

**WORKER RETRAINING ADVISORY COMMITTEE - MINUTES**

**Tuesday, October 16, 2018 \* 11.30-1.30pm**

**Gaiser Hall 213**

**Members Present**: Scott Bailey, ESD; Travis Elmore, WA State Nurses Association; Mark Maggiora, Americans Building Community; Natalie Pacholl, SEH America; Michelle Thor, Columbia Credit Union; David Woodlock, HP Inc.

**Members Absent**: Darcy Altizer, SWCA; Catherine Erickson, Columbia Machine; Jay Schmidt, Silicon Forest Electronics;

**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; Brenda Walstead, Dean - BHS; SueAnn McWatters, Program Specialist – Advisory Committees

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Michelle Thor called the discussion meeting to order at 11:35pm 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 November 13, 2018 the minutes were approved.*

**NEXT MEETING DATE**

The committee will meet again on **Tuesday, April 9th, 2019 at 11:30am.**

**OFFICE OF INSTRUCTION ANNOUNCEMENTS**

Welcome back to 2018-19 Academic year, Advisory Committees will continue to see how they fit in to the implementation work of **Pathways at Clark.** The goal is to improve rates of completion, transfer and attainment of jobs to that end this year we will be working very closely with other colleges to make sure our programs link directly to opportunities for students who are continuing. Our high school partners are also working with us to ensure that their programs are also aligning closely to Clark.

To that end, Clark will be producing the **Career and Technical Education Insert** again this year. It will go out in February in the Food Day Columbian reaching 56,000 households. We are asking business partners to advertise in the insert again – and we will be working on some very compelling stories of students in CTE programs. Please contact Cathy Sherick in the Office of Instruction if you would like to advertise or for more details. February 20th – Automotive Open House and February 22nd – Manufacturing Day.

Clark is always opening the invitation to more **Advisory volunteers** for the twenty-five committees that support CTE programs. It might mean infusing current committees with new members or building new committees for new programs. Also, we are continuing to work on the **Master Advisory Committee** as well to assist with visiting current committees to talk to members, planning and hosting an Advisory event and reporting to the Board of Trustees every year on the great work of Advisory Committees.

The energy is heating up around the development of the new **Advanced Manufacturing Center** planned for the North Campus at Boschma farms. Contact Dean Genevieve Howard for details on this amazing new building and the advanced manufacturing programs that will be located there.

On October 9th, Clark College partnered with Partners in Careers (PIC) and Workforce SW to host over 250 local high school students on campus for National Manufacturing Day. We want to give a special thanks to S.E.H. America, Columbia Machine, Graphic Packaging, Silicon Forest Electronics, General Sheet Metal, and BagCraft for providing activity stations.

**ALIGN WORKFORCE PROGRAMS**

Rebecca spoke about the summer conference with a lot of data on former students. Clark is currently at the top or close to the top for employment rates and retention. The students are getting jobs and are increasing the employment rates over when they started school. Last year, there were 76 graduates; 58 achieved an associate’s degree. The FTE goal is lower than the expected headcount but they are meeting numbers. Between all recruiting strategies and a new outreach department, they have been able to recoup numbers and keep them high. They currently have an additional $12,000 for direct support to financial aid because of hitting numbers. They have also received $85,000 from a program on campus to benefit worker retraining students. Enrollment is tracked at the state level; they have to be linked to the Washington labor force and students have to live in Washington. It doesn’t track into Oregon because of employment security. Scott mentioned that there is a fair amount of data sharing especially in workforce development outcomes. Wage files do have any resident tag; just the employer; name, SSN, and how much you’ve earned and how many hours you’ve worked.

Cathy briefly discussed the PPI and the sphere of influence. She spoke about the Yossos Cultural Health Model that was presented at a Worker Retraining conference. There are six types of capital (power, influence, energy, etc.) that educational leaders use to frame their interactions with students. Some things to think about:

* We work with a variety of demographic groups. By using their cultural wealth for their success and asking them to think about their world in this context, we can better look at what they can bring to their classroom or workforce.
* Someone who speaks two languages might help with translations; materials coming in or cultural images to make learning or work more interesting/engaging
* A gift that someone might have that we might not pay attention to that could add to the workforce or the group

The funding is passed through to support the college. It is utilized to support positions that support students (faculty, workforce office, and Rebecca). This allows students that need a skill to get education and also keep their job.

**SEH APPRENTICESHIP/JAIL GRANT**

*SEH Apprenticeship*

Natalie recently went to Switzerland. She was interested in how to take learning and apply it to their educational system. They have about 950 employees and are always looking for machine operators. They have had a partnership with Evergreen Public Schools where students can do internships and do basic projects and skills (how to write a resume, etc.). She posed the question: How do we take someone from an entry level job to a more technical job? In some cases, this can take 8+ years so we are trying to figure out a way to expedite this. Is it possible to include formal, on the job training and education into one?

SEH is currently doing a pilot program that has 5 high school graduates that started in July to take summer classes at Clark. SEH is paying for the courses. They also work about 25 hours a week at SEH. They are on the manufacturing floor using tools and shadowing technicians. They work closely with the supervisors so that when they learn skills, they can actually apply it to the work on the job. They flex their work schedule around their classroom schedule.

The goal is that within 2 years, they will have their certificate from Mechatronics that is stackable and on the path for the full AA degree. After they have received their AA, SEH is guaranteeing them a job.

Travis Elmore explained that there have been many students who start programs and then get jobs and then stop, because they get jobs, However, they are limited in how far they can go. Is it possible to get on the job training while earning credits? This would hopefully keep students engaged in their education. Guided pathways can really create workable pathways on these partnerships with employers. Nicole stated that SEH has great education benefits. The want to cultivate from within, however may can’t work part-time (family, mortgages, etc.).

**Action Item:**

* **Natalie will send video out, so that SueAnn can send out to the committee.**

There is a standardized apprenticeship approach for all community and companies. Natalie stated that turnover numbers are low, but they are hoping to go from 8 years to 2-3 years.

*Jail Grant*

Cathy is working with Workforce SW WA on another apprenticeship model for Medical Assisting. There are anywhere from 200-400 inmates at the Clark County Jail; students would be able to do their work by packet. They have the opportunity to work up to 3 hours on the work in the packet. They would put their work back in the packet, it will get picked up by the college, the college would grade it, and then provide the certificate in their belongings so they have it when they leave. Some options would include:

* Food handlers permit: the certificate would be produced to show the college and then they could take the test where the college would pay for the $10 fee
* Flagging CPR

There will be a set of packets entirely on apprenticeships with a series of math basics and learning exercises while also learning about specific fields. It would also include a sheet of information/resources of where to find the industry.

David Woodlock stated that he heard about inmates wanting a dictionary because they want to understand the legal paperwork. A packet navigating the legal system is clearly in demand.

The Paralegal program wanted to donate the books after their teachout, but Larch didn’t want to take them.

**APPLICATION IMPROVEMENT PLAN**

Clark’s application pool is generally pretty strong and it shows using the WRT funds for the students.

**INDUSTRY AND COMMUNITY UPDATES**

Scott Bailey mentioned that the economy is doing great; jobs and employment are doing well. Hopefully, there won’t be any clouds in the horizon in the next year. The business cycle indicators are in a pretty good place. Don’t see any clouds in the horizon for about the next year. Business cycle indicators are in a pretty good place.

The meeting was adjourned at 12:38pm.

Prepared by SueAnn McWatters