



**MINUTES OF MEETING NO. 200  
June 8, 2016**

**Board Members Present:**

Perry England, Chair  
Creigh H. Agnew, Representing Business  
Beth Thew, Representing Labor  
Gary Chandler, Representing Business  
Caitlyn Jekel, Jeff Johnson, Representing Labor  
Lee Anne Caylor, Representing Business  
Cheryl Fambles for Mark Mattke, Representing Local Government  
Chris Alejano, Representing Underserved Populations  
Marty Brown, State Board for Community and Technical Colleges (SBCTC)  
Dale Peinecke, Employment Security Department (ESD)  
Cary Retlin for Brian Bonlender, Department of Commerce (Commerce)  
David Stillman for Kevin Quigley, Department of Social and Health Services (DSHS)

**Board Staff Present**

Eleni Papadakis, Executive Director

**Welcome and Introductions**

Mr. Perry England called the Workforce Training and Education Coordinating Board (Workforce Board) meeting to order at 9 a.m. at the Highline College Campus in Des Moines.

Mr. Cary Retlin gave an overview of the offender re-entry program that he's been working on. He reported a taskforce has been formed that includes subject-expert members appointed by the Governor as well as former inmates.

Mr. Perry England went over the agenda.

Motion 16-200-01: Mr. Marty Brown moved to reorder the agenda to take the budget item earlier in the day. Mr. Lee Newgent seconded the motion and it passed.

**Chair's Report**

Motion 16-200-02: Ms. Beth Thew moved to adopt the April 20, 2016 Board Meeting Minutes as presented. Ms. Lee Anne Caylor seconded the motion. The motion passed unanimously.

Board members discussed their upcoming retreat. The retreat will focus on building a high-functioning team that includes other viewpoints and working together to move forward.

Mr. Perry England gave an overview on the Board's partnership with the Washington State Board of Education (SBE) on defining career readiness. Ms. Eleni Papadakis brought the Board's attention to a letter from the SBE included in their brown folder. She reported that she had met with the SBE's Executive Director, Ben Rarick, to gather additional information on the SBE's expectations. The Board discussed what they thought would be the appropriate level of involvement and Ms. Papadakis noted that the Board and the SBE are working on scheduling a joint Board meeting coming up in the next couple of months.

### **Executive Director's Report**

Ms. Eleni Papadakis announced that Terri Colbert, Board Staff, had received the Governor's award for management for her work on the implementation of the Workforce Innovation and Opportunity Act (WIOA). The Board congratulated Ms. Colbert.

The Board discussed forming a legislative committee to work on policy changes that need to take place in support of the State's strategic plan, Talent and Prosperity for All (TAP). The Board agreed that it was a little early to start the work itself but asked Ms. Nova Gattman to start the process of pulling the committee together.

Ms. Papadakis announced that the Governor has asked the Board to lead an Upskill Backfill initiative. The initiative is referenced in the Integrated Service Delivery portion of the TAP Plan because WIOA took off the timelines. This allowed us to use incumbent workers and pay for them in employer sites and then backfill them as the incumbent workers get promoted. It also ties growth needs to Employment and Training. The idea is that Washington's workforce development system is the first line of recruitment to prepare people for those jobs. The initiative is tied to two of the Governor's Priorities- developing a pipeline out of poverty through jobs, and ensuring our businesses get the middle skill workers they need when they need them. The Board has been asked to put the concept together. There is no specific number yet, but the Governor wants us to be able to describe how existing system investments can support a statewide Upskill Backfill program and identify where the funding issues may be.

### **State Economic and Revenue Outlook**

Mr. Steve Lerch, Economic Forecast and Revenue Council, gave a presentation on the most recent economic forecast. He reported that the economy is recovering, but still not at the pace expected for coming out of a recession. He spoke about the economic growth in other countries, the housing and construction market, and the relationship between employment and population on a national level.

### **Employment Security Update**

Mr. Dale Peinecke updated the Board on the Employment Security Department's (ESD) agency reorganization. He reported that the goal of the reorganization is to move decision-making as close to the customer as possible, and to engage working-level partners across the state. He went over the key principals in aligning staff and highlighted the customer-centered design.

## **Board Composition and Agency Participation**

The Board's advising attorney, Justin Kjolseth, provided the Board with an overview of their current structure, the issues surrounding potential changes, options, and next steps. The presentation was in response to the Board's inquiry as to whether or not new voting members from core programs and partner agencies could be added to the current makeup without opening the statute or jeopardizing the Board's grandfathered status. After an in-depth discussion, the Board agreed that they would not seek to open the statute to add new voting members, but instead would explore other avenues to include partner organizations. The Board requested that staff work with the Attorney General's office to meet with the interested parties.

## **Workforce Board Budget**

Ms. Glenna Red Elk provided the Board with an overview of the Carl Perkins distribution and the Agency's Operating Budget.

Motion 16-200-03: Ms. Beth Thew moved to approve the Carl Perkins distribution as presented. Mr. Marty Brown seconded the motion. The motion passed unanimously.

Motion 16-200-04: Ms. Beth Thew moved to approve the Carl Perkins distribution as presented. Mr. Marty Brown seconded the motion. The motion passed unanimously.

In response to the Board's inquiry Ms. Marie Bruin, ESD, provided an overview of her agency's work on funding for long-term unemployment.

## **Business Engagement Strategies**

In support of the renewed emphasis on industry engagement in WIOA and Washington State's Talent and Prosperity combined plan, the Board commissioned a short research project (March-May) to find out what is currently going on across the state related to industry engagement and industry sector partnerships. Ms. Lindsey Wolsey, The Wolsey Group, walked the Board through her findings including information on the current state of Business Engagement. She noted that when pressed to define a gold standard, most interviewed agreed that ideally more than one public program benefits from an employer engagement endeavor (vs. each engaging employers separately), and that employers engage as partners in defining human capital needs, over a long period of time, and at some critical mass. Most also felt that this gold standard is very difficult to achieve. Examples of strategies that come close to the gold standard exist, but warrant further profiling. She provided some examples of possible strategies and common themes.

## **TAP Implementation Update | WIOA Local Planning Process Update**

Ms. Terri Colbert gave an overview of the TAP implementation efforts to-date including the proposed implementation committees and committee chairs. Mr. David Stillman volunteered participation in the Accountability/Data Sharing and Performance Committee from the Department of Social and Health Services (DSHS).

The Board discussed how the committees were formed and the process for selecting members.

Ms. Colbert also updated the Board on the local plan approval process. She reported that the local areas completed their plans and submitted them to Workforce Board staff in early May. Then, in mid-May, staff convened a 12-member review committee, which took five days to complete a comprehensive review of the local plans. The two teams used a rubric that mirrored the plan guidelines and became the tool used to determine if the response adequately addressed the guidelines. WIOA does not require local plans to be approved before the beginning of the WIOA program, and in Washington's case, the State Plan has not even yet been approved. In light of these factors, staff asked the Board to consider extending the deadline for provisional local plan approval to June 22, 2016. After an in-depth discussion, the Board agreed to consider local plan approval at a special meeting scheduled for June 22<sup>nd</sup>.

### **CTE Showcase of Skills**

Ms. Terri Colbert gave an overview of the proposed 2017 CTE Showcase of Skills. The showcase is intended to highlight Career and Technical Education through a competition where 25 teams from across the state will come together to build 25 homeless shelters. The completion will take place on the Capital Campus during the legislative session. When the homeless shelters are completed, they will be donated back to local communities in need of housing for the homeless. The Board was excited about this opportunity and committed to supporting it. Mr. Stillman asked for information on how DSHS could help. Ms. Colbert committed to finding a way for DSHS to contribute through registration with the Combined Fund Drive.

The meeting adjourned at 3:00 p.m.



**MINUTES OF SPECIAL MEETING NO. 201**  
**June 22, 2016**

**Board Members Present:**

Perry England, Chair  
Creigh H. Agnew, Representing Business  
Beth Thew, Representing Labor  
Gary Chandler, Representing Business  
Caitlyn Jekel, Jeff Johnson, Representing Labor  
Lee Anne Caylor, Representing Business  
Cheryl Fambles for Mark Mattke, Representing Local Government  
Chris Alejano, Representing Underserved Populations  
Marty Brown, State Board for Community and Technical Colleges (SBCTC)  
Tim Probst for Dale Peinecke, Employment Security Department (ESD)  
Carolyn McKinnon for Brian Bonlender, Department of Commerce (Commerce)  
David Stillman for Kevin Quigley, Department of Social and Health Services (DSHS)

**Board Staff Present**

Eleni Papadakis, Executive Director

**Welcome and Introductions**

Mr. Perry England called the Workforce Training and Education Coordinating Board (Workforce Board) meeting to order at 1:30 p.m. by phone.

**Workforce Development Council Plan Approval**

Ms. Terri Colbert provided the Board with background information on the local plan approval work that has been done to date. She reported that at the Workforce Board's June 8 meeting, Board members agreed to provide Workforce Development Councils (WDCs) additional time to align their local plans and receive provisional approval as they worked on their revisions. However, those WDCs that completed all required edits, and submitted their final plans to Workforce Board staff by June 13, would have their plans considered by the Board for approval, and for recommendation to the Governor for final approval. For those WDCs still working on their plans, the Board will vote on approval in the late fall or early winter.

After careful review, the Board's staff recommended the following local plans be approved to move forward for Governor approval:

- Pacific Mountain Workforce Development Council
- Workforce Southwest Washington
- Northwest Workforce Council

- The Workforce Development Council of Seattle-King County
- Workforce Central (Pierce County)
- South Central Workforce Development Council
- Eastern Washington Partnership Workforce Development Council
- Spokane Area Workforce Development Council

The remaining four areas were recommended for provisional approval as they continue revising their plans:

- Olympic Workforce Development Council
- Workforce Snohomish
- North Central Washington Workforce Development Council
- Benton-Franklin Workforce Development Council

The Board discussed the approval of the local plans, and ultimately determined that they were not ready to move any of the plans forward for the Governor's approval without a final review from the review committee.

Motion: 2016-201-01: Mr. Tim Probst moved to provisionally approve the plans in order to see what the Department Of Labor letter says, and in order to let the review committee review the work that Ms. Colbert did. Mr. Probst asked the Board to schedule a meeting to take final action within the next two to three weeks. Mr. Gary Chandler seconded the motion and the motion passed.

The meeting adjourned at 3:30 p.m.



**MINUTES OF SPECIAL MEETING NO. 202**  
**July 6, 2016**

**Board Members Present:**

Perry England, Chair  
Creigh H. Agnew, Representing Business  
Beth Thew, Representing Labor  
Gary Chandler, Representing Business  
Caitlyn Jekel, Jeff Johnson, Representing Labor  
Lee Anne Caylor, Representing Business  
Cheryl Fambles for Mark Mattke, Representing Local Government  
Chris Alejano, Representing Underserved Populations  
Marty Brown, State Board for Community and Technical Colleges (SBCTC)  
Dale Peinecke, Employment Security Department (ESD)  
Cary Retlin for Brian Bonlender, Department of Commerce (Commerce)  
David Stillman for Kevin Quigley, Department of Social and Health Services (DSHS)

**Board Staff Present**

Eleni Papadakis, Executive Director

**Welcome and Introductions**

Mr. Perry England called the Workforce Training and Education Coordinating Board (Workforce Board) meeting to order at the Washington State Labor Council office in Olympia.

**Overview of State and National Career Readiness Initiatives**

Mr. England opened the discussion by going over the expectations of the day's meeting. He noted that he would like a format of discussions going forward including the size of the meetings, frequency, and who's involved. Then, he would like the Board to consider deliverables.

Mr. Eric Wolf provided the Board with background information on the Career Readiness Initiative with the State Board of Education (SBE). He provided an overview of national trends in defining career readiness, and spoke about recent state initiatives associated with career readiness and developing multiple pathways, including projects led by the Workforce Board and partner agencies. Board members then discussed how to proceed with the joint SBE initiative on defining career readiness.

The Board discussed how long the focus has been on college readiness, and that working on a definition for career readiness is an exciting opportunity. They expressed some concern regarding the size of the workload and whether or not staff had the capacity to take this issue on.

There was a lot of discussion surrounding the importance of this work and aligning efforts with the SBE and the Office of Superintendent of Public Instruction. There was also a lot of discussion surrounding the momentum behind this issue. The Board agreed that this is an opportune time to really dive into career readiness, as many adults are part of a generation that did exactly what they thought they were asked to do, but walked out of college with debt and no jobs. They are now advising their kids that this may not be the best route for them, even though they still have the belief that they've failed by not attending college.

The Board discussed next steps and agreed to participate in a joint meeting with the SBE.

The meeting adjourned at 3:00 p.m.



**MINUTES OF SPECIAL MEETING NO. 203**  
**July 22, 2016**

**Board Members Present:**

Perry England, Chair  
Creigh H. Agnew, Representing Business  
Beth Thew, Representing Labor  
Gary Chandler, Representing Business  
Caitlyn Jekel, Jeff Johnson, Representing Labor  
Lee Anne Caylor, Representing Business  
Cheryl Fambles for Mark Mattke, Representing Local Government  
Chris Alejano, Representing Underserved Populations  
Marty Brown, State Board for Community and Technical Colleges (SBCTC)  
Tim Probst for Dale Peinecke, Employment Security Department (ESD)  
Carolyn McKinnon for Brian Bonlender, Department of Commerce (Commerce)  
David Stillman for Kevin Quigley, Department of Social and Health Services (DSHS)

**Board Staff Present**

Eleni Papadakis, Executive Director

**Welcome and Introductions**

Mr. Perry England called the Workforce Training and Education Coordinating Board (Workforce Board) meeting to order at 10:00 a.m. by phone.

**Workforce Development Council Plan Approval**

Ms. Terri Colbert provided the Board with background information on the local plan approval work that has been done to date. She reported that at the Workforce Board's June 8 meeting, Board members agreed to provide Workforce Development Councils (WDCs) additional time to align their local plans and receive provisional approval as they worked on their revisions. However, those WDCs that completed all required edits, and submitted their final plans to Workforce Board staff by June 13, would have their plans considered by the Board for approval and for recommendation to the Governor for final approval. On June 22, the Board referred the local plans back to the review committee for a final review prior to approval.

Per the Board's request, the review committee met and went over all 12 of the local plan submissions. After the review, their recommendation was to requests that all 12 plans be substantially approved, along with recognition of their extensive strategic and operational planning done to this point. This will be the status of all plans through the initial two-year period.

Board staff clarified that substantial approval means that while local areas are expected to move toward addressing some of the issues identified in their plans, a full review of their progress will not take place before the next scheduled review period in two years.

Motion 2016-203-01: Ms. Caitlyn Jekel moved to accept the recommendation to substantially approve all 12 plans. Ms. Beth Thew seconded the motion and the motion passed.

Meeting Adjourned at 10:35 a.m.