

**Private Sector
Vocational Technical Stakeholder Group (VTSG)
November 16, 2015 Tukwila**

VOCATIONAL REHABILITATION PROVIDERS

Attendees

Heidi Trisler, Sound Vocational Services Inc.
Brad Reckord, Rainier Case Management
Robert Gaffney, Gaffney Consulting
Bradley Ehrlich, Career Opportunities Group
Kimberly North, Achieve Consulting Team
Todd Gendreau, Strategic Consulting Services Inc.
Jan Veling, SCA Pacific Case Managements

Absent

Nicole Hernandez, Advanced Vocational Solutions
April Poier, Ability Vocational Consulting
Todd Martin, Martin Consulting
Jay Sloane, Rehabilitation and Evaluation Services
Roselyn Blair, Strategic Consulting Services Inc.

DEPARTMENT OF LABOR AND INDUSTRIES/RETURN TO WORK SERVICES

Attendees

Richard Wilson, RTW Compliance Program Manager
Bill Smith, Stay at Work Program Manager
Melissa Sutherland, Vocational Service Specialist Supervisor
Debra Hatzialexiou, Legal Services Program Manager
Rheo Aieta, Private Sector Rehabilitation Services Supervisor
Donna Spencer, RTW Services Management Consultant
Laurinda Grytness, Vocational Rules and Policies Lead
Mary McEvoy, PSRS Customer Service Specialist II
Lauren Royer, Administrative Assistant to Ryan Guppy

Absent

Ryan Guppy, RTW Partnerships Chief
Kristine Ostler, Vocational Service Specialist Supervisor

Audience Members

Chrissy Pierce, Favorite Associates
Jenny Gaffney, Gaffney Counseling
Kevin Leneker, Single Handed Consulting

Kevin Green, Nelco Rehabilitation
Kaethe Long, Grant & Associates
Cathy Cottingham, People Systems
David Jordan, Office Careers

Announcements

- **Second Residence**-- VRCs in the Internet Usability study indicated they needed to know more about requesting a second residence for a worker participating in a vocational plan away from home. Copies of Policy 6.53 –Authorizing Board and Lodging for Vocational Retraining were distributed. An article will be posted on What's New to indicate how room and board are calculated when requesting a second residence.
- **Vendor Services**--The Usability study also indicated that VRCs wanted the county added to the Vendor Services Look up Tool: Approved Providers. This request was completed so the tool can now be screened by county.
- **Recruitment**--We are currently recruiting for two positions in the Private Sector Compliance program. The first position is for Workforce Board Liaison, to support the Private Vocational Schools Collaborative project. Our original hire (announced at last VTSG) resigned to take another position, leaving a vacancy. The second position is Performance Measure Administrator. Jody Witham left the position earlier this month to pursue an opportunity outside of the agency. Both recruitment notices can be found at Careers.WA.Gov.
- **Coverage for Vocational Profile**--Donna Spencer will be covering for issues around the Vocational Profile until we fill the position. She can be contacted at spen235@lni.wa.gov. or (360) 902-6576.
- **Re-imagine Vocational Audit**--The first meeting of the Re-imagine Vocational Audit Advisory Committee was November 4th. The group spent time discussing the project vision and shared information and perceptions about the current state of the audit and complaint investigation processes. The group will initially tackle possible improvements to the complaint investigation process. The committee will meet monthly through at least mid-2016.
- **Testing Workgroup Update**—Draft documents have been completed for testing referral form, testing referral instructions, testing report template, testing report instructions, and sample testing report. They will be stakeholdered with the Return to Work Services leadership team and the unit VSSs as preparation for a VTSG presentation in January 2016.
- **Future topics**—VTSG members requested updates or clarifications regarding the following topics: ADM1 recommendations, SAJAs and other EI work performed by Third Party Administrators (TPAs), and Option 2 enhancements. It is anticipated these issues will be addressed in the January 2016 VTSG meeting.

Agenda

Transferable Skills Analysis

Bill Smith and Donna Spencer led a discussion on transferable skills analysis (TSA). They will be facilitating a work group on 12/16/15 to do a deeper dive into the subject. The group will include Bill, Donna, Mardi Sargent, Kristine Ostler, John DeLapp, Kathe Long and April Poier. VTSG contributed the following comments to be shared with the TSA work group:

- In the legal arena, wages are used as a basis to determine transferable skills.
- How do you assess transferable skills for a non-skilled job like cashiering? An SVP of 2 is an unskilled job.
- If I have to do a lot of research to find a job, I think the worker can't really work.
- Placeability is different from analyzing transferable skills. Once you know the essential skills, then the information should suggest an occupational category. Personality traits and work temperament would then be considered.
- The dept. uses labor market surveys to prove employability. Labor market should be used instead to support the existence of skills.
- Age should be considered. Asking a worker to transition into a transferable job at 20 isn't the same as recommending a 50 year old do so.
- Should we be considering something a worker did 30 years ago?
- The worker should be asked to tell their work story. It should include what they did for the last 10 years or for what they were retrained to do.