



Montana Department of
LABOR & INDUSTRY
State Workforce Investment Board

Workforce Investment Act Committee Minutes

Capitol, #102
Helena, Montana
July 24, 2012

BOARD MEMBERS PRESENT: Mike McGinley, Chair; Evan Barrett; Keith Kelly; Jeff Rupp; Senator Edward Buttrey; Representative Kelly Flynn

BOARD MEMBERS ABSENT: Tina Bundtrock; Michael DesRosier; Sandi Miller

STAFF: Kali Wicks

GUESTS: Mary Berg, Linda Moodry, Dave Morey, Rhonda Huseby, Mike Cooney

I. Welcome and Introduction

Chair Mike McGinley called the meeting to order at 10:03 a.m. He welcomed Committee members and guests.

Roll call, Housekeeping, and Meeting Documents

Kali Wicks conducted roll call, addressed housekeeping items, and reviewed meeting materials. Chair McGinley explained the committee conducts business under Roberts Rules of Order.

Agenda

Chair McGinley reviewed the schedule. Senator Edward Buttrey made a motion to approve the agenda as presented, which was seconded by Representative Kelly Flynn, and approved by consensus.

Minutes

Chair McGinley reviewed past meeting minutes from December 15, 2011 and noted that no changes had been requested to staff. Jeff Rupp mad a motion to approve the minutes, which was seconded by Commissioner Kelly. The motion to approve the minutes passed unanimously.

II. One-Stop History

Ms. Wicks presented definitions affiliated with the One-Stop delivery system along with the relationship to the Workforce Investment Act. Guiding principles, mandatory partners, and One-Stop Systems within the state were covered. Dave Morey, Bureau Chief, DLI was deferred to regarding the One-Stop philosophy and early pilots across the country. Mr. Morey related that Montana was a state that received some early funding prior to the authorization of WIA, but that One-Stop delivery systems are now a requirement of under WIA. Mr. Rupp added that the additional community/partner input under the one-stop delivery system has been very helpful.

III. One-Stop Certification Review

SWIB Staff explained the federal requirements for recertification every two years. SWIB staff has been traveling to the states' Workforce Regions soliciting feedback on the recertification process. The goal is to develop a working document for both one-stops and Community Management Team's (CMT), continue to foster partnerships, assist with the needs of the 21st Century job seekers, and have meaningful documents while still adhering to the federal mandates. Feedback from the regional meetings was shared and recommendation built into the drafts. The Committee reviewed the certification of one-stops, the forms for the recertification process as it exists currently along with some proposed suggestions for paperwork and process amendments. Mr. Barrett asked for clarification as to when one-stops will need to be re-certified. Ms. Wicks stated all one-stops will need to be recertified this year. Many in attendance voiced their view that the re-certification was primarily a renewal plan of partnership commitment between CMT's and one-stops in addition to being a document of continuous improvement as a way to keep informed of services offered and new initiatives, grants etc. The information collected is also useful for SWIB. Staff would work to disseminate information across the workforce investment system. Questions arose regarding the re-certification cycle period of two years versus five, seven or ten year periods. The two-year cycle is based on WIA regulations. Committee members expressed concern that the process, while needing to be thorough and comply with federal regulation, try to not be too burdensome for operators. Commissioner Kelly did a review of the history of the State becoming a single state planning area, dwindling resources and the creation of the Community Management Teams. The change saved administrative and overhead dollars allowing for more money to go out for services. A key goal of the information being collected is for US DOL to see what is occurring in the States with the economy in a constant state of flux. Mr. Barrett reinforced that the structure has been fixed but the process is now in need of some refinements to ensure efficiencies. Chair McGinley stated the commitment of the Governor to MACo to keep county commissioners represented on the SWIB and retaining local input in addition to CMT's. Ms. Wicks stated that her recertification process research of other states indicates that Montana is ahead of the game and she has received interest in our models and processes from other states. Ms. Wicks stated a key goal for operators in the recertification process was to be able to show case their unique local service delivery areas and initiatives and tell how partner work together. Narrative format was preferred versus yes/no format which doesn't tell the story. Comments from the audience voiced support for the process and explained some of what would need to be done to complete the new recommended process. Sen. Buttrey voiced support to the re-certification questions being asked and felt the process was fairly lean and important data was being collected. Ms. Wicks did state that legal is reviewing the MOU and

CA which will be presented at the next meeting. Mr. Cooney stated that providers are used to addressing these questions and there is nothing foreign or surprising. The current drafts under review have had the input of operators. The process is ongoing, and more fine-tuning may be necessary in the future. The goal is to cut back on staff time and operator's time. The processes are based on the key WIA principles. Mr. Barrett stated it is good reflection for service providers to stop and review their own processes. Mr. Barrett made a motion to approve the current documents to be posted for public comment and all comments received will be presented at the next scheduled WIA Meeting. Jeff Rupp seconded. Discussion of the CMT makeup and requirements and how are they working. Mandatory partners are required to participate on CMT's and it is at the discretion of the local areas for additional partners to be included such as county commissioners, legislators, chambers and economic development entities. The State can dictate what is mandatory and the rest provides local flexibility in adding other interested parties. Sen. Buttrey made note of item #3 under Service Delivery and Data Tracking, as the item should not ask if goals and data are tracked, but how they are tracked. Rhonda Huseby, WIA Adult Program Supervisor stated the recertification is used as a valuable community tool to identify gaps in services, partners and as an outreach and partner recruitment tool. The motion passed unanimously.

IV.State Plan Review

Dave Morey, DLI Bureau Chief presented an overview of the WIA/Wagner-Peyser State 5-year Plan requirements and timelines. Chair McGinley noted the numerous mentions of Governor Schweitzer when a new Governor and administration will be coming in. Committee member agreed for the need to be sensitive however it is the requirements of the plan that it is the current Governor's plan. The Committee recommended use of the word "Governor" and staff will take to the Governor's Office for word-smithing advice. Commissioner Kelly did remind the Committee is can be modified at any time at the discretion of the new Governor if they choose to make changes to the vision or operations.

Chair McGinley asked for clarification regarding the statement "limited availability of workforce skills training" noted on the second page under Job Training and Education. Mr. Morey explained the reference is more based on individual barriers versus systemic. Other issues may prevent access to training such as childcare, need to work, etc. making access a challenge. Chair McGinley also asked for discussion around the need for Soft Skills training and drug and chemical testing issues that impact hiring and job retention. Staff will to find a way to integrate this language. Mr. Barrett requested that the 2006 reference to Business Engagement and Retention Teams (BEAR) be updated. BEAR Team are a center piece for business engagement The Governor extended a long term commitment and recent resources have been allocated that need to be mentioned. Staff will work on the recommend changes. Committee members can still submit comments – Approval needs to occur prior to the Sept. 15th deadline and will need to come from the Executive Committee as the SWIB does not meet until October. Special thanks went out to Dave Morey for his service to the SWIB and the Department. Sen Buttrey asked for clarification on definition of Negotiated Performance. Additional inquiries revolved around any national performance goals needing to be met. Mr. Morey stated that there were some performance standards for each federal department. . Goals vary according state by state due to

their unique economic situations and is calculated based on a regression model and formula's based on population and other economic factors.

V. Next Steps

Tuesday, August 14th, 2012 Go-To meeting to review documents, legal documents and public comment.

VI. Adjourn

With no further discussion, Chair McGinley adjourned the meeting at 11:38 a.m.