

WYOMING WORKFORCE DEVELOPMENT COUNCIL MINUTES  
NOVEMBER 9, 10, 2004  
THE NATIONAL HISTORIC TRAILS MUSEUM  
1501 N. POPLAR ST.  
CASPER, WY 82601

WWDC COUNCIL MEMBERS PRESENT:

Chairman Charlie Ware  
Governor Dave Freudenthal  
Senator Jim Anderson  
Ed Boenisch  
John Boreczky  
Bruce Brown  
Senator Cale Case  
Ray Flemming Dinneen  
Kathy Emmons  
Nicole Palya Freeman  
Jim Gear  
Jeff Heilbrun  
Dr. John Jackson  
Dr. JoAnne McFarland  
Bret Pizzato  
Cynthia Pomeroy  
Peter Reis (Designee for Tucker Fagan)  
Representative Tony Ross (Senator-elect)  
Peggy Saunders  
Leonard Scoleri  
Dave Scriven  
Phil Van Horn  
Teri Wigert (Designee for Trent Blankenship)

WWDC COUNCIL MEMBERS ABSENT:

Trent Blankenship  
Sen. Larry Caller  
Rep. Becket Hinckley  
Ron Johnson  
Rodger McDaniel

OTHERS PRESENT:

Lori Becker  
Dr. Mark Harris  
Loree Hart  
Bob Jensen  
Dave McNulty  
Sara Saulcey  
Karen Swindell  
Wendy Tyson

DWS STAFF PRESENT:

Glenna Campagnaro  
Margo LaHiff  
Mike Martin  
Edie Phillips  
Dave Teubner

**November 9, 2004**

**Chairman Ware:**

- I. Call to Order:** Chairman Ware gavelled the meeting to order with hammer gavel and welcomed all to the National Trails Center.
- II Approval of Minutes:** Phil Van Horn made the motion to approve the minutes, Dr. Jackson seconded the motion. It was requested that “of” be inserted in the last sentence of Paragraph I. Welcome: .....brief overview of the Sheridan Chamber... and that the minutes be corrected in Paragraph III changing September to August and to read as follows.....the “NGA Workforce Board/Chairs annual meeting to August 22 – 24, 2004.

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| VOTE: The minutes of the August 18-19, Wyoming Workforce Development Council Meeting in Sheridan were approved. |
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**III. New Business:**

**a. Kathy Emmons Staff Changes at DWS:**

Kathy Emmons introduced Dave Teubner as the Deputy Director of the Department of Workforce Services. Kathy introduced Amy Lucero as the administrative assistant to the Business Training and Outreach Division. Kathy introduced Margo LaHiff, as her new Executive Assistant, replacing Marie Gillis. Margo comes from the private sector with 30 years experience as a legal assistant. Kathy commented that we have a lot of new faces coming from the private sector.

Kathy announced she received a call from Glen Vaud of Weld County inviting workforce regional boards from Larimer County, Weld County of Colorado, and Wyoming for training after the first of the year. Colorado Dept of Workforce will be paying for the training. More information will be given as we near the date of the training.

Chairman Ware announced that there is a National Conference on Youth Policy on December 13, and 14, 2004. It would be a value to participate and have a representative attend this conference and Teri Wigert noted that she would be attending. Chairman Ware asked Brett Pizzato to check his availability.

Chairman Ware announced that we have a famous person in attendance and announced Ray Fleming Dinneen as the recipient of this year’s Athena Award winner, the Cheyenne Chamber Social Award which recognizes a woman who has contributed to the community and is a role model for young women to follow. The council applauded Ray Fleming Dinneen for her achievement.

All members and guests introduced themselves following introductions from Kathy Emmons and announcements of Chairman Ware.

**b. Integrated Systems Technology Grant – Dave Teubner and Loree Hart:**

Dave Teubner stated he appreciated the opportunity to be in this position at this exciting time in the department. Dave reported that we have received the prospect of a grant for a National Integration partnership with the University of Illinois. This partnership would involve creating a high end manufacturing training site for dislocated workers. It involves an electronic and hydraulic equipment training center. Laramie County Community College in Cheyenne, Wyoming is being considered for this site. A grant of approximately \$500,000, which would include equipment for training, would be placed at LCCC. The grant would help build the training center and integrate the system into the college. It is an industry specific solution involving applied sciences and working apprenticeships. Loree Hart thanked the board for the opportunity to involve LCCC in this opportunity. She continued the description of the grant and its’ process which would include training of instructors and workers using actual equipment, short 8 – 16 week programs involving electrical and hydraulic courses and programs that would allow a degree at the end of the training. This site would be considered the Western Center of Excellence for the project and would draw students from various parts of the Western Region. Mr. Teubner indicated that we should have final news regarding finalization of the award for the Integrated Systems Technology Grant within the next 4 – 6 weeks. Loree Hart noted this was the product of Dr. Bohlen’s Administration.

Discussion was held regarding the importance of the Summit meeting held last summer and the resulting progress we are making such as the IST Grant . Chairman Ware encouraged Council Members to visit the local workforce centers, asking questions and being more closely involved.

**c. Presentation of Key Energy**

Chairman Ware reported that Key Energy would not be able to present to the council but wanted to give an update on some of the projects they are working on with regard to training. Key is taking on training themselves. They have a Western Division located in Casper that services Montana, North Dakota, Wyoming, Utah and Colorado. Key Energy has provided a well and drilling rig for employees to train on at the Wyoming Contractors Association training site. With this opportunity, the accident rate has been reduced. Key Energy is looking to begin rotary drilling classes in March of 2005 and needs \$1,600,000 to begin. There is only one other school like this in the world and it is in Edmonton, Canada. The U.S. Department of Labor is aware of these training activities. There is a meeting scheduled for December 14, 2004 to see the facility and the Governor is planning to attend.

Chairman Ware pointed out that this is another outcome of the summit.

**IV. Financials Report -**

**a. 15% Budget Set-Aside Report – Edie Phillips:**

Edie Phillips reported that the 15% set-aside budget report was put together in a new format, as requested by council members. She reviewed the expenses for the 1<sup>st</sup> quarter of the year and annualized a projected budget for the year. As of September 2004, the actual expenses were \$177,095.43 and have been broken down based on the approved budget. Discussion was held regarding protocol as well as breaking down the use of workforce training funds, by industry. Leonard Scoleri commended the staff on the excellent job on the report. Chairman Ware thanked the 15% set-aside committee for their work on the report.

**b. Discretionary Funds:**

Peter Reis, Cindy Pomeroy and Chairman Ware worked together to obtain information regarding the targeted industry study looking at the employer's perspective. Peter Reis reported there are two portions of the study. Bob Jensen reported on the study regarding the employer's perspective. Peter Reis indicated that we should also study the perspective of the household. He believes it best to use the same people used for the employers report to prepare the household's perspective of our efforts. He requested \$55,000 to complete the study. The Business Council has contributed to the study as well.

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| VOTE: Phil Van Horn made a motion to obligate \$55,350 from the discretionary funds to aid in the joint WWDC/WBC survey. Jeff Heilbrun and Bruce Brown seconded the motion. Having discussion a voice vote was called for and a division requested. The motion passed on a vote of 10-6. |
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**V. Governor Freudenthal: 2 short agenda items:**

**a. Mr. Gear's National Recognition for service:**

Jim Gear has devoted 30 years to training through registered apprenticeship programs to assist workers in obtaining training. Karen Swindell, from the Department of Labor and Governor Dave Freudenthal presented Jim Gear with the Certificate of Meritorious Service Award for his years of service. The criteria to receive this award is as follows:

1. Involvement in apprenticeship programs for at least 5 years
2. Contributes to minors, women, veterans
3. Must be nominated by peers
4. Activities must warrant a public ceremony
5. Must have a good reputation in the community to the credit of Labor

Thirty-five years ago, Mr. Gear started his apprenticeship in Cheyenne at Local 192. He went on to become an instructor of apprenticeships to keep up with the youth of Wyoming. He is given sincere thanks from the U.S. Dept. of Labor and from the citizens of working women and men for his 35 years of service.

**b. Commendation of Workforce Development Council**

- i. Governor Freudenthal thanked all for their work on the Workforce Council, but expressed concern that the council is not getting the message out to the people most in need. He noted that many people in Wyoming still don't know what the Department of Workforce Services can do for them.
- ii. Governor Freudenthal suggested we deliver the information to employers and employees in unique ways that are needed in Wyoming and to focus on maintaining livable wages.

**VI. Discretionary 15% Funds Continued:**

Bob Jensen passed out a map of regions for review by the council to verify how close communities are for the study. Mr. Van Horn again questioned use of discretionary fund and whether there are monies available or whether the funds are already earmarked. Edie Phillips reported that items 1-8 are anticipated costs for projection use. Items 9-15 are based on monies set aside for particular projects yet to be determined. Chairman Ware verified the funds are unrestricted. Discussion was held regarding restricted funds and use for the study. The most important comment is that this study would give us focus.

**VII. Data and Communications Committee Report**

**a. Status of LMI Grant – Nicole Freeman**

Nicole Freeman reported that the grant was submitted on time without extension. There is one change to be made. The grant will be re-written to include a three year term in lieu of a one year term. The opportunity looks good, we should hear back by December 1 as to the award of the grant.

**b. GIS Mapping is tabled.**

**VIII. Collaboration Committee Report :**

- a. Pete Reis and Chairman Ware spoke about the potential joint WDC/WBC March Meeting, discussion of potential dates will occur. He indicated that we need infrastructure – bringing more into communities. Chairman Ware suggested that we prepare specific requests with projections and how the monies are planned to be used with projected tangible results. Chairman Ware indicated we may want to get started on any specific requests before March of 2005 as the legislative session will begin before that date. Chairman Ware asked for volunteers for the legislative Ad-Hoc Committee who could meet in January to further discuss legislation needs. Kathy Emmons noted she will make no further budget requests for the Department of Workforce Services.

**IX. Re-establishment of Youth Council – Chairman Ware**

Under WIA, we are required to re-establish the Youth Council. Bret Pizzato volunteered to chair this committee and he has been appointed by the Governor to do so. Chairman Ware stated we need to be aware of geographic locations in choosing people to fill this council. Chairman Ware suggested that once populated, the council should meet prior to the workforce meeting. Kathy Emmons reported that funds have been set aside for this Council although any decisions of this council would have to be approved by the Workforce Development Council.

Chairman Ware suggested we have a workforce to look at youth in at risk programs and for youth in regular education programs. Youth is vital in our state. Kathy Emmons suggested that the Youth Council should consider meaningful summer internships that assist youth in making career choices.

Chairman Ware said there should be no problem adding 8 people to this council and he would like to see people who have special expertise serve on this Youth Council. Kathy Emmons noted there are five goals the governor has given us on youth and family and we should be aware of them when we work on the Youth Council.

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| VOTE: Tony Ross made the motion that Youth Council be created as a sub-committee of this Council. Phil Van Horn seconded the motion. There was some discussion. MOTION CARRIED |
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**Methamphetamine Impact on Workforce:** Chairman Ware reported that 10 years ago methamphetamine was the drug of choice for %10 of the population. Now it is the drug of choice for 80% of those surveyed. Chairman Ware noted that it's cheap and extremely easy to obtain.

Meeting adjourned 5:03 p.m. to be continued at 8:30 a.m. 11/10/04

NOVEMBER 10, 2004

Ray Fleming-Dinneen called the meeting to order by "heeling the table" at 8:40 a.m.

**Overview Report on Dinner Guest Speaker Scott Cheney** Kathy Emmons began with a review of Scott Cheney's discussion of the night before. Scott Cheney discussed that now is the time to use our resources wisely, we cannot be all things to all people and now is the time to plan, diversify and have all people working together. Workforce can play a huge role in this time of change. Scott Cheney discussed our process with Nicole Freeman and he indicated we are on our way. We are already implementing communication levels necessary to succeed as a team for the state. Scott indicated that to succeed all levels of state departments need to communicate and work together for the benefit of the state as new businesses begin to contact the state or as we look for businesses to contact. In talking with the Business Council, Scott could see that communication between departments was already being done.

**X. Workforce Development Training Fund Report – Glenna Campagnaro**

Glenna reported the data base is now better than before. Her report provided information about the grants that have been awarded. The information was broken out into industry representation by male/female, where the training is located according to city, county, region and number of employees which illustrate size of the business.

**ACTION ITEM:** Phil Van Horn requested that the percentage of monies staying in state be placed in future reports so we can see the progress. Glenna stated she would include that information in future reports.

There was general discussion of Glenna's report, which contains information as to how many businesses have benefits. The report illustrated some surprising statistics with regard to how many program-active employers offer both health and dental coverage offered. Not all employees qualify but the report does not state the cause. Some employees may not qualify for benefits because they are part-time. Discussion regarding out-of-state training caused concern. Glenna reported that there is 58% training out-of-state but noted 58% of the monies for training stayed in-state. Mr. Boenisch reported there was more college participation involved with training than ever before.

Glenna stated that the report's weakness is that it needs categories to track the type of training people are receiving.

**ACTION ITEM:** Dr. Jackson requested that the "enhanced" numbers be clarified as they both report at 86%. Glenna will check on these numbers.

Leonard Scoleri and Peter Reis both commended the BTO team for the report on who has used training and how it was working and who was using the training. This was one of the strongest economic tools to give us a clear vision of progress. Jeff Heilbrun queried how new businesses find out about programs. Glenna stated it was from DWS or a partner. Suggestions were given that DWS contact the Secretary of State to insert a flyer about opportunities available with DWS or be part of the web site of Secretary of State.

Kathy Emmons stated that workgroups containing private sector volunteers were put together and worked hard to formulate this report. She commended those on the committee.

**XI. Department of Employment, R & P Division Report on the Community College Study  
Mark Harris & Sara Saulcy**

**Dr. Mark Harris of the Department of Employment, R & P Division** was introduced by Cindy Pomeroy. Dr. Mark Harris joined the Council to present a study on the 7 community colleges in Wyoming. Dr. Harris

**ACTION ITEM:** The Council discussed importance of continuing the community college study but recommended the study be done every other year or every third year to keep note of the trend of graduates and workers in the state while keeping costs down.

**Sara Saulcy – Economist with the Department of Employment:** Ms. Saulcy presented a report on Wyoming specific employer satisfaction. This survey was conducted from employers in the State of Wyoming. The survey indicated primary employment in Health/Social Services was above average for entry level employees and that Wyoming employers are pleased with the graduates.

**XII. Workforce Shortages Discussion – Housing, Transportation, Schools, Services:**

- a. Kathy Emmons requested Council’s attention to tab 9 which discusses GIS maps. Kathy Emmons indicated we had contacted the University of Wyoming about partnering on this and that Department of Workforce Service is using the LMI Grant to fund a GIS product for economic and workforce development customers.
- b. Dave Teubner suggested that at our next meeting we piggy-back the meeting with the Business Council and hear data together, bringing in joint regionals, to do joint planning at the March 23-34 meeting in Evanston. It was suggested that the meeting be held on a Tuesday, Wednesday and Thursday. Mr. Peter Reis stated that 12 reports could be presented to everyone at the same time. It was asked that we take this suggestion to the Executive Board and talk to Chairman Ware.

**ACTION ITEM:** Obtain approval from Chairman Ware to set up an joint meeting between the Wyoming Business Council (WBC) and the Wyoming Workforce Development Council (WWDC) to hear survey results data together with regional representatives and local workforce offices.

**XIII. Governor’s Children and Family Initiative:**

Ray Fleming-Dinneen stated that Chairman Ware placed a big issue in front of us to discuss with the Governor’s Children and Family Initiative. Scott Cheney spoke on the importance of communicating between Human Services and the Economic Development Services. Ray further stated it is important to consider all issues and to be sure this council also involves the Department of Employment.

Kathy Emmons stated that Cindy Pomeroy and she sit on the committee for Children and Families Initiative. They are studying the issues affecting families across the state and what possible solutions there might be. Kathy recommended that we keep the focus on how the state can help regions make a better environment for families to live in, and not go to a community to direct local action.

General discussion revolved around issues of drug use, educating single mothers, and assisting with housing. Further discussion involved suggestions as follows:

- a> Targeting TANF
- b> Non-traditional training
- c> Educating students regarding self-sufficiency
- d> Tying recruiting and economic development together
- e> Getting people out of poverty

Kathy Emmons responded to implementation of using self-sufficiency as a tool to guide people as to where they need to be financially, to support their family. Director Emmons further suggested looking at funding issues as a determining factor in training, to find out if programs lead to self-sufficiency. Mr. Boenisch stated many students start college as “un-declared” and this might be a good place to begin assisting them with direction.

Ray Fleming Dinneen thanked all in attendance and the meeting was adjourned at 11:40 a.m.