

**WDC Pierce County Leadership Committee**

**Agenda  
May 16, 2018  
1:00 pm – 3:00 pm**

**WorkForce Central  
3640 South Cedar Street, Suite E, Tacoma, WA**

- Tim Owens, Chair
- April Gibson, 1<sup>st</sup> Vice-chair
- TBD, 2<sup>nd</sup> Vice-chair
- Joyce Conner
- Steve Gear
- Darci Gibson
- Bruce Kendall
- Dale King
- Mandy Kipfer
- Nathe Lawver
- Mark Martinez
- Tim McGann
- Wayne Nakamura
- Dona Ponepinto
- Patty Rose
- David Shaw
- Dereck Spivey
- Ron Thalheimer
- Blaine Wolfe

- I. Common Technology (Discussion)
- II. MOU Priorities
  - Single Point of Contact for Business Services (Discussion and Action)
- III. Operational Issues Occurring within the System (Discussion)

<u>Meeting Dates/Times</u>	<u>Location</u>
September 22, 2017 8:00 – 10:00 am	WorkForce Central
November 2, 2017 1:00 – 3:00 pm	WorkForce Central
December 21, 2017 1:00 – 3:00 pm	WorkForce Central
January 23, 2018 1:30 – 3:30 pm	Goodwill
February 14, 2018 1:00 – 3:00 pm	WorkForce Central
March 21, 2018 1:00 – 3:00 pm	WorkForce Central
April 18, 2018 1:00 – 3:00 pm	WorkForce Central
May 16, 2018 1:00 – 3:00 pm	WorkForce Central
June 13, 2018 1:00 – 3:00 pm	WorkForce Central
July 11, 2018 1:00 – 3:00 pm	WorkForce Central
August 15, 2018 1:00 – 3:00 pm	WorkForce Central
September 28, 2018 1:00 – 3:00 pm	WorkForce Central
October 17, 2018 1:00 – 3:00 pm	WorkForce Central
November 14, 2018 1:00 – 3:00 pm	WorkForce Central

WorkForce Central Staff  
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[www.workforce-central.org](http://www.workforce-central.org)

Meeting Notes  
April 18, 2018  
1:00 pm - 3:00 pm

Tim Owens, Chair  
April Gibson, 1<sup>st</sup> Vice-chair  
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Joyce Conner  
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Patty Rose  
David Shaw  
Dereck Spivey  
Ron Thalheimer  
Blaine Wolfe

Present: Lori Strumpf, Jason Scales, Susan Cable, Hilliary Bryan, Tim McGann, Linda Nguyen, Mabel Edmonds

Absent: Rich Nannini, Mandy Kipfer, Dan Fey, Jeff Wheeler

WorkForce Central Staff: Deborah Howell, Debbie Lean

#### I. Common Technology

Beginning with Demographics under Job Seeker, the committee continued conversation around data elements definitions of the dashboard:

##### Job Seekers

- Demographics
  - Gender:
    - Drop down box: Male; Female; Gender Choice
  - Age
    - Drop down box: Ages in Groups
  - Ethnicity definitions:
    - **From ESD**
      - Ethnicity*
      - Hispanic or Latino Non-Hispanic or Latino or Decline to Identify
      - Race*
      - Native Hawaiian/other Pacific Islander/White/Asian
      - American/Indian/Alaska Native/Black/African American/Decline to identify
    - **From Pierce**
      - White
      - Black or African American
      - American Indian or Alaska Native
      - Asian
      - Native Hawaiian or other Pacific Islander
    - From Tacoma Community House
      - Asian
      - Black/African American
      - Caucasian
      - Hispanic/Latino
      - Multi-Racial
      - Native American/Native Alaskan
      - Native Hawaiian/Pacific Islander
      - Other
      - Unknown
  - Employment Status:
    - Drop down box: 20 hours or less; 21 hours or more; Not working
  - Education level of enrollees (added from last meeting)
- Job Placement
  - Industry Sector
    - Drop down box: 6 targeted sectors; Other
  - Job Title
    - Link to **O-Net**
  - Location
    - Zip Code

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- #Who went through Technical Skills training and by
  - Sector
    - Drop down box: 6 targeted sectors; Other
  - School
    - Drop down box: Names of all community and technical colleges from MOU; Apprenticeship/JATC; WIOA funded institutions; Other
  - Certified Training Program
    - Drop down box: Yes / No

Add Basic Skills training info:

- #Who went through Basic Skills training and by
  - School:
    - Drop down box: All community and technical colleges from MOU; WIOA funded institutions; Other
  - Program name:
    - Drop down box: GED; High School Diploma; High School 21; ESL; Other
- Number Completed Training and by
  - Sector:
    - Drop down box: 6 targeted sectors; Other
  - School
    - Drop down box: Names of all community and technical colleges from MOU; Apprenticeship/JATC; WIOA funded institutions; Other
  - Reason for Training Exit:
    - Drop down box: Obtained AA; Obtained BA; Obtained Certification; Job; Other

Add:

- How many people upon entry were receiving:
  - Drop down box: Snap; Cash assistance; Child care; Medicaid; Public housing; SSI; Other
- How many people upon exit were receiving:
  - Drop down box: Snap; Cash assistance; Child care; Medicaid; Public housing; SSI; Other

Remove:

- ~~Number attained Employment before Training Completed~~

**Customer Satisfaction**

- Customer Satisfaction for Job Seeker, Worker and Businesses
  - Lori has already talked to Caleb and he knows which questions on the surveys need to be tracked as part of this dashboard

**Business Solutions:**

Add Services Received

- Services Received
  - Drop down of all services listed in Business Solutions Suite of Services
- # of Open Jobs Filled
  - Fill in for 'a number of how many
- Type of Job
  - Drop down for: Part time 20 less; Full Time 35+ or more; Seasonal

- Hourly wage –
  - Drop down for levels
- # Qualified Applicants Referred to Job Openings
  - #screened for qualifications
  - # of qualified referred
- # of Businesses Served  
Definition: Businesses receiving services from the suite of services
- # of Repeat Business Customers Served  
Definition: Repeat per request

## II. MOU Priorities

Single Point of Contact for Business Services (Discussion and Action):  
Tabled

## III. Operational Issues Occurring with the System (Discussion)

- Incarcerated Re-Entry Program: Tim shared that ESD is putting a formal re-entry process in place for the workforce system and that it should be completed by July 1<sup>st</sup>. In the meantime, any questions should be direct to James Walker at [jawalker@esd.wa.gov](mailto:jawalker@esd.wa.gov)
- Comment Card Update: Lori gave an update on the comment card and wants to make sure everyone is getting it on their systems and that people are distributing them to staff
- 2-1-1 Partnership Update: This partnership is for a workforce navigation component. Details are being worked on in the subcommittee
- Center Update: Lori hasn't had communication that would change the move in date of September 2018