

EASTERN WASHINGTON PARTNERSHIP

WORKFORCE DEVELOPMENT COUNCIL

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WORKFORCE DEVELOPMENT COUNCIL AND REGIONAL BOARD MEETING SPOKANE, WA May 26, 2016

Attendance:

WDC: Bill Clemens, Scott Habenicht, Teresa Kutsch, Jennie Weber, Kathy Covey, Jerry Anhorn Jr., Jeff Koffel, Ken Maestas, Steve Stahl, Tessa Wicks, Kim Witt, Deana Zakar

Regional Board: Scott Hutsell, Jim Jeffords, Art Swannack, Mike Talbott

Contractors and Guests: Ajsa Suljic, Jenny Martin, Doug Loney, Nathan Strege, Don Dashiell

Staff: Rod Van Alyne, Dayna Brown

Bill Clemens brought the meeting to order at 12:33 p.m. and introductions followed.

Bill Clemens called for a motion to approve the Agenda and the December 10, 2015 meeting minutes.

Kathy Covey made a motion to approve the agenda. Jim Jeffords seconded the motion. The motion passed

Scott Hutsell made a motion to approve the February 25, 2016 meeting minutes. Kathy Covey seconded the motion. The motion passed.

Regional Board Chairman's Report

Scott Hutsell thanked all the Regional Board members for signing and returning the Inter-Local Agreements. Scott thanked the members for adopting the resolutions.

The following members' terms on the council will expire at the end of June: Bill Clemens, Leslie Druffel, Teresa Kutsch, Kenneth Maestas, Butch Van Dyk, Jennie Weber, and Deana Zakar. The WDC by-laws allow for members to serve multiple terms, but require letters of continuing support from the original nominating entity. Scott stated that Rod will be talking to the members to determine their intent and will be contacting the nominating entities to seek letters confirming their support. Scott said he will be able to reappoint them to the board on the behalf of the Board of commissioners when the letters are received.

Chairman's Report

Bill Clemens reported that at the last WDC meeting in February, he stated that there were a number of vacancies on the four committees. He thanked the members that have agreed to participate and reported that all committees now have at least four members. Bill mentioned that the ideal size for each committee is five members, and there are still a few open spots available if anyone would like to participate. The time commitment is about 30 minutes per quarter, typically two weeks prior to the WDC meetings.

Quality Assurance Committee Report

Teresa Kutsch reported that the Quality Assurance Committee met on May 17th to review the service providers' performance for the program year 2016. Teresa stated that the first page of the Monthly Contractor Report contains the raw data and the following pages have bar charts to reflect the numbers from the first page. Teresa explained that Chart A, the percent of planned registrants for the year was on track for the service providers. She noted that though Rural Resources Adult program looks to be behind, they are actually on track for where they want to be in their plan. The Federal Entered Employment chart shows that the program completers who went to work after receiving services was above target for each of the providers. Teresa explained that the third chart shows the 6-month average earnings for the people who went to work is very close to target for Rural Resources and Blue Mountain Action Council Adult programs, above target for Walla Walla ESD Dislocated Worker and below target for Colville ESD Dislocated Worker, but are fine for this point in the program year.

The first graph on Chart B shows the Youth finishing the program after gaining a degree or certificate was on target for BMAC and below target for Rural Resources. Teresa explained that there is always a significant increase in the fourth quarter when students graduate from high school. The Youth Placement in Employment or Education rate is very good at this time for both service providers. The Literacy / Numeracy chart shows that Blue Mountain Action Council is below target but Rural Resources is above target so the Eastern Washington Partnership as a whole is doing well for that measure.

Teresa reported that in WIOA, the WDC's are required to increase attention to the issues that affect people with disabilities. The Quality Assurance Committee will review the progress on WorkSource services to people with disabilities including the accessibility to programs outside of the Division of Vocational Rehabilitation as well as the accessibility of the self-service options in the sites. Teresa will include this information in future Quality Assurance reports. Scott Hutsell asked if there would be a chart included in the Monthly Contractor Report for the disability information. Rod answered that that is the hope, but it depends on the reporting capabilities.

Administrative Committee Report

The service providers, Kathy Covey, Jennie Weber, and Doug Loney excused themselves from the meeting at 12:43 p.m. Bill Clemens reported that the WDC had issued two requests for proposals (RFP's) for the WIOA Adult and Dislocated Worker programs for the coming two years beginning July 1, 2016. The first RFP covered the four northern counties: Ferry, Stevens, Pend Oreille, and Lincoln. The second RFP was for the five southern counties: Whitman, Asotin, Garfield, Columbia and Walla Walla. On May 12th the Administrative committee met to review the RFP's.

The council contracted with Marty Wold to serve as the RFP Coordinator. Marty led the discussion on the proposals. Rural Resources and ESD WorkSource Colville submitted a joint proposal for the four northern counties and Rural Resources, Blue Mountain Action Council and ESD WorkSource Walla Walla submitted a joint proposal for the five southern counties. Bill said that the committee discussed and ranked each proposal separately. The committee agreed that the proposals were well-written and that the service providers have demonstrated their capacity to deliver the programs in a manner that meets the requirements of the RFP.

Scott Habenicht asked if there were any other bids received. Bill said that there weren't. Bill stated that based on the scores, the administrative committee recommends that the WDC and Regional Board approve the award of Adult and Dislocated Worker contracts for the northern counties to Rural Resources and ESD and approve the award of Adult and Dislocated Worker contracts for the southern counties to Blue Mountain Action Council, Rural Resources and ESD, in accordance with the formula allocations issued by the Employment Security Department when the allocations become available.

Art Swannack made a motion for the Regional Board to approve the recommendations of the Administrative Committee to award a contract to Rural Resources to provide adult services and a contract to Employment Security Department to provide dislocated worker services in the northern four counties and to award contracts to Blue Mountain Action Council and Rural Resources to provide adult services and a contract to Employment Security Department to provide dislocated worker services in the southern five counties. Mike Talbott seconded the motion. The motion passed.

Scott Habenicht made a motion for the Workforce Development Council to approve the recommendations of the Administrative Committee to award a contract to Rural Resources to provide adult services and a contract to Employment Security Department to provide dislocated worker services in the northern four counties and to award contracts to Blue Mountain Action Council and Rural Resources to provide adult services and a contract to Employment Security Department to provide dislocated worker services in the southern five counties. Jeff Koffel seconded the motion. The motion passed.

Scott Hutsell expressed his thanks to Marty Wold for being diligent and doing an excellent job on the RFP.

The service providers returned to the meeting at 12:47 p.m.

Director's Report

Rod reported the strategic plan was submitted to the State and Workforce Training Board on May 2nd. The original timeline identified May 23rd as the date comments would be returned to the local areas. A notice has gone out to the local areas that they were delaying sending comments and will be extending the deadline for areas to submit the plan to the State for Governor approval to June 17th. Rod stated that when feedback is received he will get it out to the Board and the Executive Committee will meet and approve the Strategic plan at that time.

Ken Maestas made a motion to change the process to approve the Strategic plan at an Executive Committee meeting. Scott Hutsell seconded the motion. The motion passed

Rod informed the board that a monitoring team from ESD was on site in Colville in April. The team looked at administrative controls, time and effort, procurement, financial reporting, cash management, cost allocation, budget controls, and personnel. The team reviewed six youth files for program eligibility and supportive services and to verify that policies and procedures were followed as well as nondiscrimination and equal opportunity requirements were met. There were no issues identified and the team was helpful to give technical assistance for WIOA. Kathy Covey asked if the administrative entity was audited. Rod explained that Rural Resources is the administrative entity and under goes an independent audit. The monitoring team reviews the outcomes of the audit as well as the fiscal policies to make sure that the WDC is following what the council expects.

Rod reported that the WDC has received the allocations and permission to release the funds for the Youth program, and the preliminary allocation amounts for the Adult and Dislocated Worker programs. The funding came in as an increase of approximately 20%. The increase comes from the State receiving an increase and from the work that Tom O'Brien had done last year with the allocation model that helped some counties in our area bounce back from the reductions they saw last year. Rod explained that Walla Walla took a big hit in allocations last year and this year the additional funding will help replace that.

Rod reviewed the performance measures for WIOA. He explained that there is a broader focus with WIOA. WIOA replaced WIA, and has retained and amended the Adult Education and Literacy Act, the Rehabilitation

Act of 1973, and Wagner-Peyser. Rod said that everyone will be counted on the same measures. Entered Employment is now measuring employment in the 2nd quarter, Wage will be measured as median wage in the 2nd quarter, and Retention will be measuring people that are working in the 4th quarter after exit. There is a new Employer measure that will be measuring employer satisfaction. Art Swannack asked how median wage will be measured; Rod said that the median wage is the one in the middle and his understanding is that they will list out all of the wages and the one that is in the middle will be that wage achieved. Rod also stated that it will be a challenge to track the measure.

Rod informed the board that there is a new contract with DVR for Pre-Employment Transitional Services. In the program, youth will go through internships and workplace readiness training including learning how to fill out job applications and resumes, interviewing and work maturity skills. They will go through a 55 hour internship that will be evaluated by the employer. Scott Hutsell asked what age group will be served; Rod answered that it is for 16 to 21 years old. One of the stipulations will be that the participant will need to have an IEP or 504 plan. Deana Zakar asked when this will start; Teresa said it is ready to start now. Rod mentioned that the YouthWorks grant has been renewed, it is to provide internships to primarily out of school youth. The projects are in Walla Walla and Clarkston and will work mostly with opportunity students which are youth in drop out re-engagement programs that are self-paced and designed to keep students on track to graduate.

The One-Stop Operator and WorkSource Center certification will be coming up soon, Rod mentioned that by the next meeting we will be voting on those. Sector panels will start soon. There will be a health skills panel and a manufacturing panel.

Regional Economist Report:

Ajsa Suljic, Regional Economist with Employment Security, presented the labor market report. Ajsa reported the unemployment rates are trending down, jobs are being added which aids in the changing unemployment rate. Labor force is in slow growth, which could be an indication of confidence in the state as well as our nine counties. Ajsa said it has taken almost five years to recover to pre-recession labor force numbers. All counties are seeing growth. Ferry County has the highest unemployment, but is gaining the labor force back quickly. Employment for Eastern Washington for all industries has grown faster than Washington State as a whole.

Ajsa stated that the top industries are government, manufacturing and healthcare. Healthcare has grown by 5.1% in Eastern Washington. There is a large gap at this time for labor market supply and demand in healthcare and social assistance occupations, there is a large demand and the need for workers is great.

Ajsa's full PowerPoint presentation can be accessed at: <http://ewpartnership.org/reports>

WorkSource Report:

Jennie Weber stated that there is no dashboard data available at this time, WorkSourceWA had a soft-launch on May 3rd, with over 500,000 job seeker records migrating to the new system.

Doug Loney presented information on the new system, WorkSourceWA. There is a customer site and a staff site. As with all large scale launches, there are a few hiccups, but it is moving forward quickly. Doug said one of the benefits of the system is the two sites are able to talk to each other in real-time. Doug explained that customers first need to set up a Secure Access Washington account, it is user friendly and linked to other services that customers may need like being able to renew a driver's license or purchase a fishing license.

Doug walked the council through the dashboard on the website. Customers are able to create and store their resumes and cover letters, making it easy to apply for jobs they find on the site. Customers can sign up for

workshops or classes in their area along with using a budget calculator and other resources to aid in their job search.

There is improved job listing, resume search, and candidate screening function for employers. Doug said the State verifies each employer to ensure that fake businesses aren't set up, that process can take up to 2-3 days. WorkSourceWA is a good tool for small businesses or large companies.

Old Business:

None

New Business:

Scott Hutsell said he went to Tom O'Brien's retirement party in April, it was very well attended and Tom is well thought of and respected.

Jerry Anhorn announced that they were awarded \$150,000 for twelve new PLC trainers in Clarkston.

Rod announced the next meeting will be held on September 22, 2016.

The meeting adjourned at 1:54 p.m.