

**WORKFORCE DEVELOPMENT COUNCIL**  
**Board Meeting Minutes**  
**November 18, 2005**

Georgia Nelson called the meeting to order at 4:15 p.m.

Anne Temte welcomed the Council to the Confluence Technology Center. The first floor is occupied by the Port of Chelan County and Wenatchee Valley College. The building was designed to provide technical education and house high tech companies like Yahoo.

**Gene Schmidt moved and Marcia Henkle seconded to approve the August 16, 2005 meeting minutes. Motion passed.**

**Chelan/Douglas Committee**

There was good feedback on the Skills Certificate. The Committee preferred to include the teamwork assessment as part of the certificate. The Certificates document basic foundational skills using WorkKeys assessments for applied mathematics, reading for information, locating information, and teamwork.

**Cheri Rayburn moved and Terry Brewer seconded to approve the Skills Certificate. Motion passed.**

**Executive Committee**

The Committee met with the auditor. Mel said the significant change was revenue decreasing about two million dollars. Administrative funds were used to help offset cuts in the training budget. There was a decrease in assets because the Moses Lake option expired. It has been renewed through February 28. The auditors were very complimentary of management. In the past they have issued a management letter to point out weaknesses, but this year they did not feel it was necessary. It was a great financial audit.

**Mel Hansen moved and Kathy Mertes seconded to accept the Auditors Report. Motion passed.**

**Monitoring Report**

Employment Security completed their annual monitoring visit. They spent a week examining records and procedures. Dave was pleased with the results. Department of Labor staff from San Francisco also monitored Workforce Investment Act and Wagner-Peyser funds administered by SkillSource and WorkSource respectively. The DOL monitors were very impressed with the farm worker outreach provided by WorkSource. The federal review was to evaluate the State by examining local implementation.

Kathy said DOL seemed pleased with all programs and did not find any disallowed costs.

The obligation gauge indicates the percentage of the budget that has been expended and obligated or committed to pay providers in the future. The obligation rate is a little low.

## Nominating Committee

Kathy reported that the Council has been without a Vice Chair for the past year. Generally, the Vice Chair serves as Chair-elect. Kathy, Mel, and Mike Wade served as the nominating committee. The committee unanimously recommends Cheri Rayburn and Cheri has accepted the nomination.

**Terry Brewer moved and Marcia Henkle seconded to elect Cheri Rayburn Vice Chairman. Motion passed.**

## Workforce Investment Performance

Lisa reported on year-end performance and return on investment. Her report included both State and Federal measures for those completing workforce investment programs between October, 2003 and September, 2004. A regression model was applied to the targets adjusting the targets based upon the demographic characteristics of the population served locally versus statewide. Federal measurers averaged 109% of goal and State measures averaged \$103%. Federal measures were as follows:

	<b>Federal Measure</b>	<b>Target</b>	<b>Local Performance</b>	<b>State Average</b>
Satisfaction	Employer	69%	72%	70%
	Participant	75%	79%	76%
Adult	Entered Employment	77%	78%	76%
	Retention	82%	89%	87%
	Earnings Gain	\$3436	\$4094	\$3794
	Credential	70%	77%	69%
Dislocated Worker	Entered Employment	79%	86%	86%
	Retention	91%	90%	93%
	Earnings Replacement	85%	95%	76%
	Credential	71%	78%	76%
Older Youth	Entered Employment	74%	75%	77%
	Retention	79%	74%	84%
	Earnings Gain	\$3135	\$3003	\$3492
	Credential	48%	52%	66%
Younger Youth	Skill Gain	75%	90%	88%
	Diploma	49%	63%	67%
	Retention	59%	68%	71%

The employer satisfaction rate includes any employer who uses workforce investment services, including SkillSource and WorkSource. Earnings gain is the increase in wages earned during the six months after participation compared to the six month period before application.

The populations served are similar in the three areas. The biggest difference is the contract with Moses Lake School District to enroll 14 and 15 year olds at the Learning Center. That is unique to Moses Lake and the other areas take fewer 14 and 15 year-old students.

North Central WDC ranked second behind King County in the number of adults trained, employed and earning a credential at 191. North Central's total earnings increase of \$1.3 million for Adults was third behind King and Spokane Counties. The number of youth served was second to King County at 788.

The older youth earnings improved because these older teens (19-21) taking vocational training are now served and tracked in both the adult program and older youth program (older youth may participate in either or both). Only those youth working on secondary education were enrolled and tracked solely as youth. Now the inclusion of their outcomes has improved this measure's results.

Lisa also reported on the cost per enrollment and cost per outcome:

	<b>Adult</b>		<b>Dislocated Worker</b>		<b>Youth</b>	
	Local	State Average	Local	State Average	Local	State Average
Served	\$2,221	\$2,704	\$3,121	\$2,619	\$2,267	\$3,401
Entered Employment	\$6,927	\$6,696	\$6,523	\$5,289	NA	NA
Retained	\$5,291	\$6,650	\$7,388	\$6,000	\$12,490	\$13,794
Credential	\$7,979	\$12,940	\$10,570	\$8,746	\$11,828	\$14,941

The average cost for an adult entered employment and all four dislocated worker averages were higher than the State average. This may be due to the population served or the length of training.

The return on investment has been calculated with the same formula the last four years. The calculation uses earnings gained based on unemployment wage data, employer FICA paid, and public assistance savings compared against expenditures. The benefit of the skills gained is estimated at 7.5 years for adults and dislocated workers and ten years for youth.

<b>Return on Investment</b>	
Adult	\$9.16
Dislocated Worker	\$6.19
Older Youth	\$9.16

### **Workforce Development Presentation**

Ken updated the PowerPoint available for Council members use in making presentations. After watching a sampling of the presentation, members made the following suggestions.

- Karl suggested contact information that could be distributed after the presentation.
- Marcia thought it was very technical and might be hard for people to follow.
- Kathy added there are a lot of statistics, but that might be helpful in partner education.
- Cheri said it is difficult to read the text and listen to the presenter. People want to know how it will benefit them.
- Bill suggested more local photos that people will recognize.

Ken will incorporate the input and make revisions.

Roni asked about the connection between workforce development and economic development. Dave explained Terry fills that official role. In Chelan and Douglas Counties the EDC was dissolved.

Meeting adjourned at 5:45 p.m.

Members Present:

Mel Hansen  
Roni Holder-Diefenbach  
Gary Park  
Terry Brewer  
Karl Allison  
Georgia Nelson  
Marcia Henkle  
Kathy Mertes  
Oscar Garza  
Gene Schmidt  
Cheri Rayburn  
Cathy Kunzmann (Duane Johnson)  
Peggy Gill  
Bill Bonaudi  
Mike Bolander

Guests:

Ann Temte

Members Absent:

Mike Baird  
Steve Chestnut  
Shaun Koos  
Dimitri Mandelis  
Roger Thieme  
Mike Wade  
Tom Boyd  
Malachi Salcedo

Staff:

Dave Petersen  
Lisa Romine  
Ken Kelnhofer  
Laura Hennigh  
Erin Munding  
Susan Adams  
Cindy Blaufuss