





**7. Adjournment:**

**Chair Avila:** adjourned the meeting at 10:41 A.M.

I, Timothy Siler, Clerk of the Business Council of the Workforce Development Board of San Luis Obispo, do hereby certify that the forgoing is a fair statement of the proceedings of the meeting held Tuesday, January 31, 2017 by the Business Council of the Workforce Development Board of San Luis Obispo County.

Timothy Siler, Business Council Clerk

Dated: January 31, 2017

## **HANDOUTS DISTRIBUTED AT THE MEETING**

**Receive follow-up on Business Survey**

**Business Council  
Discussion Item  
February 16, 2017**

**AGENDA ITEM NUMBER: 4.2**

**ITEM: Discuss Goals of the Business Council for Program Year 2016-2017 and 2017-2018**

**SUMMARY NARRATIVE:** The Business Council previously set goals in the following areas:

- Increase Business Member Engagement
- Determine Employer Needs and Address Skill Gaps
- Identify and Partner with Priority Sector Employers
- Collaborate with Business, Industry and Education to Develop Innovative Training Solutions

**STAFF COMMENTS:** Staff recommends review and discussion of goals to ensure relevance and assignment of activities for goal completion and progress. Administrative Entity staff included two proposed goals for discussion.

# BUSINESS COUNCIL GOALS

Goal A: Increase Business Member Engagement	Activities	Assigned	Start Date	Date complete
Increase Business Members participation in Priority sectors				
	Identify potential business members for participation			
	Outreach to non-wdb members from relevant industries			
	Conduct LMI for outreach to businesses			
	Activities	Assigned	Start Date	Date Complete
Develop Business Council's Capacity to fully utilize resources to better serve business customers				
	Outreach to Chambers, rotary			
	Develop Speakers Bureau			
	Develop Glossary			
	Activities	Assigned	Start Date	Date Complete
Formalize Relationships among partners via MOUs to maximize opportunity to leverage resources				
	Agreement in place with EDD for RR			
	Contract with service provider for RR			
	Business Engagement Services Plan			
	Activities	Assigned	Start Date	Date Complete
Establish Metrics to gauge the BC's success				
	Tie to industry sectors for tangible results and show outcome?			

Goal B: Determine Employer Needs and Address Skill Gap	Activities	Assigned	Start Date	Date Complete
Partner more intentionally with Clusters to connect with priority sector employers and identify skills gap				
	Inclusion in clusters by partnering with EVC on quarterly cluster snapshots			
	Shared workforce analysis with EVC			

	Activities	Assigned	Start Date	Date complete
Evaluate local skill gaps within Business Council				
	Business Council to receive Presentations and Discuss			

Goal C: Identify and Partner with Priority Sector Employers	Activities	Assigned	Start Date	Date complete
Procure economic analysis subscription for the purposes of identifying growth sectors				
	Maintain LMI subscription (currently JobsEQ)			
	Maintain EconoVue subscription			

	Activities	Assigned	Start Date	Date complete
Target training investments in priority sectors via policy and outreach				
	Consultant provided input			
	Pending data review by BC members, Employers and Economic Development			

	Activities	Assigned	Start Date	Date complete
Increase labor market (LMI) literacy among board members, staff and key stakeholders to ensure data-driven decisions/investments				
	WDB Staff assigned LMI Duties			
	LMI report format developed for chambers and AJCC			

	clusters			
	Activities	Assigned	Start Date	Date complete
Increase system and collective capacity (awareness, commitment and investment) in other customized training strategies				
	Efforts on-going with AJCC, Community College and WDB staff			

	Activities	Assigned	Start Date	Date complete
Convene Industry partners, education/training providers and BC to address skill development among the Specialized Manufacturing, Health Services, BDC and ICT employers				
	Reconsidering industry to focus on			

<b>Goal D: Collaborate with Business, Industry and Education community to develop innovative training solutions</b>				
	Activities	Assigned	Start Date	Date complete
Build awareness of worker training resources among industry and other workforce partners				
	Catalog worker training resources including: Funds/WIOA Resources, Methods (cohort, IWT, OJT), Additional Training Resources (ETP)			
	Update for WIOA			
	Identify partners that need to know of these options			

	Activities	Assigned	Start Date	Date complete
Increase SLOWDB staff, service provider and system capacity to maximize limited resources				
	Train staff and service providers on resources.			



Proposed Goal:Development of Business Support Materials	Activities	Assigned	Start Date	Date complete
Identify services available to assist staff with business outreach, recruitment and service delivery				
	Identify resources for inclusion in Business Resource Guide, including business incentives, tax credits, OJT, LayOff Aversion, Incumbent Worker training, etc			
	Identify other service providers in the local area, ie., EAC, HRCC			
	Rapid Response contractor identify services, websites, tool box information for employer engagement			
	Business Council review Business Resource Guide and recommend additions/updates on quarterly basis			
	Develop online materials to assist businesses (links, brochures, etc)			

Proposed Goal: Review of Business Services	Activities	Assigned	Start Date	Date complete
Receive Updates regarding service provided under WIOA				
	Review Rapid Response and LayOff Aversion service delivery			
	Review reports on employer engagement and services delivered			
	Review customer feedback surveys from employers			