

Meeting Minutes

Workforce Innovation and Opportunity Act (WIOA)

Unified/Combined Plan Task Force

Thursday, April 23 2015

8:00am – Noon, 1700 Civic Drive DuPont, WA 98327

Attendance

Present: Amy Diehr (Tacoma Community House), Betty Klattenhoff (OSPI), Carly Crosby (DSHS), Darlene Snider (WWCC), David Hartman (Prosperity Agenda), David Stillman (DSHS), Del DelaBarre (OWBC), Diana Dollar (Prosperity Agenda), Don Kay (DVR), Eleni Papadakis (WTECB), Erica Maki (ESD), Eric Wolf (WTECB), John Bowers (SSCC), Karen Hay (WANIC Skill Centre), Kathy DiJulio (WWA), Kim Justice (WA Budget & Policy), Lindsey Blanding (Prosperity Agenda), Louisa Erickson (DSHS), Marie Bruin (SBCTC), Mark Adreon (DSB), Mat Carlisle (SBCTC), Nova Gattman (WTECB), Phouang Hamilton (OSPI), Tamara Jones (DSHS), Tony Hanson (DOC), William Durden (SBCTC).

Call-in: Erin Monroe (WDC)

Not in Attendance: Denny Wallace (OSPI), Anna Nikolaeva (SBCTC), Michael MacKillop (DSB), Shani Watkins (Seattle Schools), Mihaela Cosma (LWTC), Troy McClelland, (Econ. Alliance, Snoh. Cty), Carlos Veliz (Lighthouse for the Blind), Diane Klontz (Commerce).

Agenda Items

I. Welcome and Introductions

- David Stillman, Chair, opened the meeting and identified committee staff: Tamara Jones DSHS, Louisa Erickson DSHS, Carly Crosby DSHS, and Eric Wolf assisting from WTECB.

II. Overview of Unified and Combined plans

- Eleni Papadakis and Eric Wolf from WTECB presented an overview of Unified and Combined Plans. (attached)

III. Establish Task Force Structure and Working Principles

- Introductions from ALL Task force members, including name, organization and an overview of their current work
- The current meeting schedule to remain as currently scheduled, which is typically every other Thursday, 9:00am – noon, but the next meeting will be

on Thursday, 5/7/14 from 1:00 pm – 4:00 pm. The meetings are listed on the WIOA calendar.

- Presenters are to attend in person
- Meeting materials are to be sent out prior to each meeting
- Established a decision making model of voting and agreement, to initially seek a consensus position. If consensus cannot be achieved, there will be 10 votes (subject to change if different stakeholder voices not currently identified or present become engaged), one from the following organizations:
 - Department of Social and Health Services (DSHS)
 - Workforce Board (WTECB)
 - State Board for Community and Technical Colleges (SBCTC)
 - Employment Security Department (ESD)
 - Office of Superintendent of Public Instruction (OSPI)
 - Employers
 - Department of Commerce
 - Workforce Development Councils (WDC)
 - Community Based organizations/ Non-Government Organizations
 - Department of Services for the Blind DSB
- Each organization is to identify their voting member, if there is more than one representative participating.
- Minority positions will be documented and included in report to the sponsoring sub committee

IV. Review current structure under WIOA and Potential/Perceived changes under WIOA

- PowerPoint from Erin Monroe to be discussed at the next meeting, Thursday, May 7, 2015
- Will Durden, SBCTC: The issues of integrated Education and Training were worked out with SBCTC and Senator Murray. The current plan is primed to transition well into a Unified or Combined plan. The plan was already written with this change in mind. In the Local Governance group – Adult Education is now required to be part of that process in some way. The plan that they've created will merge nicely into either a Unified or Combined plan. The goal from SBCTC's (BEDA) plan was to come prepared with something to offer and say here's SBCTC's vision of what this looks like.
- Don Kay, DVR: Department of Vocational Rehabilitation (DVR) is currently looking at goals and strategies for understanding individuals with disabilities to maximize their employment outcomes, requiring identification of

mandatory requirements that must be put in place with other Federal and State Government entities.

- DVR and Office of Superintendent of Public Instruction (OPSI) must have an agreement in place to identify how to serve high school transition students, which includes identifying what a job could look like and what form of vision would that require for a vocational rehabilitation client. DVR needs to identify what services will be provided to employers that will help employers hire DVR customers. The Rehabilitation Act and stakeholder processes will play heavily on the determination of how DVR operates.
- The Commissioner has the authority to determine any state VR plan – whether it meets all the requirements of the federal law. If the Commissioner determines that the state WIOA plan fails to comply with any part of the Rehabilitation Act, then the Commissioner has the authority to reject it. At that point, the state is given a timeline to resubmit.
- In terms of a program/organization participating, Employment Security Department (ESD) wants to ensure that all organizations are considering how either the unified or combined plan will affect the customer, will this meet employer needs and close skill gaps.

V. Next Steps

- Finish item IV of the first agenda (Erin Monroe’s presentation)
- Review the “homework” from David Stillman. The content should include a program overview, demographics (including numbers, eligibility, and other attributes as appropriate). The content should also include what services the agency/entity/program:
 - Directly delivers;
 - Pays another agency/entity to deliver;
 - Refers clients to
- Participants to also come prepared to share a narrative (storytelling) describing the ideal service delivery experience from one of the following perspectives: client, employer, employee/service delivery provider
- Ensure we are identifying all the acronyms and slang so that someone on the street reading for the first time would be able to understand.
- Eleni Papadakis agreed to help facilitate an agenda item addressing the differences in the process between both unified and combined plans at a future meeting.
- Each organization to identify their pros and cons for the Unified and Combined plans at a future meeting.

- All to help identify those voices that are missing (for example WA Dept. of Veterans Affairs, Labor, Apprenticeship)

Action Items		
Action Item	Assigned to	Due
1. Complete the “homework” from David Stillman	ALL	Email any docs to Louisa Erickson by 5.5.15
2. Prepare a narrative describing the ideal service delivery experience from the client’s, employer’s, employee’s/service delivery provider’s point of view.	ALL	Next meeting: 5.7.15
3. List those voices that are missing (for example WA Dept. of Veterans Affairs, Apprenticeship)	ALL	Email names to Louisa Erickson by 4/30/15.15
4. Develop a parking lot	Louisa/Tamara	Ongoing
5. Provide any meeting materials to Louisa Erickson or Carly Crosby	ALL	5.5.15

Next meeting, May 7, 2015; 1:00 – 4:00 PM, DuPont City Council Chambers