



**WORKFORCE INVESTMENT COUNCIL
CAREER PATHWAYS TASK FORCE MEETING
Friday, July 20, 2018
10:00AM**

2235 Shannon Place SE, Suite 3031, Washington, DC 20020

Task Force Members/ Designee Attendees:

I. Welcome

Joe Jaroscak, Program Manager welcomed everyone in attendance and provided an opening statement highlighting the role of the Career Pathways Task Force.

II. Introductions

Joe Jaroscak, Program Manager provided introductions of Career Pathways Task Force members, designees and guest.

TASK FORCE MEMBERS PRESENT	COMMITTEE MEMBERS ABSENT	GUESTS	WIC STAFF
Raymond Bell Jr. (HOPE Project) Kim Brown (DC Central Kitchen) Brian Campbell (DHS) Designee Shawn Hilgendorf (DC Council) Meaghan O'Connor (DCPL) Designee Alberto Marino (WMATA) Richelle Russell (DME) Designee Tomika Skinner (Potomac Job Corps) Designee Kilin Boardman -Schroyer (OSSE) Designee	Erin Bibo (DCPS) Taneka Miller (DME) Designee Tony Johnson (UDCCC) Antoinette Mitchell (OSSE) Unique Morris-Hughes (DOES) Nathan Smith (Allied Universal) Diane Pabich (WIC) Darren Woodruff (PCSB)	Steven Boney (WMATA) Justin Cartegena (DCHA) Thomas Gore (CCPA) Leslie Green (DOES) Michelle Johnson (OSSE) Sandra Littles (DCHA) Brittany Moore (GRID Alternatives) Courtney Williams (GRID Alternatives)	Joe Jaroscak Todd Lang

III. Career Pathways Development Update

- a. The Workforce Investment Council (WIC) is moving ahead with the development of career pathways and sector strategies in the high-demand industries of IT, Law Enforcement & Security, and Infrastructure/Transportation.

- b. *A request was made to also include healthcare and hospitality as a high-demand industry for initial focus. The WIC will explore this request further.*
- c. Workgroups are being developed and led by Task Force members in their respective sectors. Groups will first meet in August.
- d. *A concern was raised about scheduling workgroup meetings in August, due to conflicts with vacations. The WIC will assess and remain flexible with timing.*
- e. The WIC will be reaching out to partners to get input that will inform and support the work of the workgroups – preliminary findings and draft resources will be shared out with partners after the initial meetings in August.
- f. Gretchen Sullivan with Maher & Maher reviewed the career pathways development process and associated timeline.
- g. *A question arose regarding when curriculum designers come into play in the development process. Gretchen Sullivan noted there would be outreach to additional providers in the District who are not represented on the Task Force, to engage them early on.*
- h. *Another question was posed regarding when in the process the trainings/resources developed would be marketed to DC learners, graduates to businesses, and high-demand industries. Gretchen Sullivan responded this would come later in the process when the program and system development work is complete.*
- i. *A third question was shared regarding how and when career paths might be modified based on industry needs. Gretchen Sullivan responded this would occur during the ongoing evaluation built into the process, as the pathways will not be set in stone forever and we fully intend to keep up with the industry needs.*
- j. *A request was made to connect with OSSE, as they are in the process of doing similar work in CTE. Additional partners could be identified, and duplication of efforts could be avoided. The WIC will coordinate with OSSE.*

IV. DC Workforce Provider Directory

- a. A short survey has been developed and will be sent out to organizations who provide services to District residents. The responses will be compiled into a searchable PDF document that will live on the WIC's website, and the PDF will be updated regularly.
- b. This resource will be for the benefit of both service providers and job seekers, with the hope that web-based, interactive tools using this information will be able to be created in future project phases.
- c. *A request was made to add requirements/guidelines for participation in various programs to the survey, to help streamline the intake process and referrals. The WIC will research this addition to the survey.*
- d. *An OSSE tool, Career Coach DC, was shared with the group as a similar tool.*

- e. *A request was made to add “substance abuse” to the adult populations served question. The WIC will take this request into consideration.*

V. Career Pathways Community of Practice Training Update

- a. Joe Jaroscak shared information on trainings that have been presented thus far, along with number of attendees and participant feedback.
- b. Upcoming training were also shared, including a webinar-based course on Performance Management in September and an in-person course on Unified Business Engagement and Service Delivery in January.

VI. Other Business

- a. No other business was shared during this meeting.

VII. Next Steps & Closing

- a. Joe Jaroscak will follow-up with OSSE on enhanced coordination on upcoming initiatives.
- b. After all business was conducted, the Task Force meeting was closed by Joe Jaroscak.
- c. The next meeting will be held on Friday, July 20, 2018 from 10:00 – 11:30am ET at the WIC.