



Wyoming Workforce Development Council Meeting Summary

April 4, 2017

Conference Call

Council Members Present

Jim Engel, Chairman	John Walsh	Rocky Anderson
Leonard Scoleri, Vice Chairman	Keith Zabka	Shannon Buller
Michael VonFlatern	Katie Legerski	Stacy Strasser
Kevin Kershnik	Randal Six	Shawn Reese
Ron Van Voast		

Council Members Absent

Robert McKim	Gary New	Sid Gressette
Ray Fleming Dinneen	Fabian Lobera	Mark Madsen
Tony Haller	Scott Norris	Larry Barttelbort
John Cox	Felix Carrizales	Jillian Balow
Steve Corsi	Jim Rose	

Council Members Designees Present

Michelle Panos	Noelle Reed
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Others Present: Marcia Hess, Adult Education; Carmalee Rose, DWS; Hayley McKee, DWS; Diane White, Adult Education-Evanston.

Call to Order Welcome

Jim Engel, WWDC Chairman, called the meeting to order at 10:31 a.m. and welcomed all in attendance.

Approval of the Agenda

The agenda was accepted as presented

Laurie Knowlton explained to the WWDC members in attendance that these meetings are to help keep the WWDC apprised of interim work and to ensure the WWDC is continuously involved.

Hayley McKee said that staff have been working with the Chair and Vice Chair and they asked that we bring the WWDC in on this optional format in the event WWDC members wanted to join and hear about the things that staff are working on.

Laurie Knowlton thanked the Chairman and Vice Chairman for their service thus far and congratulated them on their appointments as Chair and Vice Chair.



One-Stop Monitoring – Fiscal and Programmatic/Evaluations

Laurie Knowlton explained that the WWDC would need to draft a policy to address the requirement in WIOA law regarding monitoring on a fiscal and programmatic level and how the results of monitoring will be reported to the full Council.

One-Stop Certification

Ms. Knowlton advised the WWDC that a policy and checklist for one stop certification would need to be developed by the WWDC and would need to address ADA accessibility. She suggested that the WWDC may want to finalize a policy after the One-Stop Operator has been procured.

Dallas Convening

Laurie Knowlton discussed staff travel to Dallas to attend the Department of Labor's (DOL) convening. She said there are several sessions which are relevant to the WWDC such as Effectiveness in serving employers; the WWDC policy will need to include performance measures upon which the One-Stop Operator will report to the WWDC and DOL. Ms. Knowlton also advised that there will be sessions relating to strategic partner engagement, making WIOA value added for business, integrating services, and high performance workforce boards in action. She said that information from the convening will be brought back to the WWDC.

May Meeting Technical Assistance

Ms. Knowlton reviewed the objectives of the May Technical Assistance which are: to develop a solid approach for the WWDC that aligns sector strategies with career pathways efforts and to develop a process to align the work of the WAGs throughout the state on sector strategies and career pathways with the work of the WWDC.

Hayley McKee stated that since career pathways and sector strategies are such an important tool that the WWDC is using to accomplish some of its goals, this is going to be an opportunity for Maher and Maher to help the WWDC take a deep dive into these areas and help operationalize some of these strategies throughout the state. She continued by saying that one other key component to this technical assistance is a facilitation on the Workforce Advisory Groups (WAGs); and that we've been hearing confusion around the WAGs which is understandable due to the fact that this is a different model that the WWDC is operating under with WIOA. Ms. McKee also said that WIOA gives the WWDC an immense amount of authority and responsibility and they are accountable for accomplishing these goals; the WWDC has chosen to utilize WAGs to help carry out its vision and its strategies to create a better Wyoming for our workers and employers. She said that the sessions with Maher & Maher are taking place of the Career Pathways and Sector Strategies meetings and this will all culminate with the in-person meeting in May where the WWDC can identify how sector strategies and career pathways will work together; how does the WWDC put in place on the ground strategies to make these operational and effective and how do the WAGs come into play and help the WWDC reach its objectives.

Jim Engel said the WAGs are doing a great job and the WWDC needs to provide more guidance. He said that he has been on some conference calls with DOL and Wyoming has risen to the top as setting the pace for the single area states and the WWDC has accomplished some great things.



HM – We are one of the only states that has been able to secure this technical assistance from Maher & Maher and I think they've seen our momentum and they want to capitalize on it. This is essentially a grant from DOL that has allowed us to utilize these consultants. Please join if you can.

WAGs

Laurie Knowlton reported that she has been receiving great feedback as a result of her discussions with Career Pathways & Apprenticeship Services committee members and some WAG members. She said that the WWDC may want to form a WAG subcommittee to address concerns of the WAGs as they arise and potentially prioritize the items listed in the WAG memorandum that address the WAG role. She also said that some WAGs are beginning to put project plans together while some are just forming. Ms. Knowlton concluded by stating that she will provide recommended changes to the WAG memorandum after she has completed her calls.

Hayley McKee said Maher & Maher will be facilitating a discussion to assist the WWDC with providing alignment direction to the WAGs.

Laurie Knowlton advised that she is looking at software WWDC could use to bring all the information from the WAGs together and she will propose a platform that would accommodate the needs of the WWDC and WAGs as quickly as possible.

Diane White said that originally the Adult Education had begun creating WAGs in each area when they were advised that the WAGs had to be run out of each Community College District. She asked whether it is plan to have WAGs in one Community College District for each region. She also asked if Adult Education has been invited to the upcoming meetings.

Jim Engel said that the WWDC had to come up with regions and felt that the College Districts were the ones that would fit the best with the location of our one-stops. He continued by saying that the WWDC understood that after the WAG regions were developed the WWDC came to understand that there had been multiple organizations or WAGs established. Chairman Engel further said the WWDC needs to have one source of reporting for each region; there can be multiple groups due to the fact that each region has different economics within it and different communities that have different needs. Mr. Engel concluded by saying the goal and the purpose of aligning with the Community College regions was to designate reporting based on region due to the fact that receiving reports from 40 or 50 different WAGs is not feasible for the WWDC.

Hayley McKee reminded the WWED that this is a different model and that the WWDC will be looking at what is working and not working and has the option to restructure at any time.

Chairman Engel addressed Ms. White's second inquiry by stating that Adult Education is invited to meetings and there are no set guidelines or parameters for the WAGs by DOL. He continued saying WAGs are important to the WWDC and the WAG effort has been recognized by DOL.

Workforce Development Training Fund

In 2012 the WWDC was given additional oversight of the Workforce Development Training Fund (WDTF). As a result, Carmalee Rose will be bringing some proposed changes to the WDTF through the WIOA Finance and Compliance Committee meeting next week. This item was placed on the agenda to let the WWDC know that there are proposed changes forthcoming to be reviewed by the WWDC at the May meeting.

System Integration Grant



Laurie Knowlton said the Department of Labor released a grant last fall for system integration, the Department of Workforce Services (DWS) responded to the grant request and it was approved for \$1.1 million. She continued by saying that an RFP was then released by DWS, five responses were received and of the five, three potential vendors of system integration software were chosen to provide presentations to the RFP review team. Those presentations will take place next week with final selection to be conducted at the end of April. Ms. Knowlton explained that the system integration grant was provided so the core partners could select a vendor to provide software to integrate intake services and reporting.

Chairman Engel Called for Questions

Ron Van Voast asked about the One-Stop Certification and questioned who does the certification.

Laurie Knowlton said the requirements in regulations are not specific as to who must conduct the Certifications and that it will need to be outlined in the policy the WWDC will develop.

Hayley McKee advised that Laurie Knowlton will be bringing a recommendation to the WWDC and the WWDC has the option to hire a contractor or designate an individual within the department to conduct the certification. She also said as the WWDC looks at the procurement options Thursday this process should play into the decision and it will be important to talk over each option in a very in-depth way and answer any questions as it will impact how Wyoming's workforce system looks and operates in the future.

Leonard Scoleri said when the WWDC puts policies together there will have to be appropriate firewalls placed in the policies so there is no cross over in duties if the Department conducts the certifications or if a third party accepts the responsibility.

Letter to Congressional Delegation

Hayley McKee began by saying some members may have heard President Trump has released a budget blueprint for FY 2018 and the full details have yet to be released but as many know the budget process in DC is always completed via negotiation. Ms. McKee continued by reminding the WWDC that an email was sent out a few weeks ago regarding some concerning cuts that may come out in President Trump's full budget recommendation. He has what he calls a skinny budget recommendation and it doesn't have a lot of detail regarding the federal workforce grants which is what the council looks at and those are the adult, dislocated worker and youth formula funds. A preliminary look at that budget does indicate that he wants to decrease federal support for these formula grants which could impact our current (prior to procurement) workforce center framework. He did indicate that where he is taking a look but we don't have numbers yet. He has also indicated that he wants to eliminate the Senior Community Service Employment Program (SCSEP) grants that is operating in our state to serve lower income individuals ages 55 and older who have poor employment prospects. He also mentioned a few other programs that are within the agency that are operating that could possibly see some decreases. A letter is being developed from the Council and the Department to go to the congressional delegation in hopes that they can weigh into this conversation and as a minimally funded state those cuts could be detrimental as we receive about the lowest amount of funding in the nation. Further cuts could negatively impact Wyoming's workforce.

Michelle Panos asked if the letter be provided to the WWDC for review prior to it being sent.

Chairman Engel said the WWDC will be provided the letter for review and additions.

Marcia Hess said that Adult Education may be faced with a 13% reduction in funding as a result of the President's budget and asked if Adult Education concerns could be included.



Jim Engel confirmed that Adult Education will be included and the letter will be provided for review by her and Dr. Rose.

Mayor McOmie asked if there is an established timeline for the letter.

Hayley McKee said that it will be sent review within the next week.

Chairman Engel advised the WWDC that a letter was sent to DOL asking for extension of the July 1 procurement deadline. He said that in his conversations with DOL they agreed that there wasn't any reason that they wouldn't grant an extension and there no real ramifications if extension isn't formalized and the original deadline is missed. Mr. Engel further advised that while the WWDC is on a time restraint, there will be no rash decisions made on this process; if the WWDC isn't 100% comfortable in the decision there will be no formal decision made about the direction of the one-stops and procurement.

Laurie Knowlton said that she will follow-up with DOL on the extension request this afternoon.

Leonard Scoleri moved to adjourn, John Walsh seconded the motion and the meeting adjourned at 11:13 a.m.