



Workforce Investment Board

MEETING MINUTES

Thursday, March 6, 2008

MEMBERS AND GUESTS PRESENT:

Pam Bakeman, Commissioner Board (Marsha Meyer, Representative), Dr. Linda Bowman, Lynn Dawson, Judy Emery, Berton Glandon, Booker Graves (Guest) , Ryan Gregory, Kevin Hougen, Joyce Johnson, Don Klemme, Alvin Knoblock, Gail Malveaux, Lynn Myers, Commissioner Noonan, Pat Pierson, Skip Shlenk, Bill Skidmore, Danny Sisneros (Guest), Tracey Stewart (Guest), Fannie Stokes

MEMBERS WITH EXCUSED ABSENCES:

John Fleck, Linda Murphy, Scott Robb, Anne Robinson, Greg Rossman, Matt Smith, Scott VanRamshorst

MEMBERS ABSENT:

Dr. Steve DelCastillo, Mary Claire Friesema-Tucker, Chris Gray, Commissioner Hilbert, Judy Taylor, Cheryl Ternes, Commissioner Weddig

STAFF PRESENT:

Margo Alvillar, Joseph Barela, Kelly Folks, Patrick Holwell, Najwa Jad, Darcy Kennedy, Marie Valenzuela,



APPROVAL OF MAY MINUTES/ANNOUNCEMENTS: *(Kevin Hougen, WIB Chair)*

- Minutes distributed to all. A motion to approve minutes given by Booker Graves and was seconded by William Skidmore.

DIVISION MANAGER’S REPORT: *(Joe Barela, Division Manager, ADW!)*

- 50 & fabulous Job Fair held on Wednesday, February 12th was tremendously successful. We had 25 Employers present and Over 750 job seekers attend.
- WIRED Update: Arapahoe/Douglas Works! will administer the Expert Technician Academy with Douglas county Scholl District, Arapahoe Community College and several Businesses in the Metro Area. The grant award is just under \$484,000.00.
- RMWDA Conference - May 21 – 23, 2008 Vail, CO; again if you have interest in attending, please contact Margo Alvillar at 303.636.1276 or malvillar@co.arapahoe.co.us
- NAWB (ADW! was well represented with Kevin Hougen, Don Klemme, Commissioner Pat Noonan, Booker Graves, Joyce Johnson, Linda Murphy and myself attending).
 - Strong message that Work and Putting America Back to work need to be on the agenda of Lawmakers and the Administration (more resources).
 - That Workforce Boards needs to have a broader scope and vision other than just WIA. Visits with Congressman Perlmutter and Senator Salazar’s Office are very important.
 - It is unlikely that we will have new Workforce Legislation this year.
 - Feedback was given by attendees regarding the complexity of work being done and the need to look at other funding source mechanisms and Kevin Hougen encouraged board members to think outside of the box.
 - It was a great opportunity and was very informative and a realization was made to continuously keep local legislators in the communication loop as it seems they are unaware of the direct impact locally of legislative decisions.
- The Youth Job Fair is scheduled for Thursday, March 20, 2008 from 3:00pm-6:30pm at The Marriott Denver Tech Center.

- Adams Aircraft Dislocation (@ 600) - Hiring Event to be held at ADW! on Saturday, March 15, 2008 from 9:00 AM to 3:00 PM. There have been numerous Rapid Response events and have had over 150 people attend but numbers are still being calculated as to how many were placed in new employment.
 - PDS from Dallas
 - ATS from Seattle
 - AAR from Albuquerque
 - Air Comm from Boulder
 - SAC US from Chicago
 - Western Skyways from Montrose
- ADW! Move date is set for April 22, 2008. I would like an **ad hoc committee of the board** to help organize the ribbon cutting and open house event. Please notify Margo Alvillar if you are interested in participating on this ad hoc committee.
- Rescission Update: No word. Formula expected from DOL on March 15th. As a result of the Federal Budget Package that was signed into law in late December, the federal WIA Budget will be slashed by \$250 million. Colorado will most likely see a \$9 million rescission and ADW! Most likely will bare a \$1.7 million take back.
 - Life of WIA Funds
 - Rationale 70% expenditure rate requirement
 - Impact on ADW!
- Some good news...Governor Ritter's Anti-Poverty FY 2008-2009 Budget Request adds \$4.5 million to Workforce Centers.

A/D WORKS! RELOCATION UPDATE/TIMELINE: *(Joseph Barela, Arapahoe/Douglas Works!)*

- The move is tentatively scheduled for April 22, 2008.
- Update was given on the Greenwood Village area from board member Ryan Gregory.
- There are new housing developments and business developments in the process of construction.

FISCAL FINANCIALS UPDATE: *(Darcy Kennedy, Division Manager for Community Resources)*

- There are still a few funding issues in the air. The recession information has been pushed back to March 15th. At that time we will receive information regarding both the PY07 cuts as well as the full funding dollars to be received for PY08.
- We will have fiscal monitoring scheduled in April.
- I have an accountant position open currently so there will be more information to come regarding the filled position but the Community Resources office will be very busy in the next few months.

ACTION ITEMS: *(Kevin Hougen, WIB Chair)*

- Nomination of Pat Pierson for Vice Chair of the Board – Motion to nominate given by Pat Noonan and seconded by Booker Graves.
- 2008 Joint WIB Meeting with Jefferson County Workforce Board – We anticipate holding a joint summer WIB meeting but a location has not yet been determined. The United Launch facility was a suggestion given for the meeting location. More information will be provided in the future.
- 2008 A/D Works! Program Policy Review/Update/Approval – After careful review of the ADW! Policies and procedures it was determined that many of the policies were not current. It was determined that a review/edit would be given to each policy annually with the next review deadline being given for December 2008.
- Due to the rescission we determined many of this years' edits would include:
 - Supportive Services (SS) – Lowered caps on almost all supportive service categories and instituted an overall cap on SS per program enrollment. Caps were also lowered on Youth incentive payments and removed "liability" based expenditures.

- Individual Training Accounts – Language modifications regarding caps per program enrollment including revisions to tie into the targeted industries and removed language that permitted exceeding established caps.
- Work Experience – Tightened language regarding expectations.
- WIA Case File Organization – Established stricter standards for case manager files and set deadlines.
- Internal and Sub-Recipient Monitoring – Added a new position and set schedule for annual review.
- Supportive Services during Follow-Up – Reviewed and modified assistance provided to retain employment.

ACT WORK KEYS PROFILING UPDATE: *(Thomas Gonzales, Business Services @ ADW!)*

- ADW! Is hoping to be apart of the pilot program for the Colorado Work Readiness Certificate. We will be partnering with Denver and Jefferson County as we are all in the Denver Metro Area. The proposal was submitted on February 4, 2008. The proposal set \$50,000 as the budget for this project. Denver will serve as the fiscal agent but all three agencies will track their staff time in order to consolidate information and give feedback about how much it cost to implement this program.
- Some of the benefits for this program include collaboration, making recommendations for the future needs and expectations, a unified effort to market will save money collectively.
- By the end of the 2nd quarter the hope is to have 6-10 businesses that are utilizing the CO Work Readiness Certificate.
- The focus is qualifying those that have the aptitude for certain professions. It streamlines the hiring process and if done correctly this will be a very useful tool for businesses to use when looking for qualified candidates for vacant positions.
- The goal is to help lessen training and turnover costs by using this valuable tool. That focus can be shifted to implement talent development for current employees to increase job skill aptitude.
- This certificate is not meant to take the place of a degree or diploma but is meant to serve as an additional tool.

YOUTH COUNCIL UPDATE: *(Kelly Folks, WIA Manager)*

- The Youth Council Membership Applications are being submitted. A request was given for members to sit on a sub-committee to review the applications as they need to be approved on an annual basis.
- The Hospitality Institute is being organized. For more information please contact Kelly Folks. The Youth Council Health and Hospitals project was recently wrapped up. 8 of the 10 kids completed the program and 3 of them were hired on with Denver Health and the others should receive employment as well in the near future.

NEXT BOARD MEETING:

Thursday, May 8, 2008, 9:30-11:00am
Arapahoe/Douglas Works Office – Room TBD
5500 S. Quebec Street, #175 Greenwood Village, CO 80111
Questions: Margo Alvillar
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