

Eric Hahn, Chair
 Joyce Conner, 1st Vice-chair
 Ron Thalheimer, 2nd Vice-chair
 Michelle Burreson
 Barbara Farino
 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

1. Welcome/Call to order
2. Public Comment
3. WorkForce Central Executive Board update – Eric Hahn
4. Consent Agenda
 - Approve October 20, 2016 minutes
5. Approve to Business Services Committee – Maria Hamper, Business Specialist, DVR
6. ResCare Presentation – Lakesha Egardo-Jones, Project Director
7. Career Path Services Presentation – Michelle Griffith, Program Operator
8. Eligible Training Providers List Local Policy
9. WDC Discussion
 - What strategies can we deploy to increase the number of businesses engaged in workforce development?
10. WDC Committee Report Out
11. Other business
12. Adjourn

WorkForce Central Staff
 Linda Nguyen, CEO
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Deborah, Howell, COO
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Jan Adams, Executive Assistant
jadams@workforce-central.org

WorkForce Central
 3640 S. Cedar St. Suite E
 Tacoma, WA 98409
www.workforce-central.org

Future meetings:

WDC Meeting – Eric Hahn, Chair	Dec 15	3:00-4:00
Business Services Committee – Dave Lawson, Chair	Nov 28	8:00-9:30
Youth & Young Adult Services Committee – April Gibson, Chair	Nov 22	9:30-11:30
Adult Services Committee – Robin Baker, Chair	Jan 4	2:30-4:30
One-Stop System Operator & Partner Committee – Ron Thalheimer, Chair	Dec 6	8:00-10:30
WDC Coordinating Committee – Eric Hahn, Chair	Dec 13	3:30-4:30
Work-Based Training Task Force – Tim Olsen, Chair	TBD	
Adult Literacy Task Force – Mike Johnson, Chair	As Needed	

Tacoma Rail 2601 SR 509 North Frontage Rd., Tacoma WA 98421

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Attendees: Joyce Conner, Linda Nguyen, Darci Gibson, Tim Owens, Steve Gear, Mike Johnson, Barbara Farino, Dale King, Jan Adams, Mary Matusiak, Deborah Howell, Patty Rose, Mark Martinez, Dona Ponepinto, Eric Hahn
On Phone: April Gibson, Ron Thalheimer

1. **Welcome/Call to order 3:02**
Joyce called the meeting to order at 3:02 p.m.
2. **Public Comment**
None.
3. **Getting to Know Each Other Exercise**
Attendees met with each other and then shared with the group what they learned.
4. **WorkForce Central Executive Board update – Eric Hahn**
Eric provided an updated from the morning's board meeting.
5. **Consent Agenda**
 - **Approve September 15, 2016 minutes**
 - **Business Services Committee – Heather Fritts, CEO Courage360**
 - **Youth & Young Adult Services Committee:**
 - **Audra Laymon, Youth Programs Manager Goodwill of the Olympics & Rainier Region**
 - **Heather Weeks, District Career Specialist, Sumner School District**

Motion to approve consent agenda made by Mark; seconded by Tim. Approved.
6. **To comply with WIOA mandate of having an infrastructure funding agreement and memorandum of understanding in place by July 1, 2017 with required partners the following must be approved by Chief Elected Officials and the WDC:**
 - a. **Approve the list of One-Stop delivery system partners who will contribute to infrastructure costs as mandated by WIOA – Attachment A**
 - b. **Approve One-Stop delivery system locations, phase 1 – Interim WorkSource Pierce Job Center 3650 South Cedar Street, a WorkSource Pierce affiliate site at Joint Base Lewis McChord, a WorkSource Pierce affiliate site to be located in East Pierce County area, and at least two Pierce County Library System access points.**
 - c. **Approve a list of the most important workforce development services to be provided through the One-Stop delivery system – Attachment B**

Motion to approve made by Mark; seconded by Joyce. Linda gave a background noting this is the first three steps to comply with WIOA. She discussed the work being done with the partners and explained each of the three items. She noted some locations have not been identified and one was left off the list – 1305 Tacoma. Tim asked if we are trying to provide an actual office other than the libraries. Linda clarified we will be working on the technology piece as well as the physical presence. Discussion continued around the locations and if they can change and/or be added. Linda noted the next steps would be approving an MOU. Mike asked about the mandatory partners. Discussion continued around the mandatory partners and what is required. Approved.

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7. **CEO Report**

- **Sector Reports Presentation and Discussion**

Linda discussed the sector reports noting the roll out started with the presentation to the Pierce County Council.

- **Q1 WIOA Title 1 Dashboard**

Deborah discussed the Q1 dashboard noting some of the issues are the state system ETO, delayed startup and the transition

- **WIOA Workforce Development Network Performance Dashboard**

Linda briefly discussed the data noting we are still in the process of gathering relevant data and will update when available.

- **DSHS September presentation follow up info**

The data requested at the September meeting showing actual numbers without overlap was presented

8. **WDC Committee Report Out**

None

9. **Other business**

None

10. **Adjourn**

Motion to adjourn made by Joyce; seconded by Mark. Adjourned at 4:01 p.m.



**Pierce County Workforce Development Council
WDC Committee Application Form**

WorkForce Central on behalf of the Workforce Development Council of Pierce County is accepting applications for volunteers to serve on the WDC Committees.

Date: October 24th, 2016

Name: Maria Hamper

Title (If Applicable): Business Specialist

Employer (If Applicable): Division of Vocational Rehabilitation

Address: 510 E Main

City: Puyallup **State:** Washington **Zip:** 98372

Please indicate whether this is a home or work address: (Click on "Choose an item" and then click on the arrow.) Employer Address

Primary Day Phone: 1 (253) 445 - 7282 **Type of Phone:** Work Phone

Alternate Day Phone: 1 (253) 983 - 6525 **Type of Phone:** Work Phone

Email Address: hampem@dshs.wa.gov

Type of entity that you represent: Individual Community Member

Please check the box next to the committee that you are requesting to join. Please complete a separate application for each committee that you want to apply. Please note meeting times. (Double click on box and select "Checked"):

Business Services Committee

Adult Services Committee

Youth and Young Adult Services Committee

If you represent a community based organization, please indicate the mission of the organization and the populations served: Department of Social and Health Services-Division of Vocational Rehabilitation

Please indicate the primary age group that you represent or serve. Please click on “Chose an item”:
Choose an item.

Please provide a detailed explanation of your qualifications and interest in serving on the committee indicated above: (You are not limited to one page or one paragraph. This application may be more than two pages in length once completed.)

I believe that I would be a great addition to the WDC Business Services Development Committee. As a Business Specialist with DVR, it is my duty to make sure that I am developing connections with local employers to ensure that our customers get positions that best suit their abilities. I actively engage with these employers to develop relationships, recruit others to join their agencies and enhance productivity. With this background in diverse populations I would be able to collectively share my knowledge with the committee and gather new information and resources to increase our network. I would make sure to provide input and participate in local activities. I am interested in the involvement with this committee and would love to know how to help my community further.

In addition to this application, a resume is required. Please submit a resume to this application.

By checking this box, I indicate that the information submitted is accurate to the best of my knowledge and that this form should be considered as electronically signed by the applicant listed above.

Please submit this application form by the deadline indicated above to:

**WorkForce Central
WDC Committee Application Process
Attn: D. Lean
3640 South Cedar Street, Suite E
Tacoma, WA 98405**

Or email to: dlean@workforce-central.org

If you have questions related to this process you may call Debbie Lean, Executive Assistant at 253.414-0141. Thank you for your interest in serving on a committee of the Pierce County Workforce Development Council. You will be notified of the status of your application as quickly as possible.

Maria Hamper

Tacoma, WA. • Phone: (253) 983 – 6525 • Email: HampeM@dshs.wa.gov

Statement:

Seeking to participate in the Workforce Development Council Business Services Development Committee to further develop an employer network for the Division of Vocational Rehabilitation and the community.

Skills/Qualifications:

- Participating in Team Building Activities
- Strong Communication Skills
- Developing Close Relationships
- Providing Input and Leadership
- Employer Engagement
- Proficient in Microsoft Office

Experience:

Paid Positions

- Division of Vocational Rehabilitation (DSHS) – Tacoma/Puyallup, WA, October 2016 – Present
 - Working as a **Business Specialist** to ensure people with barriers to employment find a suitable position. This includes outreach and engagement of employers, connecting employers with job seekers by actively engaging in conversations, helping job seekers with resume and cover letter building, interview prep and job retention. Also, ensured support by actively listening and recruiting.
- Cascade Mental Health Care – Centralia, WA, February 2015 – October 2016
 - Working as a **Health Homes Care Coordinator** to provide individual and family support through engagement, communication, assistance with health goals, comprehensive care management, transitional care, care coordination, health promotion, and referrals to community and social support services. This includes working face to face and over the phone with individuals while completing the correct documentation.
 - Working as a **Behavioral Support Specialist** to provide communication between individuals and their care providers. This includes outreach to Adult Family Homes on part of Extended Community Services (DSHS) to ensure weekly behavioral training support for mentally diagnosed clients and documentation of their plans and progress
 - Working as a **Clinician** to provide counseling and case management services to adult outpatients in the community with a mental health diagnosis. This includes creating treatment plans and providing a safe environment for individual to express themselves while performing person centered therapy, cognitive behavioral therapy and motivational interviewing

- Anthony's Restaurant – Olympia, WA, October 2012 – July 2015
 - Working as a **Hostess/Busser** to provide professional and friendly customer service, work diligently with co-workers, assist servers and bussers, share information and data with managers and kitchen staff, seat people, organize various stations, answer phones, write to-go orders, sell gift cards, clean and set tables, sanitize, refill water, prepare silverware, deliver food and drinks, etc.

Internships

- Children's Administration (DSHS) – Tumwater, WA, January 2014 – June 2014
 - Observed family and children behavior in specific environments, times managed tasks, transported foster children to their foster families and to DSHS, collaborated with a diverse community to ensure safe environments, facilitated family team decision making meetings, organized files and cases, learned the impact adults have on children, answered phones, accompanied social workers on visits and meetings and asked families questions about their form of discipline and past history, etc.

Volunteer Positions

- Vashon- Maury Community Food bank – Vashon, WA, June 2010 – June 2012
 - Helped others through assistance such as carrying their bags, handling produce and other food products, interacting with community members and staff, breaking down boxes, bagging dog/cat food, washing dishes, etc.
- Children's Administration (DSHS) – Tumwater, WA, January 2014 – June 2014
 - On-call neighbor to help with prenatal and parental support through talking, cleaning and watching children

Education:

The Evergreen State College – Olympia, WA, 2012 – 2014

Earned Degree Bachelors of the Arts with a focus in Psychology.

South Seattle Community College. Seattle, WA, 2010 – 2012

Earned Degree Associates of the Arts while attending Vashon Island High School.