

**PIERCE COUNTY  
WORKFORCE  
DEVELOPMENT COUNCIL**

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Blaine Wolfe

**WDC Business Services Committee Meeting**

**Agenda  
September 28, 2015  
8:00 a.m. – 9:30 a.m.  
Dave Lawson, Chair**

**WorkForce Central  
3650 S. Cedar St, Tacoma  
Classroom 1**

- |   |               |        |
|---|---------------|--------|
| 1. Hello / Introductions  | Dave Lawson   | 5 min  |
| 2. Business Services Client Discussion <ul style="list-style-type: none"><li>• Bill Gruetzenbach, WIRB-Copernicus Group®</li></ul>            | Andy Wells    | 15 min |
| 3. Review Prior Meeting Notes   | Dave Lawson   | 5 min  |
| 4. WIOA Job Training (OJT) Policy Review  | Andy Wells    | 20 min |
| 5. Sector Reports Request for Qualifications  | Cheri Loiland | 10 min |
| 6. Washington State Auditor's Office <ul style="list-style-type: none"><li>• Workforce Development System Performance Audit 8/31/15</li></ul> | Cheri Loiland | 15 min |
| 7. Thank You/Adjourn  |               |        |

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

Deborah, Howell, CAO  
[dhowell@workforce-central.org](mailto:dhowell@workforce-central.org)

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

WorkForce Central  
3650 S. Cedar St.  
Tacoma, WA 98409  
Phone: 253.254.7335  
Fax: 253.830.5226  
[www.workforce-central.org](http://www.workforce-central.org)

Future Meetings

October 26, 2015 8:00 – 9:30 a.m. (Joint Mtg. w/Adult Services Committee)  
November 23, 2015 8:00 – 9:30 a.m.  
December 28, 2015 8:00 – 9:30a.m.

**Workforce Development Council (WDC) of Tacoma Pierce County**

**WIOA Committee Membership Planning Document**

9-09-15

**WDC Business Services Committee**

- Committee Chair is member of WDC.
- ✓ 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.

<b>Representation</b>	<b>Name, Title, Employer, Email, Phone(s)</b>	<b>WDC Member</b>
Chair of Committee	Dave Lawson, Executive VP, Human Resources Columbia Bank <a href="mailto:dlawson@columbiabank.com">dlawson@columbiabank.com</a>	✓
Vice Chair	Darci Gibson, Director - Human Potential Partner Services MultiCare Health System <a href="mailto:darci.gibson@multicare.org">darci.gibson@multicare.org</a>	✓
1. Economic Development Representative	Bruce Kendall, President and CEO Economic Development Council Tacoma-Pierce County <a href="mailto:bruce@edbtacomapierce.org">bruce@edbtacomapierce.org</a>	✓
2. Business - Aerospace Industry Sector		
3. Business - Healthcare Industry Sector	Darci Gibson, Director - Human Potential Partner Svcs MultiCare Health System <a href="mailto:darci.gibson@multicare.org">darci.gibson@multicare.org</a>	✓
4. Business - Logistics/Transportation Industry		
5. Business - Military Industry Sector		
6. Business - Other	Dave Lawson, Executive VP, Human Resources Columbia Bank <a href="mailto:dlawson@columbiabank.com">dlawson@columbiabank.com</a>	✓
7. Business - Other	Wayne Nakamura, Claims Manager State Farm Insurance <a href="mailto:wayne.nakamura.ap5e@statefarm.com">wayne.nakamura.ap5e@statefarm.com</a>	✓
8. Business - Small Business	Jeff Lovell, President/Executive Director Automotive Service Association Northwest <a href="mailto:jeff@asawa.com">jeff@asawa.com</a>	
9. Labor Representative or Apprentice JATC Representative	Patty Rose, Secretary/Treasurer Pierce County Central Labor Council <a href="mailto:pattyrose@harbornet.com">pattyrose@harbornet.com</a>	✓
10. Labor Representative or Apprentice JATC Representative	Mark Martinez, Executive Secretary Pierce County Bldg & Construction Trades Council <a href="mailto:piercebctc@earthlink.com">piercebctc@earthlink.com</a>	✓
11. Chamber Representative		
12. Minority Business or Minority Chamber Representative		
13. Pierce County Library System		
14. WA State Department of Social and Health Services		
15. WA State Division of Vocational Rehabilitation	Kristine Stolberg (maternity leave until 9/11/15) WA State Division of Vocational Rehabilitation	
16. WA State Employment Security Department	Ione Turner, Career Navigator Employment Security Department <a href="mailto:iturner@esd.wa.gov">iturner@esd.wa.gov</a>	

**Workforce Development Council (WDC) of Tacoma Pierce County**

**WIOA Committee Membership Planning Document**

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17. Education	Jo Ann Baria, VP of Workforce, Economic and Professional Dev. Pierce College District <a href="mailto:JBaria@pierce.ctc.edu">JBaria@pierce.ctc.edu</a>	
18. Community Based Organization	Possible representative from Courage360 to replace Robin Lester	
Workforce Development Council/WorkForce Central Staff	<p>Andy Wells, Workforce Development Director- Business Services 253.254-7845; <a href="mailto:awells@workforce-central.org">awells@workforce-central.org</a></p> <p>Cheri Loiland, Chief WIOA Transition Officer 253.254.7908 ; <a href="mailto:cloiland@workforce-central.org">cloiland@workforce-central.org</a></p> <p>Debbie Lean, Executive Assistant 253.414.0141; <a href="mailto:dlean@workforce-central.org">dlean@workforce-central.org</a></p>	

WDC Business Services Committee Meeting

NOTES

August 24, 2015

8:00 – 9:30 a.m.

WorkForce Central

3650 S. Cedar St, Tacoma

Classroom 2

**Attendees:** Dave Lawson, Jeff Lovell, Ione Turner, Darci Gibson  
**WFC Staff:** Linda Nguyen, Deborah Howell, MaryEllen Laird, Andy Wells, Dan Grisham, Cheri Lolland and Debbie Lean  
**Guest Speakers:** Bruce Kendall, CEO and Al Doeve (Economic Development Board) and Christina DuWois, Career Pathways Coordinator (Pierce College)  
**Guests:** Rachel Lewis, Sharon Ness, Mark Martinez, Susan Cable, Keith Johnson, Madalain Merton, Diane Giannobile, Caitlan Hanson

AGENDA	NOTES	ACTION ITEMS
1. Welcome/Introductions (Dave Lawson)	<ul style="list-style-type: none"> <li>• Meeting started at 8:02 a.m.</li> <li>• Roundtable introductions were made.</li> </ul>	
2. Economic Development Board Presentation (Bruce Kendall, CEO)	<p>Dave introduced Bruce Kendall to share with us more about the EDB and how we might be able to work closer with them.</p> <ul style="list-style-type: none"> <li>• The organization has been around since the late 70s and has had a great track record over a number of decades. Bruce has been a part of EDB for 15 years.</li> <li>• Has a very close working relationship with WFC in a couple of ways: Linda is on EDB board of directors and Bruce is on the WDC and they work together really hard on the policy and planning level. On the practical side it works well to have Dan Grisham spend two days a week in the EDB office because Dan and others on his team can work with companies moving into Pierce County and also local companies on recruitment so they can find highly qualified employees as efficiently and productively as possible. It is one of the best resources this community delivers to companies.</li> <li>• EDB is a nonprofit corporation and gets half their money from the private sector and half from the public sector. They do two things: recruit companies into this market and work primarily with firms that are going to make a product or service here and sell some of it locally but largely export it out of Pierce County.</li> <li>• Bringing more dollars into this market from the outside as opposed to re-</li> </ul>	

	<ul style="list-style-type: none"> <li>• circulating existing dollars is fundamentally how you grow an economy. EDB is now looking at how to approach the market and growing this economy from 2016-2020. As a nonprofit they have to ask the market to help pay for the work that they do.</li> <li>• The 2016-2020 Plan: Identifies 4 clusters: <ul style="list-style-type: none"> <li>○ Aerospace</li> <li>○ Health Services</li> <li>○ Trade &amp; Logistics</li> <li>○ Cyber Security/Information Assurance</li> </ul> </li> <li>Strategy &amp; Objectives: <ul style="list-style-type: none"> <li>○ Retain and expand primary company jobs</li> <li>○ Recruit primary company jobs</li> <li>○ Cluster acceleration</li> <li>○ Marketing &amp; Communications</li> <li>○ Administration</li> </ul> </li> <li>• Linda thanked Bruce for his work under the EDB for a lot of the growth that has happened in Pierce County.</li> <li>• Al Doeve who is leading the capital campaign re-emphasized the importance of collaboration.</li> <li>• Linda shared that even with all of the changes in the new legislation and how WFC is going to operate; WFC will still have that team connection, the single point to EDB and the rest of the workforce network, and will support the EDB however it can.</li> </ul>	
<p><b>3. Career Pathways Web Tool Presentation (Christina DuWors)</b></p>	<p>Dave introduced Christina DuWors, Career Pathways Coordinator who shared the Career Pathways Tool.</p> <ul style="list-style-type: none"> <li>• Pierce College was awarded the Perkins Grant to oversee this project within Washington State. JoAnn Baria is the contact person.</li> <li>• Website: <a href="http://www.wacareerpaths.com">www.wacareerpaths.com</a>. The web tool is a way to visually represent opportunities to people that are looking for jobs and career development. The goal of this site is more of a landing page to help a person easily find the site that will cater to their specific needs.</li> <li>• Landing page 'Bringing the Best Career Resources in Washington to your Fingerprints'. The user would click one of the 6 choices based on who they are and where they are in their career development.</li> <li>• Christina has been working with Brian Humphries on creating the maps. Not</li> </ul>	

	<p>on the site yet because they are not finalized yet.</p> <ul style="list-style-type: none"> <li>• The web tool is not supposed to be a printout/handout with all of the details; it is a basic skeleton that is easy to read that leads to the details. The web tool is flexible.</li> <li>• On September 1<sup>st</sup> we have some upgrades taking place and there is going to be opportunity to change the site visually. The organization can upload a media library of specific graphics they would like to use. There are four or five community colleges that use the tool and they have their own person that does the maps but Christina is available to do them if asked.</li> <li>• Some Washington State community colleges are on board and are using this tool and creating maps for all of their programs.</li> </ul>	
<p><b>4. Review of Prior Meeting Notes (Dave Lawson)</b></p>	<ul style="list-style-type: none"> <li>• Meeting notes were approved as presented.</li> </ul>	
<p><b>5. Next Meeting Agenda Items</b></p>	<ul style="list-style-type: none"> <li>• Cheri passed out Focused Discussion Questions for the WIOA On the Job Training policy that the committee is asked to review at next meeting. Things to think about when answering #1: what should the reimbursement percentage be when certain conditions are met; also look at critical need, sector, size, how long they have been around in business. The percentage is reimbursing wage not benefit.</li> <li>• Another business beneficiary/end user Speaker.</li> </ul>	
<p><b>6. Thank You/Adjourn</b></p>	<p>At 9:25 a.m.</p>	



**WDC Business Services Committee Meeting – September 28, 2015**  
**Focused Discussion on WIOA On the Job Training (OJT) policy**

**Discussion items:**

**1. What criteria should be used to determine employer eligibility for OJTs.**

The WIOA contains some requirements that employers must meet in order to receive OJT funds. Examples include: must be registered with the IRS; must comply with non-discrimination and equal opportunity provisions of WIOA; must not impair existing collective bargaining agreements.

Discussion: What other criteria should be used to determine which employers may receive OJTs funds.

**2. What factors should be considered to approve OJT reimbursement rates.**

In WIA, employers were reimbursed up to 50 percent of the wage rate of the participant for the extraordinary costs of providing the training and supervision related to the training. WIOA raises the reimbursement maximum to up 75 percent. The WIOA offers factors to consider when increasing the reimbursement rates above 50%. Examples include: the size of the employer with an emphasis on small businesses; the number of participants the employer agrees to sponsor; the wage and benefit level of the participant; the OJT position is an in- demand occupation and the employer is in an in-demand industry.

Discussion: What other criteria should be used to establish reimbursement rates. Should we establish reimbursement rates other than 50% and 75%? How should we define "small businesses".

**3. Should pre-screening of the employer be conducted prior the OJT.**

Discussion: What elements should be checked prior to the implementation of an OJT contract. It is a common practice to conduct a pre-screening to ensure that the employer meets the minimum standards and can provide both training and long-term employment to an OJT trainee. For example, Department of Revenue records are used to verify registration with the state; checks with Dunn & Bradstreet to verify the financial position of the company.