



**SkillUp Washington
Investors Council Meeting Notes
August 17, 2009**

In attendance:

Investors: Steve Johnson (Office of Economic Development/City of Seattle), David Harrison (STEP), Michael Brown (The Seattle Foundation), David Okimoto (United Way of King County), Carol Gregory (BuRSST), Diana Dollar (BuRSST), MaryJean Ryan (City of Seattle), Carolyn Wall (Medina Foundation), Kollin Min (Gates Foundation), Theresa Fujiwara (White Center Community Development), Linda Peterson on behalf of Jackie MacLean (King County Community & Human Services), and Tina Bloomer on behalf of Charlie Earl (WA State Training & Education Coordinating Board)

Partners and Guests: Annie Laurie Armstrong (Business Government Community Connections), Jaime Garcia (Health Work Force Institute), Clytie Clausing (SEIU 1199), Nancy Ashley (Heliotrope), Marléna Sessions (WDC of Seattle-King County), Dan Fey (WDC of Seattle-King County), George Dignan (King County Worker Training Program), Laura Rowley (Seattle Jobs Initiative), Juliet Scarpa (Seattle Jobs Initiative), Rosanna Stephens (Seattle Jobs Initiative), Debbi Knowles (King County), Mark Putnam (Building Changes), Bob Watrus (White Center consultant), and Susan Crane (Port Jobs)

Staff: Helena Haas (SkillUp WA/Office of Economic Development), Karin Zaugg Black (Office of Economic Development/SkillUp), Matt Houghton (Office of Economic Development)

WELCOME AND INTRODUCTIONS:

- I. Welcome and Introductions
- II. No Directors Report, however Mr. Johnson reported that those who have an adequate amount of leisure activities are better performers at work.

APPROVAL

- III. Mr. Min approved the minutes and Mr. Okimoto seconded.

UPDATES

- 1) College for Working Adults:

Kelly Dang from the WDC provided a handout and presented an update on how the CWA curriculum development and enrollments were progressing. She noted that there are approximately 6 weeks of enrollment left and that it may be possible that some programs would over enroll. However, one of the five pilot programs is struggling and a follow up meeting with this college will be made. Bosworth stated that it is important to keep in mind that each program is going after a different kind of student. NSCC are enrolling through their employer partners. Furthermore, some will have a higher percentage of low income students and others would have a higher percentage of those who have had previous postsecondary experience. Mr. Bosworth will present a more detailed update in September and also

discuss how we are going to expand CWA programs and institute a separate, stand alone CWA. Mr. Okimoto asked if there were any deliberate attempts to have more employer links. With the individual colleges they have varying degrees of relationships with employers (i.e. MA program at NSCC; South Seattle is the other extreme – business technology is more an occupation rather than an industry).

2) Attainment Fund:

Krista Kipp gave an update on the Attainment Fund. SJI was selected as fund manager for the first phase. One college has expressed concern about the operations plan that was submitted to the colleges last month. The concern is not having funds upfront. Reimbursement is given on a monthly basis. Follow up discussions with colleges will continue. Data on students accessing the funds will be collected. Mr. Bosworth asked if we allow each college to gather student demographic information or do we do this in a centralized way? This is a key question that will be addressed in the next several weeks.

3) Communications:

Karin Zaugg Black stated that we are looking at second week of October to launch an event announcing the CWA programs. Stay tuned.

4) Executive Retreat:

An executive retreat will be held on Monday, August 24th. Approximately 8 or 9 investors are meeting to discuss governance, IC mechanisms, staffing, host organization, and program plans for next year. These agenda items will be presented and approved at future IC meetings. Mr. Harrison invited any investor to attend the retreat if they are interested. Mr. Johnson invited any investor or partner to forward any input, questions, or comments directly to Nancy Ashley, the consultant for the EC Retreat.

DISCUSSION

5) Economic Opportunities for Homeless and At Risk Families-Draft Report and Recommendations:

Mr. Dignan introduced the discussion and Ms. Annie Laurie Armstrong, who drafted the Recommendations Report. Mr. Dignan stated that this meeting is the start of a two part discussion. He also thanked the Gates Foundation for their planning grant and thanked members of the Steering Committee and advisors, several of whom were attending this meeting as guests. All participating members and agencies are listed in the beginning of the recommendations report.

Ms. Armstrong introduced the report by stating what the objective was: To highlight postsecondary and employment opportunities for homeless and at risk families. She interviewed 33 families with a wide variety of backgrounds and family constellations. The families were very diverse but all who were interviewed had at least one child 18 years or younger. Ms. Armstrong retold some significant interview stories and stated that many of the families had bad memories of school. As a result, some well designed communications strategies to help families transition back into school settings would be needed to target this population. Furthermore, many need preparatory courses (i.e. basic skills, ESL) and job coaching. Many families also had children with special needs and these children tended to miss many days of school. A successful program would need to include linkages with child welfare. All had many case managers and navigating that system is overwhelming. Complex answers to help these folks. Of a larger report that was completed by Building Changes, 60% of 172 families interviewed were in employment crisis.

Ms. Armstrong noted that homeless providers were integrating asset building or core skill building or benefit changes with at risk families, but these services aren't systemic. She noted that the assumptions on pg. 13- 15 of the draft recommendations report helped set up the recommendations noted in her report.

Recommendation highlights from the report:

- Include momentum points and reward persistence
- Align education and employment strategies with other systems (housing)
- Create “No wrong move” courses, which means no course is a waste of time and leads to a certification, credential, or postsecondary degree.

Mr. Harrison stated the report is intended to give the Collaborative guidance and helps King County on how it will move forward with its Procurement Plan. Ms. Knowles stated that Building Changes will develop strategies for Gates' five strategies and will incorporate the recommendations from this report. She noted that within the five pillars there will be specific sequencing action steps. Ideally our planning would be integrated with the Building Changes plan as well. Mr. Johnson stated the homeless system is essentially the on ramp and that is where the pipeline begins for the SkillUp WA initiatives. Mr. Dignan stated that the King County procurement plan has the 5 pillars in it with a team of employment specialists. Ms. Gregory stated that there needs to be better systemized training for case managers and should address the long term case management issues head on.

Mr. Dignan stated that the Economic Opportunity Steering Committee and other stakeholders will review the King County Procurement Plan next week and give input. The Procurement Plan will be presented to SkillUp WA in September. He stated that SkillUp WA could provide a range of services to add to the plan. Mr. Min stated that he, David W., and George met to discuss the procurement plan and to talk about short term opportunities and long term systems change opportunities: what are the system changes, how are they prioritized, and how much do they cost? Mr. Harrison stated that we will test on ramp and bridge programs that will illuminate approaches that will serve homeless and at risk families as well as other harder to serve populations. Mr. Johnson stated that SkillUp WA should influence other systems and take learnings and share with those who can make an impact for populations like the homeless and at risk families. Furthermore, we must decide how to deliberately proceed and pick the recommendations that are most important.

6) Health Care and Energy Efficiency ARRA Planning:

Health Care

Jamie Garcia, Executive Director of the Healthcare Work Force Institute and Clytie Clausing, Executive Director of SEIU Healthcare 1199 NW Multi-Employer Training & Education Fund introduced themselves and whom they represent. Ms. Clausing explained that her fund received a \$1.3M grant from the state and \$4.5M through the 2011 Hospital Employee Association Grants (HEAT grant). The grants create an important educational systems change. Case management and instruction are provided on the work site. Some funds are also used to provide career pathways for low paid entry level workers. Those who are served through this fund are incumbent health care workers including housekeeping and dietary aides. SEIU 1199 and HWFI received a \$50,000 planning grant from SkillUp WA to apply for ARRA funding. With the potential ARRA funding, the intent is to serve both laid off workers and incumbent workers. Thus far, The HWFI and SEIU 1199 have convened two meetings. The first was with employers. The focus of that meeting was to clarify skill gaps and training needs. The second

meeting was with community and technical colleges and the focus was on partnership. The agencies have also met with the state workforce board. The ARRA proposal is due Oct. 5th and currently the agencies are in the process of hiring a grant writer. There are several categories that health care providers can apply for. They include: 1) Long term care and nursing, 2) CNA or Medical Assistance, 3) LPN to associate degree in Nursing. The career pathways are 18 to 24 months. A cohort model with curriculum and delivery design similar to CWA will be implemented.

Energy Efficiency: ETPG and Local POP ARRA Grants

Dan Fey from the WDC of Seattle-King County reminded the group that there is \$350 million in ARRA grants. The two funding opportunities that pertain the most to SkillUp WA are the Energy Training Partnership Grant ETPG (due Sept. 4th) and the Pathways out of Poverty Grant "POP" (due Sept. 24th). The ETPG is a 4 county energy training network focused in Pierce, Kitsap, King, and Snohomish. Approximately 500 students will be served within 24 months. Northwest Energy Efficiency Council (NEEC) is the lead applicant and SJI and WDC staff are grant writers. The focus of this grant will be in construction retrofit and energy assessment of 7 occupational types within those two industries. Level 1: Youth outreach program: occupational skill training. Level 2: Sound Alliance doing pre and apprenticeship training. Level 3: Working with all colleges within 4 counties building training in energy efficiency that are similar and CWA like. This is built on the Living Cities grant for the commercial energy efficiency curriculum.

The WDC is the lead applicant for the Local POP Grant. \$4 million requested to serve an unknown number of individuals. The focus of this grant is on retrofitting. Seattle Housing Authority is building houses and training housing residents to work on those sites. King County Housing Authority, several colleges, Labor, and trade associations are partnering on this grant.

Mr. Johnson highlighted that the NEEC is a workforce intermediary as is Health Work Force Institute. He stated that the National Funders for Workforce Solutions encourages us to be employer driven and work with intermediaries like the NEEC and the HWFI. How we are applying for ARRA funding is an important strategy for addressing employer needs.

Mr. Harrison adjourned the meeting at 2:05.