

**Vermont State Workforce Development Board
Full Board Meeting Agenda
October 17, 2019, 12:00 – 3:00 pm
Capitol Plaza Hotel & Conference Center, Montpelier, VT**

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| 11:30 pm | Registration and Lunch Begin |
| 12:00 pm | Call to Order Welcome
<i>Chair Adam Grinold</i> |
| 12:05 pm | Old Business: Approve July 2019 Meeting Minutes |
| 12:10 pm | Training & Credentialing Committee Introduction
<i>Sophia Yager, Deputy Director, Vermont State Workforce Development Board</i> |
| 12:15 pm | WIOA State Plan Vision and Goals Introduction
<i>Ellen Kahler, Chair, 2020 WIOA State Plan Work Group</i> |
| 12:25 pm | WIOA State Plan Vision Exercise |
| 12:55 pm | WIOA State Plan Goals Exercise |
| 1:55 pm | WIOA State Plan Goals Reporting and Discussion |
| 2:40 pm | WIOA State Plan Vision and Goals Next Steps
<i>Ellen Kahler</i> |
| 2:45 pm | Final Announcements and Adjournment
<i>Chair Adam Grinold</i> |

Vermont State Workforce Development Board
Full Board Meeting Minutes
October 17, 2019
12:00 – 3:00 pm
Montpelier, VT

Board members in attendance: Steve Bryant, Diane Dalmasse, Scott Giles, Adam Grinold, Sec. Dan French (proxy: Dep. Sec. Heather Bouchey), Suresh Garimella (proxy: Linda Schadler), Gerry Ghazi (proxy: Steve Lutton), Comm. Michael Harrington, Zach Hatch, Melissa Hersh, Eileen Illuzzi, Joyce Judy, Ellen Kahler, Sec. Lindsay Kurrle, Tom Longstreth, Dale Miller (proxy: Patty Shirk), Jill Olson, Grant Spates, Dave Wheel, Jeff Wimette

Board members in attendance by phone: Pat Elmer (proxy: Mary Branagan), Greg Maguire

Guests in attendance: Hugh Bradshaw, Sarah Buxton, Robin Castle, Tiffany Keune, Breck Knauft, Katarina Lisaius, James Smith, Roxanne Vought, Amanda Wheeler Sophia Yager, John Young

Chair Adam Grinold called the meeting to order at 12:00 pm.

Old Business: Chair asked for a motion to approve the [July 2019 full Board meeting minutes](#). Motion moved by Eileen Illuzzi, seconded by Jeff Wimette, passed unanimously by voice vote.

Deputy Director Sophia Yager gave a brief introduction to the newly-appointed [Training & Credentialing Committee](#).

2020 WIOA State Plan Work Group Chair Ellen Kahler led members and guests in a group exercise regarding the Work Group's draft state plan vision. See Attachment A for feedback from this exercise.

Members and guests then broke into small groups to give feedback regarding each of the six draft goals and corresponding performance metrics.

Feedback from both exercises will be incorporated into the [Work Group's vision and goal recommendations](#) to the Governor and WIOA Core Partners.

The meeting adjourned at 3:00 pm.

Respectfully Submitted by Dustin Degree.

Dustin Degree, Executive Director, Vermont State Workforce Development Board

Attachment A: Vision Exercise Feedback

Draft Vision Statement: The Vermont Workforce Development Board strives to create a workforce development system in which all Vermonters can thrive in a meaningful career and Vermont businesses can flourish and expand, helping to create a vibrant, diverse and growing economic future in all of our state's 251 towns and 14 counties.

Draft Guiding Principles:

Vermont's workforce development and training system will:

- Be highly flexible, accessible, responsive and accountable to the evolving needs of employers and job seekers alike
- Support the further development of a diverse and inclusive workforce continuously removing barriers to training, employment and advancement
- Support initial talent development, meaningful employment and lifelong career development along multiple career pathways
- Connect and align service providers and their programs as a means of improving workforce development and training service delivery statewide

Positive Feedback:

- "meaningful employment"
- "251 towns and 14 counties" (should we use one or the other?)
- "diverse and inclusive"

Improvements:

- Could be more aspirational
- Needs an ultimate objective. What does success look like? (number of people served, types of careers, etc.)
- "Support" vs. "Drive"
- "Connect and align" vs. "Incent and align"
- Board should be/is a voice for employers and jobseekers
- Mention future and new Vermonters and recruitment in bullet #2?
- Whose vision is this? The Board, the State?
 - "Under the guidance of the Board, the state's strategic vision is..."
- "Strive to create" vs. "Will integrate"
- Mention "financial independence" in bullet #3 (use this language throughout goals rather than "livable wage" or "livable income")
- Mention support for service providers in bullet #4
- Mention funding and infrastructure
- Re-incorporate "highly visible" in bullet #1
- How does economic health tie into principles?

Attachment B: Goals Exercise Feedback

GOAL 1

Proposed Revision: Improve equitable access to high quality, consistent, workforce development services.

Proposed Measurements/Data Points:

- Increase in median wage of program participants
 - Track by demographics and geography
- Increase in number of One Stop system participants (not just participants at the Burlington One Stop Center)
 - Track special populations (gender, geography, underserved¹, etc.)
- Increase in number of Industry Recognized Credentials (IRCs), other credentials, and program completions
- Increase in number of participants in youth programs and services

GOAL 2

Proposed Revision: Connect individuals to the training and supports they need to both enter and progress in an occupation along a career pathway that provides a livable income.

Proposed Measurements/Data Points:

- Increase in number of people in training programs/support services
- Increase in number of credentials earned
- Increase in number of job placements that are relevant to training/credential
- Increase in median wage
- Decrease in number of job openings
- Track K-12 data from 1-2 years post-service/training
- Track demographics, geography, and special populations²
- Track number of Industry Recognized Credentials (IRCs) earned
- Track employer demand and supply
- Align with the 5 WIOA Primary Performance Indicators

GOAL 3

Proposed Revision: Increase the employment of diverse and underrepresented³ populations in Vermont priority sectors.

Proposed Measurements/Data Points:

- Increase in the number of people with disabilities in the labor force
- Increase in the number of new Americans in the labor force
- Increase in the number of people with criminal histories in the labor force
- Increase in the number of youth in the labor force
- Increase in the number of women in non-traditional occupations by 10% every year for the next 5 years
- Increase in the number of TANF participants in the labor force
- Increase in median wage
- Track wages, retention, and full time/part time employment by demographics, geography, and special populations

¹ Will need to define to ensure consistency with Core Partner and statutory definitions.

² Will need to define to ensure consistency with Core Partner and statutory definitions.

³ Will need to define to ensure consistency with Core Partner and statutory definitions.

GOAL 4

Proposed Revision: Increase the number of students who graduate from high school and/or who are prepared to pursue and complete postsecondary education, training, and apprenticeships in the economic sectors critical to Vermont employers.

Proposed Measurements/Data Points:

- Percentage of students who pursue higher education
- Percentage of students who complete higher education
- Percentage of students who complete Registered Apprenticeships
- Percentage of students who complete training programs
- Use Comprehensive Economic Development Strategy (CEDS) or other source to determine priority sectors

GOAL 5

Proposed Revision: Align occupational training and worker support services to meet the needs of employers and job seekers.

Proposed Measurements/Data Points:

- Increase in the number and quality of collaborative activities with employers
 - Develop detailed career maps (including skills and credentials)
- Increase in the quality of co-enrollment in public services
 - Use WIOA data that is already being collected re co-enrollment, measurable skills gain, and credential attainment
- Decrease in number of job openings
- Align with WIOA Employer Engagement Measures

GOAL 6

Proposed Revision: Increase the number of people in Vermont's labor force.

Proposed Measurements/Data Points:

- Supply
 - Labor force numbers
 - Unemployment rate
 - Census data
 - Number of students/participants who attend and complete post-secondary education or training, get a job, and stay in Vermont
- Demand
 - Current and new/projected occupational demand
 - Turnover
- Track by geography (county or labor market area)