**Worker Retraining Advisory Committee Meeting**

**April 12, 2013**

**Clark College, JSH 245**

**In Attendance:**

Armetta Burney, Darcy Altizer, Darla Utter, Dedra Daehn, Genevieve Howard, Jennifer Dahl, Rebecca Kleiva, Tim Cook, Tim Foley

**Absent:** Blake Bowers, Michelle Thor, Rich Gibler

**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 (WRT) Advisory Committee. He hopes the committee can assist in providing direction and strategic planning to the college.

**Introductions**

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

**2013-14 Worker Retraining Grant**

Dedra Daehn, Director of Academic Services at Clark College, stated that the Worker Retraining Advisory Committee is a state-mandated committee formed to ensure the collaboration between Clark College, WorkSource and other community entities. The role of the committee is to make sure the college is meeting the needs of the community. The committee meets twice a year. Dedra gave a PowerPoint presentation showcasing the college’s WRT Program overview, 2013-14 plan, the role of community colleges and Clark College’s 2013-14 WRT Program mix and how it supports strategic industry clusters. See attached PowerPoint.

**Proposed Worker Retraining Program Mix for grant application**

Along with the PowerPoint, Dedra also handed out a one-page 2013-14 CTC Worker Retraining Program Mix. The focus is on the four main areas: Health, Manufacturing/Production, High Tech, and Professional/Technical Service. The page contained the program names, total WRT funds targeted for that program, the anticipated number of WRT students and the hourly median wage. See attached for specifics.

**Worker Retraining Financial Aid**

Rebecca Kleiva, 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. Rebecca was asked if not using all the funding as a negative impact. She replied that they have never not used all of the funds.

**Feedback from the Committee:**

* Jennifer Dahl, Employment Specialist at WorkSource, stated that they have 3 major grants right now:
  + Machining/Mechatronics: 4 yr grant
    - Genevieve Howard met with the Millwright Industry Focus Group on April 11th. There may be a blended Machining/Mechatronics Program in the future.
    - Contact Genevieve Howard if interested in a Mechatronics Open House.
  + CTA Grant
    - CTA supports individuals to go through the programs.
  + On-the job Training Grant
    - Modeled after the Toyota T-10 Program with experience and education.
* Rebecca asked if there was anything on the horizon for Project Management Certificate Program. Currently New Horizon offers it and Sequel Soft offers it online. Tim will look into offering it at Clark College.
* Jennifer stated that WorkSource loves the Nursing Program at Clark College.
* Medical Office Specialist- How do companies find employees? Genevieve stated that there has been a major shift in faculty and curriculum and the program now requires an internship.
* Health Informatics requires a Capstone instead of internship.
* Construction students are not eligible for financial aid or WorkSource funds because the program is housed at the Clark County Skills Center using the Skill Center’s faculty. How can we support these students and get them financial aid?

**2013-14 Membership Suggestions**

Dedra asked the committee if they were willing to serve next year. She also mentioned that if they knew of others willing to serve on the committee for 2013-14 to email her their information.

**Next Meeting**

Fall 2013