**Worker Retraining Advisory Committee Meeting**

**Nov. 9, 2012**

**Clark College, GHL 213**

**In Attendance:**

Armetta Burney, Blake Bowers, Darla Utter, Dedra Daehn, Genevieve Howard, Jennifer Dahl, Michelle Thor, Rebecca Timmons, Rich Gibler, Tim Cook

**Absent:** Bonnie Moore, Jeanne Bennett, Teresa Lawwill, Tim Foley

**Welcome**

Dr. Tim Cook, Vice President of Instruction at Clark College, welcomed everyone and thanked them for taking the time to serve on the Worker Retraining Advisory Committee. He hopes the committee can assist in being responsive to the community needs, using resources the best we can, and providing direction and strategic planning.

**Introductions**

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

**Worker Retraining Grant Overview**

Dedra Daehn, Director of Academic Services at Clark College, gave a PowerPoint presentation on the Grant Overview. See attached. She stated that Worker Retraining is required to have an advisory committee that meets at least twice per year. The spring meeting will be revamped to have more community involvement. One third of the funding the college receives for Worker Retraining goes towards dislocated workers.

**Current Worker Retraining Program Mix**

Dedra handed out a 2012-13 Worker Retraining Program Mix matrix. See attached. The role of Community Colleges is to provide a mix of programs. The spring Worker Retraining meeting will have updated information available and we will be able to see what changes or adjustments need to be made.

**Worker Retraining Financial Aid**

Rebecca Timmons, Financial Aid Program Specialist at Clark College, presented a Review of Worker Retraining Funds. See attached. The focus of financial aid is to help students get started and complete. Training Completer Aid went away a few years ago and now Financial Aid is trying to rebuild that fund. There is a 90% completion rate on students given the Training Completer Aid.

**Questions to the Committee**

Dedra posed the question to the committee: Is there demand for a particular position or job in their field?

* Jennifer Dahl, Employment Specialist at WorkSource Vancouver
	+ Machining Techs: A lot of techs are retiring. There is a disconnect with the workers not having the new computer component skills.
	+ E-Commerce & E-Marketing
	+ Welders: Welders are lacking in the technical skills
	+ Medical & Clerical Assistants: Very competitive. Applicants need to be presentable and marketable.
	+ Medical Billing: Need to have a medical background. Very specialized now. Some offices have 1 person so must have skills.
	+ CNA’s: More certifications are needed for CNA’s. Blake & Genevieve both stated that they would like a list of the needs, skills and certificates since CNA’s are federally regulated. They are hoping to get more people on the Worker Retraining Committee from those areas that will know what the needs are.
	+ Jennifer would like to work with Clark to put grads to work. Genevieve will assist Jennifer with grads and Clark contacts.
	+ WorkSource will critique resumes for free.
* Rich Gibler, Director of Education at Peace Health Southwest Medical Center
	+ Medical Assistants: Limited x-ray as an additional piece would be interesting.
	+ Pharmacy Techs: Peace Health Southwest Medical Center attracts many Pharmacy Techs. Walgreens and other smaller pharmacies may have a harder time.
	+ Nursing: Market it flooded. Avg age is over 50. Avg age for surgery nurse is over 58. BSN is preferred.
	+ Phlebotomy: Not a big issue. CNA with Phlebotomy? The more skills the better.
	+ Physical Therapy: Booming market.
	+ Medical Office Specialist: Market flooded.
* Michelle Thor, Vice President of Outreach & Social Responsibility at Columbia Credit Union
	+ Michelle asked the question “Are worker’s coming from outside of the Vancouver area?” The answer was not known at this point.

**Next Meeting**

 TBD