

WDC Business Services Committee Meeting  
**Agenda**  
**July 25, 2016**  
**8:00 am – 9:00 pm**  
**Dave Lawson, Chair**

**WorkForce Central**  
**Suite E Conference Room**

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

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|--|----------------------|--------|
| 1. Hello / Introductions   | Dave Lawson          | 5 min  |
| 2. Review Prior Meeting Notes  | Dave Lawson          | 5 min  |
| 3. System Updates  | Ellie Chambers Grady | 10 min |
| <ul style="list-style-type: none"> <li>• Local Plan</li> <li>• Transition to the new interim One Stop location And ResCare as awardee</li> <li>• Business Tools</li> <li>• Community Attributes, Inc. (CAI)</li> </ul> |                      |        |
| 4. Business Services Committee Priorities for New Program Year   | Group Discussion     | 40 min |
- Example from the WDC Youth and Young Adult Committee*
- Top two focus/priority areas for the WIOA Youth Committee are:*
- 1) *System of navigation and advising (including navigators and advisors)*
    - *Career interest, pursuit – video format and use of technology*
    - *Motivate and show realistic progression and what it takes to succeed*
    - *Navigate family – not just students*
  - 2) *Engage family along with young adults*
    - *Help us help parents message the importance of post-secondary training and other options*
    - *Use family centered multi-generational service delivery model (Kellogg studies)*
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|------------------------------|--|--|
| 5. Next Meeting Agenda Items |  |  |
| 6. Thank You/Adjourn         |  |  |

WorkForce Central Staff  
 Linda Nguyen, CEO  
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Future Meetings  
 September 26, 2016 8:00 – 9:00 am  
 November 28, 2016 8:00 – 9:00 am

**Workforce Development Council (WDC) of Tacoma Pierce County  
WIOA Committee Membership Planning Document**

07-01-16

WDC Business Services Committee		
<ul style="list-style-type: none"> <li>• Committee Chair is member of WDC.</li> <li>✓ Since all of WDC members are required to serve on a WDC Committee, approximately 4-6 members of the committee will be WDC members.</li> <li>• Vice Chair selected from Committee and must be willing to also serve on Coordinating Committee.</li> </ul>		
Representation	Name, Title, Employer, Email, Phone(s)	WDC Member
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		✓
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. Pierce County Library System		
12. WA State Department of Social and Health Services		
13. WA State Division of Vocational Rehabilitation	Kristine Stolberg, Business Specialist WA State Division of Vocational Rehabilitation <a href="mailto:stolbk@dshs.gov">stolbk@dshs.gov</a>	
14. WA State Employment Security Department	Ione Turner, Career Navigator Employment Security Department <a href="mailto:iturner@esd.wa.gov">iturner@esd.wa.gov</a>	
15. 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>	
16. Community Based Organization	Jason Scales, Client Services Director Tacoma Community House <a href="mailto:jscales@tacomacommunityhouse.org">jscales@tacomacommunityhouse.org</a>	
Workforce Development Council/WorkForce Central Staff	Ellie Chambers-Grady, Director of Business Services & Sector Strategies 253.254-7845; <a href="mailto:echambersgrady@workforce-central.org">echambersgrady@workforce-central.org</a>  Debbie Lean, Executive Assistant 253.414.0141; <a href="mailto:dlean@workforce-central.org">dlean@workforce-central.org</a>	



**WDC Business Services Committee Meeting**  
**NOTES**  
**May 23, 2016**  
**8:00 – 9:00 a.m.**  
**WorkForce Central**  
**3650 S. Cedar St, Tacoma**  
**Classroom 1**

**Attendees:** Dave Lawson, Darci Gibson, Mark Martinez, Jason Scales, JoAnne Baria, Ione Turner, Jeff Lovell  
**WFC Staff:** Linda Nguyen, Ellie Chambers-Grady, Shellie Willis, Cheri Loiland and Debbie Lean  
**Guests:** Brandon Koenes (WFC), Linda Helenberg (WFC) and Andy Wells (Public)

AGENDA	NOTES	ACTION ITEMS
1. Welcome/Introductions	<ul style="list-style-type: none"> <li>Chair Dave Lawson called the meeting to order at 8:05 am.</li> </ul>	
2. Review Prior Meeting Notes	<ul style="list-style-type: none"> <li>Meeting notes were approved as presented.</li> </ul>	
3. PY16/FY17 Budget Discussion	<ul style="list-style-type: none"> <li>Linda shared that the WDC and Executive Board approved the budget for WIOA Title 1 funding. Linda discussed the budget noting minor changes from that last iteration. She also commented on the statutory mandates that support direct services and what is included in the Admin category.</li> </ul>	
4. Business Services RFP	<ul style="list-style-type: none"> <li>The Business Services RFP is in the process. Timeline to complete the whole process is to have a subrecipient in place by July 1<sup>st</sup>.</li> </ul>	
5. Business Services Updates	<p><u>Pierce County Sector Strategies</u></p> <ul style="list-style-type: none"> <li>Linda reminded the committee that we commissioned the consulting group CAI to provide a report on the key sectors that we have identified. She presented a draft report to the committee but it is not being released until it is finalized. Each report will show what our workforce looks like in Pierce County – population, breakdown in race ethnicity, employment wage characteristics, economic drivers, etc. Forty-two percent of our people go to work mostly up to King County</li> </ul>	

	<p>and we need to find a way to keep them here. Talent pipeline approach – demand and supply.</p> <ul style="list-style-type: none"> <li>• Darci agreed with the Healthcare findings of the draft report and Mark agreed with the construction funding.</li> <li>• Ellie stated that she will talk to CAI about medical transcriptionist - should that be coder? Will also ask about dentistry in the military sector.</li> <li>• Linda thinks it would be great to get definitions. JoAnne also said that cip (classification of instructional programs) codes and lining them up would be good to have and that maybe an addendum at the end could be added.</li> <li>• This report will not sit on the shelf, this data will be used to inform and discuss.</li> </ul> <p><u>Rapid Response Events</u></p> <ul style="list-style-type: none"> <li>• Linda Helenberg gave an update on WFC’s Rapid Response Program. Rapid Response Program is based on helping a company with what their needs are for employees who are scheduled to be laid off.</li> <li>• It is a small partnership approach (ESD, Library and WFC). Don’t have the colleges in because it gets a bit too confusing for the individuals.</li> </ul> <p><u>Manufacturing Academy</u></p> <ul style="list-style-type: none"> <li>• Brandon Koenes shared some information on the Manufacturing Academy. Currently recruiting for the 16<sup>th</sup> cohort. Training readiness (2-week soft skill training) will begin July 5<sup>th</sup> and Manufacturing training will begin July 18<sup>th</sup>.</li> <li>• Overall out of the 14 cohorts that have graduated the average wage is \$14.92. In the 15<sup>th</sup> cohort that is currently taking place, 13 began the class, one dropped due to external factors, and 12 will graduate June 3<sup>rd</sup>.</li> <li>• Strive to provide 2-5 tours for these classes to be exposed to the various shops within the manufacturing industry and the types of opportunities that are involved in the industry. Graduation overall – 95% Employment rate – 78%.</li> <li>• Typical jobs that one would go into right after the academy: <ul style="list-style-type: none"> <li>○ Aim: Fabrication, vacuum sealing with the carbon fiber, glues.</li> <li>○ P&amp;J: Learn basic machining.</li> <li>○ Concrete technology: Stretching rebar, tying, concrete setting.</li> </ul> </li> </ul>	<p>Ellie stated that she will talk to CAI about medical transcriptionist - should that be coder? Will also ask about dentistry in the military sector. Also will check on getting definitions and cip codes added as an addendum.</p>
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	<ul style="list-style-type: none"> <li>○ Safe Boats International: Welding, boat assembly.</li> </ul>	
6. Local Plan Update	<ul style="list-style-type: none"> <li>● Cheri shared that the local plan is out for public comment. After the public comment period is over (May 30<sup>th</sup>), we will finalize the plan and submit.</li> <li>● Linda shared that the submission date has been extended to June 17<sup>th</sup>. The state is supposed to review and give each of the 12 WDCs comments and provide time to respond. They can't seem to meet their deadline so it has been moved to the 17<sup>th</sup>.</li> </ul>	
7. Next Meeting Dates / Agenda Items	<ul style="list-style-type: none"> <li>● June meeting cancelled.</li> <li>● Beginning with July, committee will meet the fourth Monday every other month from 8:00 – 9:00 am.</li> </ul>	Debbie sent updated outlook calendar meeting notice
8. Thank You Adjourn	9:00 am	