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## **COLORADO WORKFORCE DEVELOPMENT COUNCIL**

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### **CWDC Board Meeting July 12-13, 2012**

#### **Thursday, July 12, 2012**

Chair Dave Csintyan called the meeting to order at 2:03 p.m. He thanked Trish Sullivan and Steamboat Ski & Resort for hosting the meeting and Ray Gonzales and SOS Employment Group for sponsoring the dinner. He asked attendees to introduce themselves.

#### **Approval of the Agenda and Old Business**

Dennis Hisey made the motion to approve the agenda and June meeting minutes. Toya Speckman seconded and without any discussion, the agenda and minutes were approved.

#### **Business Services in the Workforce Centers**

(See "Business Development Services Initiative" slides.)

Emily Lesh introduced members of the Business Development Services team: Chris Carman from the Colorado Department of Labor & Employment, Dave Griffin from the Colorado Rural Workforce Consortium and Suzie Miller from Mesa County Workforce Center. They provided the Council with an update on the progress of the Statewide Business Services group. Council members gave feedback and suggestions on increasing awareness of business services and moving the goals of the group forward. Business services standardization is a large component of the CWDC Strategic Plan and Continuous Improvement Management System (CIMS).

#### **Key Industries**

(See "Key Industries" slides.)

Stephanie Steffens introduced the work session on Key Industries. Emily Lesh gave an overview of the Key Industry initiative and common themes that have emerged so far related to Core Objective V. Educate and Train the Workforce of the Future. Sectors Steering Committee members facilitated structured table talks around these workforce and education themes and then reported out to the full group. The Sectors Steering Committee will review the feedback and talk about the role that the CWDC can play in implementing the top goals. The committee plans to hold a Key Industry summit to discuss outcomes from the program and creating sustainable sector partnerships around the goals. CWDC members are encouraged to participate in the Key Industry process moving forward. Joe Barela suggested inviting education partners to a CWDC meeting to talk about the training and career pathways work that is being done in schools, and the Council agreed that this would be valuable.

## **Friday, July 13, 2012**

Dave continued the meeting at 8:15 a.m. by asking Kristin Corash, Deputy Executive Director of the Colorado Department of Labor & Employment (CDLE), to give an overview of CDLE's strategic initiatives and efforts to shift to a values-based culture.

### **State Plan, Consent Agenda and Grant Modification Request**

(See "Council Business" slides.)

Stephanie went over the State Plan process. It is due to USDOL on September 15.

Dave asked for any questions about the items on the consent agenda (Treasurer's Report, 2013 Meeting Calendar and Local Plans). Dennis Hisey made a motion to approve the consent agenda and Jim Neubecker seconded. Without further discussion, the consent agenda was approved.

Amy Hodson talked about a grant modification request submitted by the Pikes Peak Workforce Center (PPWFC) for their Hospitality grant. The request changes the training from a 2-year to a 1-year certification program, increases the number of participants, shifts the majority of funding to work experience, and overall returns the grant to its original intent: serving youth. Amy made the staff recommendation to approve the modification request. Charlie Whelan, CEO of PPWFC, answered questions from the Council members. Ray Gonzales made the motion to approve the request, and Jim Neubecker seconded. Without further discussion, the grant modification request was approved.

### **Strategic Plan**

(See "CWDC Strategic Plan" slides.)

Mary Probst led the discussion about the CWDC Strategic Plan. Staff asked for approval to separate the strategic plan and the action plan. Jessie Ruiz made the motion and Jay Hardy seconded. Without further discussion, the separation of the strategic plan and the action plan was approved.

Mary showed the Council a "CWDC Work At-A-Glance" report that demonstrates progress on the three strategic goals. She asked for examples of accomplishments from the CWDC staff members and Council members. Dave discussed the progress to date and the fact that much of the hard work is still to come. The Council would like to have another strategic plan session in July 2013. Dave asked the Council how often they would like to see the At-A-Glance report and they decided once a year, unless there are compelling gaps or victories that should be discussed. Staff committed to keeping the report current so that a Council member could request it at any time.

Mary introduced a survey on CWDC member engagement. The purpose of the survey is to improve self-awareness and to gather feedback on how staff can help. Council members shared examples of how they have excelled in certain roles and responsibilities. They discussed the importance of "being present" in every conversation.

Stephanie introduced a conversation about Data Driven Strategic Decision Making in the Workforce System, or how we measure our success. One key role of the Council is to set strategic guidance and policy on what the workforce system is going to measure and then hold all partners accountable for doing so. Emily gave examples of data and tools that are already available before facilitating structured table talks to work through the issues. After each table reported out, Stephanie noted that the recently formed Data Leadership Team will use the feedback to make decisions on how to move forward.

Don McClure, Co-Chair of the Policy & Legislative Committee, gave a summary of policy-related themes that he heard throughout the meeting that might help inform the CWDC policy platform. They included resource allocation to the workforce regions, workforce and business being involved in the education system, and instituting common measures that the education and workforce systems are held accountable to. Alexander Price, Policy Advisor to Governor Hickenlooper, discussed common themes from the Key Industry program under Core Objective II. Build a

Business Friendly Environment. Three main ideas that have emerged are creating an asset map of the state, introducing a regulation “navigator” and eventually streamlining regulations, and building a true one-stop shop for business to access all relevant information in one place.

### **Outreach**

(See “Outreach and Board Structure” slides.)

Amy Hodson provided an update on the Statewide Awareness Work Group and its efforts so far. She highlighted the PSA advocating the workforce system and featuring Governor Hickenlooper, as well as the “Workforce Investment Works: Working for Colorado” website, which is part of a national campaign from the National Association of Workforce Boards.

### **Board Structure**

Stephanie reminded everyone about the current recruitment process and deadline: July 31.

Secretary Toya Speckman went through the proposed by-laws changes that were made since the June meeting. Taryn Edwards made the motion to approve the changes and Jay Hardy seconded. Without further discussion, the by-laws changes were approved.

Dave presided over the election of new officers for the Council, whose terms will begin in October. Toya Speckman was nominated for Chair-Elect, Kyle Sickman for Treasurer, and Kathy Worthington for Secretary. Jim Neubecker made the motion to elect all three and Taryn Edwards seconded. Without further discussion, the officers were elected.

Jack Saunders proposed Leadville as the location of the October 18-19 in-person meeting. Staff supported the proposal. Dennis Hisey made the motion to approve making Leadville the location and Trish Sullivan seconded. Without further discussion, Leadville was approved as the location for the October meeting.

### **Recognition of Exiting Council Members**

Dave and Stephanie recognized the Council members who will be leaving due to term expiration or career changes.

Tim Connors - Denver, Financial Services  
Taryn Edwards – Denver, Construction  
Dee Hoag – Upper Arkansas, Retail/Entrepreneur  
Todd Oberheu – Southeast, Healthcare (Rural)  
Alex Sammoury – Boulder, Entrepreneurship  
Matt Smith – Arapahoe/Douglas, Youth  
Bruce Talbott – Mesa, Agriculture

Taryn, Dee and Bruce were present at the meeting and were awarded certificates of appreciation for their service. Taryn, Past-Chair of the Council, shared her thoughts about the progress she has seen the Council make in the last two years and the confidence she has that it will continue to make positive change in Colorado.

Dave closed the meeting by asking for feedback on how the meeting went, thanking everyone, and reminding Council members of the upcoming dates. He adjourned at 1:35 p.m. The meeting was followed by an optional tour of Moots Cycles.