

**WORKER RETRAINING ADVISORY COMMITTEE - MINUTES**

**Tuesday, April 9th, 2019 \* 11.30-12.30pm**

**Gaiser Hall 213**

**Members Present**: Narek Daniyelyan (Co-Chair), Workforce SW WA; Catherine Erickson, Columbia Machine; Mark Maggiora, Americans Building Community; Natalie Pacholl, SEH America; Michelle Thor, Columbia Credit Union;

**Members Absent**: Darcy Altizer, SWCA; Scott Bailey, ESD; Travis Elmore, WA State Nurses Association; Jay Schmidt, Silicon Forest Electronics; David Woodlock, HP Inc.

**Clark College**: Cathy Sherick, Assoc. Director Instructional Planning & Innovation; Travis Kibota, Interim Associate Vice President of Instruction; Rebecca Kleiva, WRT; François Wevers, ECD; Jessica Johnson, ECD; Terri Kaufman, Enrollment Services; Armetta Burney, Workforce Education; SueAnn McWatters, Program Specialist – Advisory Committees

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Cathy Sherick called the discussion meeting to order at 11:35am and introductions were made.

**MINUTES OF THE PREVIOUS MEETING**

*The minutes of May 22, 2018 were presented for approval. As quorum was not present, the minutes were sent for electronic approval.*

*As of June 14, 2019, the minutes have been approved.*

**NEXT MEETING DATE**

The committee will meet again on **Tuesday, October 15th, 2019 at 11:30am.**

*This meeting has been rescheduled for Tuesday, January 28th, 2020 at 11:30am*.

**OFFICE OF INSTRUCTION ANNOUNCEMENTS**

Cathy made the following winter announcements:

She presented the Professional/Technical inserts that were distributed to the community through The Columbian newspaper.

She provided a brief update about what is happening on campus with Pathways work, the publication of the insert in February, the upcoming transition from our legacy computer system to the People Soft system that will be used statewide and pending budget decisions. Committees are asked to curtail scheduling meetings during the last two weeks of October to allow for this switch.

Due to low enrollment the campus will see a significant budget reduction in 2019-20, with programs being eliminated. This will incur additional faculty and staff cuts. Cathy’s position is one that will be eliminated, ending June 30, 2019, so this will be her final advisory meeting.

Bob Knight is retiring at the end of August. There will be an interim president for all of the 19-20 year.

**WRT STUDENT UPDATE**

Rebecca Kleiva stated that a few students have won awards. There has been great feedback on students getting jobs. The legislation around Worker Retraining changed a few years back where students can still receive help with their education while being able to continue to work. This has helped retain part-time students. The program currently has 192 students with most being part-time. They are going to partner with WorkSource and the career center.

There are 192 FTEs. The financial side is not fully supported so Rebecca has to work with a variety of departments across campus to help. It costs over $100 for books, about $100 for emergency funds, and includes other costs. The program is on track to produce and fulfill all FTEs.

**2019-2020 PROGRAM MIX**

The goal is to determine what is in demand vs. what is not. Mark Maggiora clarified that these are programs that are only offered at Clark. Cathy Sherick stated that these are the programs that are closely related to where the Worker Retraining money will serve. They are also publicly funding resources, however a private company could if they had the capacity.

Cathy Sherick went down the list of the categories that are neutral or not in high demand:

* Food Service Managers is not in demand: the challenge with cuisine is that many positions are very low pay and do not hit the marker for Worker Retraining wages
* CADD (Architectural and Civil Drafters) is not in demand
* Machinists are not in demand
* Health Care Support Workers – all other is not in demand

Narek Daniyelyan asked about how the funds get distributed. Cathy Sherick explained that Nicole Rogers-Marcum (Director of Instruction Finance and Operational Support) will examine where the needs are in the programs and see where the money will fill those holes. The program can use the money in other places than designated.

The committee discussed what to keep on and take off:

* CADD will be removed
* Automotive Techs and Mechanics is still in high demand and will stay on the list
* Health Care Support Workers – all other (nursing/assistant certified/home care workers) will be removed
* Machinists will be removed (many of these manufacturing jobs are coming from Portland, about 40% of our labor commutes over the bridge)
* Food Service Managers will be removed
* Counselors – all is in high demand
* Web Design is new and in high demand

**Michelle Thor moved to approve the program mix excluding Architectural and Civil Drafters, Health Care Support Workers – all other, Food Services Managers, and Machinists. Mark seconded. (Michelle Thor, Mark Maggiora, Catherine Erickson, Narek Daniyelyan, Natalie Pacholl, and Scott Bailey all approved). The motion was approved.**

**INDUSTRY AND COMMUNITY UPDATES**

Michelle Thor reported that it is difficult to find qualified employees who want to stay long term. A starting position for a teller from high school is still highly competitive.

Rebecca Kleiva asked about how the Worker Retraining program can help with finding qualified employees. The committee members all agreed that the challenge is finding those people who have interpersonal communications and soft skills. Francois Wevers agreed that employers are having a difficult time finding qualified candidates with those soft skills.

Narek Daniyelyan spoke about focusing on the four high growth demand sectors (technology, manufacturing, healthcare, ). They are currently in the process of developing a curriculum (essential skills class) through the WorkSource program based on what employers have asked for. He stated that he definitely sees opportunities from this group, so please refer their organization to them. They would be happy to try and help get students through that curriculum. The goal is to try and launch it in May and will be added to the calendar as a workshop format. Travis Kibota spoke on integrating the College 101 course into the CTE manufacturing programs. It would be great to potentially have the soft skills side as well. Catherine Erickson spoke on exposing students to the soft skills training earlier. Getting down to the high schools and middle schools to let them know that their company can provide training will help bridge that gap.

Natalie Pacholl agreed that it’s difficult to find machine operators as well as retaining them. Companies are looking for candidates that have a small amount of experience and are trainable. The technician level positions have also been challenging to fill. The operator positions are currently in the internship with the high school kids. They have expanded from Evergreen into Camas and Vancouver Public Schools. They are also working with the NEXT program and WorkSource to expose what it is we need. They are also expanding the apprenticeship program. Students are currently in their first year here at Clark College. They are being assigned projects as well as shadowing techs in order to have them progress more rapidly on that technical pathway. There will be about 4-5 additional students that will participate who they will hire on in July. As the application portal goes live, she will share more with the group. The company (SEH) is paying for the student’s education while also getting paid. Potentially, there will be at least 3 additional companies participating as well. The pipeline for recruiting from mechatronics is so small (16) students and that’s not enough. The hope is to have two separate recruiting periods so that it is ongoing. The company is also taking a risk because there is always a possibility that these 5 apprenticeships go and work elsewhere.

Mark Maggiora agreed that there is a limited pipeline of employees and it’s especially hurting those smaller businesses. Middle Class Alliance founded by Tim Probst creates policies and legislation to help the community (live – affordable housing, learn – running start/apprenticeship, and link – rural broadband). They are creating demonstration models to help weave and design efforts to help businesses and the community. They are hoping to set up a community meeting in the middle of May with the businesses on what they are seeing that’s different as well as what is valuable. The 6 businesses involved are all in different sectors. The discussion will include how they can integrate and leverage on each other’s investments. They are also working on Career Connect and how to engage with Clark County and the city.

**WRT PLAN**

The Worker Retraining Plan was submitted and the grant has met the goals for the state office. We want to continue to meet those goals. The committee needs to elect a chair and/or a co-chair for this group who will be the constant thread moving forward.

**Narek Daniyelyan volunteered to co-chair on the committee. Michelle Thor motioned for his role as co-chair, Scott Bailey seconded and was unanimously approved.**

The committee will vote again at the next meeting for another co-chair.

**Action Item:**

* **Cathy will send out the 2018 link to the WRT report that talks about wages, job placement rates, careers, and retention – State board of community and technical colleges.**
* **Cathy will send out advisory committee summary**

The meeting was adjourned at 12:55pm.

Prepared by SueAnn McWatters