



BOARD MEETING AGENDA

November 18, 2020 | 9:00 a.m. – 12:00 p.m. | Meeting No. 244

Click Link to Join Zoom Meeting

<https://zoom.us/j/96101454669?pwd=M25HNDNKTMxKTTNHOTBnYmhrU0dRZz09>

Meeting ID: 961 0145 4669 | Password: 655231

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| 9:00 a.m. | Call to Order | 1 |
| | <ul style="list-style-type: none">• Welcome and Introductions• Chair's Report• Consent Agenda (Action)<ul style="list-style-type: none">○ September 14 Meeting Minutes○ Extending COVID-19 Policy Flexibility to May 2021 | |
| 9:15 a.m. | Executive Director's Report | 2 |
| 9:20 a.m. | State Coordinated Economic Recovery Planning <ul style="list-style-type: none">• Dan McConnon, Office of Financial Management | |
| 9:50 a.m. | Potential Priorities for Board Support and Advocacy: Discussion of pre-meeting materials (Potential Action) <ul style="list-style-type: none">• Eleni Papadakis, Workforce Board• Arlen Harris, SBCTC• Suzi LeVine, ESD | 3 |
| 10:15 a.m. | Overview of Recommendations for "Next Generation" Workforce Board <ul style="list-style-type: none">• Eric Wolf, Workforce Board• Nova Gattman, Workforce Board | |
| 10:30 a.m. | Organizing the Board for Collective Impact (Potential Action) <ul style="list-style-type: none">• Facilitated Small Breakouts and Full Group Discussion | |
| 12:00 p.m. | Meeting Wrap-Up and Adjourn | |

Tab 1



MINUTES OF MEETING NO. 243
September 14, 2020

Board Members Present:

Perry England, Chair
Gary Chandler, Representing Business
Chris Alejano, Representing Underserved Populations
Larry Brown, Representing Labor
Rick Anderson for Lisa Brown, Department of Commerce
Jan Yoshiwara, State Board for Community and Technical Colleges (SBCTC)
Mark Mattke, Representing Local Government
Lee Anne Caylor, Representing Business
Creigh H. Agnew, Representing Business
Mark Martinez, Representing Labor
Suzi LeVine, Employment Security Department (ESD)
David Stillman for Cheryl Strange, Department of Social and Health Services (DSHS)

Welcome and Introductions

Ms. Creigh Agnew called the meeting to order at 3:30 p.m. on a virtual meeting using Zoom.

Workforce Board Economic Recovery Plan

Ms. Eleni Papadakis noted that the goal to prioritize vulnerable businesses was added to the plan since the last draft was sent out. The addition had been discussed by the board and was originally included in the draft but had accidentally been removed through the process of editing by multiple people.

Ms. Suzi Levine proposed having ESD and the Workforce Board work on a GAP analysis to determine what will and will not be covered by federal funds. The Board agreed to add the analysis under recommendation number two.

Based on Ms. Jan Yoshiwara's suggestion the Board amended recommendation number seven by removing the word shortest.

The Board agreed to expand the existing language to include professional development and education for frontline staff in the Workforce System.

Motion 2020-243-01: Mr. Larry Brown moved to approve the transmittal of the Economic Recovery Plan as amended to the Governor's Office. Ms. Suzi LeVine seconded the motion and it passed unanimously.

The meeting adjourned at 3:53 p.m.

Consent Agenda Item: Extending COVID-19 Policy Flexibility to May 2021

PRESENTERS IF NEEDED: WWA/Eric Wolf

BOARD MEETING DATE: 11/18/2020

DISCUSSION TIME NEEDED: n/a (Pre-Meeting Video from Kevin Perkey, WWA President)

<p>ISSUE/SITUATION: Be concise - 1 or 2 sentences that get to the heart of the situation, problem or opportunity being addressed</p>	<p>In April 2020, the Workforce Board acted at the request of the Washington Workforce Association (WWA) to provide policy flexibility that enhanced local Workforce Development Councils (WDCs') ability to respond to the ongoing COVID-19 pandemic and service delivery changes that have resulted. At the time, the Board anticipated reviewing the policies after six months to determine whether they are still needed. Due to the ongoing public health outlook, the recommendation is to extend the authorized flexibility an additional six months, to May 2021. Click Here to view prep video.</p>
<p>TAP STRATEGIC PRIORITY: Which TAP strategic priority or priorities does this recommendation support? Can you tie to specific goals and objectives in TAP? Briefly describe these connections. If the connection is unclear, describe why this is of consequence to the Workforce Board and/or workforce system.</p>	<p>In the TAP Plan the WTB sets broad policy that affords maximal service delivery by streamlining customer service so people can reach their career goals, no matter their barriers or background. The era of COVID-19 necessitates greater flexibility and reliance upon the established programs, existing judgment and demonstrated competency of local boards to execute programs and funding in ways that serve the highest and greatest good.</p>
<p>BACKGROUND: Short history of how this recommendation came to be. What has been tried, to what result? What evidence exists to support this recommendation?</p>	<p>These policies were initially approved by the Workforce Board in April 2020 in response to the ongoing COVID-19 pandemic, with the expectation that the Board would consider after six months whether or not additional flexibility was warranted due to public health conditions. In the intervening six months, we have experienced a continuing public health situation that has necessitated that the workforce system continue to offer services remotely when possible. Moreover, many potential system customers have delayed accessing workforce services due to the extension of unemployment benefits and the temporary suspension of work search activity requirements.</p>
<p>RECOMMENDATION AND NEXT STEPS: What specific result do you want from the Board? Is this recommendation for discussion or action? If for discussion, will action be required at a later date? What next steps are expected after this discussion?</p>	<p>The recommendation is for the Board to support extending each of the below flexibilities (communicated in "Workforce Information Notices" or "WIN"s) for an additional six month time period (mid-May 2021), at which point the Board will reconsider whether to extend the policies for an additional period of time.</p> <ol style="list-style-type: none"> 1. WIN 0107: Suspending the CASAS Testing Requirement for Youth 2. WIN 0108: Transferability between Adult and Dislocated Worker Funds 3. WIN 0109: Verbal Self-Attestation of Participants 4. WIN 0111: Temporary Suspension of Prohibition on Food Assistance for Youth <p>WIN 0107: Suspending CASAS Testing Requirements for Youth The Board acted in 2010 to require a single basic skills test be administered</p>

across the workforce system's programs, CASAS. The test is most often administered in person and proctored, neither of which is practical as long as social distancing directives continue. See WorkSource System Policy 1011 at http://media.wpc.wa.gov/media/WPC/adm/policy/1011_rev_6.pdf for more information.

The Board was asked to temporarily suspend the policy and allow Local Workforce Development Boards (LWDBs) to use alternative means (other basic skills assessments or school record data) to determine skill level. At the present time, CASAS test administration is still hampered by the social distancing requirements and proctoring requirements. Partners have indicated additional time for the waiver is warranted.

WIN 0108: Transferability Between Adult and Dislocated Worker Fund

WIOA allows LWDBs to transfer up to 100 percent of funds between the Adult and Dislocated Worker program funds within Workforce Innovation and Opportunity Act (WIOA) Title I, with the approval of the Governor. At a May 2015 meeting of the state Workforce Board, the Board voted to table action on a state policy allowing full transferability between these funds and instead voted to cap transferability between the funds at 30% and impose the same criteria for transferring funds as was previously imposed under WIA Title I-B.

Under the usual structure, as part of requesting up to 30% transfers between funds, LWDBs are required to submit a formal request to the Employment Security Department (ESD) with signatures from the full local board, along with a variety of planning forms. Specific documentation requirements and the transfer procedure may be found in WIOA Title I Policy 5401 at <http://media.wpc.wa.gov/media/WPC/adm/policy/5401.pdf>.

In April 2020, the Board voted first to allow 100 percent flexibility on transfers between the Adult and Dislocated Worker funds; and second, that the process for requesting such transfer be expedited, streamlined, or eliminated.

The COVID-19 crisis has necessitated this flexibility in several ways: Each of the 12 Workforce Development Areas (WDAs) are experiencing varying levels of immediate impact with regard to jobs lost, people sick and the need to quickly retool service delivery. Some areas will see a greater need to immediately serve a higher number of dislocated workers while others may see those laid off workers staying home, waiting it out and collecting benefits, while low skilled adults out of the workforce find themselves desperate for work and skill building during this downtime. Areas need maximum flexibility to serve whoever needs it. 100 percent transferability gives local areas the ability to do just that.

WIN 0109: Verbal Self-Attestation

Pursuant to Board action to support finding an alternate or streamlined guidance for when self-attestation can be used to enroll a WIOA Title I-B participant, ESD issued WIN 0109 after consulting with the U.S. Department of Labor. WIN 0109 establishes the temporary, minimum requirements for eligibility documentation and registration into WIOA Title I-B programs due to COVID-19 impacts. Individuals enrolled by these means can receive all WIOA Title I-B services. Eligibility determination is a critical and non-waivable element of DOL-funded programs. WIN 0109 specifies what documents and under what limited conditions self-attested documentation can be used to determine eligibility, particularly if the enrollee cannot physically provide documents due to social distancing. The policy was developed and promulgated with in April 2020; as part of this recommendation staff recommends retroactively applying the effective date of the WIN to the date of Governor Inslee's Stay Safe, Stay at Home order on March 23, 2020.

WIN 0111: Temporary Suspension of Prohibition on Food as a Supportive Service for WIOA Youth Program Participants

Listed among the policy items the Board supported in April included providing guidance on how and when WIOA funds might be used on food as a supportive service for young people during the COVID-19 pandemic. WIN 0111 specifies that food may be provided as a supportive service to WIOA Title I Youth program participants on a limited basis and in certain situations. The WIN was initially offered for a period of 6 months, with the opportunity to extend beyond six months if COVID-19 conditions persisted.

Food may be provided to eligible youth when it will assist or enable them to participate in allowable youth program activities and reach their employment and training goals. The focus of the program is to train youth and the use of WIOA Title I-B grant funds for food should be limited to reasonable and necessary purchases. Local Workforce Development Boards (LWDBs) must coordinate the purchase of food for WIOA Title I-B youth with other community, state, or federal services that provide food to low-income individuals and document the coordination efforts undertaken.

Tab 2

Executive Director's Report

November 18, 2020

Meeting #244

1. **Credential Transparency Advisory Committee:** A Lumina Foundation grant via Credential Engine enabled us to pull together a broad cross-section of stakeholders representing all sectors of higher education, including public and private 4-years, the public community and technical college system, private career schools, registered apprenticeship and Career Connect Washington. The committee also included representatives from OSPI, the Governor's office, and the legislature. The committee has endorsed the need for better credit transparency, and navigability, especially with regard to eliminating barriers for marginalized populations, and to improve the dialogue between education and training providers and WA's employer community. The group held its final meeting in mid-October and will be issuing a report with recommendations on how to advance these goals. The report is in review, and expected to be released in early December. The top two strategies they identified were to:
 - a. Adopt a common taxonomy for describing credentials that includes a breakdown of skills, competencies and mastery levels, and
 - b. Establish an on-going credential transparency committee that includes expanded high level representation from the currently involved sectors, and additional public and private partners who are working on or have an interest in these issues.
2. **Long-term Care (LTC) Workforce Taskforce:** Staff have been working together with a range of partners to develop strategies to address the workforce shortages in the LTC industry. The Health Workforce Council (HWC), a statutory entity of the agency of the Workforce Board has made improving LTC workforce issues a priority for many years. The HWC and the legislature had identified serious labor shortages in LTC facilities and home health prior to the pandemic. A LTC Workforce Task Force, led by the state's Nursing Commission, was established by the legislature in 2019 in order to develop legislative recommendations to improve the quality and availability of LTC in Washington.

Once the coronavirus hit though, the situation became dire, and the HWC, the Nursing Commission and the LTC Task Force began working together to accelerate solution-finding. The team developed an apprenticeship model that will give frontline LTC

workers a clear path to increased responsibilities, higher wages, and an LPN license. The team is currently seeking funding support to pilot this new apprenticeship model in at least three regions of the state. Funds will include support for curriculum development and faculty at community and technical colleges that offer an LPN program, and for apprenticeship supervision at skilled nursing facilities that serve as host sites.

A September 27 Seattle Times article describes well the pandemic-induced situation. The article's title says it all: "Nursing homes in Washington State struggled with adequate staffing for years. Then coronavirus struck." Find this informative article at <https://bit.ly/3mQSmae>).

3. Private Career School Licensing—Refunds and Reporting

Workforce Board Private Career School licensing staff are issuing final COVID-related refunds. As of October 25, the agency has processed \$334,952.30 in Tuition Recovery Trust Funds. There are a few remaining refunds left to process, but the need for refunds is expected to diminish as schools are able to safely reopen – under specific criteria.

Ten schools notified the agency that they've closed permanently over the last six months; all but two were due to COVID, and the others were due to retirement. All of these schools were small and had already completed their last class either prior to quarantine or via distance education. As the pandemic continues, additional closures are still possible, but it appears likely enrollments will start to increase.

4. Veterans Benefits Update --Since the COVID-19 pandemic began there has been a significant increase in requests for approval of online programs that originate in other states. It is important to note that a State Approving Agency (SAA; Washington has two – the Workforce Board and Washington Student Achievement Council) may only approve educational programs at facilities that are physically located within that state. Our SAA staff are working closely with the U.S. Department of Veterans Affairs (VA) and their counterparts in other states to ensure that we offer a robust and diversified catalogue of quality programs for veterans. More information about the approval process can be found at <https://www.wtb.wa.gov/planning-programs/veterans-programs/veteran-school-resources>.

5. Behavioral Health Workforce Assessment:

The Board's ongoing Behavioral Health Workforce Assessment has moved into the final report drafting phase, following several months of stakeholder discussions and last year's Phase I preliminary report and recommendations. As a reminder, this is a project

that was funded by the 2019 Legislature (through June of 2021), and is a continuation of our Behavioral Health Workforce Assessment of 2016-17. The Project Team, including Board staff (Julia O'Connor, Nova Gattman, and Caroline Metzger) and partners from the UW Center for Health Workforce Studies, have conducted a robust stakeholder process throughout the year, including large group meetings (held virtually amidst the COVID-19 pandemic), individual/organizational interviews, stakeholder input surveys, and relevant committee participation.

Following initial conversations to identify specific areas of stakeholder interest within the group's legislative charge, the Project Team developed straw proposals, which were shared with stakeholders at the end of August. Input was gathered and further discussed during large-group (virtual) sessions throughout September and October, which the Project Team used to develop more formalized draft recommendations. These draft recommendations were shared with stakeholders at the end of October, and feedback was collected to incorporate into the final report, due to the Governor and the Legislature by the end of this month.

In total, the Project Team shared proposed recommendations and accompanying policy action items across all five barrier areas, including:

- Development of a teaching clinic enhancement rate for behavioral health agencies providing clinical supervision to student interns and post-graduate trainees.
- Support for the use of tele-precepting for clinical supervision of students and licensure applicants.
- Support for the development of registered apprenticeship models for behavioral health professions.
- Continuation and expansion of existing efforts to increase behavioral health licensing reciprocity in Washington.
- A pilot program to increase community awareness, and potential participation in, Certificate of Restoration of Opportunity (CROP) for justice-involved individuals interested in pursuing career pathways in behavioral health.

The workgroup has been fortunate to have engagement from members of the Legislature and legislative staff throughout the stakeholder process, and Board staff is available to answer any questions Board members might have regarding this work. For more information, see our site on this work: <https://www.wtb.wa.gov/planning-programs/health-workforce-council/behavioral-health-group/>.

Tab 3

Workforce Board Discussion:

State Coordinated Economic Recovery Planning

November 18, 2020

THE ISSUE/OPPORTUNITY IS: To advance the recommendations in the Board's economic recovery plan. The link to the full plan is https://www.wtb.wa.gov/wp-content/uploads/2020/10/EconRecoveryPlan_WEB.pdf

The Board will identify one to three economic recovery strategies or initiatives that will be the focus of their efforts over the next 12 to 18 months. The Board will use their identified priorities to fuel development of the Board's role as a collective impact leadership organization. Once the priority or priorities are identified, the Board will be able to charter their course using the five pillars of collective impact:

- Common agenda and shared vision and goals
- Shared measurement system
- Mutually reinforcing activities
- Continuous communication
- Recognized "backbone" organization

Staff have identified two proposals for the Board to consider that align well with and advance many of the recommendations in the plan. Board members will also have the opportunity to pose additional proposal ideas at the meeting. Pre-meeting videos are provided that describe the two proposals:

1. Jan Yoshiwara presents an overview of SBCTC's legislative priorities, specifically developed to address economic recovery and equity issues. There is a brief narrative summary attached, [click here to view Jan's video](#).
2. Suzi LeVine presents the concept of an economic recovery "campaign" based on many of the recommendations in the Board's plan. The campaign would bring the resources and support of a wide range of partners and stakeholders together with a common agenda—to help thousands of displaced workers find high demand, livable-wage employment opportunities as the economy re-emerges and recovers. The link to Suzi's video will be e-mailed to members on Thursday.

IT IS SIGNIFICANT BECAUSE: Our public systems do not have sufficient resources within current structures to drive equitable and inclusive economic recovery across the state. The Board can convene partners and help to mobilize resources—across program and funding silos, that can leverage new resources to achieve much greater impact for Washington's workers, businesses and communities. While the world is fighting the pandemic and is steeped in the issues of the "here and now", the Board's unique role and tri-partite structure can help inspire and advance a vision for Washington's prosperous future, a future in which all Washingtonians can share equitably.

THE RECOMMENDATION AND/OR REQUESTED ACTION IS:

Please review the pre-meeting materials, so members can engage in a rich discussion that results in the identification of priorities for Board focus for the next 12 to 18 months. There will be opportunity to ask questions regarding the 2 proposals, and also to propose additional or alternate concepts for the Board's consideration.



2021-23 OPERATING BUDGET REQUEST

OCTOBER 9, 2020

As COVID-19 continues to damage our state and widen economic and racial divides, our community and technical colleges are uniquely positioned to build a healthy and inclusive economy—to pull people and businesses through this crisis stronger than they were before. Students of all ages and backgrounds turn to us to learn skills for a changing and competitive job market while businesses count on us to upskill workers for the new economy. Our 2021-23 budget request will help Washingtonians recover and thrive, especially those most affected by the economic downturn.

Our Priority: Protect Investments in Educational Opportunity

We thank the Legislature for passing the historic Workforce Education Investment Act in 2019 to support accessible and outstanding higher education for the people and businesses of Washington. Budget cuts to these investments, or to our base budgets, would harm people who were struggling to make ends meet even before the pandemic. These are our students—young adults, low-wage workers, people without college credentials and people of color who count on our affordable and local colleges to build a better life. Our students would have fewer course offerings and less advising and support to finish their studies, graduate, and enter the workforce and universities. Half our 356,000 students are students of color and 60 percent experience hunger and housing insecurity. This is our system's top priority.

Advance Equitable Economic Recovery (\$46 million)

At a time when most well-paying jobs require education past high school, our colleges are focused on improving completion rates for all students while closing the equity gap for students of color. Investments will:

- Ensure all students are successful in an online environment by integrating virtual simulation technologies into labs and hands-on technical programs. The technology will allow more students to learn remotely and increase access for working adults and student parents. Workforce students will also gain experience working in a simulated environment, a valuable skill in a job market that increasingly relies on automation, artificial intelligence and information technology.
- Address persistent equity gaps by redesigning curricula with an antiracist lens.

Support Workforce Training for Well-Paying Jobs (\$26 million)

As the economy moves into a recession, some jobs may never come back, others will change, and new industries will arise. Investments will help businesses, job-seekers and current employees navigate these transformational changes. Investments will:

- Increase capacity in Washington's Worker Retraining Program by 10 percent, helping more laid-off, unemployed and dislocated workers reskill and start on a career path with higher wage-gains.
- Enhance Washington's Job Skills Training Program, a dollar-for-dollar matching grant program that enables businesses to create customized training programs for new and experienced employees.
- Build colleges' capacity to offer high-demand programs, including nursing, allied health, information technology, computer science, advanced manufacturing and others.



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