

## MEETING AGENDA

WDC Adult Services Committee  
September 7, 2016 2:30 p.m. – 3:30 p.m.

Eric Hahn, Chair

Joyce Conner, 1<sup>st</sup> Vice-chair

Ron Thalheimer, 2<sup>nd</sup> Vice-chair

Robin Baker

Michelle Bureson

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

Sheila Ruhland

James Walker

Blaine Wolfe

### Committee Focus:

- **Identify the assets that are available in Pierce County and analyze and see if we can better coordinate and leverage them. Gauge the level of awareness of our at risk population of those resources through 211.**
- **How do we enhance access (identify strategies) for those customers who may have barriers to employment?**

| Topic                                                                                                         | Leader                                                          | Inform/<br>Discuss/Act | Time   |
|---------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|------------------------|--------|
| Welcome                                                                                                       | LaTanya Huey                                                    |                        | 5 min  |
| Review Prior Meeting Notes                                                                                    | All                                                             | Inform                 | 5 min  |
| WIOA Adult /Dislocated Worker -<br>WIOA Youth & Young Adult-ResCare<br>Business Services Presentation-ResCare | Michelle Griffith<br>Felicia Dennis<br>Jorge Mendoza-<br>Vargas | Inform                 | 20 min |
| Committee Priorities Work                                                                                     | All                                                             | Discuss                | 20 min |
| Build next meeting's agenda                                                                                   |                                                                 | Discuss                | 5 min  |

### For Further Discussion

### Next Steps

### Next Meeting Dates

November 2, 2016 – 2:30 - 3:30 pm  
January 4, 2016 – 2:30 - 3:30 pm  
March 1, 2016 – 2:30 - 3:30 pm  
May 3, 2016 – 2:30 - 3:30 pm

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

Deborah, Howell, COO  
[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  
Fax: 253.830.6848  
[www.workforce-central.org](http://www.workforce-central.org)

PIERCE COUNTY  
**WORKFORCE**  
DEVELOPMENT COUNCIL

**WDC Adult Services Committee**

**NOTES**

**July 6, 2016**

**2:30 – 3:30 p.m.**

**WorkForce Central**

**3640 Cedar Street, Suite E**

**Tacoma, WA**

Committee Member Attendees: Robin Baker, Diane Giannobile, Dona Ponepinto

WDC Staff Attendees: Shellie Willis and Debbie Lean

Guest: Michelle Griffith, WIOA Dislocated Worker and Adult Programs Operator, Career Path Services

| AGENDA                        | NOTES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | ACTION ITEMS |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 1. Hello/Introductions        | <ul style="list-style-type: none"> <li>Chair Robin Baker called the meeting at 2:37pm.</li> <li>Roundtable introductions were made.</li> <li>Debbie will send Michelle the membership application to complete.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |
| 2. Review Prior Meeting Notes | <ul style="list-style-type: none"> <li>After discussion, the prior meeting notes were approved as prepared.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |              |
| 3. System Updates             | <p>Shellie gave the following updates:</p> <ul style="list-style-type: none"> <li>Career Path Services is the Adult/DW subawardee and ResCare has been approved as the subawardee of Business Services. This week both agencies have been involved in integrating and getting things in place. We are asking all of our partners to be patient as we gear things up and they take things over from WorkForce Central. WFC sent letters to customers and partners informing them of the change.</li> <li>Interim site will be named Pierce County Job Center.</li> <li>ESD and a few other partners will also have staff located at the Pierce County Job Center. ESD will also maintain the Tacoma Avenue office until the permanent site is secured.</li> <li>Career Path would be happy to give a presentation at the committee's September meeting.</li> <li>This committee has combined with the Business Services committee on occasion and there has been thoughts around talking about combining some of our meetings or all meetings moving forward, if beneficial. Will discuss this at a future meeting.</li> <li>Shellie shared that Monster (WIT) is having some issues with the system integration. For those that are operating in the system, getting the notifications and updates is important. Asked committee members to keep us informed if</li> </ul> |              |

|                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |
|--------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                                                                    | <p>you have any issues. On the customer side, if you hear common concerns to work with ESD or through the WorkSource access line.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| <p>4. Adult Services Committee Priorities for New Program Year</p> | <p>After a lengthy discussion about committee priorities for the new program year, the committee decided their two focus areas will be:</p> <p><b>Priority #1:</b><br/> <b>Identify the assets that are available in Pierce County and analyze and see if we can better coordinate and leverage them. Gauge the level of awareness of our at risk population of those resources through 211.</b></p> <ul style="list-style-type: none"> <li>• Strategy ideas: <ul style="list-style-type: none"> <li>o Dona shared that 211 is kept up to date. There is a person on staff where that is her sole responsibility. Resource that is put on there goes through a vetting process.</li> <li>o See if the person who is managing 211 could provide a presentation of the program and its offerings.</li> </ul> </li> </ul> <p><b>Priority #2</b><br/> <b>How do we enhance access (identify strategies) for those customers who may have barriers to employment?</b></p> <ul style="list-style-type: none"> <li>• Strategy ideas: <ul style="list-style-type: none"> <li>o Having collaborative training on the resources across the system is key to helping people navigate.</li> <li>o A web service where people can be self-served without having someone sitting there with them.</li> <li>o Awareness of DSHS' Pierce Connections web tool.</li> <li>o Marketing/getting the word out about the free cell phone service through DSHS. It might not be the perfect solution but it would be a way to get them connected to the bigger system. The free service may also include unlimited texting so they could get alerts for jobs, etc. through the phone system.</li> <li>o One-Stop Center Website: Have all of the partners and the kinds of services they provide and link to their agency websites.</li> <li>o The library system has become a hub of community resources. <ul style="list-style-type: none"> <li>✓ Most libraries have a bus stop near them. If a person doesn't have a computer or transportation at least they could get to a library by bus and access those resources.</li> <li>✓ Libraries also provide certifications that are free that would give customers additional skills, resume workshops - it could be a multi-faceted way of connecting.</li> <li>✓ Leverage current technology and resources more effectively so that you can connect to remote areas to help break down barriers.</li> </ul> </li> </ul> </li> </ul> |  |

|                                       |                                                                                                                                                              |  |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                                       |                                                                                                                                                              |  |
| 5. Next Meeting Date and Agenda Items | <p>Next Meeting: September 7, 2016</p> <p>Topics:</p> <ul style="list-style-type: none"> <li>• Presentations</li> <li>• Committee Priorities Work</li> </ul> |  |
| 6. Thank You/Adjourn                  | 3:30 pm                                                                                                                                                      |  |

# Pierce County Workforce Network Performance Priorities and Metrics

*What matters and how we know we are doing a good job?*

| Workforce System Performance                                                                                                                                                                                                                    | Measurement Method                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1. Increase the number of jobs filled during the measurement period.</p> <p>a. Intentionally target job seekers who have exhausted UI benefits recently or will exhaust soon</p> <p>b. Intentionally target people receiving SSD and SSI</p> | <ul style="list-style-type: none"> <li>• Use Wanted Analytics to show quarter over quarter change in number of job listings by sectors, careers and employers. See if we can determine whether jobs fill within 90 days.</li> <li>• Benchmark the number of discouraged job seekers and track the number who achieve employment – define discouraged as those who have exhausted UI benefits recently or will exhaust soon. Use ESD Unemployment Insurance and Taxes data. Need to find out how to measure SSD and SSI customers – need to define discouraged with this population</li> <li>• <i>This is a reference number only that we do not need to track:</i> Decrease in unemployment rate – monthly reports generated by Employment Security Department, Bureau of Labor Statistics. Report to show trend.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p>2. Decrease the number of high school drop outs; increase the number re-engaged drop outs; increase the number of high school diploma/or equivalent attainment by young adults and adults.</p>                                               | <ul style="list-style-type: none"> <li>• Compare benchmarked dropout rate and diploma attainment (78.7% on time graduation rate for 2014) for Pierce County high schools and track strategies and improvements – For 2016, 133,247 students enrolled in K-12 system – of which 40,928 are enrolled in 9<sup>th</sup> – 12<sup>th</sup> grades. Use OSPI data for graduation and drop-out rates; survey K-12 professionals to identify strategies impacting this measure.</li> <li>• Benchmark and track number of young adults under 21 years of age re-engaged into secondary education; are we re-engaging more than the number dropping out? Use OSPI data</li> <li>• This is a reference number only that we do not need to track: Compare benchmarked rate of working age adults age 25 years and older without a high school diploma or equivalent to current rate - According to the 2010-2014 American Community Survey of 533,690 people, 34,689 did not have a high school diploma or equivalent – measure annually – use the Census American Community Survey.<br/><a href="http://factfinder.census.gov/faces/nav/jsf/pages/searchresults.xhtml?refresh=t">http://factfinder.census.gov/faces/nav/jsf/pages/searchresults.xhtml?refresh=t</a>; also use the State Board for Community and Technical College Adult Basic Education data</li> </ul> |
| <p>3. Increase in the number of residents receiving postsecondary education recognition (certificate, AA, BA, journey level)</p>                                                                                                                | <ul style="list-style-type: none"> <li>• Benchmark the number and type of certificates/AA/BA/journey level credentials that are awarded and track to see if the numbers increase annually. Compare to see how these tie to demand sectors and careers. Get data from WA State Board for Community and Technical Colleges (Oct 2016 will have 2015/2016 data - Darbi) and from WA Student Achievement Council (Lexi) L&amp;I for journey level apprenticeship awards.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |