

Construction Center of Excellence  
Steering Committee Meeting Minutes  
June 21, 2005, RTC Board Room

Present: Bill Bowser, Beth Blanchard, Anne Wetmore, Jim Elmore, Ed Thomas, Pinky Dale, and Denise Salo  
Staff: Beth Arman, Judy Amico

### **TOPICS OF DISCUSSION:**

Welcome/Introductions

Approval of Minutes

Updates

- Classes
- Construction Conference
- Math Project

Old Business

- National Science Foundation Grant
- Website

New Business

- Accomplishments for 2004 – 2005
- Work Plan and Budget for 2005 – 2006
- U.S. Department of Labor Grant

Other

Neither Bill Bowser nor Lee Newgent were present at the start of the meeting, so Ed Thomas agreed to lead the meeting. Bill came in a short while later and took over. The meeting opened with introductions. The minutes of the last meeting were approved with no revisions.

### **UPDATES:**

#### **Classes**

The Construction ESL class is running with only 3 students. It was decided to let it run and pay for the instructors out of the grant budget. Beth A. had been told by several organizations that they had interested students, but nothing came from it. Of the students that are enrolled, most are at ESL Low Level 3. Two have general trade experience and want to go into the Job Skills for Trade & Industry program in the fall. The Spanish for Construction Supervisors class is running with 10 students. Welding in Spanish has one student and is running concurrently with the Welding class conducted in English. We have placed an ad in the Spanish newspaper El Mundo and feel we will draw some individuals from that. We have two new classes that will be starting. They are 1) Decorative Blacksmithing and 2) Home Improvement for Women, which will be taught by Lisa Grothen from Job Skills. The online boiler class has been approved. Normally the college pays a flat fee to Washington On-Line, and that cost is passed on to the students. That is fine when the class is 40 – 50 hours long, but not 8 hours, as this class is. A sliding scale has been negotiated so that the online fee has been reduced. By making the online and in-person classes closer to the same price, we hope that we will attract more online students.

### **Construction Conference**

Beth A. handed out a summary of the conference. Overall the conference was a success, but it would have been good to have more employers.

Ed mentioned how it is unfortunate that high schools are not offering welding classes anymore. Students are only getting bare bone skills and do not have much chance to grow in the programs. Pinky brought up that there is a question whether HS students should be able to go into labs, since most of the time there is no industrial insurance in place. That makes the institution liable if there is a problem.

### **Math Project**

A flyer is being sent to instructors at apprenticeship programs and colleges to get information on the math programs they offer. We want to put together a booklet for K – 12 students which will show them what math skills are needed to go into construction jobs. We need to show students – and their teachers, counselors, and parents – how important math is. We are going to have a raffle to give instructors/ teachers the incentive get information together and send back. Beth A. really feels it will be used when completed. AGC of Washington is offering several Summer Math Institutes around the state, starting in mid-July, but the booklet will not be ready by then. We would rather take the time to do a good job than try to rush it. Marc Logue, who coordinates the Summer Math Institutes, has agreed to help us send booklets to his participants in the fall. Beth asked for input on other avenues to get the word out. Kathy Swan from Bates is having an activity with HS counselors in October, and it would be good to share the results. Beth said the booklet will have two different types of indexes. One will show the type of math (arithmetic, geometry, algebra, and calculus) and the other index would be by trades. So, people can see how electricians use math differently than plumbers, for example. Bill said that he would put Beth on the agenda for the Washington State Apprenticeship Coordinators Association quarterly meeting to make a pitch to them.

### **OLD BUSINESS:**

#### **National Science Foundation Grant**

Beth A. shared with the committee at the last meeting that we may be applying for a grant. RTC's Research and Development person attended a meeting in Washington DC and talked to someone there about what we wanted to do. They did not think that we were ready to submit the grant and it would be better to wait until we were better prepared.

#### **Website**

Beth A. logged on to new website and told members that she would like to get some feedback on the website from everyone. She wanted to know:

- What do we need to fix before it goes live
- What changes should we make over the next few months, for a future version

Beth A. went through the different links/pages. Judy has sent emails to contacts at companies/organizations and asked permission to link to their sites. We have been told that if we ask permission and do not hear back, it is okay to link.

The committee gave helpful feedback on the different parts of the website.

#### **Coming Events:**

Everett has a job fair coming up in August. Jim Elmore will give us info so we can add it to the "Coming Events" page.

**Resources:**

We have listed links for general state and national labor market information, but we will be more industry specific in the future. Beth B. noted that we should add WorkSource's web site to Washington State Labor Market Information list.

There was discussion about listing apprenticeship programs under "Industry-Based Training Providers" as well, if they do training that is open to the public. Beth A. was aware of CITC and the Northwest Laborers, but Bill mentioned that their organization, PSE JATC, also offers training to the public. Their program is probably the largest continuing education provider in the state for electrical certification. We will put Bill's website under Industry-based Training Providers.

Jim suggested that we look at CITC's placement rate and, if it is too low, maybe we should remove it. Anne Wetmore commented that what we are doing is offering people information so they can follow up and see if the program would be good for them. Since CITC is approved by the state's Workforce Board as a private vocational school (as well as by L&I for its apprenticeship programs), it should be included.

Beth A. said that we are planning to send out a training survey, to find out what types of construction training different organizations do. Once we get the results, we may add organizations to the website.

Beth B. noted that we have the Pierce County Workforce Development Council (WDC) and the WDC of Seattle King County under Governmental Organizations, but not the Snohomish County WDC. Beth A. thinks that it was not added because, when she looked at the Snohomish site, she did not see anything construction-specific. However, we will add it to the list. They do have a Construction Careers Partnership, so they should be included.

**Scholarships:**

We would like eventually to make it a searchable site.

**Industry Associations:**

The list mainly consists of large associations in the Puget Sound. In the future, we want to add more organizations around the state, and separate the list into national, state, and local listings.

Anne suggested adding the Washington State Labor Council website, in addition to the Washington State Building Trades Council site we already have, and apprenticeship preparation organizations. If you go to Pinky's website, you will be able to link to ANEW. It was suggested that we should get information from the apprenticeship booklet, showing state wide listings, and get information on programs such as ACE.

**Pictures:**

We will be asking Shayne to switch out some pictures. Pinky offered to send us some pictures from the Duwamish to look at and possibly add.

**Summary of Additions/Changes:**

- Put in URL for Duwamish website, rather than South Seattle Community College more generally.
- Add Ed Thomas to Steering Committee list.

- Talk to Shayne about how to handle alternates on the steering committee list. If there are two people from the same organization, we should always list them separately, or we should always combine them on the same line, but we should be consistent.
- Get in touch with Kevin Managhan and get his website URL.
- Change the company associated with Denise Salo to Sound Transit.
- Talk to Tawny about the links directed to her organization.
- Check with Steve Ignac, Doug Steinmetzer, and John Schaufelberger and verify that website URLs are correct for them.
- Change web site for Beth Blanchard: [www.seakingwdc.org/templates/be\\_secini\\_con/html](http://www.seakingwdc.org/templates/be_secini_con/html)
- Add WorkSource website.
- Add Bill Bowser's organization PSE JATC under the Resources/Training Providers list under Industry-based Training Providers.

### **Survey**

Beth is putting together a survey to send out to apprenticeship programs and colleges to gather information on training facilities through out the state. Some of the information we are looking for is what classes are offered, do they offer certificates and degrees, are they online, etc. We are hoping to put the survey together so we do not "intimidate" people with the length and complexity, which may hinder them in filling it out and sending it back. It was suggested that we send to a selected group of people first and get some feedback on it.

### **NEW BUSINESS:**

#### **Accomplishments for 2004 – 2005**

Beth A. handed out a flyer with the accomplishments the Construction Center of Excellence has achieved so far this year. She also shared it at a meeting with construction partnerships around the state. Beth thanked the committee for all their help.

#### **Work Plan and Budget for 2005-2006**

The Center will be getting more grant money for the coming fiscal year, and Beth A. has a budget ready to submit. She realizes now that she can not handle the duties of the Center and her job at the same time, so has decided to bring in a Director for 75% time. If the Department of Labor grant (which will be discussed below) comes through, it will cover the other 25%, bringing it to a full-time position. The State Board of Community and Technical Colleges will conduct an evaluation and visit for each center in 2005-2006, and will decide if each center should continue to be funded. It will be based on the extent to which the center serves as a statewide leader for colleges and its industry, as well as whether that industry continues to be important to the state.

Beth was asked about the classes that have been started because of the grant, and she said that, as long as the classes pay for themselves, they will continue. The grant covered the development of the classes, but we are paying for teacher time out of our regular state allocation and tuition.

#### **U.S. Department of Labor Grant**

Beth A. described an application for a Department of Labor grant for \$2 million. It involves King, Pierce, and Snohomish counties, and the CCE would be the fiscal agent. The grant proposal is due July 6<sup>th</sup>. It includes training for adults and youth, placement services, and marketing. As the planning group has brainstormed ideas, there is the question of whether we can afford all we want to do. For example, faculty salaries can be very expensive, depending on the level of experience and education. It is surprising, but \$2 million does not go that far, spread over three counties and two years.

Beth B. offered to send a letter of commitment to Beth A. There will be two more planning meetings and Beth B. said that she would like to be involved. Jim Elmore would like to be involved in the planning in King County. He was told that Shep Siegel is a good person to talk to and also Beth Blanchard offered to talk to him. Beth A. will email a copy of the next draft of the grant proposal. Letters of support are not asked for, but letters of commitment are. A letter of commitment is more specific than a letter of support. The reviewers want to see evidence that the industry is involved and is willing to put time and/or money into the project. Examples would be employers paying wages to high school students involved in School to Apprenticeship programs, referring employees to classes and paying the tuition, or spending time serving on a steering committee.

It can be shown that there is a demand for construction work in our region and in neighboring regions, especially in Canada, where the Olympics are being held, and in Alaska. They lack enough skilled workers in both places.

The committee discussed the training, placement, and marketing aspects of the grant. Safety within the construction industry was discussed, including concern about immigrants who do not have a good grasp of the English language. Immigrants are limited in getting into apprenticeship programs if they do not know English. Marketing is critical, especially of young women. Bellingham Technical College has the “Road Less Graveled” program. They do a number of things. We would like to replicate it and offer it here. Denise suggested allocating money to help the Women in Trades Fair expand. Jim mentioned a young woman who belongs to Local 66 who would be fantastic to go around and talk to females in classes. She is personable, talented and has great communications skills. She is definitely does not fit the construction stereotype. Kathy Swan from Bates is also a good role model to young women. She was in carpentry before she started working at Bates in their outreach program.

It was agreed that we have quarterly meetings (fall, winter, and spring) on Tuesdays at 1:00. It was suggested that we look into holding meetings in other locations, i.e.: Eastern WA, since it is a statewide effort.

Meeting adjourned at 3:00 pm.

Cc: Marty Heilstedt

#### Task List

<b>TASK</b>	<b>WHO IS RESPONSIBLE</b>
Send out flyer regarding Math Project; present at Apprenticeship Coordinators meeting.	Beth A. and Bill
Send information on job fair in Everett to Judy.	Jim
Update website with input from steering committee members.	Judy and Beth A.
Send pictures to Judy to put into website.	Pinky
Finish training survey and send to training providers.	Beth A. and Judy
Work on Department of Labor grant.	Beth A., Beth B., and others