

Benton–Franklin Workforce Development Council (BFWDC)

EXECUTIVE COMMITTEE MEETING

Tuesday, April 29, 2025, 3:00 p.m.

Location: WorkSource Columbia Basin 815 N. Kellogg Street Suite D., Room 8, Kennewick, WA 99336 |

Zoom Link: <https://bf-wdc-org.zoom.us/j/85826102132?pwd=46l0QjlX5ncabJn9WrYy5sXRElbZRC.1>

Meeting ID: 858 2610 2132 | Passcode: 571705

Members: Benton County Commissioner Will McKay, Franklin County Commissioner Clint Didier, Board Chair Todd Samuel, Vice Chair Adolfo de Leon, Treasurer Amanda Jones, Secretary Lynn Ramos-Braswell, At-Large Benton County Megan McCary, At-Large Franklin County Andrew Cook

Please note that this meeting is recorded for record-keeping and quality-assurance purposes.

Agenda

- I. Call to Order & Welcome – Todd Samuel
 - a. Board Member/BFWDC Staff Roll Call & Excused Absences – Cyndelle Howell
 - b. Visitor Welcome & Public Comment – Todd Samuel
- II. Approval of Board Minutes (Needs A Vote)
 - a. To Approve February 25, 2025, Executive Committee Meeting Minutes
 - b. To Approve March 25, 2025, Executive Committee Meeting Minutes
- III. Motion to Approve WorkSource Columbia Basin One-Stop Operator RFP Review Committee Recommendation of BFWDC RFP: 2025-01 (Needs A Vote) Todd Samuel
- IV. Motion to Approve the Year-End (June 30, 2024) Draft Form-990 as presented (Needs A Vote) DeAnn Bock
- V. Motion To Approve Board Membership For An Additional Term Ending June 30, 2028 (Needs A Vote) Todd Samuel
 - a. Representing Government | Adolfo De Leon
 - b. Representing Business | Alicia Perches
 - c. Representing Business | Amanda Jones
 - d. Representing Business & Economic Development | Karl Dye
 - e. Representing Education | Kate McAteer
- VI. Motion to Approve PY24 WIOA Title IB Adult, Dislocated Worker and Youth Contracts extensions to Career Path Services through June 30, 2026, to continue serving individuals and businesses in PY25 (Needs a vote) – Cynthia N. Garcia
- VII. Executive Session – (Discussion of staff performance & salary) -Todd Samuel
- VIII. Adjournment

- a. Executive Committee Meeting – Tuesday, May 27, 2025, 4:00 p.m. Location: WorkSource Columbia Basin, Room 9 | Zoom Hybrid
- b. Board Meeting – Tuesday, July 29, 2025, at 4:00 p.m. Location: WorkSource Columbia Basin, Room 8 | Zoom Hybrid

Attachments:

- 1. 2025.02.25 Executive Committee Meeting Minutes
- 2. 2025.03.25 Executive Committee Meeting Minutes
- 3. Draft Form-990
- 4. WSCB OSO RFP Review Committee Memo
- 5. 2025.02 Finance Reports
- 6. 2025.03 TC Futures Report
- 7. 2025.03 WorkSource Operator Monthly Report
- 8. 2025.03 Program Performance Summaries