



WIOA Steering Committee Meeting Minutes

May 5, 2015

Steering Committee Members Present:

Gary Chandler, Association of Washington Business
Jeff Johnson, Washington State Labor Council
Marty Brown, State Board for Community and Technical Colleges
Dale Peinecke, Employment Security Department
Dave Condon, representing Chief Local Elected Officials
Betty Klattenhoff for Randy Dorn, Office of Superintendent of Public Instruction
Alex Pietsch, Department of Commerce
Diane Klontz, Department of Commerce
Andres Aguirre, Department of Social and Health Services Division of Vocational Rehabilitation
Lou Oma Durand, Department of Services for the Blind
David Stillman, Department of Social and Health Services, TANF
Mark Mattke, Spokane Area Workforce Development
Jon Kerr, State Board for Community and Technical Colleges, Adult Basic Education
Charlotte Garrido, Kitsap County Commissioner
Ken Dahlstedt, Skagit County Commissioner

Welcome and Introductions

Jeff Johnson and Gary Chandler welcomed guests and made introductions, the minutes were approved as presented.

Timelines – Terri Colbert, WIOA Program Administrator at the Workforce Board, informed the committee that the timeline for each subcommittee has been set and that the goals to complete by June 1, 2015 have been distinguished from those to complete by June 1, 2016. Workforce Board Executive Director Eleni Papadakis and Terri are working on a timeline for subcommittee recommendations that need to move through the Steering Committee and be presented to the Governor by July of this year. The Committee discussed the process for drafting recommendations.

Notice of Proposed Rule Making

Eleni Papadakis updated the Committee on the Federal Notice of Proposed Rule Making (NPRM). The NPRM was released jointly by US Department of Labor (USDOL) and US Department of Education (USDoE). The NPRM process is the mechanism for which the two departments will provide information on which way they are likely to go on the developing rules and allows the public the opportunity to comment back on their intended direction. The Workforce Board has a statutory obligation to submit

comments on behalf of the workforce development system. Eleni noted that rather than submitting each individual comment, Workforce Board staff will be compiling comments, identifying themes and submitting recommendations for rule development based on common areas of concern.

Eleni discussed with the committee some of the issues that have surfaced through the comments process and asked committee members to please review the portions applicable to their business and submit comments to Nova as soon as possible.

Subcommittee Reports

Education and Career Pathways – Beth Thew, thanked Eric Wolf, Workforce Board staff for his excellent work providing committee support. She then provided the committee with an overview of the work of the subcommittee and went over how the committee arrived at the following recommendations

- A system-wide, standard definition for the “career pathways” concept
- Guidance to the Governor and the Employment Security Department on a process for approving up to 100 percent transfers of funds between the Adult and Dislocated Worker programs.

After an in-depth discussion the committee agreed on the following definition for “career pathways”:

The career pathway approach connects levels of education, training, counseling, support services, work experience, and credentials for specific occupations in a way that optimizes continuous progress towards the education, employment, and career goals of individuals of all ages, abilities, and needs.

This approach helps individuals earn marketable credentials; prepares an individual to be successful in any of a full range of secondary or postsecondary education options, including apprenticeships and other work-based learning opportunities; engages individuals in further education and employment; and helps individuals achieve sustained economic success. Career pathways deeply engage employers and help meet their workforce needs; they also help the state and its communities strengthen their workforces and economies.

Marty Brown moved to approve the definition of career pathways as amended during the discussion. Mark Mattke seconded the motion and it passed unanimously.

The Committee then discussed the process for approving up to 100 percent transfer of funds between adult and dislocated worker programs. The subcommittee’s recommendation was for Employment Security Department (ESD) to continue to apply its existing transfer request procedure when a local area Board applies for fund transfer flexibility--potentially up to 100 percent flexibility, as allowed by the Workforce Innovation and Opportunity Act (WIOA).

After applying the existing transfer request procedure, ESD may authorize a partial or full transfer of funds for transfers up to 50 percent of the base allocation from either program. A transfer request in excess of 50 percent of the base allocation from either program must be approved by both ESD and by a vote of the Workforce Board. For transfer requests above 50 percent, local area boards will submit a single request application to both the Workforce Board and ESD and ESD may approve up to 50 percent of the fund transfer before the Workforce Board grants approval for the remaining balance.

After an exhaustive discussion of the advantages and disadvantages of the recommended process the Steering Committee agreed to ask the subcommittee to come back to the Workforce Board at their next meeting with an amended recommendation that allows ESD to approve funds transfers up to 100 percent in consultation with the Workforce Board.

Accountability and ETPL – Dave Pavelchek, Workforce Board provided information on the 2015 ETPL Revisions. He informed the committee that normally the Workforce Board would already be in the process of reviewing programs but are taking a different approach this year. He explained that Washington has one of the better Eligible Training Provider List (ETPL) systems currently in use for identifying training providers to serve Workforce Investment Act (WIA) adults and dislocated workers. The system that is in place has most of the basic features required by WIOA. However significant updates and modifications are expected to be necessary. Because of the workload associated with planning and implementing the updated systems which WIOA requires, the sub-committee is recommending the Steering Committee approve a recommendation to forgo any significant updates or changes to the current provider criteria in order to focus staff resources on making the larger changes necessary under WIOA.

David Stillman motioned to approve the recommendation to forego any significant updates or changes to the current provider criteria in order to focus staff resources on making the larger changes necessary under WIOA. Charlotte Garrido seconded the motion and it passed unanimously.

Dave Pavelchek updated the Steering Committee on additional task force activities.

Local Government and Sector Strategies – Bill Messenger and Caitlyn Jekel, Washington State Labor Council, provided the Steering Committee with the following five recommendations:

- The task force requested that the Steering Committee include the subcommittee's recommended sector framework providing guidance for closing skills gaps and clarifying the Board's role in supporting sector strategies be included in the state plan.

Marty Brown motioned to approve the subcommittee's recommendation, Alex Pietsch seconded the motion and it passed unanimously.

- The task force requested the steering committee approve the draft letter developed to inform Chief Local Elected Officials of the WIOA requirement to identify planning regions to better align workforce activities with regional economies and economic development activities.

After an in-depth discussion regarding stakeholder engagement, the letter and its attached maps the committee agreed the draft letter was acceptable with some minor changes.

Charlotte Garrido moved to approve the letter with a little finessing per the Steering Committee's discussion. Alex Pietsch seconded the motion and it passed unanimously.

- The Task force made the following recommendations on Workforce Development Board composition.
 - All potential board members must be nominated by an appropriate nominating body for consideration in the appointment process.
 - The board member categories identified in WIOA assure that critical expertise is included in the decision making process of local boards. Therefore the practice of having local board members fill more than one seat is discouraged. In those instances where local situations make it necessary for a member to fill more than one seat on the local board, a member filling two or more seats must not only be able to represent both seats, but s/he must also have “optimal decision making authority” and “demonstrated experience and expertise” for all seats s/he fills. Additionally, the local boards should find ways to assure adequate expertise of all required viewpoints via committees, task forces, etc.

After an in-depth discussion primarily centered around allowing local board members fill more than one seat the Steering Committee was unable to reach a consensus and agreed to bring the matter before the Workforce Board at their next scheduled meeting.

- The task force recommended that the Subcommittee forward a recommendation to the Steering Committee that supports the option for the Governor to approve alternative entities. The Governor will need to review the actual membership categories of those applying for alternative entity status to assure that these entities meet the criteria under which they were certified.

Board members of alternative entities will still need to have optimal decision making authority and demonstrated expertise and experience as per the WIOA. The recommendation (above) that all applicants for board positions be nominated by appropriate organizations would also apply. Alternative entities that do not have a member(s) representing adult education programs should show how they have engaged adult education programs in their planning and decision-making processes. Additionally, all other requirements of the WIOA apply to alternative entities.

David Condon motioned to approve the recommendation. Betty Klattenhoff seconded the motion and it passed unanimously.

- The Task force recommended the development of a designation policy. The policy should state:
 - The process by which the Governor will consult with the state workforce board and consider public comment for the designation of local workforce areas.
 - The length of initial designation as two years.
 - The requirement for the Governor to approve all requests for designation from areas that were designated under WIA, met performance requirements and maintained fiscal integrity as defined by the Department of Labor over the previous two years.
 - The process by which the Governor could choose to designate/redesignate a local area that does not meet the performance and fiscal integrity requirements under WIOA.

- The requirement that the Governor subsequently designate a local area that has performed successfully, sustained fiscal integrity, and in the case of a local area in a planning region, met the planning region requirements during the 2-year period of initial designation.
- The requirement that redesignation be automatic as long as the Chief Elected Official and Local Board do not notify the Governor that they no longer wish to operate as a local area.
- The option the Governor has to evaluate a local area at any time to ensure that it continues to meet the requirements for subsequent eligibility, but not less than once every 4 years.
- The actions a Governor may take if a local area fails to meet designation criteria.
- The definition of “performed successfully” and “maintained fiscal integrity”.
- The process by which local areas will apply for and receive designation.
- The appeals process for areas denied designation.

Dale Peinecke motioned to approve the recommendation. David Stillman seconded the motion and the motion passed unanimously.

The Task forces will present at the May 28, 2015 Workforce Training and Education Coordinating Board Meeting.

Meeting Adjourned at 12:37 p.m.