

**WISE Executive Leadership Team Meeting**

May 19, 2016

1:00 – 3:00am

Bates South Campus, Building E, Room 101

**WISE Advisory Board Attendees:**

Todd Currier, Temporary Chair, WSU Energy Program

Jeremy Gall, Avista

Jesse Cote, 751 Machinists

Joan Weiss, Washington State Labor Council

Alice Massara, Tacoma Power

Karie Pierce, Washington State Labor Council

Stephanie Caldwell, Absher Construction

**WISE Advisory Board Members not in Attendance:**

Troy Nutter, Chair, PSE

Dawn Karber, Spokane Area Workforce Development Council

Anna Pavlik, City of Seattle

Bob Guenther, IBEW 77

Moe Salem, McKinstry

Peter Lahmann, NW Laborers Training Trust

Steve Kidd, CIM Tech

Bob Uptegrafft, Pacific NW Aerospace Alliance

**Staff:**

Barbara Hins-Turner, Center of Excellence – Clean Energy

Mary Kaye Bredeson, Center of Excellence – Aerospace and Advanced Manufacturing

Sue Bradshaw, Center of Excellence – Aerospace and Advanced Manufacturing

Anthony Valterra, Center of Excellence – Clean Energy

James Hovis, Center of Excellence – Clean Energy

Scott Wagemann, Center of Excellence – Clean Energy

**Consortium:**

Maria Gingerich, 3SI

Joelle Gruber, 3SI

Brandon Rodgers, Bates Technical College

Michael Brandstetter, Bates Technical College

Gregg Sapp, Green River College

Jason Petrait, South Seattle College

Mary Lockman, South Seattle College

Lauren Hadley, Shoreline College

Alex Osenar, Shoreline College

Gwendolyn Dentinger, Walla Walla Community College

Anna Bennet, Renton Technical College

1:00 - 1:10 pm **Call to Order, Todd Currier, Temp-Chair**

**Roll Call**

**Approval of Minutes –** Karie Pierce motioned to approve the minutes from the 2/2/2016 WISE board meeting, Jeremy Gall seconded the motion, and approval was unanimous.

**Introduction of new WISE team member, Scott Wagemann –** Barbara Hins-Turner introduced Scott Wagemann to the WISE board. Scott was recently hired to compile and manage WISE data.

**WISE consortium visits –** Barbara Hins-Turner asked the board if they would be interested in visiting WISE colleges to inspect WISE programs in-person. The advisory board expressed a great deal of interest in making these visits.

1:10 – 2:10 pm **WISE Evaluation Update – Maria Gingerich, 3SI**

Maria presented the status of the WISE program evaluation provided by 3SI. The presentation included summarizing the purpose and benefits of the evaluation process. The evaluation process is a requirement of DoL grants including the WISE grant. Evaluation will provide analysis of program activities and outcomes than can be used to improve both the WISE grant and future grants.

 Maria explained two types of evaluation that will be performed. The first of these being the process implementation evaluation. The process implementation evaluation is comprised of three tasks:

1. Annual target setting process – Targets for the WISE program are set using two methods. The first is base off of the numbers proposed in WISE grant proposal to DoL. The second is based off of the expectations of college program managers at consortium colleges.
2. Quarterly dashboard – This task will include the development of a data presentation tool that is updated quarterly. Maria also presented an example of this dashboard report and some sample data.
3. Survey analysis – Maria presented what would be involved in the survey analysis. This task will include: student exit questionnaires, faculty survey, and an employer survey.

Jesse Cote asked about the low student employment numbers compared to certificate numbers. Sue Bradshaw provide some context to the numbers by describing the welding program at Everett College. In this program students will typically not earn a single certificate but several certificates in series, because of this many students will receive a certificate but not leave the college and seek employment. The board continued to discuss why the number of participants is not reflected in the number of employed and retained.

Todd Currier asked for some clarification on the data categories, “Does this data report individuals or instances?” Maria explained that the reported numbers show individual participants.

Mike Brandstetter explained some of the grant challenges to the board including grant start up and hiring difficulties, and changing DoL definitions and rules.

Maria continued to explain the second type of evaluation, the outcomes evaluation. This is comprised of the cohort evaluation task. This task proposes an in depth evaluation of two college programs, in an attempt to measure the effectiveness of the WISE program. Bates college runs a manufacturing academy that is not WISE supported, while South Seattle College runs a program that is WISE supported. These two programs share similar student demographics, historical success rate, and identical curriculum. The board discussed the possible differences between these two programs. The board discussed the differences between WISE navigators and college counselors.

Todd Currier asked, what does the WISE program need from the board and how can the board help with the program? Anthony Valterra mentioned that WISE could use some help obtaining data from AJAC, as well as getting some help in getting employer survey responses. Jesse Cote offered to help with obtaining data from AJAC. Joan Weiss mentioned that the AWB list of employers could be useful in contacting employers for a survey.

2:10 – 3:00 pm **WISE Navigation Update – Bob Topping, RETC**

Bob Topping presented on the status of the navigation services for the grant. RETC and 3SI have been working together to standardize the navigation services and data collection processes across the grant.

 Bob provided and overview of data sheets including student questionnaires. Joan Weiss asked for clarification on the process to address discrimination complaints.

 Bob presented the navigator guidebook that is nearing completion. This handbook will provide best practices, templates, and procedures for WISE navigators as well as future navigators.

 Jesse Cote mentioned that navigators would likely have trouble making contact to many managers in the industry and that the navigators may need some assistance.

3:00 pm **Meeting Adjourned**