

**WASHINGTON STATE  
WORKFORCE TRAINING AND EDUCATION COORDINATING BOARD  
MEETING NO. 171  
JUNE 27, 2013**

**WORKFORCE DEVELOPMENT COUNCIL PLAN APPROVAL**

Executive Order 99-02 directs Washington's Workforce Development Councils (WDCs), in partnership with Chief Local Elected Officials (CLEOs), to develop local integrated workforce plans. The integrated plan must include a strategic plan for the area's workforce development system and a Workforce Investment Act (WIA) operations plan. Local integrated workforce plans shall be consistent with the state's strategic plan for workforce development (Executive Order 99-02 Part 7.B) and the State WIA Integrated Workforce Plan. The current local plans expire on June 30, 2013.

On November 15, 2012, the Workforce Board, in coordination with the Employment Security Department (ESD), adopted guidelines for use by the WDCs in the development of a new local plan. The WDCs were directed to write a plan containing five distinct sections:

- Section I      The strategic plan for the area's workforce development system with goals, objectives, and strategies informed by assessments of the local economy, its current and future workforce, and the dynamics of the area's workforce development system. Section I also covers performance accountability guidelines.
  
- Section II     Local area profile including a list of WIA service providers.
  
- Section III    WIA Title I-B operational plan that meets WIA Sec. 118 criteria and ESD instructions.
  
- Section IV     WIA assurances checklist.
  
- Section V      Certification signature form followed by three appendices covering WIA performance targets, State Core Measure results, and public review process.

In the last eight months, all 12 WDCs have worked with their CLEOs and community partners to develop a 2013-2017 Integrated Workforce Plan. The WDCs distributed their draft plans for public comment and then submitted their plans, in draft, to the Workforce Board and ESD on April 8, 2013. Workforce Board staff reviewed the draft plans for consistency with *High Skills, High Wages* 2012. ESD and Workforce Board staff reviewed the draft plans for compliance with WIA federal and state guidelines. State staff issued comments back to the WDCs with suggested edits to strengthen the plans. The WDCs made edits based on those comments and submitted final plans on May 27, 2013. The 12 final plans are posted at:  
<http://www.wtb.wa.gov/WDCStrategicPlans.asp>

Staff recommendations are included on page three under this tab. The Board, in consultation with the Employment Security Department, is responsible to take action to recommend Governor approval of the plans.

**Board Action Requested:** Adoption of the Recommended Motion.

## RECOMMENDED MOTION

**WHEREAS**, Executive Order 99-02 directs Workforce Development Councils, in partnership with Chief Local Elected Officials, to develop and maintain a local area Integrated Workforce Plan; and

**WHEREAS**, Workforce Development Councils have completed their 2013-2017 Integrated Workforce Plans; and

**WHEREAS**, Staff of the Workforce Training and Education Coordinating Board and the Employment Security Department reviewed 12 local area strategic plans, determined the plans to be complete, consistent with *High Skills, High Wages 2012: Washington's 10-Year Strategic Plan for Workforce Development*, consistent with the State WIA Integrated Workforce Plan, and recommend plan approval; and

**WHEREAS**, The Southwest Washington Workforce Development Council and the Benton-Franklin Workforce Development Council requested the opportunity to use the summer and fall of 2013 to further refine their local area strategic plan contained in Section 1 of their 2013-2017 Integrated Workforce Plan; and

**WHEREAS**, Executive Order 99-02 directs the Workforce Training and Education Coordinating Board to:

Review the plans of local workforce development councils for consistency with the state unified plan and recommend to the Governor whether or not local plans should be approved

**THEREFORE, BE IT RESOLVED**, The Workforce Training and Education Coordinating Board recommends Governor approval of 12 Workforce Development Plans for a four-year period from July 1, 2013 through June 30, 2017.

**BE IT FURTHER RESOLVED**, The Workforce Training and Education Coordinating Board recommends that the Governor include in his plan approval letters to the Southwest Washington Workforce Development Council and Benton-Franklin Workforce Development Council a directive instructing these two Councils to submit an updated strategic plan (Section I of the local plan) to the Workforce Training and Education Coordinating Board for Board review in October 2013 and for Board approval at its November 14, 2013 meeting.

## **Workforce Board and Employment Security Department Staff Review of the 2013-2017 Workforce Development Council Plans**

The following 12 Workforce Development Councils (WDCs), in consultation with Chief Local Elected Officials (CLEOs), developed 2013-2017 Integrated Workforce Plans:

- North Central WDC (*Chelan, Douglas, Okanogan, Grant, and Adams counties*)
- South Central WDC (*Skamania, Yakima, Kittitas, and Klickitat counties*)
- Olympic WDC (*Clallam, Kitsap, and Jefferson Counties*)
- WDC of Seattle-King County (*King County*)
- Tacoma-Pierce County WDC (*Pierce County*)
- WDC Snohomish County (*Snohomish County*)
- Spokane Area WDC (*Spokane County*)
- Northwest WDC (*Whatcom, Skagit, Island, and San Juan Counties*)
- Pacific Mountain WDC (*Grays Harbor, Mason, Lewis, Thurston, and Pacific counties*)
- Eastern Washington Partnership WDC (*Ferry, Stevens, Pend Oreille, Lincoln, Whitman, Garfield, Asotin, Columbia, and Walla Walla counties*)
- Southwest Washington WDC (*Cowlitz, Wahkiakum, and Clark counties*)
- Benton-Franklin WDC (*Benton and Franklin counties*)

These 12 WDCs submitted local plans that:

- Articulate a vision for the local area's workforce development system.
- Make use of a planning process that assured opportunities for business, labor, CLEOs, program operators, WorkSource partner agencies, and others to communicate their needs, offer their perspectives and expertise, and participate in the process.
- Include background chapters that: 1) assess the local area economy, its future course, and the market-driven skills it will demand; 2) analyze local area economic development strategies and how workforce development strategies are linked to economic development strategies; 3) assess the current and future workforce in the local area (demographic characteristics, educational and literacy levels, and planning implications); 4) describe the workforce development system in the local area; and 5) provide information on performance accountability.
- Present goals, objectives, and strategies for the workforce development system.
- Describe planned WIA Youth, Adult, and Dislocated Worker activities, including how those activities align with multiple pathway strategies and how outreach and integrated service delivery is pursued with workforce system partners.
- Describe WIA rapid response strategies, including coordination of state and local resources and activities.
- Describe strategies to connect employers to WorkSource and align those efforts with multiple pathway strategies designed to benefit employers.
- Describe how Unemployment Insurance claimants, older workers, individuals with disabilities and, migrant seasonal farm workers are served.
- Describe plans for American Job Center branding.

These local area strategies represent the priorities of the WDC and its partners. The plans describe strategies to increase skill levels, employment, earnings, customer satisfaction, and increase the return on workforce development investments in the area. Workforce Board staff determined that all 12 of the local area plans present goals, objectives, and strategies that are aligned and consistent with *High Skills, High Wages 2012: Washington's 10-Year Strategic Plan for Workforce Development*. In addition, Employment Security Department and Workforce Board staff determined that all 12 plans comply with WIA Sec. 118 criteria, with the state's plan development guidelines, and are consistent with the State WIA Integrated Workforce Plan.

Southwest Washington WDC and Benton-Franklin WDC intend to hold additional stakeholder meetings this summer and fall to further refine their local area strategic plan (Section I of their Integrated Workforce Plan). These two WDCs have agreed to deliver their updated strategic plans in October for Workforce Board review. The Workforce Board will take action to approve the updated plans on November 14, 2013.