



Wyoming Workforce Development Council Meeting Summary

February 14-15, 2018

Little America
2800 W. Lincolnway
Cheyenne, Wyoming

Council Members Present

Jim Engel, Chairman	John Cox	Ron Wild
Leonard Scoleri, Vice Chairman	Jim Rose	Rocky Anderson
Katie Legerski	Gary New	Shawn Reese
Shannon Buller	Seth Kamarad	Scott Norris
Ron Van Voast	Fabian Lobera	Kevin Kershnik
Stacy Strasser	Ray Fleming Dinneen	

Council Members Absent

Gov. Matthew H. Mead	Sen. Michael Van Flatern	Rep. Cathy Connolly
Sid Gressette	John Walsh	Del McOmie
Jillian Balow	Randal Six	Mark Madsen
Felix Carrizales	Keith Zabka	

Council Members Designees Present

Laurel Ballard
Guy Jackson

DWS Employees Present

Laurie Knowlton	Hayley McKee	Michael Moore
Tony Glover	Mike Griffin	Jeanette Pickinpaugh
Andrea Hixon	Chris Wiederspahn	Annette Mello
Holly Simoni	Nicky Harper	Shaye Moon
Janet Farrar	Deanna Crofts	Leesha McIntire
Tobi Cates	Jeff Schulz	Angela Howell
Carmalee Rose	Pennie McDaniel	Kristin Burkhart
RJ Glantz	Sheila Tenorio	

Others Present: Marcia Hess, Adult Education; Maryellen Tast, Laramie County Community College; Noelle Reed, Wyoming Business Council; Michael Williams, Unita BOCES

Call to Order Welcome and Introductions



Jim Engel, WWDC Chairman, called the meeting to order at 1:04 p.m. and welcomed all in attendance. All present introduced themselves.

Approval of Agenda

Rocky Anderson moved to approve the agenda as written. Agenda accepted as written.

Approval of the October 2017 Minutes

Ron Wild moved to accept the minutes as presented. Jim Rose seconded the motion and it carried.

Approval of the December 5, 2017 Minutes

Shawn Reese moved to accept the minutes as presented. Ron Van Voast seconded the motion and it carried.

Next Generation Sector Partnerships

The Staff Support Team provided an overview of the Workforce Advisory Group (WAG). There has been collaborative work with the Colorado team that has the same type of program as Wyoming. Ms. Noelle Reed, Wyoming Business Council; Ms. Haley McKee the Administrator for Public Affairs for DWS; Ms. Marcia Hess, Adult Education; Ms. Amber Ash, Executive Director for Wyoming Excels; Ms. Laurie Knowlton, Liaison to the Council and Mr. Mike Griffin, Deputy Administrator of DWS. To recap, in January the Executive Council voted to approve WAGS.

Ms. McKee advised the attendees of how the group started and how it is progressing along with challenges that have been presented. Ms. Hess and Ms. McKee provided a history of how WAGS was introduced and explained the need for the partnership.

Mr. Griffin discussed some of the roadblocks and added that a facilitator provides benefits through this large of an endeavor.

Ms. McKee state that one key piece of the proposal is the sector academy. This is the gathering of all of the partners throughout the state.

Mr. Anderson asked how will the group choose an industry or model to research and who will make that decision.

Ms. McKee explained that the data is being worked on and the facilitator will help on the county by county analysis, present it in an understandable way and given to the academy. The groups will use the data to find which industry would make the most sense to approach first. Also when the groups get together the project is strategic and planned out. She stated that the response has been positive.

The Council approved up to \$250,000 for the budget. The proposed budget includes the facilitator at \$85,000, hotel rooms, facility rental, lunch, third party speaker for a total \$156,200, which has significant savings.

Next Generation Sector Partnerships in Colorado

Mr. Engel called the group back to order and introduced Ms. Stephanie Veck from Colorado. She explained that Next Generation Sector Partnership in Colorado is industry-led, public partners and community based with constant feedback and improvement. Education working with industry in trying to develop career pathways and train people and job opportunities based on that feedback. Each community is different with different needs, enabling businesses to come together to lead the work. Any community could lead sector partnerships. The thought was to be able to have a person already working not have to leave work to go to a workforce center for further training, or

for someone to have to acquire a four-year degree before being able to work. A convenor can be any business or educator, not strictly a workforce center. She also stated to not discard or underappreciate all of the hard work that has already been done, but to use it going forward.

The meeting recessed at 4:08 p.m.

The meeting reconvened at 8:30 a.m., February 15, 2018

Workforce Services Update

Mr. Cox addressed the group that there were a small handful of things that needed attention for Legislative action. Work on the management council within the past week regarding workforce training funding bill. This would be assigned to DWS primarily which would partner with Workforce Services and the Business Council, the ENDOW Initiative and Governor's office. Additionally, there is a bill to provide broadband service to underserved areas.

There is a bill related to entrepreneurship and innovation which creates a \$6 million research and innovation matching fund. It also creates \$6 million for entrepreneurial activities administered by the Business Council and some micro grants for early stage companies.

The department budget was presented to Joint Appropriations Committee. There have been no further cuts to the budget to date. The budget presentation went well with many people involved from the agency.

There is a bill to move all early education programs to the Department of Education. This would take the Head Start Program from the Department and move it to the Department of Education, which seems fairly conclusive. The bill calls from transferring funds, programs and personnel to the Department of Education.

From the Joint Appropriation Committee's budget bills so far would take another fifty positions from state government. The Governor's office has stated they disagree with that, but there would be a discussion about this for the next two years.

Adult Education Profile

Ms. Hess stated that in to WIA as well as WIOA have a requirement to do reporting to Federal and different entities here in the state of Wyoming. Since taking the position in 2010, she began doing profiles. Profiles have been sent to the previous Council and they go to the Legislature, all of the colleges, stake holders, Federal Representatives at Congress. Each year they have taken a different topic and those articles are informational. This year's article topic is on the need for education and upgrading what people need to have a bachelor's degree in this day and age. This is to move people up and improve the system. Adult education in the past was known as the GED program, which actually is a credential, not a program. She provided the council research paperwork on who some of the students are based on race, how many stayed with the program at different length of times and reasons why. Wyoming typically scores above the national average for the high school equivalency program now. The program can focus on what kind of careers is a person interested in. In that process we can then focus our instruction so it is contextualized to an area that they have an interest in.

WIOA Compliance and Finance

Budget Format

Mr. Leonard Scoleri presented the format so that everyone could have a basic understand of what the Committee did. The total plan for the year which starts July 1 and is complete on June 30. The budget for the whole year was to

take the budget total divided by 12 and spread among all months. Next year they will have a better idea on which months will be more concentrated with funds but will still be spread out over a period of time.

Motion to approve the budget format, expenses and set asides to date was made by Leonard Scoleri. John Cox seconded and motion carried.

WWDC Policy 5

Ms. Knowlton stated Policy 5, Page 2 was changed to allow Workforce Centers to submit documentation for certification.

Scott Norris moved to approve Policy 5 as written. Shannon Buller seconded the motion and it carried.

Revisions to Wagner-Peyser Policy

Ms. Hixon, VETS & Wagner-Peyser Program Manager, stated there were very minimal changes. Section 10, the wording was changed from “have been accomplished” to “have been completed” on page 7 which is in reference to the employer verification process. Page 9 and 10, Section 16 is Wyoming Preference Act additional right to work language for individuals with work visas and clarify the days per Wyoming State Statute 16-6-203.

Ron Wild moved to approve the changes to the Wagner-Peyser policy as presented. Kevin Kershisnik seconded the motion and it carried.

Revisions to Title I Policy

Ms. Wiederspahn, Program Manager, Title I Adult Program, pages 1 and 2. The law requires the adult program to focus on serving the individuals with barriers to employment that we prioritize as basic skills deficient, English language learners, those receiving public assistance, and those who meet certain low-income requirements. The program was not receiving credit for unemployed individuals based on the way the system does reporting. The program would like to change to the eligibility policy for adults focusing on employed and unemployed to focusing on those adults that meet that priority population. Therefore, the change is removing the employed/unemployed priority population eligibility and focusing on adults who meet the priority. This would not say those are the only adults that can be served, but if an adult does not meet one of the priority populations, then our case managers could submit a waiver request a justifying serving an adult that does not meet priority.

The Sub-Committee has had a chance to review the proposed changes and asked for approval.

Motion to accept the changes to the Adult Education Profile was made by Ms. Buller and second by Mr. Scoleri. All approved, motion carried.

Monitoring Policy

Ms. Pickinpaugh, Program Manager stated that the proposed change on the timing of the on-site reviews of the Workforce Centers on page 1. This will change it from annual review to reviews on a three-year cycle there would be a three-year calendar and every Workforce Center would be reviewed in person. The other two years they would have a desk review conducted.

The WIOA Compliance and Finance Committee has had an opportunity to review the changes and recommend approval.

Motion to accept the changes to the Monitoring Policy were made by Mr. Lobera and seconded by Ms. Dinneen. Motion carried.

Funds Release for Next Generation Sector Partnerships

Leonard Scoleri stated that the original \$250,000 budget had \$50,000 increments but now that things are moving along, Mr. Scoleri would like to have the budget approved in full at \$250,000 minus the \$156,200 for the Next Generation Sector Partnerships as previously spoken discussed.

Motion was made to accept the changes to the budget to approve funding in the full amount without increments was made by Ray Fleming Dinneen and seconded by Mr. New. Opposed by Mr. Kershisnik. Motion carried.

Youth Technical Assistance in Casper

Mr. Griffin updated the WIOA places the emphasis for serving out-of-school youth (ages 14-24) category. The Department of Labor has a third party grant through a company called Maher and Maher who offered an opportunity to participate with them through a youth technical assistance program utilizing Maher and Maher through a third party facilitator to work with the state of Wyoming. There will be special one-on-one attention focusing specifically on Wyoming and the selected target area of Casper. There will be a one day work shop for any interested parties on the project. Discussion followed.

At this time there was a 15 minute break.

State Plan Revision Review

Ms. Knowlton requested the Council go in to public comment period after discussion this topic if approved. It would then be put on the Council website for public comment. The public comment period would stop on March 9. Introduction was made for Ms. Janet Farrar, Deputy Administrator - Strategic Planning.

Ms. Farrar introduced to the Council an Executive Summary. Ms. Farrar discussed the timeline, processes and accomplishments to the unified plan. The final plan will be posted on the website as a living document for the next two years.

Ms. Farrar stated to think of the program layout is in two separate parts as follows:

1. Strategic planning element
2. Operational planning element

Strategic planning elements start with overview and options that the state elected to do a unified plan with four core partners.

1. The Governor's vision and goals
2. Council responsibility
3. Analysis, print, data and information
4. Strengths and weaknesses of the workforce development system

Operational planning elements includes state board and council functions. This includes a roster, the Governor's goals, operational strategies, operating systems and policies, and specific requirements.

Ms. Farrar discussed how the plan revision has been worked on so far and the future projections. Discussion followed. Mr. Glover and Mr. Moore discussed research and planning as a statistical entity in workforce services.

The economic analysis was primarily put together using both industry and occupational directions. He discussed economic downturn. Mr. Moore discussed many job factors with degrees and wages associated with them. He discussed poverty thresholds, Veterans with disabilities and youth populations.

Open Discussion and Public Comment

Leonard Scoleri made a motion to adjourn, Kevin Kershisnik seconded the motion, and it carried.

Meeting adjourned at 12:15 p.m.

DRAFT