

**WA Military Transition Council
Career Technical Track
8 August 2014
Minutes**

ATTENDEES:

Mabel Edmonds (Co-Chair)	Clover Park Technical College
Dr. Steve Addison	Clover Park Technical College
Marie Bruin	WA State Board for Community & Technical Colleges
Christine Campbell	Clover Park Technical College
Rob Comer	Camo to Commerce
Peter Guzman	City of Tacoma
Patrick Martin	WA State Labor & Industries
Lt Col Edward Peterson	JBLM Education Services
Kristiné Reeves	WA State Dept of Commerce
Jordan Shepherd	WA State Labor & Industries
Kathy Swan	PNWRCC
Steve Vincent	Health eWorkforce / TIAG

LOCATION: Clover Park Technical College

Meeting Context:

- WG last met 25 June 2014.
- The WG Executive Committee (Mabel Edmonds, Chris Winters, Marie Bruin, Steve Vincent) met twice in July to prepare content for the 9 Sep MTC presentation.

Key Discussion Points:

- Review/Approval of 25 June 2014 Minutes
 - Steve Vincent recapped highlights of the 25 June meeting.
 - Minutes approved without change by the WG.
- **Oct 21-23 National Transition Summit.** Kristiné Reeves provided an overview of the Oct 21-24 National Transition Summit to be held at JBLM. Anticipate senior representation from DoD, DOL, VA, SBA, WA State CODEL, and WA State Government leadership. The draft agenda for the event is attached as *Attachment 1*.
 - 1 of 4 major Army events. The 3rd was just held at Ft. Bragg. WA state/JBLM have been hailed as innovative leaders in this area. The other 3 events were 2 days each, the JBLM event will be 3 days.
 - Focus will be on sharing best practices; i.e. “What is the WA state secret sauce?”
 - CTT will have a key role in supporting the event and will need to contribute to planning and execution.
 - Kristiné asked for a core team to serve as the Steering Committee for the CTT role. Patrick Martin and Steve Vincent will take part in planning activities and will coordinate with Marie Bruin, Lt Col Peterson, and Kathy Swan for assistance as needed. Kristiné will provide guidance to the Steering Committee.
 - Key items for the event:
 - Day 1 is “Intro Day” with senior representation. Anticipate the CTT will have involvement in the afternoon sessions.
 - Day 2 is “Industry Day” oriented around the 7 high demand sectors. Expect

participation from service members wanting to learn more about the CTT role in each sector. Anticipate building ad hoc teams of Industry Partners, SBCTC Center of Excellence reps, and Commerce Sector Lead with support from CTT.

- Day 3 is a major career fair.
- **Sep 9 Military Transition Council**. Marie Bruin provided an overview of the presentations scheduled for the next Quarterly MTC meeting and Steve provided an overview of the single slide the CTT will present.
 - The MTC will be held at Clover Park Technical College rather than the originally planned Bremerton location.
 - Anticipate that key national level planners will attend this MTC in preparation for the Oct 21-23 event.
 - The CTT focus will include three 7 minutes presentation by ESD, L&I, and SBCTC followed by the CTT WG slide.
 - Group members offered several edits to the draft MTC slide. That feedback has been incorporated to a revised draft slide which is enclosed as *Attachment 2*.
- **Camo2Commerce Grant**. Rob Comer provided an overview of C2C activities.
 - Short term programs such as “Cloud Genius Computing” are well received.
 - C2C hopes to identify a Healthcare/Health IT training opportunity to fund.
 - Jordan Shepherd mentioned that he has been working with UW and there may be interest in establishing some type of Health IT training program with them.
- **WSMTC Resource Database**. Dr. Addison provided an update on the Resource Database. This is underway with the Higher Education Work Group. A domain name has been identified and development work is underway. Several organizations have registered profiles on the site. A detailed update is enclosed as *Attachment 3*.
- **Member Updates**. WG participants provided brief updates on their functional areas:
 - Jordan Shepherd is now the L&I lead for Health and IT apprenticeship programs.
 - Patrick Martin advised that the L&I website is being updated to provide additional information to support transitioning military personnel. The site may also be a potential repository for MTC WG documents. Patrick also highlighted the upcoming Pierce County Career Day at the WA State Fairgrounds on Nov 13th.
 - Peter Guzman reminded all participants that the City of Tacoma is a vet friendly employer with several open positions.

MTC Law/Policy Requests:

- Recommend that the MTC identify an appropriate document repository for all Work Groups to use. Marie will pass request to MTC.

Key Dates:

- CTT WG Executive Committee meeting Aug 26 8am-10am Clover Park Technical College
- Military Transition Council Sep 9 10am-1pm Clover Park Technical College
- CTT Work Group Meeting Sep 12 8am-10:30am Clover Park Technical College
- Soldier For Life Event Oct 21-23 Joint Base Lewis-McChord

Attachments:

- #1 JBLM Service Member For Life DRAFT Agenda
- #2 MTC CTT Work Group DRAFT Briefing Slide
- #3 WSMTC Resource Database Update as of 8/8/2014

Action Items:

Item #	Issue	Owner	Status
1	Identify Co-Chair replacement	Group	Complete – Chris is new Co-Chair
2	Involve DoD/JBLM representative	Mabel/Chris	Complete – Lt Col Peterson attended
3	Clarify content and access to JBLM's ACAP calendar	Marie	In Progress
4	Identify host for fall construction event at JBLM	Peter/Chris	Complete – Oct 21-23 SFL event provides the opportunity for this
5	Identify hosting site for key documents	Marie	In progress – Could either be L&I site or new resource site being created by Dr. Addison. Marie will pass request to MTC.
6	Develop content for Sep 9 MTC slide	Mabel/Chris/Steve	In progress
7	Establish Steering Committee for Oct 21-23 SFL event at JBLM	Patrick/Steve	Complete