



**WORKFORCE INVESTMENT COUNCIL
 QUARTERLY BOARD MEETING MINUTES
 MONDAY, OCTOBER 24, 2016
 10:00am – 12:00 pm
 DISTRICT OF COLUMBIA HOUSING FINANCE AGENCY
 815 FLORIDA AVE NW, WASHINGTON, DC 20001**

I. Call to Order and Introductions

Andy Shallal, Chairman, Workforce Investment Council (WIC), called the meeting to order at 10:07 a.m.

MEMBERS PRESENT	MEMBERS ABSENT	GUESTS	WIC STAFF
Andy Shallal, (Chair) Carlos Jimenez (Vice Chair) Joe Andronaco Steven Boney Anthony Canceloni Director Deborah A. Carroll Elizabeth DeBarros Angela Franco Korey Gray Honorable David Grosso LaTara Harris Kim Horn Norbert Klusmann Kathleen McKirchy Asst. Superintendent Antoinette Mitchell Michael Maxwell James H. Moore, Jr. Benton Murphy Dayvie Paschall Queenie Plater Andrew Reese Councilmember Elissa Silverman Stacy Smith Deputy Mayor Courtney R. Snowden Darryl Wiggins Tony Summers Laura Zeilinger	Robin Anderson Stephen Courtien Hanseul Kang Solomon Keene Deputy Mayor Brian Kenner Thomas Penny Nathan Smith	Alexander Moore Chief Development Officer, DC Central Kitchen Marianne Ali Director, DC Central Kitchen Kimberly Brown Chief Programs Officer, DC Central Kitchen Leo Miller, Regional Administrator, USDOL	Odie Donald, II Rosalyce Broadous- Brown Jeanna Fortney Alseta Gholston Anique Hameed Diane Pabich Lauren Scott

II. Chairman's Comments

Chairman Shallal welcomed the board members and provided an opening statement and charge. He asked board members to reflect on how to move the Workforce Investment Council to become a meaningful, effective body that will shift the system forward and deliver and track solid, measurable results. Chairman Shallal encouraged board members to:

- Establish a baseline, set goals and measure progress over time to make sure that the funding received from the federal government and the District is being used judiciously to connect job seekers with talent seekers
- Ask questions, demand results, and continue to think big about how they can most effectively tackle workforce challenges

III. Approval of the July 12, 2016 WIC Board Meeting Minutes (Voting Item)

Board Vote: Approval of minutes

Chairman Shallal identified a quorum was present. A motion was made, seconded, and all voting board members unanimously approved the board meeting minutes of the July 12, 2016 meeting.

IV. The Federal Perspective

Odie Donald, II, Executive Director, Workforce Investment Council, introduced Leo Miller, Regional Administrator, U.S. Department of Labor. He presented on national unemployment statistics, State Board roles and best practices, and the dissemination of status updates on Corrective Action Plan progress.

- *National Unemployment:* the national unemployment rate was 4.7% as of May 2016. Youth, African-Americans, and those without high school diplomas have the highest unemployment rates nationally.
- *State Board Role:* to ensure that individuals in vulnerable populations can receive the credentials and education needed to have sustainable and predictable incomes.
- *State Board Best Practices:*
 - Compliance
 - Pilot new ideas and take risks
 - Customer centered designs
 - Measure what works
 - Establish goals that unify members of the system
 - Set higher expectations of the system
- *Dissemination of Status Updates:* Highlights will be provided at quarterly board meetings. Leo Miller will ensure letters are sent out regularly and made available.

Mr. Miller opened the floor for comments from the board members.

V. Director's Report

Executive Director Donald provided updates on the decreasing DC unemployment rate, performance benchmarks for WIOA programs, the draft WIOA dashboard, the enhancement of workforce intermediary projects, and Millennial Week DC.

- *Local Unemployment Analysis:* Unemployment in the District has decreased to 5.9% as of July 2016. The unemployment rate has fallen in all Wards.
- *WIOA Performance Benchmarks:* The District is exceeding performance standards in most areas including entered employment, retention, average earnings, and youth certification attainment. The District is not meeting performance standards in youth literacy/numeracy gains.
- *Draft WIOA Dashboard:* An interactive dashboard is being developed that will allow users to view and interact with data related WIOA performance and participant services
- *Enhancement of Intermediary Activities:* WIC has expanded Workforce Intermediary efforts with the DC United Stadium project. Since July 2016 120 residents have been reached, over 90 resumes have been collected, and 19 residents have been hired or enrolled in pre-apprenticeship programs.
- *Millennial Week DC:* WIC hosted the Hiring Fair and High-Demand Career Symposium at Millennial Week DC as a youth outreach effort. Over 700 millennials registered. Mayor Muriel Bowser and several WIC members addressed attendees at the event.

VI. Grantee Programmatic Update

Executive Director Donald introduced Alexander Moore, Chief Development Officer of DC Central Kitchen, and Kathleen McKirchy, Executive Director of the Community Services Agency (CSA) at the AFL-CIO, who provided updates about the successes of their respective WIC funded Workforce Intermediary programs.

- *DC Central Kitchen:* WIC has provided funding for 147 District residents to be trained. Trainees have an 85% job placement rate and have earned \$1.3 million in wages. Mr. Moore informed the board that their greatest barrier to serving more residents is the physical constraints of their current location, the Federal City Shelter.
- *AFL-CIO Building Futures Program:* This WIC funded 6-week construction program provides occupational and career readiness training to residents with multiple barriers to employment. Participants are majorly at or below the poverty line and 40% are returning citizens. 98% of participants complete the course, and there is a 70-75% job placement

rate. A Building Futures trainee was going to attend the meeting, but secured a job opportunity and started their first day of work on that day.

VII. WIC Strategic Planning Outcomes

Carlos Jimenez, Vice Chairman, Workforce Investment Council, provided an overview of strategic planning outcomes and outlined a framework for how the WIC will measure its success and progress. The three framing questions for the WIC's work are:

- Did we increase access to businesses and job seekers?
- Did we increase quality of training?
- Did we increase access to performance data to ensure that we are in compliance?

VIII. Career Pathways Update

Jeanna Fortney, Program Manager, Workforce Investment Council, provided a brief overview of Career Pathways progress and the Community of Practice (COP). Under WIOA The WIC has a responsibility of ensuring that career pathways are created and implemented.

- *Career Pathways Taskforce:* The taskforce developed a strategic plan Fall 2015. An assessment is being put in place to help the taskforce develop goals for career pathways and career track placements.
- *Community of Practice:* A RFP is currently out to secure a firm to deliver the COP. Proposals will be accepted through November 14. The evaluation committee will meet at the end of November, and a firm will be selected. The Taskforce will reconvene in early January to meet with the awarded contractor.

IX. One-Stop-Operator Procurement Decision (Voting Item)

Board Vote: One-Stop-Operator Procurement

Diane Pabich, Associate Director, Workforce Investment Council, provided an overview of the requirements and process to establish the staff recommended model, which we refer to as the "Mall Manager", for the District's One-Stop-Operator (OSO) procurement. WIC staff recommended this model because it is the most efficient model for the District to effectively implement by the WIOA deadline of July 1, 2017.

- *Requirements:*
 - The one-stop-operator must coordinate the service delivery
 - One-Stop-Operators will be selected through a competitive procurement process no less than every 4 years
 - The procurement process must ensure there is no conflict of interest

- A plan for procurement must be in place by December 2016 with the operator in place by July 1, 2017
- *Process to Establish the Recommended Model:*
 - Consulted with national workforce experts on the optimal OSO procurement
 - Board briefings at July WIC meeting and September retreat
 - 6 months of information gathering and sharing by working groups
 - Briefing of district leadership to review OSO research and obtain feedback

Chairman Shallal presented a motion to approve the “Mall Manager” model for the One-Stop-Operator procurement.

There was great discussion about the length of contracts and board options. The One-Stop-Operator contract will be an annual contract with three option years. Criteria for performance and expected outcomes will be included in the contract. The WIC has the option to expand or curtail the role of the operator on an annual basis.

A motion was made, seconded, and all voting board members unanimously approved by voice vote. Deborah Carroll, Laura Zeilinger and Andrew Reese abstained from voting because their respective agencies will collaborate with and at times oversee the One-Stop-Operator functions. Councilmembers Elissa Silverman and Hon. David Grosso chose not to abstain.

X. Public Comments

This time was designated for the public to comment. Comments and questions were as follows:

- Can the WIC provide support in building a bridge between what students are learning and what employers are looking for?
- How can we make developers accountable for employing District residents?
- Can we support low-income residents encumbered with student debt by providing more no cost training?

XI. Adjourn

There being no other business, Chairman Shallal motioned to adjourn the meeting. The motion passed. Mr. Shallal thanked all attendees and the meeting was adjourned at 12:17 p.m.

Note: This meeting was the first ever televised meeting of the Workforce Investment Council. WIC staff will make the video of the meeting available at dcworks.dc.gov.