

**WYOMING WORKFORCE DEVELOPMENT COUNCIL  
MEETING MINUTES**

September 24 & 25, 2009

Desert Elementary School ~ Wamsutter, Sept. 24

**Council Members Present:**

Robert Barnes	Norm Steveson	Monte Morlock
Joan Evans	Mark Herrmann	Jon Conrad
John Eastman	Curtis Biggs	Randy Teeuwen
Gary W. Child	Dr. Ray Fleming Dinneen	Jim D. Engel
Christie DeGrendele	Bruce Brown	Leonard Scoleri
Peter Reis	Sen. Michael Von Flatern	Kevin Kershishnik
Ron Kensey	Bret Pizzato	Alan "Rocky" Anderson
Bryan Monteith	Rep. Dan Zwonitzer	

**Council Members Absent:** Representative Dave Bonner, Bob Jensen, State Schools Superintendent Jim McBride, Governor Dave Freudenthal, Chair Dave Scriven, Sen. John Hastert, Tony Lewis, John Jackson, Jim Rose, Kevin Drumm Kristen Wilson and Greg Schaefer.

**Council Member Alternates Present:** Peter Reis.

**Others Present:**

Jerimiah Rieman, DWS Policy Analyst and WWDC Administrator; Rob Black, DWS Grants Coordinator; Brad Westby, DWS Industry Partnership Manager; Ashley Pexton, DWS Admin. Assistant; Wendy Tyson; William (Tony) Glover; Dave McNulty; Pat Brown; Pat Robbins; Connie Summers; and Rich Boberg.

**Call to Order Welcome and Introductions**

Jim Engel, WWDC Vice Chairman, called the meeting to order at 1:45 p.m. and welcomed all in attendance, including Principal Rich Freudenberg for the use of his school. Mr. Freudenberg explained the history of the school and the town of Wamsutter, adding that he was behind the addition of integrating the pre-school with the elementary school.

**Introduction of new members:**

John Eastman—Mr. John Eastman was welcomed and introduced himself: Mr. Eastman is from Jackson, and originally from Illinois. His wife is a school nurse in Jackson. He has two children. Mr. Eastman was an attorney in Texas, and, over the last 20 years, he has been in the healthcare lab testing service industry. He has owned a hotel on the creek in Jackson for 7 years. Mr. Eastman said his role on the council will be focused on healthcare and hospitality as a person incoming from the Wyoming Lodging & Restaurant Association.

Randy Teeuwen—Mr. Teeuwen is from Denver and works at the EnCana Corporate office there. He has been with EnCana for about 4 years. He is also associated with the Wyoming Business Alliance, the Wyoming School Advisory Council and a representative of the oil and gas industry.

Kevin Kershisnik—Mr. Kershisnik is from Riverton. He runs Pertek resources, which has 60 employees, and he has found that it is difficult to recruit from technical and professional people in Wyoming. One thing Mr. Kershisnik has found is that his company may recruit one spouse, and then the other spouse is somewhat removed. Mr. Kershisnik would like to find more people in the state that are in the middle of their careers, instead of just at the beginning and end. He said he is looking for a way to make the connection in Wyoming and simplify recruiting and solve some of the workforce issues.

Monte Morlock—Mr. Morlock is from Rock Springs. He is with FMC corp. and is also president of his local union. Mr. Morlock said he is an outdoors Wyomingite. He said what he sees in the workforce within Wyoming changing work ethics and getting education to young people for the workforce. He added that the lack of experience is one challenge, but also it is difficult to get recruits and get them educated and use the tools to be able to work with groups of people.

Norm Steveson—Mr. Steveson is with the council to represent the transportation industry out of Rawlins. He grew up in Newcastle, Wyo. Mr. Steveson is focused on job retention within Wyoming communities.

Ron Kensey—Mr. Kensey is from Sheridan and owns Kennon Products. Kennon manufactures aircraft products, providing parts to many places, including one of its main customers, The Department of Defense, as they have a GSA contract. Ship all across America. His area of interest for the Wyoming workforce is sustainability, in addition to using energy efficiently in a manufacturing plant. He also would like to focus on sustaining a happy, healthy and productive workplace.

Bret Pizzato—Mr. Pizzato used to be on the council. From Kemmerer, fortunate to be back in Wyoming. He lives in Rock Springs, went to Philadelphia for work and came back to Wyoming about a year and a half ago. He is glad be back on the council making a difference. Some of his concerns include keeping the people in the state working in the state by holding onto the young people. He would like to focus on making sure people of Wyoming have the training for the jobs needed in Wyoming.

Introductions.

### **Approval of Agenda**

Jerimiah Rieman proposes change that on the second day of the Agenda on the Legislative and Federal Stimulus Update, it is currently listed as an information item, but it will have a couple action items under it.

Evaluation committee needs to meet after this meeting adjourns.

**Mr. Anderson moved to approve the agenda** with Mr. Rieman's proposed change. **Mr. Conrad seconded the motion.** Agenda approved unanimously.

### **Approval of Minutes from May 2009 Meeting**

Sen. Von Flatern made motion to approve the May meetings with no change, and Peter Reis seconded. Minutes approved unanimously

## **Council Member Profiles**

### **Christie DeGrendele**

Ms. DeGrendele grew up in a rural area in California outside Yosemite National Park. As a young family, she moved with her husband to Hanna, Wyo. for work. Even though Wyoming was very different than what she was used to, she loves Wyoming and has been here since 1975. Because her husband was in construction, she moved around the state a lot. Her son was born in Laramie, and then her family moved to Kemmerer, and she then stayed in Green River. She started being a substitute teacher, but quickly found that she had a hard time finding child care, which was a problem when being called early in the morning to do substitute teaching. She learned about volunteers wanting to be in a childcare program. She began working with the YWCA to provide child care as a part-time child care director. She at the time was holding many jobs to provide for her family, including waitressing, cleaning in the middle of the night, substitute teaching and the part time child care director at the YWCA. When she started with the YWCA, she didn't realize where it would be going, but she is now the Executive Director of YWCA for 25 years. The YWCA now has about 130 children a day between Green River and Rock Springs and other parts of Sweetwater County. Ms. DeGrendele helped in Wamsutter through the YWCA to bring in child care. YWCA also operates a Big Brothers Big Sisters Program also run through her facility. YWCA has 50 employees with a \$1.8 million budget. The YWCA gets most of its funding from approximately 20 different grants. She has been married for 22 years and has 4 children. The YWCA is a social service organization. She loves living in Wyoming. She graduated from the University of Wyoming through teleconferencing classes, graduating in 1994.

### **Senator Michael Von Flatern**

Sen. Von Flatern was elected in Gillette in 2004. He was born and raised in Connecticut. He has been in Wyoming for 35 years, arriving in Wyoming during the boom. He began a welding business, and he is a welder by trade. Sen. Von Flatern sold his company 11 years ago. He operates a charter airplane service, and he has done some coal bed methane work. He has been on the Airport Board and the Red Cross Board. He is working on a new golf course in Riverton, which is moving into the construction phase next year. This is Sen. Von Flatern's first term on the council. He is married with two step-sons and three grand children.

### **Orientation**

Mr. Rieman presented an overview to the Council and went over the materials in the Orientation Binder. He noted the USB Flash drive included with the binder and went over the files contained on the thumb drive.

Mr. Rieman noted that the documents in the binder on WIA, Wagner-Peyser and Carl Perkins were important to read carefully as the council plays a role in each of them. He proceeded to go through the roles and responsibilities of the council. This included information on the various programs provided through the Department of Workforce Services (DWS) and how those programs are administered. He added information on how the Stimulus package changes some of the parameters in which DWS serves clients, including extending the age to 24 for serving youth.

### **Forum**

Mr. Rieman presented to the Council the new WWDC Forum on the internet. This is a new communication tool for the Council to use. It provides a place for everyone to get together on the Internet and get information regarding Council information. Committees of the Council can post

information here and also open topics and discussions. The Forum facilitates Council members in keeping up-to-date without having e-mail accounts overloaded.

**Executive Session**

**Jon Conrad moved for the Council to go into executive session. Christie DeGrendele seconded and the motion carried.**

Meeting then went to back regular session where **Jon Conrad moved to recess the meeting until Sept. 25 at 8 a.m. Sen. Von Flatern seconded. Motion passed.**

Meeting recessed at 5:20 p.m.

**WYOMING WORKFORCE DEVELOPMENT COUNCIL  
MEETING MINUTES**

September 24 & 25, 2009

Carbon County Higher Education Center Vocational Campus ~ Rawlins, Sept. 25

**Council Members Present:**

Robert Barnes	Norm Steveson	Monte Morlock
Joan Evans	Mark Herrmann	Jon Conrad
John Eastman	Curtis Biggs	Randy Teeuwen
Gary W. Child	Dr. Ray Fleming Dinneen	Jim D. Engel
Christie DeGrendele	Bruce Brown	Leonard Scoleri
Peter Reis	Sen. Michael Von Flatern	Kevin Kershishnik
Ron Kensey	Bret Pizzato	Alan "Rocky" Anderson
Bryan Monteith	Rep. Dan Zwonitzer	Jim Rose
Kevin Drumm		

**Council Members Absent:** Representative Dave Bonner, Bob Jensen, State Schools Superintendent Jim McBride, Governor Dave Freudenthal, Chair Dave Scriven, Sen. John Hastert, Tony Lewis, John Jackson, Kristen Wilson and Greg Schaefer.

**Council Member Alternates Present:** Peter Reis.

**Others Present:**

Jerimiah Rieman, DWS Policy Analyst and WWDC Administrator; Rob Black, DWS Grants Coordinator; Brad Westby, DWS Industry Partnership Manager; Ashley Pexton, DWS Admin. Assistant; Wendy Tyson; William (Tony) Glover; Dave McNulty; Pat Brown; Pat Robbins; Connie Summers; Shana Baumann; and Rich Boberg.  
Sept. 25<sup>th</sup>, called to meeting at 8:01

**Welcome**

Dave Throymorton, executive director of the Carbon County Higher Education Center, welcomed the Council to his facility, of which Director Evans used to be the director.

**DWS Update**

Director Evans gave an update about the state hiring freeze. Currently DWS is able to continue to replace field office support, however, staff is over expended. However, staff is able to be compensated by paying overtime with American Recovery and Reinvestment Act dollars. The agency is also working with the U.S. Department of Labor on the process for clients to get access to assistance, because the current application process is cumbersome. She also gave an update on staff and how the Agency is using the money from the Recovery Act.

Director Evans also gave an update on the Agency's structure. Lisa Osvold is overseeing Employment Services, Jim McIntosh is still the administrator, but Lisa Osvold is working with the program team to accomplish an open line of communication with supervisors to provide them the tools they need. Director Evans also updated the Council that the demand for training has

increased as well as the number of job seekers in the state. She added that the Career Readiness Initiative that DWS launched last year in July with the community college partners, and DWS is now about ready to issue the 1,000<sup>th</sup> Career Readiness Certificate (CRC). Mr. Barnes wanted to know if there is any way to measure the success individuals have after achieving a Career Readiness Certificate. Director Evans said that we can go back to employers to measure that. Director Evans and Rob Black updated everyone on an additional part of the CRC that is giving high school students the opportunity to take the ACT WorkKeys CRC.

### **Legislative and Federal Stimulus Update**

Mr. Rieman provided an update to the Council on Legislative business and what is going on with funding from the Federal Stimulus package.

DWS staff currently on the Stimulus team are Jeremiah Rieman, CFO Angie Buchanan and Fiscal Assistant Administrator of the Division of Vocational Rehabilitation Kym Freeman. Mr. Rieman provided handouts about the role of the agency and Council regarding the Stimulus Package and the funding being provided. He reviewed these materials with the Council.

Casper College submitted to Mr. Rieman an application for funding from the Council. Mr. Rieman referred to handouts given to the Council. Mr. Rieman reported that these are high demand positions.

**Mr. Brown motioned to approve that the Council support the application because the Council is a required partner. Mr. Barnes seconded, and the motion carried.**

Mr. Brad Westby reported to the Council an application from Fremont County BOCES for funding for the nursing program. Mr. Westby went over handouts, and reported that currently the state has more students than the programs can take care of and the program is not just focusing on getting people to become a nurse, but also focusing on that pathway. He added that DWS has requested that Fremont County BOCES reach out to the community college. Mr. Rose expressed his concern that supporting this application would be conflicting and cause a duplication of services in the area. Mr. Rieman reported that in reaching out to all possible partners, Fremont County BOCES was the only partner that said they could fill the niche needed and working with this partner is a good move forward

**Mr. Anderson motioned to support the application and Sen. Von Flatern seconded. Motion carried.**

### **Approved Training Providers**

Mr. Rieman presented to the Council that there were issues needing addressed about approved training providers from the last meeting, one was out of state training providers and what responsibility the Council has, and the other was an application for Boeing 737 training in Salt Lake City. Mr. Rieman informed the Council that it has no authority to deny applications solely on the fact they are out-of-state providers, because the money provided is federal dollars and the Council has an obligation to include out-of-state providers on the list. The other issue was making sure that any training provider that is out-of-state needs to be approved by their state in order to be approved by the Council.

In regards to the Boeing 737 training, an individual in Rock Springs needed training to continue employment and was traveling to Salt Lake City and flying out of there. Mr. Rieman said in that case this training was very appropriate, because it was needed to keep that person employed and living in our state.

If approved, this would give Mr. Rieman authority to approve training provider applications on a provisional basis, but not on a final basis. Mr. Rose requested that the word registered be changed to licensure in the policy. If that wording is changed, then during the period a training provider is working toward licensure, then that provider will not be approved by the council until they are licensed. Mrs. DeGrendele commented that this only changes the automatic approval of the provider.

**Mr. Rose moved that we approve the training policy with the change of the word registered to the word licensed in No. 2 of the policy. Mr. Drumm seconded the motion and the motion carried.**

### **State Energy Sector Partnership and Training g Grants**

Robert Black, grants coordinator for DWS, summarized efforts to apply for a U.S. DOL grant that would fund training for jobs in the renewable energy and energy efficiency industries, an opportunity known as State Energy Sector Partnership and Training Grants. Mr. Black explained that the grant seeks to form local partnerships of employers, training entities and the workforce system to provide training in the "green economy." A successful grant application will include two layers of oversight: the WWDC would oversee a newly formed State Energy Sector Partnership, and a second tier of management over the Partnership must include state Cabinet-level members whose agencies are receiving ARRA funds; the workforce development system; renewable energy businesses; and labor. Mr. Black stated that DOL encourages other entities to be included, such as education and training partners and economic development and nonprofit groups, which he said all will indeed be included. The application is due Oct. 20, 2009. He pointed out that several members of the WWDC have agreed to serve on the Partnership. **Mr. Bret Pizzato offered a motion and Bruce Brown seconded, authorizing Mr. Black and DWS to pursue the grant application on behalf of the WWDC pending final composition of the State Energy Sector Partnership. The motion was approved.**

Mr. Black handed out a report from the National Governors Association Center for Best Practices that profiled each state's "green" economy. The report was prepared by Collaborative Economics Inc. and shows that compared with the national average, Wyoming has a strong concentration of green business activity in Air & Environment and Research & Advocacy. Areas of growing comparative advantage include Business Services and Energy Generation.

Mr. Black presented the final draft of Green Jobs Definition Task Force and explained the thinking behind formation of the definition. He said the main idea was to be inclusive rather than exclusive of traditional energy industries because of their work to mitigate emissions. Senator Von Flatern offered an amendment that would delete language referring to "traditional sources of energy," in sub-section No. 1 as it relates to prevention or reduction of carbon dioxide emissions or pollution to clarify that the document does not imply or emphatically state that those traditional sources are definitely polluters. He also suggested amending language under subsection 7 to remove reference to construction and retrofitting/renovating of buildings that "involves energy efficient materials and design" and replaces that language with the following phrase: "create a more energy efficient space." Senator Von Flatern further suggested insertion of the word "fuel" to clarify that the definition as it relates to increasing efficiency in transportation methods refers to fuel efficiency and not other types of efficiency such as speed. **Sen. Von Flatern moved to accept the amended language as the official WWDC definition of green jobs, and Christie DeGrendele seconded. The motion was approved. As approved, the final, amended language is as follows:**

**"Green Jobs" encompass workplace skills that provide for economic growth and sustainability through employment and investment that assists, promotes, or contributes to preserving or enhancing of environmental quality.**

**This definition includes but is not limited to skills in activities directly related to:**

- 1) Prevention or reduction of carbon dioxide emissions or pollution.**
- 2) Renewable or sustainable energy production.**
- 3) Recycling and waste reduction.**
- 4) Manufacturing activities related to industrial manufacturing of green technology as well as energy efficient manufacturing processes.**
- 5) Environmental remediation and ensuring or enhancing air, water and land quality.**
- 6) Sustainable agriculture and forestry management.**
- 7) Construction and retrofitting/renovating buildings that create a more energy efficient space.**
- 8) Increasing fuel efficiency and/or reducing environmental impact of various modes of transportation including trucking, mass transit and rail.**

#### **2010 Governor's Summit on Workforce Solutions**

Mr. Rieman opened discussion to the Council about needing to actively move forward if the Council is going to host the 2010 Governor's Summit on Workforce Solutions. He informed the Council that this is up to it's discretion on how to handle this event.

**Mr. Brown moved to approve hosting the Summit with the \$125,000 in funds dedicated to the event again in 2010 and Mr. Conrad seconded. Motion carried.**

Mr. Rieman asked the Council for guidance on how to host the 2010 Summit. Mr. Brown asked if it would be appropriate to set up a sub committee for the summit planning. Mr. Herrmann suggested that the Council take the state of the economy into consideration when deciding on location.

Vice Chair Jim Engel appointed Mr. Brown, Mr. Barnes, Mr. Heilbrun, Mr. Herrmann and Mr. Conrad on the sub committee for planning the Summit.

#### **Labor Market Information Presentation—Tony Glover**

Mr. Glover spoke of a recent visit with DWS staff and how the staff had asked if Research and Planning could provide data on what jobs and industries are in demand in Wyoming. Mark Harris, a former DoE employer, had put together a publication estimating job projection from 2006 to 2016," entitled "A Closer Look at Occupational Projections for Wyoming 2006-2016," copies of which were distributed to the council.

Mr. Glover reviewed forms that employers must report to the state and how those are used to compile job projections. He said that current economic trends and other factors are also used in the calculations, and he offered slides showing projections for mining and construction. He also showed a graph indicating education and training levels needed for occupations in demand. Additional charts showed that Mr. Glover's division could also show trends in jobs that pay wages in relation to the federal poverty guideline.

Mr. Glover showed how to navigate Research and Planning's Web page to find online lists of job projections in Wyoming.

## *Committee Breakouts*

### *Sector Solutions Committee*

Jon Conrad discussed the Sector Solutions Committee on the Industry Partnership Academy to be held in Cody on November 17-19 just before the WWDC meeting is to convene. The five Sector Solutions teams have been put together through a grant process from the Corporation for a Skilled Workforce. Mr. Conrad requested to be on the agenda for the upcoming WWDC November meeting for about 30 minutes.

### *Talent Pipeline Committee*

Mr. Black reported to the Council that the Talent Pipeline Committee would like to have a WorkKeys refresher presentation for the Council at the next meeting from someone from ACT, Inc. DWS currently has a contract with ACT, Inc. to do trainings around the state about ACT WorkKeys and the Career Readiness Certificate. These trainings are to provide to businesses about how to profile a job with WorkKeys to use the test as a screen if the business is requiring the CRC as a credential from the applicant. Otherwise the business can have the CRC as a preferred credential or just ask the applicant to see his/her CRC. Mr. Anderson added that the Casper College and the Chamber of Commerce would like to support the WWDC in doing these trainings with businesses.

### *Youth Council*

Mr. Biggs reported to the Council that the CTL funds that were approved, the youth council went forward with, and they are on route to submit applications for funding. He added that Mr. Alan Shotts is helping to provide career assessments tools. Also would like to the Council to add another innovative component for the youth on ways the WWDC and the Department can offer something to the youth at the 2010 Summit. Mr. Biggs asked that the Council be open to offering ideas.

### *Communications Committee*

Vice Chair Jim Engel updated the Council about the video. He added that the bi-weekly meetings are working really well with research and planning. Also, a newsletter from DOL is to be posted on the Council's Web site. The committee is also working on a way to survey businesses to see if businesses know what DWS is, etc.

### *Evaluation Committee*

Dr. Ray Fleming Dinneen reported to the Council that they have three items to vote on. She then introduced Roxanne Parsonault, DWS Fiscal Administrator, who presented to the council reports included under Tab 8 of the Council's binder packet.

**Mr. Brown moved to approve the planning year 2008 final report and Mr. Scoleri seconded. Motion carried.**

**Mr. Brown moved to approve the planning year 2009 quarter report and Mr. Scoleri seconded. Motion carried.**

Mr. Rieman presented to the Council training provider applications. He recommended that the Council approve the applications of Grand Canyon, NKC, LCCC and Wyoming Technical

Institute (Wyo Tech). Mr. Rieman emphasized that these training providers are paid through federal Workforce Investment Act dollars and overseen by the WWDC.

**Mr. Brown moved to approve the training providers. Mr. Conrad seconded the motion. Motion carried.**

**Open Discussion and Public Comment**

Mr. Dave McNulty with the U.S. DOL informed the Council that the U.S. Congress is very interested in the Reservations around the country, including the Wind River Indian Reservation, in regards to training funds and the potential economic development. Director Evans will likely be contacted about that subject. Mr. Rieman reported that the Council supported with ARRA funds the Wind River Indian Needs Determination Survey.

**Meeting Critique**

None

**Mr. Herrman motioned to adjourn the meeting, Christie DeGrendele seconded and motion carried.**

**Meeting adjourned at 1:06 p.m.**