

Minutes for Operations and Performance Committee Meeting  
January 12, 2006  
11:00 am

**Attending:** Deb Dull, Diane Lovell, Greg Diven, Jon Pierpont, James Whitaker, Steve Cuthbert, Randy Hopkins, Bill Starks, Liz Lobato, Terry Lisonbee, Tara Connolly, Jean Fisher, Rich Thorn, Robert Knudson, Connie Laws, Shawn Potter

**Welcome and Opening Business:** Shawn Potter welcomed the committee and asked the committee to review and approve the minutes. Debra Dull made a motion to approve the minutes, Rich Thorn seconded the minutes. Shawn asked the committee to make introductions.

**Budget:** Steve Cuthbert passed out copies of the latest budget sheet. Last meeting in October we discussed the fact that our funding was lower than normal because students for fall semester depleted much of the WIA funds. Two million TANF funds were used for training. We were able to move some of our funds around and reduce our obligation. Connie Laws was credited for getting our funding situation on track. This allowed us to balance our budget for the year. Our budget is looking good for the remainder of the year. Shawn asked is there any reason during the course of the year that we might want to change the funding. Steve stated we would monitor it throughout the year and make changes if necessary. 59 million was cut from WIA budget on the federal level this year. Over 30 million from the adult budget, 35 million from the youth. We see this as a 5% decrease in our overall budget. Re-employment grant was reduced 35 million and WIA Dislocated Worker was fully funded. For now we are on target. Part of our strategic process will be to study how the shrinking federal funding will impact us over the next 2-3 year time frame. Greg Diven inquired as to whether our caseloads are shrinking or growing. Steve explained that the benefits of a better economy do not impact our customers for a few years. Our TANF and, food stamp caseloads are shrinking slightly. Child Care caseloads are actually increasing because of the availability of more jobs. Connie Laws reported that Barbara Vail retired and was replaced by Marilyn Brandenburg.

**Common measures and outcomes:** The first quarterly report was passed to the group. We now report the latest quarter plus the last 3 quarters. We are passing every measure but one this time. We are expecting the department of labor to change these numbers. We will re-negotiate the earning measure portion of this. Trade is now part of common measures.

**Department Strategic Outcomes:** We use the same measure as WIA and apply it to our other programs. The summary was passed out. This was November's 1-month data. The period of retention is 3 months after exit. Our FEP participation will change to 50%. Our core customers are now included in common measures. They are measured identically. We will provide this report once a year.

**WIA priority Criteria:** We have a new criteria mandated from DOL. We will be adding that on to our priority document.

**Initial Training Provider Approval Process:** Tara Connolly has visited the regions to centralize the reporting process. She contacted the US Consumer protection to see how they qualified the training providers. We found we were duplicating efforts. We will use their list of training providers. This does not take away the decision of the region council to approve. They will still be able to approve all providers. There has never been much of a guideline so we will use the guidelines of General Accepted Accounting principles. The 3 that are accepted are in line with that process. Greg asked if we need to review the financial side of it if they have not been reviewed with consumer protection. Tara confirmed this. Tara will be visiting each of the regional councils to present. Diane Lovell asked who will review the providers once they are approved. The program specialists in the region will review the complaints and questions.

**Training Provider Recertification Process:** Last meeting we spoke about the need to be able to eliminate providers even though we have a waiver in recertifying providers. We came up with a procedure to recertify providers. Jean Fisher stated we are in the initial stage of planning recertification. There are currently 101 training providers on the list throughout the state. We would exempt the providers from the board of education. We are looking at exempting Voc. Rehab and potentially others. We would look at the training, licensing, instructor certifications. We would then bring the providers names back to this forum and vote on recertification. There would be an 18-month time frame for the providers to be recertified. We would exempt those providers from other states that have agreements already in place. The recertification form will be reduced to 1 page. Greg Diven expressed concern that 12 months might make it easier to catch problems before the arise. Connie said this would make it too soon and it would cause the schools to constantly be submitting the information. Connie inquired to the council as to whether this is meeting the concerns the council express in October.

**Reciprocal Agreements for Vendors Between States:** Currently we have reciprocal agreements with Nevada, Arizona, Wyoming, Montana, and Idaho will be added. Colorado will not allow reciprocal agreements. There are some Colorado training providers on our list but we have certified them.

Shawn asked if there were any other questions. Rich Thorn made the motion to adjourn, Deb Dull seconded the motion.