

Montana

State Workforce Innovation Board



September 17, 2015
7:30 a.m. – 4:30 p.m.
Holiday Inn Conference Center Downtown Helena
22 North Last Chance Gulch, Helena, MT
Ball Room

BOARD MEMBERS PRESENT: Dave Crum-Chair; Casey Blumenthal-Vice-Chair; Rich Aarstad; Dean Bentley; Tina Bundtrock; Vicky Byrd; Anna Doran; Al Ekblad; Paul Gatzemeier; Kirk Hammerquist; Jasyn Harrington; Niles Hushka; Fred Kellogg; Billie Lee; Miles McCarvel; Commissioner Mike McGinley; John McKee; Robert Minto; Jay Reardon; John Rogers; Loren Rose; Senator Cary Smith; Arlene Templer; and Scott Trent

DESIGNEES PRESENT: Margaret Bowles (Designee for Superintendent Denise Juneau); John Cech (Designee for Commissioner Clay Christian); Mike Cooney (Designee for Commissioner Pam Bucy); and Jim Marks (Designee for Director Richard Opper)

BOARD MEMBERS ABSENT: Larry Hall; Jacquie Helt; William Hunt; John McKee; Representative Vince Ricci; and Commissioner Jane Weber

STAFF: Casey Schreiner and Greg Cano

GUESTS: : Curtis Biggs (University of Montana); Mary Berg (Career Futures); Chaz Bradley (Department of Labor & Industry-Research & Analysis); Katy Brooke (RevUp Montana); Maggie Driscoll (WORC Hamilton); Scott Eychner (Department of Labor & Industry); Suzanne Ferguson (Department of Labor & Industry); Carol Hanel (Department of Labor & Industry); Kate Kahle (Department of Labor & Industry); Darla Joyner (Career Transitions); Connie Kinsey (Department of Labor & Industry); Kirk Lacy (Department of Labor & Industry); Michelle Marsh (Department of Labor & Industry); Linda Moody (Career Futures); Lisa Newman (Career Training Institute); Brenda Nordlund (Department of Labor & Industry-Unemployment Insurance); Morgan Marks (Department of Labor & Industry-Jobs For Montana's Graduates); Ken McLean (Department of Labor & Industry-Registered Apprenticeship); Annette Miller (Department of Labor & Industry -Research & Analysis); Valerie Piet (Department of Labor & Industry-Registered Apprenticeship); (Joe Rangitsch-Department of Labor & Industry); Erik Rose (Office of the Commissioner of Higher Education-OCHE); Pam Watson (Department of Labor & Industry); Tanner Woodward (Department of Labor & Industry); Barb Wagner (Department of Labor & Industry-Research & Analysis); and Kathy Yankoff (Department of Labor & Industry); Ashley Moon (Department of Labor & Industry)

Welcome and Introductions

Chair Dave Crum called the meeting to order. He welcomed Board members and guests. Chair Crum announced to the board and public that Casey Blumenthal is the new SWIB Vice-Chair. He introduced the following new members: Rich Aarstad, Vicky Byrd, Anna Doran, Miles McCarvel, Jay Reardon, Senator Cary Smith, and Arlene Templer. Each new member gave a brief bio to the board regarding their professional backgrounds.

Roll call:

Roll call was taken by Greg Cano. A quorum was reached. Housekeeping items were reviewed with the board and general public.

Agenda:

Chair Crum asked for a motion to approve the September 17, 2015 agenda. Mr. Bentley moved to approve the agenda and Mr. Reardon seconded the motion. Mr. Schreiner noted that a title change was made regarding the agenda item from 8:40 to 9:00 am to better reflect the presentation. The motion carried unanimously.

Chair Crum asked if there was a motion to approve the June 2, 2015 SWIB Meeting minutes. Mr. Minto moved to approve the June 2, 2015 meeting minutes and Mr. McCarvel seconded the motion. The motion carried unanimously.

Mr. Schreiner introduced a video from Secretary Perez regarding WIOA and the opportunities it presents to workforce development boards across the country. The video can be seen here:
<https://wioa.workforce3one.org/view/4201516136404558330/info>

Board Bylaws

Mr. Schreiner asked the board to follow along as he pointed out and discussed the changes made regarding the Draft Montana State Workforce Innovation Board Bylaws. Mr. Kellogg noted that in Section 304.0-Conflict of Interest, specifically 304.1B, the line: except as provided in paragraph (3) of section 4 (A)...made no sense as it no longer applied to the contents of the document. After further discussion, Chair Crum asked for a motion to approve the Bylaws. Mr. Minto made the motion to approve the adoption of the Bylaws subject to the changes required to create the consistency in that section. Mr. McGinley seconded the motion. The motion carried. The Montana State Workforce Innovation Board Bylaws can be previewed by accessing the following link:
<http://swib.mt.gov/documents/ByLaws.pdf>

Strategic Board Discussion

The board viewed the Strategic Local Boards Video. Discussion ensued regarding roles and responsibilities of workforce development boards and the Montana SWIB. The Strategic Local Boards video can be viewed by clicking this link:
<https://wioa.workforce3one.org/view/4201519730977143643/info>

Local Workforce Development Activity Updates

Each board member was given the opportunity to discuss workforce development and/or challenges within each of their regions.

ETA Workforce Information Grant Annual Report

Annette Miller, Acting Bureau Chief of the Research and Analysis Bureau, Department of Labor & Industry, presented the ETA Workforce Information Grant Annual Report to the board. Program deliverables include populating the Workforce Information Database (WID) with state and local data, producing and disseminating industry and occupational employment projections, conducting and publishing relevant economic analyses, special workforce information, and/or economic studies of benefit to the Governor and state and local Workforce Information Boards, publishing monthly: *Montana At A Glance*, partnering and consulting on a continuing basis with workforce investment boards and other key workforce and economic development partners and stakeholders, listing activities undertaken to meet customer needs, listing new tools and resources, continuing efforts to create and support partnerships and collaborations. See the report at the following link:

<http://swib.mt.gov/meeting-materials/9-17-2015/DOC093015.pdf>

Ms. Lee made the motion to accept the report. Mr. Minto seconded the motion. The motion carried unanimously.

Labor Day Report

Barbara Wagner, Chief Economist for the Research and Analysis Bureau, Department of Labor & Industry, presented the State of Montana Labor Day Report to the Governor-2015. The forecast of the report reveals Montanans enjoying higher wages, strong output growth, and an ideal unemployment situation. The U.S. and Montana economies are once again leading the world in economic strength and maintaining stability for developed and emerging economies alike. Board members discussed the data presented. Ms. Templer expressed concerns about the reported unemployment rates for the reservations being too low. View the PowerPoint presentation at the following link:

<http://swib.mt.gov/meeting-materials/9-17-2015/laborday-report-presentation.pptx>

Workforce Development System Asset Map

Mr. Schreiner presented a Draft of the Workforce System Guide to the board. This guide was developed from the information that SWIB staff obtained through the asset mapping process. The guide is a work in progress, providing pertinent information regarding Montana's Workforce System programs within the Montana Department of Labor & Industry, Montana Department of Health and Human Services, Montana Office of Public Instruction, Office of Community Service, Higher Education, Montana Department of Military Affairs and the Montana Department of Commerce. Mr. Schreiner introduced Ashley Moon from the Department of Labor and Industry's Communication unit. Board members discussed the practical applications of this type of document in our One-Stop System. View a copy of the Asset Map on the following link: http://swib.mt.gov/meeting-materials/9-17-2015/draft-workforce-system-guide_2.0.pdf

Subcommittee Report Outs

The following subcommittees met from 1:00 to 2:45 p.m.: The Apprenticeship/Career Pathways/On-the-Job Training (OJT) Committee, Sector Strategies Committee, Youth Services Committee and the WIOA Oversight Committee. The Chair of each committee reported to the board.

WIOA Standing Committee Report: Commissioner McGinley (Acting Chair) reported the following next steps:

- A Department of Labor & Industry (DLI) organizational chart will be dispersed to committee members
- Review and approve the Draft Strategic State Plan
- Eligible Training Partner List requirements/update by January, 2016.
- One Stop Recertification by June 30, 2016 (19 One Stops across Montana)
- Service Providers need to submit an RFP by December 30, 2015
- A timeline will be produced and dispersed to committee members regarding WIOA requirements that need WIOA Committee and subsequent Full Board approval and/or action

Sector Strategies Committee Report: Dean Bentley (Acting Chair) reported the following next steps:

- Development of a mission statement regarding the partnership/alignment of sector partnerships, Key Industry Networks (KINS) and the State Workforce Innovation Board.
- Meet via phone conference on either Monday, October 19, 2015 or Tuesday, October 20, 2015.

Youth Services Committee Report: Jasyn Harrington (Acting Chair) reported the following next steps:

- Research best practices training for providers (both tribal and non-tribal) regarding outreach to youth
- Receive and review a 1st quarter report from youth program operators from the State WIOA Oversight Unit regarding the 75% Out of School Youth WIOA requirement
- The development of an Asset Map for youth program service providers
- The development of a certifiable soft skills training program, (similar to the Building Success Skills module-an online curriculum module for Healthcare trainees) throughout the state with the assistance of Ad Hoc member Curtis Biggs-Director of Distance Delivery-HealthCARE Montana
- Continued clarification of the roles and responsibilities of the Youth Services Committee-will there be intersection with the WIOA Standing Committee regarding RFP's?
- Will reconvene on Wednesday, October 28, 2015 at 1:00 pm via GoTo Meeting (Telephone Conference)

Apprenticeship/Career Pathways/OJT (On-the-Job Training) Committee Report: Miles McCarvel (Chair) reported the following next steps:

- Elevate Apprenticeship/Career Pathways/OJT to a status where they are viewed as the primary option for individuals entering into the workforce.

Public Comments

Darla Joyner, Executive Director of Career Transitions spoke of her non-profit certified One Stop Center. Ken McLean, Department of Labor and Program Specialist for the Registered Apprenticeship Program clarified the components of the Registered Apprenticeship program for the board.

SWIB Next Steps

Chair Crum announced that the next SWIB Full Board meeting is Tuesday, January 12, 2016 held at the Holiday Inn Conference Center-Downtown Helena.

All SWIB members are invited to Governor Bullock's Main Street Montana Project Peer to Peer Symposium on October 11 & 12, 2015. The event will be held in Bozeman at Montana State University's Student Union Building. This will be treated as official SWIB business. Registration and Travel Vouchers can be submitted to SWIB staff for reimbursement.

Mr. Ekblad made a motion to adjourn the meeting. The motion was seconded by Mr. McCarvel. The meeting was adjourned at 4:05.