**Worker Retraining Advisory Committee Meeting**

**Oct 11, 2013**

**Clark College, BHL 109**

**In Attendance:**

Armetta Burney, Darcy Altizer, Darla Utter, Dedra Daehn, Jaime Wright, Jennifer Dahl, Jill teVelde, Karen Driscoll, Kimberly Pincheira, Mark Maggiora, Michelle Thor, Rebecca Kleiva, Rich Gibler, Terri Kaufman, Tim Foley

**Absent:** Blake Bowers, Genevieve Howard, Norton Sweet, Tim Cook

**Guest**: Jenny Shadley, Communications & Marketing, taking pictures of the committee for the 24/7.

**Welcome**

Dedra Daehn, Director of Academic Services in Office of Instruction, welcomed everyone and thanked them for taking the time to serve on the Worker Retraining (WRT) Advisory Committee.

**Introductions**

Everyone introduced themselves and gave a brief account of their job duties.

**Overview of Worker Retraining Program**

Dedra gave a PowerPoint presentation giving an overview of the Worker Retraining Program, the purpose of the Worker Retraining Advisory Committee and the role of Community Colleges. The PowerPoint also explained funding for the 2013-14 year and the targeted programs. See attached PowerPoint for more in-depth information.

**Overview of Worker Retraining Financial Aid**

Rebecca Kleiva, Financial Aid Program Specialist at Clark College, presented a Review of Worker Retraining Funds. See attached. The Worker Retraining Program helps unemployed workers re-enter the workforce. Not only does Worker Retraining assist those receiving or eligible to receive unemployment benefits, but also those people who have exhausted their benefits, this is called Training Completion Aid. Those students may receive up to $1500 but must be making satisfactory progress in their classes and be at least 50% through completing the program. Rebecca stated that there has been a decline in those requesting funds but an increase in Training Completion Aid. Financial Aid is also available to fund GED tests for students. Also, eligible students going to school can now receive food benefits through the BFIT program.

**Student Testimony – Impact of WRT – Jaime Wright**

Jaime Wright is a previous Clark College student that graduated with her degree in Graphic Design. She held both Bachelor’s & Master’s degrees and previously worked at a Washington college in marketing and fundraising. She needed a new path and researched where the jobs were. She knew she needed to go back to school but didn’t know how she would pay for it since she did not qualify for financial aid. She met with Rebecca Kleiva, Financial Aid Specialist at Clark College. She stated that it was such a relief to work with Rebecca and find out about Worker Retraining funds. She completed her 2-year degree in Graphic Design. In one of her classes she met women with a non-profit organization. Jaime was asked to critique that organization’s website. Jaime is now employed at that company and not only is employed in a high-wage job but also is using the skills that she learned at Clark. She thanked everyone for the opportunity to go back to school and for the Worker Retraining funds that were available to assist her.

**New Focus for Worker Retraining Advisory Committee**

Since Operations and Financial Aid both have Worker Retraining Advisory Committees, the decision was made to combine the two committees into one. This new committee will meet three times per year instead of two (fall, winter and spring).

* Roles and responsibilities of committee members:
  + The duties of this committee will be to advise on training needs and assist with developing a program mix.
* Worker Retraining Advisory Committee Constitution: (see attached for specifics)
* Worker Retraining Bylaws: (see attached for specifics)
  + Question: “How do other advisory committees feed up to the WR committee?” If there are questions or concerns from the CTE Advisory Committees, they can be brought to the WR committee. If there is a recommendation of a training needed, we would need to engage the faculty in the discussion.
* Development of work plan (winter meeting on Jan 17, 2014)
* Input on program mix for WRT plan ( spring meeting on March 21, 2014)
  + Application, program mix, budget will be discussed

**Brief Snapshot of Economic Trends**

Dedra presented a PowerPoint on the economic trends in Washington State. The “snapshot” included the unemployment rates, recovery rates and job growth by county, payroll employment, agricultural employment, and occupations with the highest projected growth rate. See attached PowerPoint for more information.

**Feedback from the Committee:**

* Darci mentioned that she is seeing a lot of restaurants closing. It was stated that restaurants have a hard time getting funding.
* Mark asked “What is the most productive thing for this committee?”
  + Provide input into the program mix
  + Sounding board as to where to go in the future
  + What is Clark’s role?
  + Let us know what Clark needs so people can find jobs
* Rick stated that it will be interesting to see what happens with healthcare reform. Focus will be on clinics not hospitals. Graduating nurses are having a hard time finding jobs: the market is saturated. WorkSource cannot find jobs for nurses, but cannot find enough CNA’s to cover all the jobs available. The market is also flooded with Medical Assistants. Pharmacy looks good. Health advocates are new out there.
* Mark said that workplaces are restructuring. More & more industries are looking at new ways of operating: more flexibility, more of a focus on entrepreneurial/inter-dependent relationships.
* Dedra stated that some colleges are looking at open entry-open exit via competency model.
* Rebecca mentioned that more people need a certificate based on experience. Dedra piggybacked on that stating that Clark College is working on a Credit for Prior Learning based on demonstration of outcomes for credit that will be implemented in spring 2014 and will basically be half the cost. It’s about half the cost of regular classes. Darci mentioned that Marylhurst offers this program and that’s how she got her degree.
* **Dedra would like information regarding what other types of training are out there and for everyone to send thoughts from their area to her for the next meeting.**
* Mark recommended putting out a press release with the agenda. Doing so would demonstrate Clark is working with the community and would initiate feedback.

**Next Meetings**

Jan 17, 2014—Chair & Vice Chair will be elected at this meeting

March 21, 2014