

**WASHINGTON STATE
WORKFORCE TRAINING AND EDUCATION COORDINATING BOARD
MINUTES OF MEETING NO. 163
June 28, 2012**

Ms. Cindy Zehnder called the Workforce Training and Education Coordinating Board (Workforce Board) meeting to order at 8:40 a.m. at the Washington State Investment Board in Olympia. The following Board members and officers were present:

Cindy Zehnder, Chair

Beth Thew, Representing Labor, Vice Chair

Amy Johnson for Don Brunell, Representing Business

Mike Hudson for Don Brunell, Representing Business

Creigh H. Agnew, Representing Business

Lutz Ziob, Representing Business

Lee Newgent, Representing Labor

Lori Province for Jeff Johnson, Representing Labor

Mark Mattke, Representing Local Government

Jim Crabbe for Charlie Earl, State Board for Community and Technical Colleges

Kathleen Lopp for Randy Dorn, Office of Superintendent of Public Instruction

Paul Trause, Employment Security Department

David Stillman for Robin Arnold-Williams, Department of Social and Health Services

Eleni Papadakis, Executive Director

Chair's Report

Ms. Cindy Zehnder welcomed Board members and staff and introductions were made. She highlighted the upcoming Workforce Board Retreat, stating there would be an action item at the retreat. It was later clarified that this would be the adoption of the Workforce Investment Act plan for submittal to the U.S. Department of Labor.

Ms. Zehnder invited members of the Board to attend the National Governors Association Chairs and Liaisons Summer meeting. She highlighted the August 7, 2012 evening event, which will showcase Washington's Bounty. The Workforce Board staff is coordinating the event. Ms. Beth Thew announced that Labor was having their annual conference at the same time and would not be able to attend. Ms. Kathleen Lopp also has a conflict, as the WA-ACTE conference is being held at the same time.

Ms. Cindy Zehnder thanked Ms. Thew for chairing the last meeting.

Director's Report

Ms. Eleni Papadakis shared the contents of the "brown folder" and acknowledged her selection as a regional officer for Washington, Alaska, Oregon and Idaho on the National Directors of State Directors of Career Technical Education, Executive Board. She mentioned the Workforce Investment Act Reauthorization, and offered to send out a side by side comparison when it is available. Ms. Papadakis announced Mr. Charlie Earl's retirement and celebration details. Ms. Papadakis mentioned Career Bridge and told Board members they could look forward to a demonstration at a future meeting. Ms. Kathleen

Lopp mentioned the recent jobs for Washington Graduates competition and thanked the Workforce Board staff for participating in the judging process.

Motion 12-163-01

Ms. Beth Thew moved to adopt the May 3, 2012 minutes. Ms. Lori Province seconded the motion. The motion passed.

High Skills, High Wages Draft Plan (Action)

Mr. Bryan Wilson presented the material for Tab 2. The draft plan contains Goals, Objectives, and Strategies for *High Skills, High Wages 2012-2022: Washington's Strategic Plan for Workforce Development*. The draft plan is based upon environmental scans, and the input of stakeholder workgroups and the Interagency Committee. The draft plan is presented to the Board for the Board's review and direction. Following the June meeting, staff will complete the draft plan based upon the Board's direction and then disseminate it to obtain wider input electronically and via public forums across the state. Final adoption is planned for the September Board meeting. Mr. Mark Mattke remembered the choice between Unified Plan and Integrated Plan decisions last fall. There was discussion and interest in moving the state forward and not settle for simply meeting measures. Ms. Amy Johnson suggested removing "following WIA reauthorization" in revised Strategy "A" of Goal III Objective 1. Ms. Lori Province suggested adding a Strategy "C" to address the larger unified plan concept. Ms. Creigh H. Agnew expressed disappointment in the lack of firm language for many of the strategies, including Navigation 101. Ms. Kathleen Lopp asked that the reference to "SCANS Skills" be removed and indicated that her system is using the term "21st Century Skills". Ms. Province inquired on Goal 1, stating it appeared limited to students and was not inclusive of other groups like immigrants and displaced homemakers. Mr. David Stillman also felt that other populations should receive additional emphasis. Mr. Egils Milbergs mentioned the need for increased involvement of the Economic Development Commission with a unified plan.

Motion 12-163-02

Ms. Lori Province moved that the Workforce Training and Education Coordinating Board approves the dissemination of the draft *High Skills, High Wages: 2012 - 2022: Washington's Strategic Plan for Workforce Development*, with edits identified at the June 28, 2012 Board meeting, for public review and comment. Mr. Lee Newgent seconded the motion. The revised motion passed.

Manufacturing Skills Certification

Ms. Jennifer McNelly, National Association of Manufacturers and Ms. Susan Hoyne, Shoreline Community College presented to the Board. Ms. McNelly highlighted her trip to the Tri-Cities on June 27 and indicated that June 29 she would be in Tacoma. She gave an overview of the past and current roles of the NAMI and the Institute's desire to impact policy arenas involving manufacturing. Mr. Lutz Ziob shared how Germany used the slow economic climate as an opportunity to enroll workers into schools. Ms. McNelly expressed the need for common taxonomy to increase communication with and among employers and training institutions. Ms. Susan Hoyne shared the need for collaboration and to avoid competition. Ms. Kathleen Lopp mentioned the efforts at the K-12 level in support of manufacturing and the Science, Technology, Engineering and Math (STEM) areas. Mr. Ziob suggested the intersection of IT and manufacturing as a potential topic for the retreat.

Workforce Investment Act Targets (Action)

Mr. Dave Pavelchek presented the materials for Tab 4. On behalf of the Governor, the Workforce Board negotiates performance targets for the Workforce Investment Act with the U.S. Department of Labor each year. The Workforce Board also negotiates targets with the Workforce Development Councils, based on the statewide targets established by the Department of Labor (DOL). The state is to submit proposed targets for PY 12 to DOL by September 15 as part of the submittal of the state WIA plan.

Washington develops the targets using statistical regression models that take into account changes in economic conditions and participant characteristics. DOL is now using somewhat similar models to provide states with guidelines for establishing targets. Workforce Board staff have developed proposed targets for PY 12, incorporating part of the recent recession in the baseline data for our regression models. Staff has provided the draft proposed targets to the Employment Security Department and the Workforce Development Councils in order to receive input and negotiate any issues. Because there will be insufficient time for full review and vetting of the proposed targets prior to the Board meeting, the recommended motion acknowledges that the public comment period and WDC input will continue after the Board meeting, and staff may adjust the proposed targets based on that input. Mr. Lutz Ziob inquired about Youth Literacy and the Placement numbers. Mr. Dan Fey asked about the models' treatment of the Hispanic population. Mr. Lee Newgent expressed concern regarding differential treatment of the Hispanic population in the models. Ms. Creigh H. Agnew asked if the Employment Security Department and the Workforce Development Councils agreed with the Workforce Board and the targets. It was agreed that these targets would be adopted for purposes of negotiation, but changes may still be made.

Motion 12-163-03

Mr. Lee Newgent moved that the Workforce Training and Education Coordinating Board accepts the proposed Workforce Investment Act performance targets for Program Year 2012 and authorizes Board staff to adjust the proposed targets as necessary based on the public review process prior to the submittal of the targets to the U.S. Department of Labor. Ms. Creigh H. Agnew seconded the motion. The motion passed.

Agency Operating Plan for Fiscal Year 2013 (Action)

Mr. Bryan Wilson presented the materials for Tab 5. The Workforce Board acted on approving the agency operating plan for Fiscal Year 2013. The plan becomes effective on July 1, 2012. Mr. Paul Trause encouraged the Workforce Board to be prepared to work with fewer funds. Ms. Creigh H. Agnew requested that the language stay consistent with the language that's in *High Skills, High Wages*.

Motion 12-163-04

Ms. Beth Thew moved that the Workforce Training and Education Coordinating Board approve the agency operating plan for 2012 to 2013. Mr. Lutz Ziob seconded the motion. The motion passed.

Programs of Study Update

Ms. Terri Colbert presented the material for Tab 6. In June 2011 the Board adopted a recommendation to develop statewide articulated Programs of Study in four strategic industry clusters: Aerospace/Manufacturing, Agriculture, Information Technology, and Healthcare.

These Programs of Study (POS) are intended to meet requirements of the Carl D. Perkins Career and Technical Education Act of 2007, providing students with meaningful career pathways, combining secondary and postsecondary education in a rigorous, integrated, and streamlined sequence of courses that leads to further education, apprenticeship, certification, diploma, and/or employment. Development of these four projects has been a partnership effort among staff from the Workforce Training and Education Coordinating Board; Office of Superintendent of Public Instruction (OSPI) Career and Technical Education Division; State Board for Community and Technical Colleges (SBCTC); and four Centers of Excellence. Each project is spearheaded by co-team leaders - an OSPI Program Supervisor and a Director of the related Center of Excellence (SBCTC) - from the specific program area. Ms. Beth Thew suggested collaboration with the Economic Development Commission. Mr. Mark Mattke asked about articulation credits and whether they were still tracked. He also asked about the work and the role of the state's new Student Achievement Council. Ms. Cindy Zehnder inquired about the Student Achievement Council presenting at the September Board meeting. Mr. Jim Crabbe asked about the earlier work in IT and Health Care. Ms. Thew asked about targets and goals for the statewide POS and how the Workforce Board intends to market this effort.

Carl Perkins Matrix (Action)

Mr. Walt Wong presented the materials Tab 7. The Workforce Training and Education Coordinating Board is statutorily designated as the State Board of Career and Technical Education (RCW 28C.18.050) and is responsible for the receipt and distribution of federal funds for career, technical and workforce education. Each year the Workforce Board adopts the federal funds distribution matrix that identifies the purposes and amounts available to implement the Carl D. Perkins Career and Technical Education Act. This document provides additional details on the allocation of these federal funds within the state for the program year beginning July 1, 2012 and ending June 30, 2013 (PY 2012). Mr. Jim Crabbe asked about the Tech Prep funding.

Motion 12-163-05

Ms. Beth Thew moved that the Workforce Training and Education Coordinating Board approve the distribution of PY 2012 federal Career and Technical Education Funds (July 1, 2012 to June 30, 2013) and enter into agreements with its partner agencies to distribute the funds in accordance with the fund distribution matrix. Ms. Kathleen Lopp seconded the motion. The motion passed.

Workforce Board Fiscal Year 2013 Operating Budget (Action)

Mr. Walt Wong presented the material for Tab 8. The Governor signed into law 3ESHB 2127, the FY 2013 Supplemental Budget, which identifies appropriations for the second year of the current biennium beginning July 1, 2012. The agency's operating budget is guided by the goals, objectives, and strategies contained in its operating plan which the Board will review and adopt. The strategies identified in the operating plan represent the agency's work plan for the year, and resources are aligned to address them. The operating budget defines the categories of anticipated expenditures necessary to accomplish this work. A summary of programs identifies the agency's total resources and specific resources for each program. The WIA 10 Percent resources are no longer available and the WIA 5 Percent resources are considerably limited. The Workforce Board is presently exploring with the Employment Security Department the best combination of existing WIA carry forward funds and new WIA 5 Percent funds. The Agency Source of Funds and Operating Budget Sheet for FY 2013 follow the Program Summary. Mr. Paul Trause urged the Workforce Board to examine at a minimum, the likelihood of a 10 percent reduction.

Motion 12-163-06

Ms. Beth Thew moved that the Workforce Training and Education Coordinating Board approve the Agency Source of Funds and Operating Budget for the period July 1, 2012, to June 30, 2013. Ms. Kathleen Lopp seconded the motion. The motion passed. Mr. Paul Trause abstained.

Retooling Washington's Workforce Update

Mr. Bryan Wilson and Ms. Alison Grazzini-Smith presented the materials for Tab 9. Ms. Grazzini-Smith took Board members through a detailed account of the outcomes for the UI workgroup. Ms. Cindy Zehnder asked how the Workforce Board might pull from the Retooling Washington's Workforce work and use it in the future. Mr. Mark Mattke asked if there was much movement in UI exhaustees to other state assistance and wanted figures on the trend. Employment Security Department is working with the Department of Social and Health Services on this review.

Other

Ms. Cindy Zehnder announced it was time to elect a new vice chair.

Motion 12-163-07

Ms. Beth Thew nominated Ms. Creigh H. Agnew as the Workforce Training and Education Coordinating Board vice chair. Mr. Lutz Ziob seconded the motion. The motion passed.

Adjourned 4:07 p.m.