



Update the Region's Workforce Development Strategic Plan: Required within 2020-2021  
(Four-Year Update)

Preliminary Scope of Work – 6-23-20 version

**Phase I**

1. Comparative Survey of other communities: How does our region compare to similar communities – how are we doing when compared to other comparison regions and national averages
2. Survey of business community/industry sectors for their workforce needs
  - Where workforce needs are growing
  - Hiring projections
  - Workforce factors that inhibit or accelerate growth
  - Especially looking at manufacturing (advanced) needs
3. Overview of the region's workforce services
  - Partners and providers
  - Services and strengths
  - Gaps between training programs and workforce needs
  - Role of the Technical Academy
4. How can the workforce system help businesses quickly when training needs change?  
How can the system become more resilient in face of changing technology or a pandemic?
5. Identify Business Workforce Champions
6. Recommend feedback system for businesses to provide ongoing information about workforce needs
7. Process
  - Input sessions with partners and public
  - Strategic planning sessions with workforce board and workforce council (CLEOs)
  - Tools to inform the community about the strategic plan

**Phase II**

1. Develop and market practical career pathway programs for key industry sectors