

1. **Call to Order** –Patrick Burkhart called the meeting to order at 11:30 a.m.
2. **Roll Call: Quorum**  
 Ben Candler, Kayong Holston (T), George Thorne, Patrick Burkhart, Shawn Hutchinson, Marie Sullivan (T)  
**Excused / Absent:** Rick McCartney      **Staff:** Kristen Merser
3. **Charge to the Task Force and Timeline– For Information Only**  
 Patrick reviewed the PowerPoint outlining the charge of the task force:  
**Charge:** (1) Ensure that metrics and reporting systems are in place to evaluate progress and performance versus the 1011-2013 MWC Plan, and (2) Collaborate to implement key portions of the plan.  
**Timeline:** Report to the MWC Board in April 2012.

**Task Force Chair and Vice Chair Responsibilities:**

- Convene and conduct meetings of the Task Force
- Partner with MWC Staff on preparing and distributing materials for consideration by the Task Force
- Report to the MWC Board

4. **Election of Task Force Chair – Action Item**  
*Shawn made a motion to elect Marie Sullivan as Performance Task Force Chair, Ben seconded; motion carried.*
5. **Election of Task Force Vice Chair – Action Item**  
*Marie made a motion to elect Shawn as Vice Chair, Ben seconded, motion carried.*
6. **Presentation of Two Year Plan Considerations – For Information Only**

**New MWC Metrics**

Access to Employment

- Number of Job Seekers Credentialed (includes partners)
- Number of Job Seekers Placed Into Employment

Access to a Quality Workforce

- Number of Businesses Engaged by entire system
- Number of Successful Placements Retained

Economic Development

- Number of Locate/Expansion Proposals that MWC Supports
- Number of Successful Locates Expansions

Goals (Page 6 of MWC Two Year Plan)

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|---|---|
| <ul style="list-style-type: none"> <li>• Truly Regional Workforce System</li> <li>• Recognition for Serving Special Populations</li> <li>• High Performance in Targeted Business Sectors</li> </ul> | <ul style="list-style-type: none"> <li>• Enhanced Partnering</li> <li>• Emphasis on Remedial Math and Reading</li> <li>• Reduced Cost training Delivery System</li> </ul> |
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**Group Discussion:** The group discussed creating a milestone report to the Board for each goal. The first charge would be to design an oversight of the system to track data and progress using qualitative measure. Ben suggested benchmarking other one stop programs. Marie suggested the goal should be to measure the impact or outcome rather than just how many.

The statewide data system VOS (Virtual One Stop) will be replaced with AJL (America’s Job Link) in January. The new software promises to expand reporting capabilities statewide with customizable queries. MWC will know more about the capacity and ability in February and can discuss if an alternate data management system is needed to measure goal milestones.

### Steps Already Implemented

- Goal-based reporting to the MWC Board

### Steps Required

- Metrics Data Capture and Reporting
- Launching of a Sector Strategy

**Group Discussion:** Shawn explained his challenge to find qualified applicants for apprenticeships. Workers are retiring quicker than enrollments, and new applicants are less educated and less educated. Qualified applicants with strong math skills are difficult to find and they have had to expand/lower their standards. Shawn noted that he looks forward to the low cost education option goal in the two year plan. Patrick explained that the workforce developers are unable to provide the type of high value/quality workforce that economic developers are expecting.

Patrick is presenting to GPEC on December 14<sup>th</sup> speaking about economic development's expectation of high value positions, and the workforce being made up of under qualified candidates. 78% of those currently unemployed lack an associate's degree. Only 40% of the population has a high school GED or above. The situation creates a brick wall for economic developers.

A Colorado study suggests absorbing mid level skills into occupations instead of high end. A second tier strategy may be needed for mid-skill populations that may be qualified, but have barriers. Employers should expand qualifications to consider transferrable skills or stop encouraging job seekers to focus on transferrable skills.

45% of the workforce will be eligible for retirement by 2014, although 60% of the age 55+ population feel they have to work beyond retirement age. Marie noted that women over 65 are one of the larger unemployed populations, and that people over 65 are the largest population looking for work. 30,000+ veterans will be returning to the workforce next year.

The task force focus will be on who to serve, how to serve them and the results of services. MWC wants to reshape the landscape and help the economic development community understand the need to reabsorb and make use of the current available workforce. Performance data can help reshape the focus.

Next meeting will be in mid January.

**7. Call to the Public** – no public present

**8. Adjournment** – Marie Sullivan adjourned the meeting at 12:40 p.m.