

## WDC Pierce County Leadership Committee

**Agenda**  
**September 28, 2018**  
**1:00 pm – 3:00 pm**

**WorkForce Central**  
**3640 South Cedar Street, Suite E, Tacoma, WA**

April Gibson, Chair  
Steve Gear, 1<sup>st</sup> Vice-chair  
TBD, 2<sup>nd</sup> Vice-chair  
Joyce Conner  
Darci Gibson  
Bruce Kendall  
Dale King  
Mandy Kipfer  
Nathe Lawver  
Mark Martinez  
Tim McGann  
Dona Ponепinto  
Patty Rose  
David Shaw  
Dereck Spivey  
Ron Thalheimer  
Blaine Wolfe  
Lin Zhou

- I. Common Technology
  - Common Referral System – Update on Funding
  - I-Dashboards – data needs
- II. IFA (Update and Discussion)
- III. MOU Priorities
  - Customer data collection – challenges to agencies not getting responses
  - Single Point of Contact for Business Services (Discussion)
    - Report from Tim re: ETO and Business Services
- V. Operational Issues Occurring within the System (Discussion)
  - Move update

### Meeting Dates/Times

### Location

WorkForce Central Staff  
Linda Nguyen, CEO  
[lnguyen@workforce-central.org](mailto:lnguyen@workforce-central.org)

Deborah, Howell, Vice President of  
Innovation & Strategy  
[dhowell@workforce-central.org](mailto:dhowell@workforce-central.org)

Jan Adams, Executive Assistant  
[jadams@workforce-central.org](mailto:jadams@workforce-central.org)

WorkForce Central  
3640 S. Cedar St., Suite E  
Tacoma, WA 98409  
[www.workforce-central.org](http://www.workforce-central.org)

<del>September 22, 2017</del>	<del>8:00 – 10:00 am</del>	<del>WorkForce Central</del>
<del>November 2, 2017</del>	<del>1:00 – 3:00 pm</del>	<del>WorkForce Central</del>
<del>December 21, 2017</del>	<del>1:00 – 3:00 pm</del>	<del>WorkForce Central</del>
<del>January 23, 2018</del>	<del>1:30 – 3:30 pm</del>	<del>Goodwill</del>
<del>February 14, 2018</del>	<del>1:00 – 3:00 pm</del>	<del>WorkForce Central</del>
<del>March 21, 2018</del>	<del>1:00 – 3:00 pm</del>	<del>WorkForce Central</del>
<del>April 18, 2018</del>	<del>1:00 – 3:00 pm</del>	<del>WorkForce Central</del>
<del>May 16, 2018</del>	<del>1:00 – 3:00 pm</del>	<del>WorkForce Central</del>
<del>June 13, 2018</del>	<del>1:00 – 3:00 pm</del>	<del>WorkForce Central</del>
<del>July 11, 2018</del>	<del>1:00 – 3:00 pm</del>	<del>WorkForce Central</del>
<del>August 15, 2018</del>	<del>1:00 – 3:00 pm</del>	<del>WorkForce Central</del>
September 28, 2018	1:00 – 3:00 pm	WorkForce Central
October 17, 2018	1:00 – 3:00 pm	WorkForce Central
November 14, 2018	1:00 – 3:00 pm	WorkForce Central
December 12, 2018	1:00 – 3:00 pm	WorkForce Central

WDC Pierce County Leadership Committee

Meeting Notes

August 15, 2018  
1:00 pm - 3:00 pm

April Gibson, Chair  
Steve Gear, 1<sup>st</sup> Vice-chair  
TBD, 2<sup>nd</sup> Vice-chair  
Joyce Conner  
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Bruce Kendall  
Dale King  
Mandy Kipfer  
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David Shaw  
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Ron Thalheimer  
Blaine Wolfe  
Lin Zhou

Present: Jason Scales, Mabel Edmonds, Don Gauntz, Lori Strumpf, Tim McGann, Hilliary Bryan

Absent: Susan Cable, Mandy Kipfer, Rich Nannini, Jeff Wheeler

WorkForce Central Staff: Linda Nguyen, Debbie Lean

Guests: Josh Stovall, Research and Data Analyst for WFC

**I. Common Technology**

Common Referral System

- Lori remind all that the full cost of the referral system using the United Way technology and expertise is \$50,000 with United Way contributing \$15,000. That leaves \$35,000 shared cost for 211 as the system's common referral tool.
- Current Commitments:
  - \$3,000 Job Corp
  - \$3,000 Goodwill
  - \$3000 WDC
  - \$1500 Tacoma Community House
  - \$4,000 Bates Technical College
  - \$4,000 Clover Park Technical College
  - \$4,000 Pierce College
  - \$4,000 Tacoma Community College

**Action:**

- *Tim shared that there is an ESD budget meeting coming up and will let the leadership committee know by next Friday what ESD's contribution will be.*
- *Don will talk to DSHS leaders and try to get information to Lori by next Friday.*
- *Lori will reach out to the MOU partners who haven't made a commitment yet.*
- *Lori will send out an email to the subcommittee that states the leadership is committed and are working with partners who are trying to work it out in their budget.*

**II. IFA (Update and Discussion)**

- Lori shared the summary sheet of all partner IFA commitments that she and Steve have prepared.
- IFA negotiations will begin in April.
- For planning purposes, Jason asked that the IFA cost go out prior to April – maybe February.

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### **III. Dashboard (Update)**

- Lori reminded everyone of the contribution WDC and WFC is making with idashboards.
- The Leadership committee spent three meetings going through the common definitions.
- Hilliary introduced Josh Stovall, WFC's new Research and Data Analyst who had a few questions:

Question 1: What system are providers using to collect data?

- Josh believes it would be beneficial to think about what providers are using to see about how well they conform to what we are presenting.
- Lori shared that when we initially discussed this the thought was that if we had common definitions each organization would have an administrator and they would be pulling from their own data systems whatever met the definition.

Question #2: How do you define Business Solutions?

- These are defined on document titled: I-Dashboard Data Element Definitions dated 6-28-2018.

Question #3: Client identifier?

- After discussion, leadership committee agreed not to collect client identifiers at this time.

***Action:***

- *Debbie to send an email out asking: What is your technology driven data collection system?*

### **IV. MOU Priorities**

Single Point of Contact for Business Services (Discussion)

- Conversations are happening at the State level about partner access to ETO.

***Action:***

*Tim will follow up and see what information he could get up.*

### **V. Operational Issues Occurring with the System (Discussion)**

- Dan Fey has resigned Goodwill. Lori is working on his replacement.
- Center move is between November 1-15, 2018.
- Center leadership team is working on customer flow, scheduling system, marketing plan, etc.