

Meeting Minutes

Date: Friday, February 14, 2020
 Location: Denver Metro Chamber of Commerce; 5th Floor Conference Room
 1445 Market Street, Denver CO 80202

Attendance

Yes	No		<u>Board Members</u>	<u>Category & Industry</u>
Y		1	Robert Andrews, CommunityWorks	Workforce Partner
Y		2	Corry Avery, Sheet Metal Workers' Apprenticeship Training Institute	Labor – Training
Y		3	Maggie Bolden, Palace Construction (CHAIR)	Business - Construction
P		4	Lynda Campbell, Stonebridge Companies (Sean McBee)	Business – Hospitality
	R	5	Skip Carlson, Rego Consulting	Business – IT/Prof. Services
Y		6	Bryan Cook, Associated General Contractors of Colorado	Business – Construction
P		7	Josh Davies, Center for Work Ethic Development (Chris Carman)	Business – Prof. Services
Y		8	Joseph Fiorini, CDLE Division of Vocational Rehabilitation	Vocational Rehabilitation
P		9	Valerie Greenhagen – Center for Employment Opportunity (Sarah McCann)	Workforce Partner
Y		10	Ahmed Hassan – Amaze PBC	Business – IT/Healthcare
	R	11	Samantha Herlein, Child Care Partners	Business – Early Education
Y		12	Kelli Kelly, Kiewit	Business – Construction
P		13	Elise Lowe-Vaughn, CO Department of Labor & Employment (Brad Roller)	Workforce Partner
Y		14	Mark Miller, Pipefitters #208	Labor
Y		15	Turid Nagel-Casebolt, Denver EDO - Business Development	Economic Development
	R	16	Fabiana Nardi, Green Hat Web Solutions	Business – IT/Prof. Services
Y		17	Cedric Pride, Hercules Industries	Business – Manufacturing
	R	18	Paula Schriefer, Spring Institute for Intercultural Learning	Local Adult Education
Y		19	Stephanie Van Cleve-DeHerrera, University of Denver	Higher Education – Hospitality
Y		20	Linda Van Doren – Emily Griffith Technical College	Local Adult Education
Y		21	Cecil Velázquez, FareHarbor	Business – IT/Hospitality
Y		22	Dan Weinstein, Aon Hewitt	Business – Prof. Services
	R	23	Michael Williams, U.S. Immigration & Customs Enforcement	US Government – Youth
18	5	23	78% of the Voting Members (VM) attended	QUORUM: Yes

Legend: Y=Present; P=Proxy present; R=Regrets/Excused; N=Absent

Agenda Items

1. Call to Order, Welcome & Introductions

- Denver Workforce Development Board (WDB) Chair Maggie Bolden called the meeting to order at 11:38 a.m.
 - Guests at the meeting included: Joshua Adams, ClayDean Electric; Tricia Allen, Mile High United Way; Fredlina Atencio, SER Jobs for Progress National; Theresa Becker, Denver Public Schools (DPS); Allegra Bell, Urban Peak; Trevon Brandhorst, DPS; Nick Brattin, The Master's Apprentice; Chris Carman, Center for Work Ethic Development; Precious Carter, The Whiting-Turner Contracting Company; Kevin Doung, DPS; David Edmonds, DPS; Judith Emery, Colorado Urban Workforce Alliance (CUWA); Matthew Fredrickson, SHALOM Denver; Cheryl Gallegos, Colorado Department of Corrections; Gerald Hamel, Make a Chess Move; Jeremy Hamm, The Whiting-Turner Contracting Company; Tracie Hammons, Ability Connection Colorado (ACCO); Kelly Hummel, ResCare Workforce Services (ResCare); Sandra Lopez, ACCO; Naomi Martinez, NOEL

Community Arts School/ACCO; Sarah McCann, Center for Employment Opportunity (CEO); Linnie Pawlek, Teach by Tech; Hannah Pelican, DPS; Cordelia Randall, CrossPurpose; Brad Roller, Colorado Department of Labor & Employment (CDLE); James Sanchez, Goodwill Industries of Denver; Paris Sherman, ResCare; Arys Subiadur, DPS; Matt Sweeney, Community College of Denver; Matthew Thomas, Concorde Career College; Kimberly Tranter, CHLA University; Amy Van Meter, ClayDean Electric; Madeline Williams, Mile High United Way; Nicole Winowiecki, Techtonic and Wogahta Woldezghi, CareerWise Colorado.

- o Denver Economic Development & Opportunity (Denver EDO) and Denver Workforce Services (DWS) staff in attendance included: Tony Anderson, Chris Berthiaume, John Fraundorfer, Cindy Gaertner, Kathleen McCleary, Liz Mulei, Todd Nielsen, Liz Ojeda, Bret Walker, Dana Williams and Mamay Worku.

2. Workforce Development Board Business

- Approval of Minutes. **Stephanie Van Cleve-DeHerrera** moved to approve the November 8, 2019, board meeting minutes without modification; **Cecil Velázquez** seconded the motion.
 - **Action Taken:** All Board members present voted to approve the minutes; the motion passed.

3. Midyear PY19 Youth Program Roundtables. Before Denver’s four WIOA Youth providers provided roundtable reports to the board and guests, Maggie referred the board to the ResCare midyear report in their packets. All youth providers were asked to identify challenges and suggest ideas to support their programs for the board to keep in mind as they developed their 2020 strategic plan.

- Overall, Denver’s WIOA Youth program performance is exceeding WIOA targets for the second quarter of Program Year 2019 (PY19):

PY19 WIOA PERFORMANCE	Standard	Current	% of Goal
2nd Quarter Employment, Education or Training	70.7%	73.0%	103.2%
4th Quarter Employment, Education or Training	62.9%	65.6%	104.3%
2nd Quarter Median Earnings	\$3,000	\$3,530	117.7%
Credential Rate	52.7%	66.2%	125.6%
Measurable Skill Gains	NA	3.9%	NA

- Director of Employment Works Tracie Hammons, Coordinator Sandra Lopez and participant Naomi Martinez provided Ability Connection Colorado’s (ACCO) midyear report. ACCO has been providing employment services for younger youth with disabilities through its Ready to Achieve Mentoring Program (RAMP), for over 20 years. ACCO is able to leverage RAMP and WIOA Out-of-School (OSY) programming to serve a wider range of youth with a broader spectrum of services that includes career preparation, job placement, community resource support, career exploration, and career, school and vocational services.
 - o Tracie shared that ACCO has identified program goals for PY19 that include developing a network of community partners to expand WIOA referrals and complementary services; foster long-term career pathways; and implement a Positive Youth development approach to ensure that youth seek career paths that match their strengths.
 - o ACCO’s enrollments were at 24% of target midway through the program year and Tracie identified referrals as a significant challenge in PY19; despite working with over 75 community partners, fewer youth than expected have been referred. Tracie expressed that difficulties obtaining youth identification, preparing required paperwork and completing data entry have created barriers to registration. However, ACCO has succeeded in creating a number of work experience

- opportunities at Creative Options Early Childcare Education Center, NOEL Community Arts School, Mile High Workshop, Denver Chamber of Commerce and the Denver Public Library.
- Naomi shared information about how she connected with ACCO and her work experience at NOEL Community Arts School, as well as examples of her own artwork. Naomi is pursuing a career pathway that will lead to employment at an art museum.
 - Tracie suggested that the Denver WDB establish goals around paperwork reduction for both OSY and employers, developing contractor onboarding and training, providing opportunities for contractor networking and identifying funds that could be used to serve youth prior to WIOA enrollment or youth that were not WIOA eligible.
 - Opportunities for board members to volunteer or otherwise engage with ACCO include referring youth, sharing ideas to increase enrollments and serving as mentors and business advisors for youth. She encouraged them to contact her at thammons@abilityconnectioncolorado.org or 303-691-9339.
- Sarah McCann, Denver Site Director, began the Center for Employment Opportunity's (CEO) midyear report with an overview of the program, which provides young, justice-involved individuals between the ages of 18 and 24 with WIOA out-of-school youth services, including paid employment, skills training, and ongoing career support. Most of CEO's customers have significant barriers to employment that CEO works to overcome.
 - Although CEO has only enrolled five customers, Sarah is confident they will meet their goal of 20: six have completed orientation and 25 are in the pipeline through Colorado Department of Corrections referrals. All WIOA Youth customers have participated in work experiences with the Colorado Department of Transportation. Work experiences are structured so that youth have one day to spend at CEO's offices to address barriers, meet with probation officers or schedule other appointments.
 - Sarah shared the success stories of two customers: Andres, who found full-time employment with AmeriCold Logistics, and Dontrell, who had perfect attendance in his work experience and is employed at Yerba Mate in delivery and sales.
 - Sarah identified significant challenges that CEO faces in serving WIOA Youth: documentation requirements related to eligibility and reimbursement and customer outreach and recruitment. She suggested Denver could streamline paperwork, clarify contracting and invoicing procedures and simplify Connecting Colorado data collection to help alleviate these challenges.
 - She also shared a number of ways board members could volunteer or otherwise get involved, including mock interviews, resume workshops, and digital literacy assistance and tutoring. Additionally, employers could serve as an employment placement pipeline and let CEO know when permanent positions are available.
 - Program Manager David Edmonds, Case Manager Hannah Pelican and participant Kevin Doung presented the Denver Public School's (DPS) Midyear Report. DPS provides WIOA In-School Youth (ISY) services through five full-time case managers embedded at seven locations across Denver in coordination with DPS' Family and Community Engagement (FACE) multi-generational wraparound program services to strengthen families in increase student success.
 - By the end of the second quarter, 65 youth were enrolled in DPS' WIOA program; David is confident that the program will enroll the target 92 by the end of PY19. Additionally, as of December 31, DPS had obligated almost \$20,000 in work experience expenses, and about \$54,000 as of this meeting; this increase is because work experiences are traditionally scheduled in the second semester.
 - Hannah introduced Kevin, a recent graduate of Respect Academy in Abraham Lincoln High School, who shared how he has benefited from the individualized services the DPS ISY program offers. Through WIOA, Kevin has enrolled in culinary training at Osage Academy in order to become a chef.

- Primary challenges experienced by DPS include delivering rapid services for youth in crisis, incentivizing youth participation after program exit and maintaining youth engagement during and over the summer break.
- To help address these challenges, David suggested that the Denver WDB focus its youth related goals on outcomes that are within the realm of Denver youth programs, include youth participant's voice to develop its strategic goals, provide supplemental, flexible, non-WIOA dollars for supportive services, incentives, etc., and reduce the administrative burden of WIOA contracts.
- Individual board members can support DPS and its WIOA program by hosting youth in work experiences or for a career exploration day, hiring WIOA participants in unsubsidized positions or volunteering at job fairs, Summer Youth Employment Program (SYEP) kickoff or other events.
- David reminded the board that DPS is beginning to recruit 2020 SYEP employers. DPS anticipates serving over 200 youth from targeted populations this summer, all of whom will receive Job Readiness Training, and most are placed in 120 hours of paid work experience. He encouraged board members to host a youth, encourage partners to participate or refer youth.
- Education & Employment Supervisor Allegra Bell provided an overview of Urban Peak's wraparound services for youth ages 15-24 experiencing homelessness, which include a drop-in center, a 24-hour shelter, supportive housing, and education and employment programs. In addition to soft-skill development, job readiness training, career exploration and training, and job search and placement assistance, the Education and Employment program offers GED preparation and test assistance, high school re-enrollment, and post-secondary resources.
 - Although the number of youth enrolled in the program was low at the end of the second quarter of PY19, all youth have been provided with additional supports to prepare for success and three have been engaged in work experience at Peak Thrift. Allegra reports that referrals to the WIOA program have increased from Urban Peak's drop-in center.
 - Allegra discussed two customer success stories: Reilly, who has completed employment skills training and is doing well in the Cook to Work program through a community partner, and Josh, who completed a work experience and is working on his GED after being housed.
 - Allegra identified a few challenges experienced by the program, including obtaining staff and youth buy-in, obtaining vital documents, and overcoming the barriers common to the population – all of which make it difficult for youth to invest the necessary time and effort to succeed.
 - To help Urban Peak, the Denver WDB could work to streamline DEDO's contracting process, reduce the amount of paperwork required to document eligibility and services and increase flexibility when serving populations with significant barriers to enrollment, employment and success.
 - Board members can support Urban Peak in a number of ways, including serving a meal at the shelter or drop-in center, shopping at or donating items to Peak Thrift, or attending *Maverick Thinkers*, the annual fundraiser, on April 28. Additional opportunities are described at: <https://www.urbanpeak.org/denver/volunteer/volunteer-opportunities/>

4. Director's Report. After thanking the youth providers and youth participants for taking the time to present and meet with the board and guests, Tony Anderson provided a few updates on Denver Workforce Services.

- Ken Arellano has been selected as a Statewide Apprenticeship Coordinator and will be on loan to the state.
- Teresa Falagradý and Monica Badgett will be permanently officed at the Montbello Workforce Center in order to centralize the Back to Work 50+ Initiative.
- Tony and Marcus Johnson recently presented on WORKNOW at the U.S. Conference of Mayors. Dana Williams and Liz Ojeda will be presenting at the National Grants Management Association 2020 Training in Arlington, VA on TEC-P and the Walmart Retail grants. Todd Nielson and the statewide Workforce Intelligence Data Expert (WIDE) group will be presenting at the National Association of Workforce Board's 2020 Forum in Washington D.C. in March.

- The City, DEDO, the Denver WDB and DWS are engaged in intensive planning efforts. He reminded the board that all plans should be aligned and reflect some common goals and objectives.

5. Reminders and Adjournment.

- Maggie reminded the board that the strategic planning retreat is scheduled for April 10 at Palace Construction and that committees will meet on March 13.
- The meeting adjourned at approximately 1:27 p.m.

Meeting Handouts:

- *2/14/2020 Board Meeting Agenda*
- *11/8/2019 Board Meeting Minutes (Draft)*
- *February/March Opportunities & Events Flyer*
- *Denver PY19 Local Plan Midyear Report & Dashboards*
- *Midyear Report - ACCO*
- *Midyear Report - CEO*
- *Midyear Report - DPS*
- *Midyear Report - Urban Peak*
- *Midyear Report - ResCare*
- *Director's Report 020620*
- *The Hill - Healthy Aging Workforce Policy*