



WORKFORCE DEVELOPMENT COUNCIL

317 W. Main Street
Boise, ID 83735-0790

TRANSMITTAL # 4

MEMORANDUM

TO: Workforce Development Council

FROM: Karen A. McGee, Chair

SUBJECT: Report of the Organizing Committee

ACTION REQUESTED: Volunteer to Serve on Council Committee

BACKGROUND:

At our last meeting, I asked Millie Flandro to chair a committee to organize the expanded Council into subcommittees. On April 4, Millie met with Con Paulos and Lois Bauer to develop a structure for the Council. I accepted the committee's report which is attached. The report recommends four committees:

1. Executive
2. Communications and Community Engagement
3. Workforce Readiness/Life-Long Learning
4. Performance and Operations (staff committee reporting to the Council)

The first order of business for the Communications and Community Engagement Committee would be to engage the local level in identifying priorities. The committee will oversee a plan for communicating our progress and establish a series of regional forums lead by our members. The Workforce Readiness/Life-Long Learning Committee will take over responsibility for program planning and oversight, with a focus on meeting needs of students and workers.

I am asking that you identify your preference for a committee assignment so that I can appoint members to allow committees to begin work. As the report suggests, we may alter our structure after learning regional priorities but this organizational structure allows us to move forward.

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Attachment

WORKFORCE DEVELOPMENT COUNCIL

Committee on Council Organization

Report of April 4, 2006 Meeting

Twin Falls, Idaho

Millie Flandro, Chair, met with Lois Bauer and Con Paulos to recommend a committee structure. They determined that the highest priority was to engage the local communities in planning for workforce priorities. As such, they deferred a discussion of reprioritizing council goals. The Committee recommended formation of four committees:

Executive Committee

This committee would be comprised of approximately eight members who are broadly representative of the council. This committee can be convened quickly to act on issues requiring timely action and can manage the "business" of the council. The Executive Committee could act upon, refer to existing committees or establish committees as appropriate.

Communications and Community Engagement Committee

The first order of business for this committee would be to engage the local level in identifying priorities. As soon as possible, a letter would be sent to all former local Workforce Investment Board (WIB) members and Local Elected Officials (LEOs) and current service providers in the community to create an awareness of the progress made by the Council to date.

These same individuals, along with educators, chambers and other interested parties would be invited to a series of six regional forums to identify the top 10 workforce priorities in their region which will feed into the Council's priority list. To ensure a visible role for the Council, invitations would be issued and meetings led by the regional representatives on the Workforce Council. The committee will establish the agenda for these meetings, perhaps with a role of regional workforce providers to further the goal of creating awareness of existing services in the region.

This committee can also be tasked with forming relationships with local Chambers of Commerce to facilitate the business-education-workforce partnership, oversee any regional skills panels, or marketing and awareness campaigns. This committee could be charged with facilitating responsiveness to business needs, developing awareness among parents, teachers and students of the importance of broad and deep skills development to function effectively in the labor market and perhaps work to facilitate discussions on high school reform or community college issues from a business perspective.

Workforce Readiness/Life-long Learning Committee

This committee would oversee issues of access, direction and other relevant matters for workforce programs and services. Committee members could review/develop program plans and recommend solutions for addressing the

needs of special populations such as those related to the impact of the aging workforce or needs of those in adult or juvenile corrections programs, welfare recipients and others who need special attention. A representative from the State Department of Education would be an important member of the committee to ensure that services are available. This committee could also focus on WIA issues, including Idaho's One Stop System.

Performance and Operations Committee

A committee comprised of staff from service provider and education organizations would tackle issues such as performance, coordination and other operational issues. This committee would report to the Executive Committee.

Other topics of discussion:

The Committee on Council Organization believes that local Chambers of Commerce would be an excellent contact for improving the business-education-workforce partnership connection. Staff members will contact the Idaho Chamber of Commerce to discuss options that may be of interest, including the formation of an effort around speakers' bureaus, internships and other connections to increase communication of business needs and encourage students to excel.

The committee also discussed the idea of a workforce readiness "credential" based on a portfolio concept of training completed, certificates awarded and skill attained. Staff members will research the topic to determine if a credential exists that would respond to this need.

The committee discussed the concepts proposed by Governor Dirk Kempthorne for maximizing use of space available for multiple purposes. Access and efficiency can be gained by making better use of K-12, postsecondary institutions and other public facilities for use in education and training. The practice used in Pocatello that allows the public to use labs was cited as was the Dehryl A. Dennis Professional-Technical Education Center sponsored by multiple districts and proposed for use as a BSU training site. The Council could promote opportunities for multiple use.

The Committee asked staff to consolidate the history and role of the Council into a one page brief for new members with an organization chart printed on the reverse side of the document.

Finally, the Committee will defer to the Chair of the Workforce Development Council in terms of how to implement the new committee structure, particularly whether this should be implemented at the May 4 Council meeting, or whether the meeting should be used to discuss the concepts and identify volunteers or assign members to the committees. They also emphasized the importance of Council members maintaining flexibility by not immediately committing to any ongoing structure either at the state or local level until the information that is received from the local communities is analyzed.