increased focus on community health in nursing and other key healthcare education programs.
MILITARY AND DEFENSE	<ul style="list-style-type: none"> ● It would be of benefit for the workforce system to have a strong understanding of the requirements for passing a background check, in addition to the industry and occupational skills required for the open positions. Develop a background check preparation tool for people interested in occupations for the military and defense field that guides people through the extensive detail and thoroughness common on military background checks. ● Develop a tool to help transitioning service members identify the certifications required for civilian employment. Provide information about how to acquire these certifications including required education, testing bodies and costs. ● Increase opportunities for transitioning service members to gain needed commercial certifications. This includes expanding competency-based preparation programs as well as resources to help pay for training and certification exams.