

MEETING AGENDA

**WDC Business Services Committee**  
**October 23, 2017 8:00 a.m. – 9:00 a.m.**

- Tim Owens, Chair
- April Gibson, 1<sup>st</sup> Vice-chair
- TBD, 2<sup>nd</sup> Vice-chair
- Steve Gear
- Darci Gibson
- Mike Johnson
- Bruce Kendall
- Dale King
- Mandy Kipfer
- Ron Langrell
- Mark Martinez
- Tim McGann
- Wayne Nakamura
- Sharon Ness
- Dona Ponepinto
- John Roach
- Christina Roberts
- Patty Rose
- David Shaw
- Dereck Spivey
- Ron Thalheimer
- Blaine Wolf

Welcome and Introductions (Committee Chairperson: Dereck Spivey)	Deborah Howell		5 min
Approval of Prior Meeting Notes	All	Act	5 min
Agreement on Draft Charter/Objectives	All	Act	10 min
Prioritize Objectives	All	Act	30 min
Discuss Recurring Meeting Date/Time and Build next meeting's agenda	All	Discuss	5 min
Adjourn			

**For Further Discussion**

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**Next Steps**

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**Next Meeting Dates**

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WorkForce Central Staff  
 Linda Nguyen, CEO  
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Deborah, Howell, COO  
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WorkForce Central  
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**WDC Business Services Committee**

**Meeting Notes**  
**August 28, 2017**  
**8:00 am - 9:00 am**

**WorkForce Central**  
**3640 S. Cedar St, Suite E, Tacoma, WA**

Tim Owens, Chair  
April Gibson, 1<sup>st</sup> Vice-chair  
TBD, 2<sup>nd</sup> Vice-chair  
Steve Gear  
Darci Gibson  
Mike Johnson  
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Dona Ponepinto  
Christina Roberts  
Patty Rose  
David Shaw  
Dereck Spivey  
Ron Thalheimer  
Blaine Wolfe

**Present:** Deborah Howell, Julia Brooks, Ione Turner, Ellie Chambers-Grady, Jeff Lovell, JoAnn Baria, Maria Hamper, Christian Caple, Caleb Kraai

**1. Welcome and Introductions**

Deborah shared that she is standing in to facilitate the meeting as this committee does not currently have a chair. Roundtable introductions were made.

**2. Review Prior Meeting Notes**

Meeting notes were accepted as prepared.

**3. Discuss Committee Chairperson Opening**

As a recap from prior meetings, Deborah shared that Dave Lawson resigned earlier this year due to work commitments leaving the chairperson position open. If anyone would like to take on that role or has any suggestions to please let her know. She too will reach out to a few individuals about their interest.

**4. Review and Prioritize Committee Focus Areas. What is Our Charter?**

After identifying areas the committee would like to focus on, Deborah stated that staff will take all of the language placed on the whiteboard and draft a charter statement and committee objectives. Once that is done she will email to everyone for input/recommendations.

From the whiteboard language, the following charter and objectives were drafted:

**CHARTER STATEMENT:** The Workforce Development Council Business Services Committee strives to increase business awareness of local workforce development services and availability, help businesses find workers based on immediate need, and make more visible the career pathways and opportunities available in Pierce County to help decrease the number of outbound commuters and encourage local talent to pursue local jobs.

- Use WorkForce Central data and outreach to local businesses and employers to gain a better understanding of what kind of jobs and careers are available in Pierce County.
- Develop campaign to increase awareness of workforce development services and programs available to businesses in Pierce County.
- Develop strategy for communicating depth of career pathways and apprenticeships to high school and community college students.

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- Develop strategy to educate potential job seekers about existing opportunities to work in the trades, and in turn help eliminate stigma surrounding this kind of work.
- Use WorkForce Central data to identify which industries and jobs Pierce County residents are leaving the county to work in.
- Develop strategy to educate and inform local workers and job seekers of the advantages of working in Pierce County rather than commuting elsewhere.

**5. Build Next Meeting Agenda**

After discussion it was decided to return to monthly meetings until a charter and a focus are set. A doodle poll will be done to determine possible new meeting time.

Topics at next meeting:

- Agreement on charter/vision statement
- Prioritize objectives

**6. Adjourn**

8:50 am

Aug. 28, 2017

## **WORKFORCE DEVELOPMENT COUNCIL BUSINESS SERVICES COMMITTEE**

**CHARTER STATEMENT:** The Workforce Development Council Business Services Committee strives to increase business awareness of local workforce development services and availability, help businesses find workers based on immediate need, and make more visible the career pathways and opportunities available in Pierce County to help decrease the number of outbound commuters and encourage local talent to pursue local jobs.

### **OBJECTIVES:**

1. Use WorkForce Central data and outreach to local businesses and employers to gain a better understanding of what kind of jobs and careers are available in Pierce County.
2. Develop campaign to increase awareness of workforce development services and programs available to businesses in Pierce County.
3. Develop strategy for communicating depth of career pathways and apprenticeships to high school and community college students.
4. Develop strategy to educate potential job seekers about existing opportunities to work in the trades, and in turn help eliminate stigma surrounding this kind of work.
5. Use WorkForce Central data to identify which industries and jobs Pierce County residents are leaving the county to work in.
6. Develop strategy to educate and inform local workers and job seekers of the advantages of working in Pierce County rather than commuting elsewhere.