



**Worker Retraining -MINUTES**  
**October 24<sup>th</sup>, 2024, at 11:00 AM**  
**Zoom**

**Members Present:** Narek Danielyan (Committee Chair), Assistant Vice Chancellor for Strategic Partnerships, WSUV; Sean Moore, Senior Project Manager, Workforce SW WA; Emily Robertson, Regional Labor Economist, Employment Security Department; Karin LaValla, Business Solutions Consultant, WorkSource; Ryan D Reese, President/1st District Representative of the WSCFF, IAFF Local 452/Washington State Council of Firefighters; Chad Mullen, Programs Manager, CCL and STEM, ESD 112

**Guests:**

**Members Absent:** Michelle Thor, VP of Outreach & Social Responsibility, Columbia Credit Union; Garth Bachman, Business Manager/Financial Secretary, International Brotherhood of Electrical Workers Local 48; Chase Kleinschmidt, Director of Operations, Silicon Forest Electronics

**Labor Representative:**

**Clark College:** Nicole Rogers-Marcum, Director of Instructional Finance & Operational Support, Clark College; Scot Headley, Dean of Business & Health Sciences, Clark College; Theo Koupelis, Dean of WPTE & STEM, Clark College; Kathrena Halsinger, Interim Dean of SOFA, Clark College; Elizabeth Flores, Advisory Coordinator, Clark College; Cheyanne Pfeifer, Workforce Education Services, Clark College; Kate Jacky, Financial Aid, Clark College; Terri Kaufman, Enrollment Services, Clark College

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The meeting began at 11:00 AM

**NEXT MEETING DATE**

The committee will meet next on February 13<sup>th</sup>, 2024, at 11:00 AM for 90 minutes and on April 10<sup>th</sup>, 2024.

**MINUTES OF THE PREVIOUS MEETING**

The minutes from the previous meeting on May 30<sup>th</sup>, 2024, were approved.

**ETHICS TRAINING**

Elizabeth conducted the Advisory Committee Ethics Training.

## **ADVISORY COMMITTEE ORIENTATION**

Elizabeth conducted the Advisory Committee Orientation.

### **Labor Representation**

Theo discussed the latest guidelines and requirements from the State, the College has clarification on labor representation. The College is aiming to increase equal employer and employee representation.

As the College receives updates, we will notify the committee.

Scot is hoping to recruit more labor representatives. Helping us discern a broad range of programs, if you have a friend or colleague, please encourage them to serve on the committee.

Sean inquired if specific unions should be involved.

Narek asked for clarification regarding union recruitment.

Scot noted union representation in all industries is welcomed, and the College is trying to adhere to the guidelines and create robust committees.

Theo discussed some challenges in recruiting card-carrying union members and the State understands that issue, when the College cannot cover this requirement, there will be documentation of attempts to reach union recruitment.

### **Future Meeting Durations**

Nicole presented the meeting layout for the academic year, including the Worker Retraining program, the functions of the planning cycle, the budget submission, and the timeline for committee review and approval. Including the review and approval of the program mix and meetings will need to be scheduled for ninety minutes but the committee may not need the full time.

Theo discussed the efforts to build the Mechatronics committee since the College received Clean Energy funding.

## **ELECTION OF OFFICERS**

Sean volunteered as committee chair, Ryan motioned to elect Sean as the committee chair, Karin seconded, and all unanimously approved.

Kain volunteered as vice-chair, Sean motioned to elect Karin as the vice-chair, Chad seconded, and all unanimously approved.

## **WORKPLAN**

Elizabeth discussed and presented a draft of the 2024-25 work plan. The committee will review the work plan and bylaws and provide feedback at the 2025 winter meeting.

The meeting adjourned at 12:01 PM