**Worker Retraining Advisory Committee Meeting**

**April 18, 2014**

**Clark College, SHL 216**

**In Attendance:**

Armetta Burney, Darla Utter, Dedra Daehn, Jennifer Dahl, Kimberly Pincheira, Mark Maggiora, Michelle Thor, Rebecca Kleiva, Rich Gibler, Scott Bailey, Terri Kaufman, Tim Foley

**Absent:** Blake Bowers, Darcy Altizer, Genevieve Howard, Jill teVelde, Karen Driscoll, Matt Sneed. Norton Sweet, Tim Cook,

**Introductions**

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

**Changes/updates on 2014-15 Worker Retraining Plan**

Rebecca Kleiva gave an update on Worker Retraining Financial Aid (see attached). It was stated that the Dental Hygiene Baccalaureate cannot use Worker Retraining funds. Also mentioned was the fact that Worker Retraining can pay for some Corporate & Continuing Education classes such as NAC. However, those do not count towards the FTE’s.

**Review 2014-16 Worker Retraining Work Plan**

Dedra handed out the latest draft of the Worker Retraining Work Plan (see attached). Since it is a draft, it can be added to. Dedra proposed that we leave it as is for now. She stated that new programs were not at the top of the list right now because of budget cuts but we need to be looking into the future.

Mark asked how available the survey results were. Is it on the Clark website? No, but the survey can be sent to community members. We can have Planning & Effectiveness design a survey to get more feedback and reach-out to the community.

Dedra asked the members to send her other community contacts and she will send the survey and a cover letter to them.

**Overview of proposed 2014-15 Program Mix for WRT grant**

Dedra handed out the 2014-15 Worker Retraining Program Mix (see attached).

Before the Program mix discussion got under way, Dedra mentioned that we are funding four full-time faculty and have been since before she started at Clark, but now would like to find other resources to pay faculty and use the funds Worker Retraining funds for other uses.

Jennifer and Rich were surprised that Medical Assisting is on the high demand list. They have a hard time placing people in those jobs. Medical Coding is also hard to find students jobs since it is so specialized.

Mechatronics is doing well. Some students are getting hired right out of school and part-time while still in school. Since Mechatronics, Welding and Machining are in high demand and employable, more funds/FTE’s should be allocated to these programs.

Recommendation: Allocate less funds/FTE’s to Medical Assisting and Medical Coding and more to Mechatronics, Welding and Machining. The committee approved it. Dedra will talk to Dean Blake Bowers regarding the change.

**Potential New Members for 2014-15 send survey:** Tabled due to time constraints.

**Next Meetings**

Friday, Oct.10, 2014; Friday, January 16, 2015; Friday, April 17, 2015