

**WDC Business Services Committee**

**CHARTER STATEMENT:** The Workforce Development Council Business Services Committee strives to increase business awareness of local workforce development services and availability, help businesses find workers based on immediate need, and make more visible the career pathways and opportunities available in Pierce County to help decrease the number of outbound commuters and encourage local talent to pursue local jobs.

- April Gibson, Chair
- Steve Gear, 1<sup>st</sup> Vice-chair
- TBD, 2<sup>nd</sup> Vice-chair
- Joyce Conner
- Darci Gibson
- Bruce Kendall
- Dale King
- Mandy Kipfer
- Nathe Lawver
- Mark Martinez
- Tim McGann
- Dona Ponepinto
- Patty Rose
- David Shaw
- Dereck Spivey
- Ron Thalheimer
- Blaine Wolf
- Lin Zhou

**MEETING AGENDA**

**October 22, 2018 8:00 a.m. – 9:30 a.m.**

Welcome and Introductions	Dereck Spivey	5 min
Approval of Prior Meeting Notes	All	5 min
Center for Advanced Manufacturing Puget Sound (CAMPS) Presentation	Tom McLaughlin	60 min
Bold Goals Data	Josh Stovall	10 min
Agenda Items for next meeting: <ul style="list-style-type: none"> <li>• Review of Plan Goals</li> <li>• Chart Development</li> <li>• Program List (Need more info)</li> </ul>		
Adjourn		

**For Further Discussion**

**Next Steps**

**Next Meeting Dates**

November 26, 2018	8:00 am – 9:00 am
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WorkForce Central Staff  
Linda Nguyen, CEO  
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Meeting Notes  
September 11, 2018  
1:30 pm – 2:30 pm

WorkForce Central  
3640 S. Cedar St, Suite E, Tacoma, WA

April Gibson, Chair  
Steve Gear, 1<sup>st</sup> Vice-chair  
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**Members Present:** Dereck Spivey, Ione Turner, Jason Scales, Susan Taylor  
**Guest:** Wil Yeager

**WorkForce Central Staff:** Deborah Howell, Debbie Lean

**Guest Presenters:** Josh Stovall, Research and Data Analyst for WFC

**Welcome and Introductions**

Introductions were made.

**Approval of Prior Meeting Notes**

Meeting notes accepted as prepared.

**Development of Recommendations to WDC**

- Deborah shared a draft of the Recommendations for Pipeline Development. To keep it at the forefront, she will add the WDC Bold Goals. The second page sets out action items that include the following key objectives:
  - Identify top three sectors in the highest demand for phase 1 of our strategic pipeline increase.
  - Engage business voice to identify gaps and business need.Also listed out are outstanding action items to consider:
  - CAMPS presentation (*Note: Dereck shared that CAMPS is interested but we still have our homework to figure out what is our pipeline, do we need to partner with VIE25 and what do we need to have before we build a cohort.*)
  - Joann to present a model that the college is using
  - Organizational chart development recommended by Steve Gear. (*Note: Dereck believes that what Steve would like is one chart with bubbles that shows how everything flows together and who affects whom. This is something we would have to work towards.*)
  - List of programs – we need to identify what the purpose of looking at this information is and how is it going to help us make a decision.
- Goal is to present recommendations to the WDC in November.

***Action:***

- *Deborah asked that prior to the next meeting the committee look at the recommendations document and if there is anything that needs to be added to email her.*
- *Dereck will work on getting a CAMP presentation for the next meeting. If we get a commitment, Deborah will send out an email to committee asking for questions we want to ask so all are prepared.*
- *Deborah will call Lynn at AJAC about doing a presentation to the committee.*

### **Data Report**

- Josh Stovall shared a snapshot of the top four sectors. Snapshot includes the following:
  - Employment and wages trend over 10 years
  - Breakdown of pathways
  - Awards associated with the occupations and what post-secondary institution they received the award.
- Josh also shared that WFC has access to real time intelligence. We can do real time job demand reports based on what we are seeing in the labor market/job postings. Great tool that has been in development for the last few months and are now able to make use of it.
- We need to be responsive to all of our sectors but to start pick three sectors to focus on and template a model by which people can use to help in their pipeline.

### ***Action:***

- *Debbie will send out more in depth reports to the committee.*

### **Meeting Structure**

- Dereck shared that at the WDC meeting it came up about should all of the committees be standing committees or more project based. The first recommendation he made to the WDC is that we stay in this current structure until the plan is flushed out and then from there come back and have conversation about moving to a project based committee.
- After discussion, the committee agreed with Dereck's recommendation to continue to meet regularly until a task plan is in place and then move to a project based structure.

### **Adjourn**

- The meeting adjourned at 2:30 pm.

### **Next meeting:**

- October 22, 2018 8am – 9:30 am (extend ½ hour if two presentations)