

WDC Pierce County Leadership Committee

Agenda
October 17, 2018
1:00 pm – 3:00 pm

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

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

- I. Announcement of OSSO Selection (Update)
- II. Common Technology (Update)
 - Common Referral System
 - I-Dashboards
- II. IFA (Update and Discussion)
- III. MOU Priorities (Discussion)
 - 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
- VI. 2019 Meeting Schedule (Discussion)

Meeting Dates/Times

Location

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

WorkForce Central Staff
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Meeting Notes

September 28, 2018

1:00 pm - 3:00 pm

April Gibson, Chair
Steve Gear, 1st Vice-chair
TBD, 2nd Vice-chair
Joyce Conner
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Present: Jason Scales, Susan Cable, Lori Strumpf, Tim McGann, Hilliary Bryan, Tim McGann, Jayme Kaniss

Absent: Mabel Edmonds, Don Gauntz Susan Cable, Mandy Kipfer, Rich Nannini, Jeff Wheeler

WorkForce Central Staff: Debbie Lean

Guests: Josh Stovall, Research and Data Analyst for WFC, Chery Keating, Center Manager and Angela Malo (Observer on behalf of Rich Nannini)

I. Common Technology

Common Referral System

- Lori advised that we are short \$2300 to pay for the referral system.
- If other partners agree to contribute to the gap, the WDC will too.
- Robin had an idea that if each partner contributes 10% of what each agency is contributing already it would cover the \$2300.
- Hilliary will reach out to DSHS and see if she can get \$2000.
- Lori will work with Linda on whom to contact at THA and will make a call after Hilliary talks to DSHS.
- Lori will send a status email out by the end of next week.

Idashboards – data needed

- Josh Stovall gave an update on the importance of using unique identifiers for our customers:
 - We want to be able to measure how many people we are serving, the types of services that are in demand and see the populations we serve.
 - If partners do not have an existing identifier that can be used, WFC can work with each organization's database administrator/specialist to add in a field that automatically assigns every person a number.
- Josh will be requesting volunteers to assist in a pilot. Jason (Tacoma Community House) is open to discuss further. Lori also suggests having one of WFC's subrecipients.

Action:

- *Hilliary will reach out to DSHS to see if they will help by contributing to the referral system.*
- *Lori will send an email out by the end of next week with the status.*

II. IFA (Update and Discussion)

- Lori shared that all IFA partners have gotten back to her on the draft IFA. Minor edits were made and she will get final document out next Tuesday for signature.

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III. MOU Priorities

Customer data collection

- Challenges to agencies not getting responses were discussed. All agreed to work with their respective agencies to increase the response rate. Jayme and Angela will work with Rich on getting the icons on the Reach Center computers.

Single Point of Contact for Business Services (Discussion)

- Single Point of Contact for Business Services is one of the MOU commitments. At some point, it will require a technology platform, like Sales Force.
- There was a good conversation at the subcommittee meeting and people were very interested. May be able to delay paying for a system until July of next year but do we have them begin this work if there is not support behind it.
- Leadership committee recommends the subcommittee begin preliminary work but not to go to deep until IFA negotiation in March 2019.

IV. Operational Issues Occurring with the System (Discussion)

- Lori shared the current functional design floor plan with the committee.
- Lori is working through IT and space request issues.
- Due to a delay in delivery of furniture, the move is now slated for November 15th.