

# Montana State Workforce Innovation Board

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## WIOA Committee GoTo Meeting

2:00 – 3:30 p.m.

Walt Sullivan Building-2<sup>nd</sup> Floor Conference Room

Helena, Montana

Monday, November 23, 2015

**BOARD MEMBERS PRESENT:** Commissioner Jane Weber (Chair); Casey Blumenthal; Commissioner Mike McGinley; Robert Minto; Jay Reardon and Arlene Templer;

**BOARD MEMBERS ABSENT:** Rich Aarstad

**STAFF:** Greg Cano and Casey Schreiner

**GUESTS:** Mary Berg; Jackie Haines; Tanner Woodward; Jasy Harrington; Sue Dalbey; Margaret Bowles; Annette Miller; Michelle Marsh; Scott Eychner; Kate Kahle; and Suzanne Ferguson

### Call To Order/Roll Call

Chair Jane Weber called the meeting to order at 2:00 pm.

#### Roll call

Greg Cano conducted roll call and established a quorum.

#### Agenda

Chair Weber asked for a motion to approve the agenda. Mr. Reardon made the motion to approve the agenda. Ms. Blumenthal seconded the motion. The motion carried.

#### Minutes

Chair Weber asked for a motion to approve the meeting minutes from October 7, 2015. Mr. Minto moved to approve the minutes and Mr. Reardon seconded. The motion carried unanimously.

### Reports

Kate Kahle, Department of Labor & Industry Workforce Innovation Opportunity Act (WIOA) staff, presented the State of Montana WIA Performance Levels PY 2015 Quarter 1 Report. The Performance Levels table can be viewed here: [http://www.swib.mt.gov/meeting-materials/11-23-2015/Q1\\_Performance\\_Levels\\_2015.pdf](http://www.swib.mt.gov/meeting-materials/11-23-2015/Q1_Performance_Levels_2015.pdf).

Ms. Kahle also presented the components of the WIOA Performance Measures for Program Year 2016 for Adult and Dislocated Workers and Youth. These measures can be viewed here:

[http://www.swib.mt.gov/meeting-materials/11-23-2015/PerfMeas\\_2016.pdf](http://www.swib.mt.gov/meeting-materials/11-23-2015/PerfMeas_2016.pdf)

Tanner Woodward, Department of Labor Specials Projects Director, presented an update regarding the WIOA State Plan Development. He reviewed a draft annotated outline of the State of Montana WIOA Combined Plan for 2016-2019.

The first section of the plan is the **Strategic Planning Elements**. Subsections of this plan include economic and labor analysis, analysis of workforce development activities, state vision and goals and strategy for program alignment.

The second section of the plan is **Operational Planning Elements**. Subsections of this piece of the plan include: alignment of activities to be funded, alignment and additional activities, strategies to provide comprehensive, high quality services, engagement of community/technical colleges and coordination with economic development strategies.

The third section of the plan addresses **State Operating Systems and Policies**. This section includes the State Workforce Board, program assessment, distribution of funds, alignment of workforce intelligence, Veterans Priority of Service and accessibility of the One-Stop system.

The fourth section is **Program-Specific Requirements**. This section includes state policies and guidance for the workforce development system, local workforce areas, youth activities, adult education and literacy, Vocational Rehabilitation, Wagner-Peyser, Migrant and Seasonal Farmworker Activities, Tribal and Native American Workforce Programs, cross-program coordination and joint planning and coordination.

The fifth and last section of the plan addresses **Assurances**.

A consultant was hired to assist writing the State Plan and she will be coming to Helena the week of December 7, 2015. The agenda and an invitation will be sent to the WIOA Committee members once a location/time has been determined. Members can attend in person or participate by calling in to the meeting.

Chair Weber requested that SWIB staff send the link that Mr. Woodward referred to during his presentation: Workforce Innovation and Opportunity Act (WIOA) Unified and Combined State Plan Requirements-Draft 7/27/2015 to WIOA committee members. View here: [state\\_plan\\_ICR.pdf](#)

## **Unfinished Business and General Orders**

Casey Schreiner, Director of the State Workforce Innovation Board (SWIB) reported on the WIOA Timeline. Mr. Schreiner briefed the committee on important upcoming dates regarding the implementation of WIOA and the required actions that the SWIB must approve moving forward. Relative to the SWIB's involvement, the timeline identified broadly from the end of November through February 15, 2016 (State Plan submission deadline) as the period of time various SWIB Committees will be reviewing pertinent pieces of the plan. The timeline document will be updated and sent out to SWIB members when meeting dates/times are finalized.

Mr. Schreiner noted that the previously scheduled December 10, 2015 WIOA Committee meeting would be cancelled as the meetings with the consultant are scheduled the week of December 7, 2015. Instead, SWIB members will be invited to be participants in the meetings scheduled with the consultant and the various work groups.

## **New Business**

Annette Miller, Bureau Chief of the Department of Labor's Research and Analysis Bureau, presented the Draft Economy at a Glance and reiterated that most of this information was in the Labor Day Report and was presented at the Full Board SWIB meeting on September 17, 2015. The content of the Labor Day Report will be submitted as the Economy portion of the State Plan.

Ms. Templer requested clarification regarding some statistics related to Tribal information in the report. Committee members discussed the clarification, as well. Ms. Miller said that she would have an economist contact Ms. Templer for further explanation and discussion.

**Action Item:** Chair Weber asked for a motion to be made that the Draft Economy at a Glance section be included in the Montana State Combined Plan with modifications regarding clarification of information provided in charts and tables by Ms. Miller. Ms. Templer made the motion and Ms. Blumenthal seconded the motion. The motion carried.

## **Announcements:**

Mr. Schreiner advised the committee to be on the lookout for the invitation to participate in the State Plan Development Meetings the week of December 7, 2015. Mr. Cano will email and call to confirm attendance/non-attendance.

Chair Weber asked Mr. Cano to send out a Doodle Poll in January, 2016 after SWIB staff identifies a week to meet with the committee.

Chair Weber asked Mr. Cano to specify in these meeting minutes that previously planned WIOA Committee meetings scheduled for November 17 and December 10, 2015 were cancelled due to the push back of State Planning Meetings.

## **Adjournment**

Chair Weber asked for a motion to adjourn. Ms. Blumenthal made a motion to adjourn. Mr. Reardon seconded the motion. The meeting was adjourned at 3:10 pm.