Full Council Meeting Minutes
June 24, 2015

Actions Taken:
- Approval of March 25, 2015 Full Council meeting minutes
- Approval of Program Year 2014 Budget, Modification 1: Transfer of 10% Of PY 2104WIA Title 1B Dislocated Worker program funds to the Adult Program
- Approval of PY 2015 Preliminary Operating Budget

The meeting was brought to order at 1:40 p.m. by Chair Terry Corrigan.

Consent Agenda
There was unanimous approval of the consent agenda, on a motion by Greta Kaas-Lent, seconded by Patty McKeown.

I. Chair/Executive Committee Report

- Incentive Award. Chair Terry Corrigan announced that Northwest Workforce Council received an incentive award of $5,000.00 and a plaque from the State because this WDA had the highest overall WIA performance in the state achieving targeted outcomes for its Title I programs in PY 2012. This is the last year such incentive awards will be made available.

- Performance Targets. Terry also reviewed PY 2015 performance targets and reminded the members that NWC has higher performance targets on each measure than the average on each measure for the WDAs in this state as a whole. This is due to the fact that targets are set based to a large degree on past performance. Given this WDAs history of high performance, its expected outcomes are higher than most WDAs.

Gay Dubigk noted that while there is no incentive money for exceeding performance targets going forward under the Workforce Innovation and Opportunity Act (Opportunity Act) sanctions for not meeting outcomes is a feature of the new legislation. She also noted that performance outcomes going forward will not be applied only to Title I, but to other Titles under the Act for services delivered by Adult Basic Education partners, Department of Vocational Rehabilitation partners and Wagner-Peyser services delivered by Employment Security Department partners.

- WIOA Implementation. Chair Corrigan reviewed the timeline developed by the Workforce Training and Education Coordinating Board (WTECB) for implementation of features of the Opportunity Act. He also reviewed a letter the from Business and Labor representatives on the state Opportunity Act Steering Committee, staffed by the WTECB, which went to all WDA Chief LEOs, board Chairs and WDA directors.

The letter encouraged local boards to stay connected with actions by the Steering Committee, in order to coordinate implementation efforts. The letter mentioned two particular issues: action on Planning Regions, a required feature of the Opportunity Act, and designing the One-Stop system under the Act. Chair Corrigan and Executive Director Dubigk commented that our board
is well represented by Commissioner Ken Dahlstedt on the Steering Committee, and this board’s actions to date have been timely and coordinated with Steering Committee work. Board member Tammie O’Dell is serving on the One-Stop Criteria, Assessments, MOUs and Procurement Task Force. The issue of Planning Regions was also a highlighted feature of this meeting of the full Council. (see notes on Planning Regions, Item V, below).

- **Board Member Retirements** – Terry thanked two long time members of the Board for their service on the board, and their significant contributions to our communities as each is retiring from their organizations and leaving the board.

  Patty McKeown, representing Post-Secondary Education (Whatcom Seat) is retiring as President of Bellingham Technical College. She has been a board member since August, 2010. Patty announced that Kimberly Perry has been hired as the incoming President of Bellingham Technical College.

  Don Wick, representing Economic Development (Skagit County), is retiring as CEO of the Economic Development Association of Skagit County. Don has served on the board since December, 2009.

II. **Chief Executive Officer Report**

Gay Dubigk reported the following:

- **WIOA Planning Grant.** NWC has received a WIOA Implementation Planning grant of $42,250.

- **Sector Partnership National Emergency Grant.** The state received notification from DOL that its Sector Partnership National Emergency Grant Proposal was accepted. Each WDA is receiving a share of the $6.7 million awarded to Washington State.
  - NWC will receive $400,131 as its share.
  - NWC has identified two sectors to be the focus of this project: Health and Allied Services and Manufacturing
  - Approximately 59 local dislocated workers will have access to employment and training services in priority sectors through this grant.

- **AmeriCorps Volunteers.** NWC has been awarded one AmeriCorps Volunteers for 2015-2016. This Volunteer will expand capacity to reach youth and young adults, including providing services to in-school young adults, as well as those who may not meet eligibility criteria for Opportunity Act services.

- **Potential Shutdown of Some State Operations.** In the event that the State Legislature has not passed a state operating budget for the coming state fiscal year by June 30, state agencies will shut down some operations. The WorkSource Centers in our WDA will remain open, however Employment Security Department and other state staff co-located in those centers will not be available.

- **Pre-Apprenticeship Training Services.** As part of NWC’s move to a work-based learning and job-driven agenda as outlined in the Opportunity Act, NWC issued two distinct Request for Quotes
(RFQs): one to provide integrated pre-apprenticeship and basic skills training to out-of-school youth; the other is to provide pre-apprenticeship training to dislocated workers. A review panel, including NWC staff and Randy Ambuel of the International Brotherhood of Electrical Workers, selected the proposals of the Aerospace Joint Apprenticeship Committee (AJAC) to provide the services, in partnership with Skagit Valley College. Up to 20 individuals will be served under each proposal, at a program cost not to exceed $85,000 for each group. Services will begin in Fall and Winter, 2016.

III. **Initial PY 2015 WIOA Allotments and Preliminary Budget**

Alex Kosmides reviewed with members the initial allotments for PY 2015 WIOA Title I youth, adult and dislocated worker funding. Alex reviewed the formula the state is to use to determine how the allotments to the state from Department of Labor are divided among the 12 WDAs. The allotments this year have been the subject of concern and discussion among WDAs, as the formula as applied by the state produced some very large. Alex cautioned that this data is revised from a previous, incorrect set provided by the state, and review of the allocation data is still underway.

Alex provided background on the allocation formula used, which has resulted in what appear as significant funding anomalies statewide. Several large population WDCs are allocated significantly less funding under the current allocation figures. NWC is targeted for an additional $203,319 dollars in Dislocated Worker funding in PY 2015, a 27% increase from 2014. While these proposed allocation figures are still being reviewed, this board is required to act on a proposed PY 2015 operating budget beginning July 1, 2015.

After discussion of the proposed operating budget, Patty McKeown moved approval of the preliminary operating budget for PY 2015. Mark Vorobick seconded and the motion carried.

IV. **Implementation of the Workforce Innovation and Opportunity Act (WIOA)**

Gay Dubigk initiated discussion on several WIOA implementation issues, some of which have been acted on and are settled, and some under current discussion. Members reviewed WIOA policy recommendations from the WIOA Steering Committee to Governor Inslee for background on the issues.

Issues decided, through action of this board and the Governor:

- **Workforce Area Designation.** The four county region of Whatcom, Skagit, San Juan and Island counties has been initially designated as the Workforce Development Area in our region through June 2017.

- **Workforce Council Certification.** The Northwest Workforce Council, as currently configured, has been certified (‘grandfathered’ in) as the Workforce Council for the 4 county Workforce Area.

Issues still under discussion, awaiting final action:
• **Local Workforce Development Board Appointment Criteria.** The Governor, though the state workforce board, has authority to set various criteria for local workforce council membership. The current NWC appointment criteria and process, established through inter-local agreement between the 4 counties in workforce area, puts NWC in a good position to meet any potential changes.

V. **Workforce Planning Regions under WIOA – Facilitated Discussion by Dr Hodges, Western Washington University, Center for Economic and Business Research**

**Background**
Under the Opportunity Act, the state, in consultation with Chief Local Elected Officials and Workforce Councils, is required to identify Planning Regions “to better align workforce activities with regional economies and economic development entities.” A Planning Region may be a single local Workforce Development Area, adjacent workforce areas within a state, or even workforce areas across state lines.

As part of the consultation process with chief local elected officials and workforce councils, the Workforce Education and Training Coordinating Board invited all 12 Workforce Boards and chief local elected officials to provide feedback about what might constitute appropriate planning regions under WIOA in this state.

In preparing to provide that written comment, the subject was reviewed and discussed at the meetings of the NWC Quality Assurance Committee, Young Adult Committee, Planning Committee and Executive Committees leading up to the discussion at this Full Council meeting.

**Presentation and Discussion Led by Board Member Dr Hodges**

Dr. Hodges presented slides with data designed to examine factors potentially relevant to designation of Planning Regions in this state, with a particular focus on data from this four county Workforce Development Area. Information included an examination of commuting patterns by residents of Whatcom, Skagit, San Juan and Island Counties for work within the region and to Snohomish and counties to the south, and a variety of other factors including industry sector concentration and other key assets relevant to workforce planning in this region and surrounding counties.

Data presented and member discussion on commuting patterns, concentration of key assets, industry sectors and additional factors, including economic development considerations indicated that this four county region appropriately constitutes a distinct planning region.

Members further commented that this board has partnered very successfully with other regions in joint planning and execution of a myriad of projects to achieve the best outcomes under the circumstances presented. Members expressed that there no impediment to continuing to do so successfully as opportunities arise. Members expressed concern that an expanded planning region with the additional mandated regional plan and bureaucracy to support it, could well impede, rather than expedite, joint planning when it is truly called for.
Staff indicated that the state process for designation of planning regions would be continuing and there would be several opportunities for input and formal public comment before the designation of planning regions would announced by Governor Inslee.

VI. Hands-On-Training Tours (HOTT) – Introduction to Apprenticeship Trades and Career Paths - Presentation by Kyla Yorkoski, NWC AmeriCorps Volunteer.

Kyla Yorkoski, NWC AmeriCorps Volunteer, gave a presentation on the Hands-On-Training-Tours, a 3 day event in May presented jointly by NWC and area Apprenticeship programs, designed to acquaint high school students with various trades, and the career opportunities available through them.

In total, approximately 273 students from 21 high schools in our area, along with one from Snohomish County, attended the event, in which students participated in hands-on learning experiences, under the instruction of representatives of 9 Apprenticeship programs:

- Electricians, Mt. Vernon
- Plumbers/Pipefitters, Burlington
- Nichols Brothers Boat Builders, Freeland
- Snohomish County PUD, Everett
- Sheet Metal Workers, Everett
- AJAC Aerospace Joint Apprentice Committee, Seattle
- Sprinkler Fitters, Seattle
- Laborers, Kingston; and
- Operating Engineers, Ellensburg

This year’s event hosted the most students yet in what is, again, an excellent annual opportunity to introduce Apprenticeship as a gateway to a productive, lifelong career.

Varsity in Volunteering Presentation by Kyla Yorkoski, NWC AmeriCorps Volunteer.

Once again this year, Northwest Workforce Council, along with United General District 304, United Way, and the Skagit Volunteer Center, partnered to deliver Youth United: Varsity in Volunteerism, an innovative project where students receive a varsity letter for volunteerism through a club at their high school, in the same fashion that other students would receive a letter for achievement in sport. This year, three schools participated in this program - Burlington-Edison High School, Concrete High School and Sedro Woolley High School.

The goal of the Youth United project is to recognize and reward students for their volunteer efforts in the community as well as provide workforce skills development training. Studies show youth participation in and recognition for community pro-social activities can decrease the likelihood of teen substance abuse, delinquency, violence and school dropout. The project aims to provide youth with community service or volunteer project opportunities.

To receive a varsity letter, students have to complete a minimum of 100 hours of service in their schools and at community agencies. Approximately 60 students received a varsity letter across all three schools this year.
VII. **Old Business**
There was no old business.

**New Business**
Lori Province announced that, in light of the Opportunity Act focus on services to Out of School youth with those federal funds and less federal funding for in-school youth, a resolution would be going forward statewide encouraging the State Office of Superintendent of Public Instruction to continue making available state funds to serve at risk student with drop-out prevention services.

**Public comment**
There was no public comment.

The meeting was adjourned by the Chair, Terry Corrigan, at 4 pm.

**Attendance**
*Board Members* – Terry Corrigan, Chair, Hart Hodges, Patty McKeown, Lori Province, Ron Nelson, Kathy Howell, Del McAlpine, Greta Kaas-Lent, Alerd Johnson, Mike Riber, Bill Thorn, Mark Vorobick, Chris Johnson, Jonathan Hefflinger, Lynette Bennett, Tammie O’Dell

*Guests* – none

*Staff* – Gay Dubigk, Alex Kosmides, Richard Dietz, Sylvia Lynch