

State Workforce Investment Board Executive Committee

July 24, 2008

DRAFT MINUTES

Committee Members Present: Dan Miles, Chair; Marty Copps, Vice Chair; Evan Barret; Georgia Gibbs-Atkinson; Keith Kelly; Lane Larson; Robbe Lindsey; Mike O'Neil; and Tyler Trevor.

Committee Members Absent: Dave Crum; Mike Grove; and Mike McGinley.

Staff: Leisa Smith, Dan Bernhardt, and Danielle Nettleton.

Guests: Marilyn Ohman; Connie Kinsey; Mary Berg; Brad Eldridge; Drea Brown; Denise McGivern; Judy Cerisa; Linda Moodry; Shiela Hogen; John Porterfield; and Lisa Newman.

I. Welcome & Introduction

Chairman Dan Miles called the meeting to order at 8:35 a.m. He welcomed staff, committee members, and guests. He announced Tyler Trevor; Associate Commissioner for Planning, Technology & Communication would be replacing Arlene Parisot; who resigned from the Board due to retirement.

Roll Call and Housekeeping

Danielle Nettleton conducted roll call, addressed house keeping items, and reviewed the meeting documents presented. She stated the meeting would be recorded and reminded committee members to please state their name clearly when speaking for the accuracy of the minutes. Chairman Miles explained the committee conducts business under Roberts Rules of Order. He stated he would relax Roberts Rules of Order to allow informal discussion among members.

Approval of Agenda

The agenda was accepted as presented by consensus.

Approval of Meeting Minutes

Chairman Miles asked if there were any changes to the April 24, 2008 minutes. Keith Kelly made a motion to approve the meeting minutes as presented. Evan Barret seconded the motion which passed unanimously.

II. One-Stop Certification

Marty Copps reported the Sanders County One-Stop System is located at the Sanders Job Service Workforce Center (JSWC) in Thompson Falls, and is operated by Debra Krantz, Manager of the JSWC. The system serves Sanders County, including the communities of Dixion, Old Agency, Heron, Hot Springs, Lonepine, Noxon, Paradise, Plains, and Trout Creek. A site review was conducted on June 30, 2008 by Dan Bernhardt and all signatures are on file with SWIB staff.

Tri County Workforce System is located at the Anaconda JSWC and is operated by Marilyn Ohman, manager of the JSWC and has been a board member of the Economic Development Corporation in Anaconda for 16 years. The system serves Deer Lodge, Powel, and Granite Counties; including the communities of Anaconda, Warm Springs, Galen, Deer Lodge, Garrison, Avon, Elliston, Philipsburg, Hall,

Maxville, and Drummond. A site review was conducted on July 1, 2008 by Dan Bernhardt and signatures are on file with SWIB staff.

Ms. Copps reported the One-Stop Committee recommended the Sanders County One-Stop System and the Tri-County Workforce System be certified as One-Stop Centers.

Marilynn Ohman, Manager of the Anaconda JSWC, reported on economic development opportunities in the area; indicating a need to become a certified One-Stop Center to better serve Deer Lodge, Powel, and Granite Counties.

Tyler Trevor made a motion to certify the Sanders County One-Stop System and the Tri-County Workforce System as One-Stop Centers. Mike O'Neil seconded the motion, which passed unanimously.

III. Research and Analysis (R&A)

Todd Younkin, R & A Bureau Chief, presented the Workforce Information Grant for Program Year PY 2007: Montana Progress Report, and a Background Paper on: Statement of Workforce Certification for PY 2008 Workforce Information Grant. Both documents require the signature of either the Governor of Montana, or a combined signature from the State Workforce Investment Board and the Commissioner of the Department of Labor and Industry (DLI.) The R&A Bureau choose to present the documents to the State Board for a combined signature to display a combined partnership. Mr. Younkin provided a broad overview of the grant, including the six deliverables with descriptions of how the R&A Bureau will address each area.

Chairman Miles asked if the bureau would have the resources to identify occupations in need of training to prepare for demands in the future. Mr. Younkin explained the bureau produces 10 year projections, taking into consideration that the needs of the future could unexpectedly change in five years due to the economy. The bureau works hard to focus on the upcoming two years. Training should focus on skills that work for the occupations identified, as well as be transferable to other occupations. Currently the Office of Higher Education (OCHE), Office of Public Instruction (OPI), and DLI are partnering to eliminate duplication in similar projects. For more information please contact Todd Younkin at 406-444-3293.

Mike O'Neil made a motion to approve the Workforce Information Grant for PY 2007: Montana Progress Report, as presented. Georgia Gibbs-Atkinson seconded the motion, which passed unanimously.

Ms. Copps made a motion to approve the PY 2008 Workforce Information Grant application as presented. Mr. O'Neil seconded the motion, which passed unanimously.

IV. Renegotiation of Montana's Literacy/Numeracy Gain Performance Level

Connie Kinsey, Program Manager for the Workforce Investment Act Youth Program, provided an update on the newly approved renegotiated Literacy/Numeracy Gains by US DLI from 50% to 30%. Ms. Kinsey discussed the original negotiation, reporting errors that had occurred due a new tracking system, and data conversions, additional issues with the new requirement for both pre and post TABE testing, and steps the State has taken to address these challenges. . The notice was posted for a three week public comment period: none was received. Chair Miles requested Ms. Kinsey report back to the Board when reporting has been completed to compare the results. For more information please contact Connie Kinsey at 406-444-4571.

V. SWIB Facilitated Process and Outcomes

Ms. Smith provided a summary of transformation activities leading up to the facilitated discussion at the May SWIB meeting including information collected and progress of the three month plan developed from the May meeting, recent events involving SWIB Staff, along with other State activities regarding community and regional transformation.:

VI. Career Pathways Panel

TJ Eyer, Division Administrator, OPI, explained Montana's Big Sky Pathways as the State's approach to what the National Career Clusters Initiative. Two types of career pathways will be developed; one for students in K-12, the other for adults. Youth who have dropped out of school would be considered adults. Mr. Eyer gave an overview of the 16 pathways and the 6 career field categories developed for teachers. He provided an example of the three model pathways being developed for the K-12 program. Students will be able to see their long term goals and identify classes and training opportunities to assist in reaching their career goals. Chairman Miles encouraged Mr. Eyer to invite a SWIB member or staff person sit on the State Executive Leader Team to assist in the development. For more information regarding Career Pathways please contact TJ Eyer at 406-444-7915.

VII. Continuous Improvement Planning

Ms. Smith asked the committee for ideas and directives regarding next steps in our Transformation Process and upcoming SWIB meeting.

- Mr. Larson addressed the lack of funding for schools to host industrial arts classes. Suggestions included creating legislation to bring more funding to schools for these types of programs, or by making the initial investment to start the programs. Research would need to be done to identify schools and communities with the most need. Mr. Eyer informed the committee he could provide the information. Identifying the history and causes for losing the classes was also requested.
- Chair Miles asked to have a representative from Corporation for a Skilled Workforce (CSW) brought back for the next SWIB meeting. Comments were made regarding the productivity of the April Executive Committee meeting and the facilitated discussion from the May SWIB meeting. The committee encouraged staff to move forward with the transformation discussions and use the models identified. Chair Miles requested staff to develop a list of the top 12 ideas generated from the facilitated discussion. CSW can assist the board in working through the ideas and identifying goals and strategies.
- Comments were made to develop legislation, to increase board funding and maintain the ability to move forward if the Workforce Investment Act was not reauthorized.
- Mr. Lindsey suggested researching innovative ways, through the SWIB, to assist private industries with education funds.
- Chair Miles encourages the board to review and reorganize the committee structure. Ideas included developing a committee to work with WIA issues and develop taskforces to lead projects rather than standing committees. Taskforces can be developed by identifying board members strengths regarding the issues.

- Mike O'Neil requested more information on the challenges American Indians face with unemployment rates and how the board can help to make a difference.

VIII. Other Business

Ms. Smith announced the August 26th SWIB meeting would need to be rescheduled for September 11th. Due to the unavailability of the Governor, the Annual Labor Day Report would be presented to the SWIB separately. This tentative date is contingent on a facilitator being able to attend the meeting. Chair Miles requested the board hold two half day meetings with some Board networking opportunities.

John Porterfield from Porterblock reported a concrete program was being developed in Libby through the University of Montana's College of Technology. Currently ten scholarships still remain available until August 1, 2008, for the concrete program at Alpine College in Michigan. Mr. Porterfield requested room on the SWIB meeting agenda to show a promotional video for Porter Block.

IX. Adjourn

With no further business Mr. Larson made a motion to adjourn the meeting at 12:01 p.m. Mr. O'Neil seconded the motion which carried unanimously.

Dan Miles, Chairman

Date