

Benton-Franklin Workforce Development Council
 Adult & Employer Linkage Committee
 January 21, 2021, at 8:30 a.m.
 Zoom

<u>Present</u>	<u>Excused</u>	<u>Absent</u>	<u>Staff/Partners</u>
Jamie Rasmussen	Adolfo de Leon	Lori Mattson	Tiffany Scott, BFWDC
Jennie Weber	Michael Lee		Becky Smith, BFWDC
Karl Dye			Cynthia Garcia, BFWDC
Melanie Olson			David Chavey-Reynaud, BFWDC
Todd Samuel			Diana Hamilton, BFWDC
			Jamilet Nerell, BFWDC
			Jessie Cardwell, BFWDC
			Crystal Bright, WSO
			Heather Woodruff, CPS
			Isreal Delamora, OIC
			Joyce Newsome, PFP
			Kayci Loftus, CPS
			Rosa Reyna, GW

Call to Order

Melanie welcomed everyone and called the meeting to order at 8:30 a.m. Becky read through the roll call while everyone introduced themselves.

Approval of Committee Minutes

The Minutes of November 19, 2020, Adult & Employer Linkage Committee Meeting were provided for members to review.

Todd Samuel moved to approve November 19, 2020, Adult & Employer Linkage Committee Meeting Minutes as presented, seconded by Jennie Weber. Motion carried.

PY19 Rapid Response Increase Employment Contract Modification - Diana Hamilton

Diana shared that staff identified \$11,000 that will not be spent before June 30, 2021. After reviewing the December invoices, our sub-recipient has expended 98% of their contract. Staff requests approval to modify the Rapid Response Increase Employment (RRIE) contract with Career Path Services by \$11,000 to provide additional training opportunities. If approved, this will be placed on the Full Board Agenda for approval.

Todd Samuel moved to approve the Rapid Response Increase Employment Contract modification with Career Path Services to increase by \$11,000 to provide additional training, seconded by Melanie Olson. Motion carried. Jennie Weber abstained.

Program Highlights – Diana

- Diana recognized that the Benton-Franklin Workforce Consortium has put a lot of work into finding host sites for the Disaster Recovery Contract. They are now in the process of standing up Disaster Relief positions to help our community during this pandemic. The recruitment has concluded for the Meals on Wheels Kitchen Preparation Position. Final interviews have taken place for the Migrant Seasonal Farm Worker Outreach Support Position. Four resumes have been sent to Second Harvest for review for food distribution support. Our sub-recipient targeted waiters and waitresses off the UI list to utilize their transferrable skills for these positions.
- There has also been movement around the Employment Recovery. They are currently serving 11 participants, of which five are attending CDL training, and they are working with the Business Services Team to help identify work experiences.
- Diana shared that Sandvik has been certified by DOL for Trade Adjustment Assistance (TAA). TAA helps those that have lost their jobs as a result of increased imports. ESD is in the process of notifying these

individuals and setting up orientations to provide information on available services. TAA case managers will then go through the process of determining if each of these workers are eligible for TAA. The BFWDC is working with ESD and our subrecipient to develop a policy that will outline the referral process from TAA and the Dislocated Worker Program for co-enrollment. Once the policy is developed, it will be presented to the board for review and approval.

- Career Path Services has hired a Referral Coordinator to allow their Employment Specialist to serve newly enrolled customers and manage their current caseload. The Referral Coordinator is utilizing an online tool called Trello to streamline the referral and enrollment process. This will increase efficiency and improve the enrollment process for the customer.
- The state monitors conducted a virtual annual monitoring review of WDC programs, fiscal and administrative. It began on January 11 and concluded on January 20. The Youth program had a full comprehensive review, and Adult and DW had a partial review that covered eligibility and support services. Fiscal and Admin had a two-year comprehensive review. Even though the monitors have completed the monitoring, there is still a lot of work to scan and upload documents. We have 30 days to complete. After 30 days, the state will have 15 days to send the monitoring letter. We will let you know the results.
- Please take time to read the December Performance Summaries provided in the meeting packets. The sub-recipient has been working diligently to increase the numbers served in all programs. We are on track to closing the gap to those deliverables.
- Todd asked about the Resource Fair that recently happened. Crystal shared that we do not have final numbers for the Resource Fair. Todd shared that he likes the software being used. Crystal anticipates having the results in the January Operator Report. Melanie also shared her experience. Crystal recognized the Business Services Team's hard work and its outreach to recruit businesses; this included interviews with radio and tv. They did a great job of getting the word out.
- Kayci shared that there are further plans to take advantage of the Brazen Platform. There is a Healthcare Job Fair planned for the end of February. There is a lot of intentionality of what the local market is telling us what the needs are.

EcSA Update - Jamilet

Jamilet shared the November and December Performance Reports. The contract has been amended to provide flexibility to the current C-19 environment. There will be some modifications to the way we report outcomes, but we will continue to provide expenditures updates and key performance indicators to show our monthly progress. More information will be provided next month. The amendment allows us to provide services to all of Franklin County who meet WIOA Adult Eligibility.

Families Forward Washington (FFW) Updates – Jamilet

Jamilet shared that they were able to provide additional funding to help participants in this program. Enrollment targets have been met and exceeded. They now have 73 enrollments when the original goal was 56. The enrollment period is complete. They will now be focusing on job development, placement, and providing intensive training to individuals exiting out of the program on June 30, 2021, as the grant will be concluded.

WorkSource Update – Crystal

- Crystal shared that they have been busy reaching customers as they never have before. There is planning happening around events on the Brazen platform for the rest of the year. In alignment with the Business Services Team, there is a sector-based approach to ensure that the employers who have jobs in demand have the opportunity for engagement that makes sense to them.
- She pointed to the Operator Report. There was a virtual job fair in October, and there was follow-up outreach on the Keys to Success Survey in December, which brought those numbers up for those months. We do not see any significant trends in hiring or layoffs.
- In terms of Job Seeker Services, the Task Forces that were created to address outreach needs, assessments, and group services have concluded their work. Those have gone well, and they are now transitioning the work from immediate needs to longer-term strategies.
- Thank you to those that worked on outreach. Through their work, they have forged deeper relationships with community partnerships to communicate what we are providing and share the word of what WorkSource does.

They are getting the word out and helping to increase our call volumes. Thank you to the BFWDC and their support with branding.

- Extensive work has gone on around career assessments.
- There was extensive work during December with outreach to over 200 veterans that were on the UI list. These are people that have received benefits for 20 weeks or longer. They have reached out to them, shared our services, and engaged them to work in the direction of meaningful employment.
- The Barriers and Access Solutions Committee has changed its name to Access Solutions Committees. They are focused on creating access for all.
- Crystal reported that people have been pleasantly surprised to hear from us. We have received positive feedback from all of the outreach. This has provided increased engagement. These have uncovered needs for more intensive help through case management. The phone calls and personal touch have been very meaningful to people.
- Some of the virtual job fair events planned for the rest of the year are Healthcare, Apprenticeship, Entry Level, and Agriculture. There could be more as they see needs arise.
- Crystal pointed out the work that has been done in building a relationship with CBC and WSU Tri-Cities. We have always partnered with them, but through the Business Services Team's work, we will be partnering with them in future Job Fairs instead of each having their own.

Other Business:

Todd asked about the overall employment situation in the Tri-Cities. Crystal shared that based on what they see at WSCB, that there are urgent hiring needs. They have been working to spread the word that there are jobs available. They are anticipating a very competitive market when things start opening up. Many businesses have or will be closing due to COVID. Kayci explained that we see businesses that need workers and many people nearing the end of unemployment benefits. RESEA has begun again, and it seems that people are in job search mode even without the job search requirement. People are looking for career transitions. We need to continue to provide services that people need. They see employers with needs but are resistant to filling them because they are cautious about what things will look like. Many employers are also eager to hire and are taking advantage of our Job Fairs, Work Experiences, OJTs, etc. It is an interesting time because all business' needs are different. We are trying to adapt and customize as much as possible.

Round Table: All

- Melanie shared that the Division of Behavioral Health and Recovery Services is having a webinar specific to engaging WorkSource. They have been very helpful.
- Joyce thanked everyone for their partnership. People for People continues to promote the free shuttle from Connell to the Tri-Cities. Their ridership remains steady. She highlighted the services of 2-1-1. They have been helping with the COVID Help Line. This continues to be a very busy helpline. Their resource line remains busy connecting people with transportation and food.
- David shared some highlights from the Liaison Report. He pointed out that since the jobs that have been lost in April, we have reclaimed 91.3% of them. We are up another 1,200 from November to December. The unemployment rate for December 6.1 % for Benton County and 7.2% for Franklin County. This report will be made available to the AEL Committee in the future.
- David reported that we are also moving on with Linked In Learning. This training will be made available to WSCB, TC Futures as well as for staff development.
- Isreal reported that their CDL training remains strong. Long-haul drivers are in demand. There are still challenges in CNA certification due to the challenges in testing.

Next Meeting: The next Adult & Employer Linkage Committee meeting is scheduled for Thursday, February 18, 2021, at 8:30 a.m. on Zoom.

Adjournment

With no further business, the meeting adjourned at 9:28 a.m.

Adolfo de Leon 3/18/2021

 Meeting Chair, Melanie Olson Date

DocuSigned by:
Becky Smith 3/18/2021

 Becky Smith, Office Manager Date