

NWDC ▶ Northwest Workforce Development Council

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Northwest Workforce Development Council Meeting Minutes August 24, 2005 Room 103, WorkSource Skagit

Action Items:

- **Approval of the Consent Agenda:**
 - **May 25, 2005 Council Meeting Minutes**
 - **PY 05 Third and Fourth Quarter Internal Monitoring for PY 2005**
 - **WIA IB Performance Report PY2004 4th Quarter (Annual) - WIA Title IB Adult, Dislocated Worker and Youth**
 - **NWDC Business Service Sector Initiatives: (1) Wood Products Manufacturing Skill Panel application; (2) Northwest Alliance for Health Care Skills “Extended” panel application; (3) Demand Side Training for Incumbent Workers-Construction solicitation; and (4) Marine Manufacturing Skill Panel, Phase II extension**
 - **Application for the Albert Haller Foundation Grant for Clallam County AmeriCorps**
 - **Revised Certification Timelines for WorkSource Centers**
- **Approval of 2005-2007 Strategic and Operations Plans**
- **Approval to extend full certification to Mount Vernon WorkSource Affiliate**

Minutes:

The meeting was brought to order by Chair Dick Nord at 2:00 pm.

Chair Nord introduced Dave Mallory, Peter Hallgrimson and Rocky Davis of the ESD Veterans Department, who presented a certificate and letter of appreciation to Commissioner Munks for serving as the keynote speaker at a Veterans Job Fair during the June 2005 Hire a Veteran month.

Chair Nord asked the other guests to introduce themselves.

Consent Agenda:

There was unanimous approval of the consent agenda, on a motion by Terry Brennan, seconded by Bill Shuler.

- Approval of May 25, 2005 Council Meeting Minutes
- Approval of PY 05 Third and Fourth Quarter Internal Monitoring for PY 2005
- Approval WIA IB Performance Report PY2004 4th Quarter (Annual) - WIA Title IB Adult, Dislocated Worker and Youth
- Approval of the NWDC Business Service Sector Initiatives: (1) Wood Products Manufacturing Skill Panel application; (2) Northwest Alliance for Health Care Skills “Extended” panel application; (3) Demand Side Training for Incumbent Workers-Construction solicitation; and (4) Marine Manufacturing Skill Panel, Phase II extension

- Approval to apply for the Albert Haller Foundation Grant for Clallam County AmeriCorps
- Revised Certification Timelines for WorkSource Centers

Chair Nord reported that the NWDC has received funding for Skill Panel development in Marine Manufacturing, Wood Product Manufacturing, and the Northwest Alliance for Health Care Skills. Executive Director Gay Dubigk reported that Whatcom Community College and Bellingham Technical College have received funding to support expansion of their nursing education programs. Michele Koci reported that Skagit Valley College has received funding to increase capacity in its medical education programs.

Council Report:

Deputy Director Alex Kosmides presented a PowerPoint report detailing activities and performance achievements of the Council's WIA programs during the past year.

Correspondence/Director's Report:

Executive Director Gay Dubigk reported that the WWU Center for Economic and Business Research (CEBR) is working with the NWDC to develop a regional approach to workforce and economic development. A group has convened, and had the first meeting in August 2005. One initial focus is on easier access to regional demographic, occupational and economic data.

She reported that WorkSource Whatcom will serve as a beta site for the Microsoft Unlimited Potential pilot, scheduled to take place in September. This is a statewide project being coordinated by the Seattle/King Workforce Development Council and Microsoft. The pilot is a series of curricula designed to provide basic computer skills training to adults who have had no exposure to computers. Council members requested further information about the pilot. Chair Nord requested time later on the agenda for members to continue to discuss the potential of the Microsoft Pilot Project and more specifically, computer basics for adult job seekers.

2005-2007 Strategic and Operations Plans:

After discussion, there was unanimous approval of the 2005-2007 Strategic and Operations Plans, on a motion by Don Munks seconded by Tammie O'Dell.

WorkSource:

Recommendation for full certification status to Mount Vernon Affiliate – After a description of the process and activities surrounding the certification of the site provided by Certification Team Chair Tammie O'Dell, The Council granted unanimous approval of the recommendation to grant full certification status to the Mount Vernon WorkSource Affiliate, on a motion by Tammie O'Dell seconded by Steve Koch. Council members engaged in discussion of the certification, thanking staff for their work during the certification process.

Skagit Co-location facility update –

Dick Nord provided a summary of activities to date. Dan Vogel provided information on the new WorkSource Skagit facility, noting that construction is progressing on schedule.

The building is slated for completion by December 15, 2005. The board may have an opportunity to tour the building at its next meeting in November.

Gay reported that the lease for the Affiliate expires on 9/30, and described plans to house affiliate staff until the new building is ready for occupancy. Some of the affiliate staff will go to the Community Service Office, veterans to the Community Action Agency, with the majority being housed in the current WorkSource Skagit.

WorkSource and Governor's GMAP -

Gay provided background summary on Government Management, Accountability and Performance (GMAP), which sets standards for performance and accountability for state agencies. Gay noted that GMAP performance goals are intended as WorkSource system measures and are in addition to other sets of performance measures the WDC is required to meet. The WIA performance measures, for example, contain 29 elements. Deputy Director Alex Kosmides played a video of ESD Commissioner Karen Lee testifying before Governor Gregoire on the performance of the Department. There was general discussion about how the GMAP initiative and other WIA and system performance measures may influence service delivery and have unintended consequences. Gay reported that the WDC's Quality Assurance Committee is tracking the different sets of performance measures and issues raised by the introduction GMAP and the new Department of Labor Common Measures.

Old Business:

There was no old business.

New Business:

Sheila Brillson, Board member alternate and the ESD's Area Director, volunteered an update on reduction in force issues at ESD, reporting that ESD regional offices have been eliminated, in favor of 12 areas, to align with the State's WDC organizational structure. She introduced Ronnie Sue Johnson, ESD WorkFirst Supervisor, who presented an unscheduled report on activities of the Employment Security Department in the Northwest area.

Public Comment:

There was no public comment.

The meeting was adjourned by Chair Nord at 3:45 pm.

Attendance:

Committee Members – Colonel Betz, Chair Dick Nord, Shirley Osborn, Commissioner Don Munks, Steve Koch, Rhea Nelson, Bill Thorn, Nancy Wolke, Mike Gallus, Tammie O'Dell, Sharon Hart, Cynthia Shelton, Sheila Brillson, Kim Shillinger, Terry Brennan, Bill Shuler, Ian Munce, Lori Province, Michele Koci, Tonja Meyers, Gerald Pumphrey

Staff – Gay Dubigk, Alex Kosmides, Kit Vonnegut, Rafeeka Gafoor, Gary Smith, Dan Vogel

Guests – Dave Mallory, Donna Zimmer, Rocky Davis, Peter Hallgrimson, Ronnie Sue Johnson, Chris Mietus