



# Communications and Community Outreach

## Committee Minutes

Wyoming Workforce Development Council  
Dec 14, 2023 at 11:00 AM MST

### **Attendance**

#### **Present:**

Members: Daniel Burau, Bria Hammock, Mark Madsen, Eric Trowbridge

Guests: Yvonne Adekale, Tony Glover, Michael Moore, Erin Turbitt, Kristy Tyrney, Jennifer Wilch

#### **Absent:**

Members: Fred Baldwin, Phillip Cornella, Nicky Harper

#### I. Convene (Presenters: Danny Burau)

Meeting convened at 11:03 am

#### II. Committee Roll Call (Presenters: Jennifer Wilch)

Jennifer Wilch called attendance and noted there is not a quorum.

#### III. July and October Minutes Review

Presenters: Danny Burau

Postpone approval of July and October minutes until next meeting in February 2024

#### IV. DWS Virtual Training Series (Presenters: Erin Turbit)

DWS Virtual Training Series: Erin provided information about upcoming virtual trainings that will be offered monthly starting in January 2024 in response to feedback from both employers and employees who provided feedback in a survey in July 2023. This project has components from each of the four goals from the DWS 2023-2025 Strategic Plan.

#### V. Op-Ed Boilerplate Update

Presenters: Jennifer Wilch

Jennifer Wilch provided an update on the Op-Ed Boilerplate. Jennifer gave a reminder to return feedback and acknowledged that she had received feedback from a couple of committee members.

#### VI. Action Items on Strategic Plan

Presenters: Danny Burau, Jennifer Wilch

Chairman Danny Burau encouraged everyone on the committee to re-read the strategic plan and engage in an ongoing conversation about how the committee can further the workforce system as a whole.

Jennifer Wilch provided updates on the present drafting process of the state plan and explained how the plan encompasses the workforce plan and all WIOA title program plans, in addition to the strategic plan the Workforce Development Council has created. Jennifer explained the process of incorporating areas highlighted by the vendor Align who is currently contracted through 2026. Jennifer encouraged further

attention to inventing an image for 2024 and strategizing how the committee can include the entire workforce system into the Strategic Plan.

## VII. Adjourn

Presenter: Danny Burau

Meeting adjourned at 11:37 am