

Eric Hahn, Chair
 1st Vice Chair
 Joyce Conner, 2nd Vice Chair
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 Paul Hogoboom
 Mike Johnson
 Bruce Kendall
 Dale King
 Dave Lawson
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 Wayne Nakamura
 Sharon Ness
 Tim Owens
 Dona Ponepinto
 Patty Rose
 Sheila Ruhland
 Ron Thalheimer
 James Walker
 Blaine Wolfe

**WDC One-Stop Operator & Partners Committee Meeting
 Agenda**

**December 1, 2015
 8:30-10:00 am
 Ron Thalheimer, Chair**

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

- | | | |
|--|----------------|--------|
| 1. Hello / Introductions | Ron Thalheimer | 5 min |
| 2. Review Prior Meeting Notes | Ron Thalheimer | 5 min |
| 3. Important Services/Activities One-Stop Delivery System Should Offer
- Continued Conversation | Cheri Loiland | 45 min |
| 4. One Stop Assessment
• WIOA Action Plan
(Starting w/Questions #12) | Ron Thalheimer | 30 min |
| 5. Other Business | Ron Thalheimer | |
| 6. Next Meeting Agenda Items | Ron Thalheimer | |
| 7. Thank You/Adjourn | Ron Thalheimer | |

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 Linda Nguyen, CEO
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Future Meetings

January 5, 2016 8:30-10:00 am
 February 2, 2016 8:30-10:00 am
 March 1, 2016 8:30-10:00 am
 April 5, 2016 8:30-10:00 am
 May 3, 2016 8:30-10:00 am
 June 7, 2016 8:30-10:00 am

WDC One-Stop Operator & Partners Committee Meeting

NOTES

November 3, 2015

8:30 – 10:00 a.m.

WorkForce Central

3650 S. Cedar St, Tacoma

Classroom 1

Committee Member Attendees: Ron Thalheimer, Tracy Larson, Kelli Johnston, Kurt Simmons, James Walker, Susan Cable, Kendrick Stewart, Krista Fox, Nanette Borders, Keith Johnson, Anne Goranson, Jaime Prothro, Blake Ingram

WDC Staff Attendees: Linda Nguyen, MaryEllen Laird, Cheri Loiland, Debbie Lean

AGENDA	NOTES	ACTION ITEMS
1. Hello/Introductions (Ron Thalheimer)	<ul style="list-style-type: none"> • Chair Ron Thalheimer called the meeting at 8:35 a.m. • Roundtable introductions were made. 	
2. Review Prior Meeting Notes (Ron Thalheimer)	<ul style="list-style-type: none"> • After discussion about the prior meeting action items set out below, the meeting notes were accepted as prepared. <p><i>Facebook Update:</i></p> <ul style="list-style-type: none"> ○ Moving forward well - Jamie advised that they have been contacting partnership persons asking who would like to participate and has gotten a really good response from that. <p><i>Code of Conduct Disclosure Form:</i></p> <ul style="list-style-type: none"> ○ We need to have this disclosure form on record for auditing purposes. Debbie will email it to the committee and those who haven't completed one yet can do so and scan and email it back. <p><i>Assessment #11:</i></p> <ul style="list-style-type: none"> ○ Kelli Johnston had a brief conversation with one staff member who was involved in the movement to provide assessment and accessibility with people with disabilities but now in a different role at TCC. She shared that it was a pretty massive effort that needed a whole lot of resources targeted at it and thinks it started with WorkFirst funding through TCH. It was mainly around the WorkFirst population so there was a lot of work done on accessibility and it moved into training faculty. The funding went away and the work stopped and the knowledge base has left. ○ Susan Cable stated that no one is sure where the funding came from but 	<p>Debbie will email form to the committee and those who haven't completed one yet can do so and scan and email it back to her</p> <p>Tracy will talk to Dana Mandy from DVR will share what they use as an assessment and what they would recommend since they are the subject matter experts.</p>

	<p>that it was used to train the trainer and do some of the assessment. She also shared that most people come to the colleges with having been assessed through k-12 and are using that assessment and at times Pierce College counselors and the person who does disability services use the ARC Institute.</p> <ul style="list-style-type: none"> ○ Linda shared that we need to see what resources DVR has as part of the systems work and to continue the conversation when they are represented at a meeting. 	
<p>3. Important Services/Activities One-Stop Delivery System Should Offer</p>	<ul style="list-style-type: none"> • Linda shared that a few months ago she formed the Core 6 Leadership Team. This team will work in conjunction with all committees, the WDC and Executive Board. She added DSHS Administrator Kendrick Stewart and the Pierce County Library System Executive Director Georgia Lomax to the team. The Core 6 are partners mandated to bring assets to the table and won't walk away when it is time to invest in the system. Others have a choice. The Library System has already invested a lot in workforce development and we know they are not going to walk away. The governor has not said that DSHS is opting out of the work so believes they will be. • Linda shared the Core 6 Vision Statement with the committee. This group has also been working on a Charter. Their Charter is to ask the next level what is their vision of the One Stop service delivery system and how do we move it from 1.0 under WIA to a 2.0 under WIOA. • The Core 6 is asking the committees to help us determine what the most important services/activities the One Stop service delivery system should provide to workers, job seekers and businesses. <p>Charge to the committee:</p> <ol style="list-style-type: none"> 1. Review working list from Core 6 brainstorming meeting. 2. What are the most important services and activities that the one stop service delivery system (which includes the center, affiliates and technology) needs to offer? 3. Pick no more than 5 for top priorities. After you do that if there are others that you think are important, then pick your next 5 and those will be contingent upon resources being available. 4. When we have all of the priorities recommended by all of the committees and the list is finalized we are going to go to the customers and share what we think we need and get their input. <p><i>*When they are done have them broaden their definition of each of the 5 priorities (common definition under each of the top priorities).</i></p> <p>Committee spent time discussing activities/services they want to see in the</p>	

system:

Worker:

- Support services such as transportation, childcare, employee assistance (EAP) services
- Retention services including support/wrap-around services
- Coaching, transitions
- Financial literacy
- Rapid Response Services
- Education and training navigation – funding plan
- Access to technology
 - Barriers (DOC)
- Succession planning
 - Career navigation, career coaching, pathway guidance
- Outreach of work source services
- All that is listed under Job Seekers core 6 list
- Self management skills
- Self assessment – skills
- Employability skills including interview skills
- Entrepreneurial skills
- Aptitude (technical and ABE skills)

Job Seeker:

- Entrepreneurial skills
- Opportunities to gain skills for new careers - affordable. Including apprenticeship
- Support services such as transportation, childcare, employee assistance (EAP) services
- Outreach of work source services
- Assessment
 - Career Interest
 - Disability
 - Technology skills
 - ABE
 - Self management
 - Aptitude (technical and ABE skills)
 - Geographic – location/transportation, physical disability, family
- Financial literacy
- Labor market information (how do you create a network/
 - Social media (networking and appropriate use)
- Work based learning
- How do we provide services that help people become confident in their

	<p>skills</p> <ul style="list-style-type: none"> • Strategies to connect employers to job seekers • Do we have the personnel in the system to support the needs of customers • Re-career services • More opportunities for job shadowing <p><u>Business:</u></p> <ul style="list-style-type: none"> • Business Incubation / growth skills • Assessment <ul style="list-style-type: none"> ○ Career Interest • Strategies to connect employers to job seekers • Fee for services • Incumbent worker training <ul style="list-style-type: none"> ○ Assessing needs – sector training • Consulting services – what personnel needs to reach your strategic planning goals? • Convening small and medium sized businesses to come together to discuss emerging trends • Wage assessment • Single point of contact to find subject matter expert • Creating venue where resources are easily found <ul style="list-style-type: none"> ○ Financial resources i.e. Electricity • Rapid Response Services • Re-career services • Business networking events • Assessment that include relationships – dynamic risk factors <ul style="list-style-type: none"> ○ Family and other risk factors ○ Mental health ○ Substance abuse ○ Domestic violence 	
<p>4. One-Stop Assessment</p>	<p>Ron asked the committee to be candid, frank and to do a self assessment and reflect back and also look at where we are right now and answer the question “Are we doing what we should be doing and are we on track?”</p> <ul style="list-style-type: none"> • Linda thinks that today was very productive and builds on the assessment that this group has been doing. All of this will move to the Memorandum of Understanding that is required and due no later than June 30, 2016 which will then lead us to the Resource Sharing Agreement (due June 30, 2016) and the local plan (due no later than April 2016). • Jamie stated that in looking at our duties and responsibilities as a committee it looks like we are addressing a lot of those particulars outlined therein. • Tracy thinks we are moving forward really well and feels that once we start 	

	<p>implementing we will start to see it more and will start to see all of the vision/planning coming together quicker and faster.</p> <ul style="list-style-type: none"> • Keith asked that if we were to put this on a gantt chart are we where we should be right now? Linda believes we are there and we just need to stay focused on what are the services of the 2.0 system and who is doing what. • Cheri shared that we still have 6 more assessment questions that need to be addressed with Anne suggesting that if we start running out of time maybe we can do some email sharing to complete the assessment questions. • Anne shared that she is able to participate with four different WDCs who are doing this same kind of work and what she loves about this group is the great participation around the table; most areas do not have a single contact who are dedicated to go through all of this. The conversation here is also really relevant to what we need to be doing in the system. Personally thinks that this area is doing a fabulous job. • Committee agrees that there may be disagreements but that it is hard work and it is okay to have disagreements knowing that when we leave the room we are all on the same page and we can come back still in a good relationship with each other. 	
5. Other Business	Nanette brought a copy of an assessment that they use for offender needs.	
6. Next Meeting Agenda Items	<p>Next meeting:</p> <ul style="list-style-type: none"> • Come prepared to pick and discuss the top 5 and then the next 5 (30-45 minutes) • Assessment 	Debbie will email the One-Stop services/activities exercise list with the committee assignment
7. Thank You/Adjourn	10:00 am	

What are the most important services/activities that the one-stop service delivery system should offer?”

ASSIGNMENT PRIOR TO TUESDAY, DECEMBER 1, 2015 COMMITTEE MEETING:

Please review the One-Stop Committee’s working list from the November 3rd brainstorming meeting. Pick no more than 5 for top priorities. After that pick your next 5 and those will be contingent upon resources being available.

We will spend 30-45 minutes at the December 1st meeting discussing and finalizing the committee’s priorities. *Come prepared!*

CORE 6 LEADERSHIP TEAM		
Customer: Workers	Customer: Job Seekers	Customer: Business
Incumbent worker training	Defining yourself (self-reflection)	Recruitment and hiring events
Skills training	Assessments	Labor market information
Career pathway guidance	Basic skills incl ESL	Wage information
Leadership/supervisory training	Job prep skills	HR-related training
	Skill development—workforce education, career pathways	Development of job descriptions
	Pre-GED, GED, HS completion	Training for incumbent workers
	High School 21	Help navigate workforce incentives and credits
	Resource Center—technology, materials	Meet business needs for employees/workers
	Job search, referral	Chamber, EDB, jurisdictions are often initial customers here
	Coaching, transitions	Sector strategies for high-demand sectors
	Financial aid assistance	
	Motivation and encouragement (relational)	
	Oriented to meet the needs of specific groups (ESL, people with disabilities, people in the corrections system, veterans, etc.)	
	Career information	

**WDC ONE-STOP
SERVICES COMMITTEE**
(Exercise to continue at
12/1/2015 mtg.)

Customer: Workers	Customer: Job Seekers	Customer: Business
Support services such as transportation, childcare, employee assistance (EAP) services	Entrepreneurial skills	Business incubation / growth skills
Retention services including support/wrap-around services	Opportunities to gain skills for new careers – affordable, Including apprenticeship	Assessment <ul style="list-style-type: none"> • Career interest
Coaching, transitions	Support services such as transportation, childcare, employee assistance (EAP) services	Strategies to connect employers to job seekers
Financial literacy	Outreach of work source services	Fee for services
Rapid Response Services	Assessment <ul style="list-style-type: none"> • Career Interest • Disability • Technology skills • ABE • Self management • Aptitude (technical and ABE skills) • Geographic – location/transportation, physical disability, family 	Incumbent worker training <ul style="list-style-type: none"> • Assessing needs – sector training
Education and training navigation – funding plan	Financial literacy	Consulting services – what personnel needs to reach your strategic planning goals?
Access to technology <ul style="list-style-type: none"> • Barriers (DOC) 	Labor market information (how do you create a network <ul style="list-style-type: none"> • <u>Social media</u> (networking and appropriate use) 	Convening small and medium sized businesses to come together to discuss emerging trends
Succession planning <ul style="list-style-type: none"> • Career navigation, career coaching, pathway guidance 	Work based learning	Wage assessment
Outreach of work source services	How do we provide services that help people become confident in their skills	Single point of contact to find subject matter expert

**WDC ONE-STOP
SERVICES COMMITTEE**
(Exercise to continue at
12/1/2015 mtg.)

Customer: Workers	Customer: Job Seekers	Customer: Business
Aptitude (technical and ABE skills)		Assessment that include relationships - dynamic risk factors <ul style="list-style-type: none"> • Family and other risk factors • Mental health • Substance abuse • Domestic violence
Defining yourself (self-reflection)		
Assessments		
Basic skills incl ESL		
Job prep skills		
Skill development—workforce education, career pathways		
Pre-GED, GED, HS completion		
High School 21		
Resource Center—technology, materials		
Job search, referral		
Financial aid assistance		
Motivation and encouragement (relational)		
Oriented to meet the needs of specific groups (ESL, people with disabilities, people in the corrections system, veterans, etc.)		
Career information		

ASSESSMENT

1. Our workforce system has all core and required one-stop partners at the table supporting development and implementation of the area’s one-stop policies and processes, service delivery design, and infrastructure and certification criteria.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<p>Identify missing members</p> <p>Certification will come after the state information is public (Wagner Peyser cannot stand alone)</p> <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p align="center">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<p>Reach out to core/required partners</p> <ul style="list-style-type: none"> ➤ Rescue Mission ➤ WA Department of Services for the Blind ➤ Community Services Block Grant for Low Income – reach out to the City of Tacoma or Commerce (Diane Klontz) ➤ Assistance to the Aged - reach out to the City of Tacoma ➤ Employment and training programs carried out by the Small Business Administration - reach out to Small Business Administration Regional Office in Seattle. <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p align="center">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

2. Core and required one-stop partners are invested in supporting development and implementation of our state/local area’s one-stop policies and processes and a customer-centered service delivery design.

Step 1: List areas of opportunity for improvement (from QSAP):	Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:
<p>Explore the customer focused inclusive system</p> <p>Create a more sophisticated Memorandum of Understanding (MOU) than the prior one</p> <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p align="center">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>	<p>System that is customer focused and inclusive to develop and implement a system that is customer centered (facilitator for this discussion)</p> <p>Update the Memorandum of Understanding (MOU)</p> <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p align="center">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>

Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

3. Our workforce system actively connects entities receiving DOL-funded discretionary grants with the one-stops to ensure customers can take advantage of the grant opportunities provided.

Workforce Central added:

Our workforce system actively connects entities receiving HUD, DOD, DOJ, etc. funded discretionary grants with the one-stops to ensure customers can take advantage of the grant opportunities provided.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<p>Update opportunities and add foundation to it</p> <p>Upcoming Grants</p> <hr style="width: 30%; margin: 20px auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<p>Connection with Earn-Ability Group (Brian Humphries)</p> <p>Data and tracking</p> <hr style="width: 30%; margin: 20px auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

5. Our workforce system has a structure in place to ensure input from area business and industry about the skill needs of the workforce is captured and addressed.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<p>Get input/feedback from the 6 focus groups and the WDC so it is constantly accessible to the entire community. Determine if there are other venues we need to put in place.</p> <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<p>Compile the information so it is accessible in one place; pursue focus group information and WDC goals; tie into the Business Services committee to determine how to disseminate the information.</p> <p><i>Possible Strategy: The WDC has identified a handful of key sectors that are important to our economy so we have to be intentional and strategic and when we ask for feedback there are at least 5 key questions that we want to ask every time.</i></p> <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

6. Business services representatives work collaboratively with one-stop partners and have an impactful role in one-stop service delivery, such as identifying industry-recognized credentials appropriate to regional economies.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<p>1) ESD has employees talking to employers and others who work more with the job seeker and thinks communication between the two could use improvement starting at the Worksource Center but expand to include all other partners.</p> <p>2) WFC has staff that work primarily with job seekers and would be great to build in some training where they understand what businesses are looking.</p> <p>3) Data analytics- we are constantly looking at it from a demand perspective. Maybe look at it from the supply side. Look at what our inventory currently is and how do we work within the inventory.</p> <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<p>Proactively work on getting information out and work on strategies.</p> <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

7. Business services representatives have a comprehensive understanding of labor market conditions, economic development activities, skill needs of the workforce and are fully connected to regional and local business partnership activities and sector strategies.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<p>Have all representatives who do most of this type of work be better educated to raise the level of awareness and education about the various labor market conditions and economic development activities.</p> <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<p>Provide the education – pull it all together.</p> <p><i>Possible Strategies: Need to connect it regionally and locally – we do well but could do better; need to pay attention to employers we are engaged with and respond to those needs; EDB did a plan with the sectors/clusters and will be giving a presentation to the next Business Services Committee on August 24th (8-9:30am).</i></p> <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

8. A service strategy is in place for providing career services to Unemployment Insurance (UI) claimants. One-stop center staff are trained and knowledgeable in available UI services.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<p>Per WIOA Employment Security needs to have someone sitting in the centers or get people connected, through technology, to someone who has a higher level of unemployment insurance knowledge. Need to have a better distinction between the role of the claims center and the role of re-employment focused staff.</p> <p style="text-align: center; margin-top: 20px;">_____</p> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<p>Look at the monster system and see how it engages in the career services piece. It would be beneficial to have a demo for this group on the Monster system. Anne commits to bring back what is being done on the state level for discussion and help with options if necessary.</p> <p style="text-align: center; margin-top: 20px;">_____</p> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
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Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

9. The role of all required partners in the one-stop has been defined, introduced, and integrated into service delivery.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<p>THIS QUESTION WILL BE THE LAST QUESTION DISCUSSED ON THE MATRIX (Per August 4th meeting discussion)</p>						
<hr style="width: 50%; margin: 0 auto;"/> <p>When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<hr style="width: 50%; margin: 0 auto;"/> <p>When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

10. The role of TANF in the one-stop has been defined in consultation with local TANF program administrators and TANF-specific services have been integrated into overall service delivery structures.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Local Planning Area Partnerships (LPA) Training Department of Commerce-subcontract out to 39 community based organizations that provide employment prep activities Employment Security Department partnership DSHS – business outreach Washington Connection through DSHS – a link to services System To Family Stability National Policy Academy Basic Food & Employment Training (BFET) Resources to Initiate Successful Employment (RISE) <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> Explore the roles and potential connections with LPA. Kendrick will reach out globally what things are happening and Susan will reach out locally. Invite Jarret McGill to present – October meeting Look at how BFET is connected Look at policy group – (Kendrick will send some information on that group and once the kickoff takes place will bring more information or get someone to present). <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

11. A process is in place to assess customers' educational barriers when necessary and refer them to appropriate services that address a range of educational needs (e.g. low literacy levels, learning disabilities, etc.) and to appropriate partner programs (e.g. Adult Education, providers of ESL training, etc.).

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> ▪ Workforce Central: uses Comprehensive Adult Student Assessment System (CASAS) to assess educational levels -reading and math ▪ Colleges: use Compass, College Board AccuPlacer and CASAS ▪ ESD: Skills interest and ability assessments that people can access online - can make it available in print also ▪ DVR: Has an assessment tool <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> ▪ Be more encouraging for people to have a willingness to disclose disability. ▪ There are a lot of non apparent disabilities that we are dealing with i.e. people who don't want to talk about or don't know that they have a disability. ▪ Awareness - Making sure we all know what resources are out there ▪ Find best practices and effective strategies ▪ TCC had a grant - Krista/Kelli will research and bring back what worked well and what didn't ▪ Apply for grants ▪ DVR - Mandy will bring information on strategies that DVR uses ▪ Maybe use the Earn-Ability Group to help with grant writing <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

12. A service strategy has been put in place that provides youth with access to educational and other appropriate activities and supportive services. Youth are able to access robust programs, activities, and supportive services to assist them in obtaining high school and postsecondary credentials and succeeding in careers.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

13. One-Stop centers work in partnership with Job Corps Centers to actively recruit and refer youth to the program.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

14. Assistive Technology: How are we serving the disabled population?

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

15. Job Seeker/Customer: What assessment tools are used now and what do we want to change to better serve the job seeker/customer?

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

16. Center Assessment: How are we reporting as a system?

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

9. The role of all required partners in the one-stop has been defined, introduced, and integrated into service delivery.
 (This question moved to the end of the assessment questions for a more in depth discussion)

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status