

**WASHINGTON STATE
WORKFORCE TRAINING AND EDUCATION COORDINATING BOARD
MEETING NO. 148
JUNE 24, 2010**

**WORKFORCE INVESTMENT ACT (WIA) 10 PERCENT FUNDS
ADVISING THE GOVERNOR**

DRAFT CRITERIA FOR A TRAINING PROGRAM

A committee of the Workforce Board consisting of Cindy Zehnder, Beth Thew, Creigh Agnew, and Mark Mattke met twice via teleconference and developed draft criteria for the Board to consider recommending to the Governor. The criteria address grant allocation, type of training, targeted industry sectors, and targeted populations.

Draft Criteria

Grant Allocation

The Employment Security Department (ESD) should allocate the training funds to Workforce Development Councils (WDCs). The allocation method should depend upon the amount of funds that are available.

If there are sufficient funds for a statewide distribution to be effective, then funding should be allotted to each WDC plus some funds should be allocated through a competitive process. The amount allotted to each WDC should depend upon the proportion of program funds each area receives in their annual WIA allocation, and their demographic and economic need. In order to receive their allotted funding, each WDC should submit an application identifying the proposed training. ESD should specify the application requirements. The requirements should include demonstrating the merits of the proposals and the ability to effectively administer the proposals. ESD should provide allotted funding to WDCs whose application satisfies the requirements. If there is sufficient funding, this process should give every WDC the opportunity to receive funds and ensure training proposals that are responsive to state criteria, with a minimum amount of bureaucracy.

In addition, a portion of the funds should be allocated through a competitive process based upon the relative merits of the proposals and the ability to effectively administer the proposals. If there are insufficient funds for a statewide distribution, then all the funds should be allocated through a competitive process in order to fund the best proposals.

Types of Training

Training should be closely linked to employment.

The top priority should be On-the-Job Training (OJT) since this form of training offers the most direct connection between training and employment. OJTs reimburse employers for the cost of

training new employees, helping to lower the cost of hiring. Continued employment with the employer is expected at the end of an OJT.

Although OJT is the top priority, other forms of training should be permitted. The other forms of training that should be permitted, in order of preference, are: Integrated Basic Education and Skills Training (I-BEST), Apprenticeships, and Paid Work Experience for individuals without significant work experience who need an initial step into the workforce.

Innovative training should be encouraged; for example, apprenticeship training for occupations that do not traditionally have apprenticeships. And if possible, while still meeting other criteria, training is better if it results in a portable, industry recognized credential, and is part of a career pathway.

Targeted Industry Sectors

The training should be for the growth industries of the 21st century, consistent with the sectors identified by the Governor's Jobs Sub-Cabinet. These sectors may include: clean energy; information technology and software; aerospace; agriculture; advanced manufacturing; and life sciences including health care, biotechnology, and global health. Also, training in additional sectors should be permitted when it is needed to capitalize on specific job growth opportunities as identified by local Workforce Development Councils such as business expansion or the relocation of business from out-of-state.

Targeted Populations

Training should be for individuals--including older youth, disadvantaged adults, and dislocated workers—who are most in need of training in order to be employed. The training should be targeted to individuals who are either unemployed or involuntarily part-time employed. Among this targeted group, preference should be given to veterans.

In addition to the targeted population, training should be permitted for workers who are at risk of losing their employment unless they receive training, and for economically disadvantaged workers.

Board Action Requested: Adoption of the Recommended Motion.

RECOMMENDED MOTION

WHEREAS, Governor Gregoire requested that the Workforce Training and Education Coordinating Board recommend to her criteria for establishing a new training program using Workforce Investment Act 10 Percent Funds; and

WHEREAS, The Governor made it clear that she has not yet decided whether to create such a training program but wants the criteria in place should she determined to establish such a program; and

WHEREAS, A committee of the Workforce Board met and considered stakeholder input including the input of the Workforce Board's Interagency Committee, and developed draft criteria for the Board to consider recommending to the Governor;

THEREFORE BE IT RESOLVED, That the Workforce Training and Education Coordinating Board recommend the Draft Criteria to the Governor for a training grant program using Workforce Investment Act 10 Percent Funds.

CHRISTINE O. GREGOIRE
Governor



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WORKFORCE TRAINING AND
EDUCATION COORDINATING BOARD

June 3, 2010

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Cindy Zehnder, Chair
Workforce Training and Education
Coordinating Board
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Dear Karen, Charlie, and Cindy:

Thank you for your continued efforts to improve service to customers in the workforce development system. This letter is to inform you of the appointment of Cindy Zehnder as the chair of the Workforce Training and Education Coordinating Board (Board), and to reaffirm my expectations of some key partners in the workforce development system.

On February 1, 2010, I postponed the workforce development system's final report following the Workforce Investment Act (WIA) reauthorization. It was my hope that Congress would immediately reauthorize WIA as part of the initial round of the jobs bill. However, despite the diligent efforts of Senator Murray and other Washington State delegates, WIA reauthorization was not part of that bill.

I am proud of the tripartite system Washington has created where business, labor, and government - both state and local - come together to ensure we are effectively serving our citizens. However, I believe we can do an even better job of fully serving all customers and employers in our state.

The Board serves an important advisory role to me and the Legislature. It should continue to evaluate the effectiveness of the state system over time by performing program evaluation, examining long-term outcomes, and encouraging economic development through program evaluation, policy analysis and strategic planning. The Board should also advise me and the Legislature regarding policies and programs that could improve the system.

I am anticipating receipt of \$5.8 million of discretionary funds as part of the WIA allocation for the next federal fiscal year, FY-10. I am requesting the Board's recommendations on criteria for establishing a grant program for training in targeted industry sectors that will increase employment. I would like the Employment Security Department (ESD) to administer any grants to successful Workforce Development Councils (WDC). The grants should be based on both the merits of the training programs as well as the local WDCs' ability to effectively administer the program. I have not yet decided how much, if any, of the discretionary funds I will dedicate to a grant program, but I want the criteria in place should it be determined that a grant program will be established.



Karen Lee, Charlie Earl, and Cindy Zehnder
June 3, 2010
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The ESD should continue to take steps to ensure customers throughout the state are well served and that my expectations for the one-stop system are achieved. In its role as the administrative lead, ESD should continue to set statewide operational policy, standards, and management indicators to be implemented by each local WDC board in the one-stop system. ESD should also monitor to ensure that both federal and state law and policies have been implemented. ESD, in conjunction with the local WDCs in the one-stop system, must ensure that the needs of all unemployed and underemployed workers are addressed, regardless of whether they enroll in a specific program.

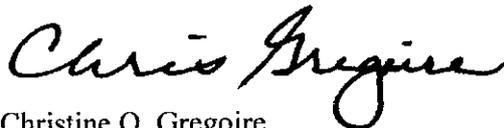
I am counting on each of the 12 WDC boards to work with the ESD, the Board, and community and technical colleges to ensure the local one-stop system meets the needs of all unemployed or underemployed workers. WDC boards should regularly continue to conduct oversight of the performance of their local one-stop system consistent with federal and state law and policy. This includes, but is not limited to, selecting, certifying, and decertifying one-stop providers, designating one-stop operators and determining one-stop responsibilities, regularly reviewing performance data for the various services provided in the one-stop system, and continually monitoring the expenditure of funds. WDC boards should continually strive to improve local performance and instruct their staff to make changes quickly when necessary.

I also expect the Board, ESD, the State Board for Community and Technical Colleges (SBCTC), the WDCs, and local community and technical colleges to reduce unnecessary administrative burdens in the system. We must strive to make our programs as flexible as possible to increase their accessibility to unemployed and underemployed workers. I expect all of you to encourage collaboration among the SBCTC, ESD, the Board, and the rest of the workforce development system to ensure all eligible customers within the system receive services to help them improve their lives.

With the appointment of a new chair, I have decided to end the workforce development system review. In its place, I ask that you work closely together to continue to improve the system. If you find it necessary, please work with the new chair to assess the 11-year old executive order and existing state workforce development statutes, and let me know if you believe changes are needed to continue to enhance the system.

With your cooperation, Washington will continue to be an example of how business, labor, and government can work together to provide exemplary service to customers and employers. Thank you for your continued dedication to the workforce development system.

Sincerely,



Christine O. Gregoire
Governor

cc: Eleni Papadakis, Executive Director ✓
Workforce Training and Education Coordinating Board