

MEETING AGENDA

WDC One-Stop Operator & Partners Committee
 February 7, 2017 8:30 a.m. – 10:00 a.m.

WorkSource Pierce Job Center
 3650 South Cedar, Classroom 1, Tacoma, WA

Eric Hahn, Chair

, 1st Vice-chair

Ron Thalheimer, 2nd Vice-chair

Steve Gear

April Gibson

Darci Gibson

Mike Johnson

Bruce Kendall

Dale King

Dave Lawson

Mark Martinez

Mary Matusiak

Wayne Nakamura

Sharon Ness

Tim Owens

Dona Ponepinto

Patty Rose

Dereck Spivey

James Walker

Blaine Wolfe

Committee Focus:

What are the skills and qualities that will allow us to build a WorkSource culture to make the customer focus vision a success?

| Topic | Leader | Inform/ Discuss/Act | Time |
|---|----------------------------------|------------------------|--------|
| Welcome | Susan Cable | | 5 min |
| Review Prior Meeting Notes | Susan Cable | Act | 5 min |
| Homework for Assessment #16: <i>Committee members to go back to respective agencies and find out for anybody we serve in Pierce County what can be reported/not reported</i> | Susan Cable | Discuss | 10 min |
| January 24 th MOU/IFA Mtg. with Lori Strumpf | All | Discuss | 10 min |
| Updates: <ul style="list-style-type: none"> WorkSource Pierce Job Center One-Stop Work Group | Michelle Griffith Susan Cable | Inform Discuss | 30 min |
| Build next meeting's agenda | All | Discuss | 5 min |

For Further Discussion

| |
|--|
| |
|--|

Next Steps

| |
|--|
| |
|--|

Next Meeting Dates

| |
|---|
| March 7, 2017 8:30–10:00 am April 4, 2017 8:30–10:00 am May 2, 2017 8:30–10:00 am June 6, 2017 8:30–10:00 am |
|---|

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
 Fax: 253.830.6848
www.workforce-central.org

Workforce Development Council (WDC) of Tacoma Pierce County

WIOA Committee Membership

02-01-17

| WDC One-Stop System Operator(s) & Partners Committee | | | |
|--|--|---|--|
| <ul style="list-style-type: none"> • Committee Chair is member of WDC and appointed. ✓ Since all of WDC members are required to serve on a WDC Committee, approximately 4-6 members of the committee will be WDC members. • Vice Chair selected from Committee and must be willing to also serve on Coordinating Committee. | | | |
| Activities/Partners | Partners | Representative(s) | |
| <i>Chair of Committee</i> | <i>Niagara Water</i> | <i>Ron Thalheimer, Tacoma Plant Director rthalheimer@niagarawater.com</i> | |
| <i>Vice Chair of Committee</i> | <i>Pierce College District</i> | <i>Susan Cable, Director scable@pierce.ctc.edu</i> | |
| CORE PARTNERS (Resource Sharing Agreement Partners) | | | |
| One-Stop Career Center Infrastructure | WorkForce Central/Youth Provider | Deborah Howell, COO dhowell@workforce-central.org | |
| Title 1-B Youth, Adults and Dislocated Worker Training and Employment (Core Program) | Pierce County Library System | Jaime Prothro, Customer Experience Manager jprothro@piercecountylibrary.org | |
| Title III Wagner-Peyser Act of 1933 Employment Services (Core Program) | WA State Employment Security Department | Anne Goranson, Regional Director agoranson@esd.wa.gov James Walker, Director jawalker@esd.wa.gov | |
| REQUIRED PARTNERS (Memorandum of Understanding Partners) | | | |
| Title II Adult Education and Literacy (Core Program) | Bates Technical College | Blake Ingram, Dean bingram@bates.ctc.edu | |
| | Clover Park Technical College | Cristeen Crouchet, Director cristeen.crouchet@cptc.edu | |
| | Pierce College District | Susan Cable, Director scable@pierce.ctc.edu | |
| | Tacoma Community College | Krista Fox, Dean kkfox@tacomacc.edu | |
| | Tacoma Community House | Jason Scales, Manager jscales@tacomacommunityhouse.org | |
| | Tacoma Rescue Mission | Mike Johnson, Rescue Mission mike.johnson@trm.org | |
| Title IV Rehabilitation Act of 1973 Vocational Rehabilitation Training and Services (Core Program) | WA State Division of Vocational Rehabilitation (DVR) | Mary Matusiak, Supervisor matusmk@dshs.wa.gov Don Redford, Counselor redfoda@dshs.wa.gov | |
| | WA State Department of Services for the Blind | Jonathan Utrera, Vocational Rehabilitation Counselor jonathan.utrera@dsb.wa.gov | |
| Title V Older Americans Act of 1965 (Community Service Employment for Seniors) | Goodwill of the Olympics and Rainier Region | Kurt Simmons, Assistant Workforce Dev. Director kurts@goodwillwa.org Jim Kinney, SCSEP Program Manager jimk@goodwillwa.org | |
| Carl D. Perkins Career and Technical Education (non core program) | Bates Technical College | Blake Ingram, Dean bingram@bates.ctc.edu | |
| | Clover Park Technical College | Cristeen Crouchet, Director cristeen.crouchet@cptc.edu | |
| | Pierce College | Susan Cable, Director scable@pierce.ctc.edu | |
| | Tacoma Community College | Krista Fox, Dean kkfox@tacomacc.edu | |

Workforce Development Council (WDC) of Tacoma Pierce County

WIOA Committee Membership

02-01-17

| | | | |
|---|---|--|--|
| Chapter 2 of Title II of the Trade Act of 1974 (Trade Adjustment Assistance) | WA State Employment Security Department | Anne Goranson, Regional Director agoranson@esd.wa.gov James Walker, Director jawalker@esd.wa.gov | |
| Chapter 41 of Title 38, United States Code (Veterans Assistance) | WA State Employment Security Department | Anne Goranson, Regional Director agoranson@esd.wa.gov James Walker, Director jawalker@esd.wa.gov | |
| Community Services Block Grant Act (Assistance to Low Income Individuals & Families) | Metropolitan Development Council's Educational Opportunity Center | Wes Bailey, Program Manager obailey@mdc-hope.org | |
| Community Development Block Grant (Employment and training by Dept. of Housing & Urban Development) | Tacoma Housing Authority | | |
| | Job Corps | | |
| Programs under State Unemployment Compensations Laws | WA State Employment Security Department | Anne Goranson, Regional Director agoranson@esd.wa.gov James Walker, Director jawalker@esd.wa.gov | |
| Programs under Second Chance Act of 2007 (Reintegration of Ex-Offenders) | Department of Corrections | Nanette Borders nanette.borders@doc.wa.gov | |
| Native American Programs | Western Washington Indian Employment and Training Program | Debbie McFarlane, Director debbie@wwietp.org | |
| OPTIONAL – LOCAL | | | |
| Other | WA State Department of Labor & Industries | Keith Johnson, Regional Program Manager jkei235@LNI.WA.GOV | |
| Other | WA State Department of Social and Health Services (DSHS) Region 3 – Community Services Division | Bethina Golden, Social Services Specialist Supervisor goldenbm@dshs.wa.gov | |
| Other | Pierce County Juvenile Court | TJ Bohl tbohl@co.pierce.wa.us | |
| Other | Career Path Services | Michelle Griffith, Program Operator mgriffith@careerpathservices.org | |
| Other | ResCare | LaKesha Egardo-Jones, Project Director lakesha.egardo-jones@rescare.com | |
| Other | Career Path Services | Diane Giannobile, Pierce County Branch Manager Career Path Services giannndm@dshs.wa.gov | |
| Other | United Way of Pierce County | Dona Ponepinto, President & CEO United Way of Pierce County donap@uwpc.org | |
| Workforce Development Council/WorkForce Central Staff | Deborah Howell, Chief Operations Officer 253.254.7618; dhowell@workforce-central.org Debbie Lean Executive Assistant 253.414.0141; dlean@workforce-central.org | | |



WDC One-Stop Operator & Partners Committee

NOTES

January 3, 2017

8:30 – 10:00 a.m.

**WorkSource Pierce Job Center
3650 South Cedar, Street, Tacoma, WA**

Committee Member Attendees: Susan Cable, Keith Johnson, LaKesha Egardo-Jones, Linda Wilder, Michelle Griffith, Kurt Simmons, James Walker, Jaime Prothro, Kelli Johnston, Jason Scales, Cristeen Crouchet, Bethina Golden, Ron Thalheimer (via phone)

WFC Staff Attendees: Linda Nguyen and MaryEllen Laird

| AGENDA | NOTES | ACTION ITEMS |
|----------------------------|--|--------------|
| Welcome | <ul style="list-style-type: none"> • Vice Chair Susan Cable called the meeting to order. • Roundtable introductions were made. | |
| Review Prior Meeting Notes | <ul style="list-style-type: none"> • Prior meeting notes were approved as prepared | |
| Updates | <p>Worksource Pierce Job Center:</p> <ul style="list-style-type: none"> • Michelle shared that the Customer Service matrix at the interim site has been incorporated into their monthly meetings. • Started planning for the Open House on January 12th from 10am-2pm. Invitations went out via email and had printed flyers for committee members to distribute to community who would benefit from a tour and activities at the center. There are breakout sessions planned. • Teams are blending well and customer traffic is increasing. On a monthly basis, Rhoda is tracking the number of individuals coming into the facility and ensuring that we have events posted on the WorkSource calendar through ESD. <p>One-Stop Work Group:</p> <ul style="list-style-type: none"> • Susan shared that they have had their first meeting and have come up with ideas on method of referral and how to move forward. When we get that solidified, we will bring it to the Core LT and this group and let you know what we have in mind. All felt very positive about that meeting that we are making some inroads into the structure and how it looks. | |

Merging of Committees:

- MaryEllen shared that as we have gotten along in transition it is time to look at doing things more efficiently and have realized that the Adult Services Committee has a lot in common with the One-Stop Committee. Therefore, the plan is to merge that committee into this one. As part of this transition, Deborah Howell will begin to staff this committee and she will be focusing on the Youth committee, which she currently staffs.
- Linda shared that the committee is beginning to talk about the details i.e. the flow, referral process, etc. and when you start talking about those things for the whole network it is for all of the populations.
- Susan thinks having adult services voices at the table will help in the conversation.
- Linda stated that there are no required committees like under WIA where they required a Youth Council. Under WIOA, it is at the discretion of the WDC to put out what they need in terms of governance and they are fine with the merger as long as the work continues. They appreciate the work the partners are doing.

MOU and IFA Facilitation:

- The law requires that by July 1, 2017 we must have in place a MOU. The law also states that required partners to be part of infrastructure funding under an Infrastructure Funding Agreement (which use to be called the Resource Sharing Agreement). There are Core partners that have to contribute and required partners will have to determine how they are going to contribute.
- Lori Strumpf was the facilitator to move us forward with our one-stop affiliate site certification process under WIA. Right now, she is an interim workforce director, has a consulting firm, and has collected MOU templates and methodologies. Nationally she knows who is doing what and can bring those best practices/ideas to us. The MOU and IFA is the hard work especially when we are waiting for DSHS/DVR to have their conversations about what it means to contribute to the system/network. They are just going to start that conversation next month and we can add that outcome later.
- Linda shared that Lori is going to work with staff and a few WDC members to look at the old certification process and enhance it.
- Linda shared that the WDC approved One-Stop delivery system locations for Phase 1: Interim WorkSource Pierce Job Center 3650 South Cedar Street, a WorkSource Pierce affiliate site at Joint Base Lewis McChord, 1305 Tacoma Avenue and one located in East Pierce County, and at least two Pierce County Library System access points.

| | | |
|------------------------------|---|--|
| | <ul style="list-style-type: none"> The current affiliates under WIA are interim at this point until the evaluation of Phase 1 and whether it make sense to continue with everyone who are interested. | |
| Continued Work on Assessment | <ul style="list-style-type: none"> The committee made some minor changes to Step 1 and 2 of assessment topics, due to changes since completed. After lengthy discussion by the committee, strategies for #6 through #16 were completed and are noted on the Assessment document. One-Stop Work Group is going to determine what other taskforces may need to be created. | Homework for Assessment #16: Committee members go back to respective agencies and find out for anybody we serve in Pierce County, what can be reported/not reported. |
| Next Meeting Agenda | <ul style="list-style-type: none"> Discuss 1/24 Meeting with Lori Strumpf Updates <ul style="list-style-type: none"> WorkSource Pierce Job Center Update One-Stop Work Group Update | |
| Good of the Order | <ul style="list-style-type: none"> Jamie talked about Human Design training that is coming up and invitations to it. Linda thinks it is great that ESD is inviting people but shared with the committee that if you go to remember that it is not a network thing, it is ESD specific. Linda shared that DVR has an interim director, Esther Bennett has been appointed as interim until a permanent replacement is hired. Linda Wilder said goodbye to everybody and shared that it was wonderful being a part of this group. | |
| Adjourn | 10:00 am | |