



Benton-Franklin Workforce Development Council (BFWDC)

Youth Committee Minutes

November 29, 2023, at 3:30 p.m. – TC Futures/Zoom Hybrid.

Call to Order

Lynn Ramos-Braswell called the meeting to order at 3:30 p.m.

Lynn welcomed meeting participants, and Cyndelle provided a roll call of committee members and staff to the board; a Quorum was met.

Cyndelle Howell requested system partners, guests, and presenters use the chat feature to know who has joined and asked that if you are speaking while joining virtually, turn your camera on so we may see who is talking and include you in the conversation.

Motion to approve Youth Committee Minutes

July 19, 2023, & September 20, 2023, Youth committee meeting minutes were presented for review. The Youth meeting held in September did not have a quorum at that time, so were unable to vote on the meeting minutes from the convening prior (July 19). When a quorum is absent, those items that need voting on will either carry forward to the next convening or go on to an online electronic vote.

Committee Chair Lynn called for a motion to approve the Youth Committee Minutes for July 19, 2023.

Alicia Perches motioned to approve the Youth Committee meeting minutes for July 19, 2023, & Jamie Ohl-Turner seconded. The motion was carried unanimously to approval.

Committee Chair Lynn called for a motion to approve the Youth Committee Minutes for September 20, 2023.

Jason Jansky motioned to approve the Youth Committee meeting minutes for September 20, 2023, & Jamie Ohl-Turner seconded. The motion was carried unanimously to approval.

eVote Update – Cyndelle Howell

Program Year 2023 Subrecipient Monitoring Schedule

Cyndelle overviewed the Subrecipient Monitoring Schedule attached to the meeting packet and discussed the eVote responses and results. This document is a comprehensive summary of the contracts that the BFWDC monitors throughout the program year, providing specific details regarding each contract that our fund source requires.

The BFWDC staff to the Board of Directors recommended a motion to approve the PY23 subrecipient monitoring schedule as presented.

Cyndelle provided the voting data report, and with a quorum of votes, the motion was carried unanimously to approval.

Board Elections - Youth Committee Chair

Cyndelle reviewed the Board Election recommendation attached to the meeting packet and discussed the eVote responses and results. The BFWDC staff to the Board of Directors recommended a motion to approve the

reappointment of Lynn Ramos-Braswell as Vice Chair of the Youth Committee.

Cyndelle provided the voting data report, and with a quorum of votes, the motion was carried unanimously to approval.

BFWDC Organizational Chart Updates - Cynthia N. Garcia

Cynthia took a moment to address recent changes within the BFWDC organization and provided the updated organizational chart for review. The BFWDC recently underwent a significant layoff and the resignation of its former Executive Director, Tiffany Alviso.

First and foremost, she wants to assure everyone that the organization continues operating as usual. Despite these changes, they remain committed to serving their community and fostering partnerships. Morale remains strong, actively engaging with partners to provide the necessary support and resources as they move forward.

Since the layoffs and the resignation, they have focused on optimizing their resources, streamlining processes, enhancing strategic initiatives, and refocusing efforts on their core mission. They believe collaboration is vital to their collective success and welcome any suggestions or ideas the committee may have.

As they move forward with this transitional period, they are committed to keeping everyone updated on progress and any developments that may impact their organization. Rest assured that they are taking all necessary steps to continue serving the community to the best of their abilities.

Cynthia expressed her gratitude for the ongoing support, and please do not hesitate to reach out if there are any questions or concerns.

Lynn asked a clarifying question regarding the open Executive Director position and the plan for backfilling.

Cynthia provided that the Board of Directors and staff to the Board are recommending a 90-day hold on filling the open position. The Board of Directors is fine-tuning the Executive Director position description and will ensure everyone knows when the position is posted.

Washington Workforce Association 2023 Conference Highlights – Cynthia/Jessie

Cynthia and Jessie provided a brief synopsis of the 2023 WWA Conference, where 540+ Leaders, Industry Experts, Workforce Professionals, Economic Development Professionals, and Elected Officials attended. The conference showcased best practices, innovative programs, and projects with proven results. Topics included Partnerships and Coalition Building, Building a More Inclusive Workforce, Performance and Operations, Fiscal operations, and Industry Engagement – Demand. Congratulations to our local Leaders for being selected to present during two different sessions: Washington’s World of Agriculture: The Intersection of Agriculture, Workforce Development and Farmworkers- to highlight the importance of the agricultural economy throughout Washington State and the critical role that Workforce Professionals play in serving both growers and farmworkers. Making Education and Training Accessible for All Through Partnership- to provide an overview of creative ways to partner that increase access to education/training resources and meet mutual customer needs. Congratulations to Cynthia N. Garcia for receiving the 2023 WWA Workforce Professional of the Year.

WIOA Youth Program Updates – Cynthia

They cannot ask for more from the youth program; they exceed enrollments and continue making strategic partnerships within the community. Cynthia is conducting the quarterly file review, and the level of case management is evident.

Cynthia asked members to take this opportunity to provide feedback on what they would like to see in program reporting and what members are interested in hearing or learning. The BFWDC receives monthly reports from their subrecipient; however, summarizing everything on one page is almost impossible; member feedback is essential.

It was recommended to expand on challenges as attending members may have resolutions such as training services or business opportunities in progress.

Melanie Olson has mentioned that the TC Futures program has many complexities that board members may not entirely understand. It is crucial to comprehend how these complexities affect the program's day-to-day operation at the center. Furthermore, it is essential to know the program's strategic planning, including its future plans, outreach initiatives for GED services, and workforce development for youth. During her time on the board, Melanie spent significant time analyzing performance measures and would like to receive a report on this topic. And because members only see a slice of what happens at TC Futures, it can be difficult to conceptualize what this looks like in action.

A clarifying question was asked regarding apprenticeship exits within the Youth Performance Report.

The Youth Program has been struggling with connecting students to mentors in electrician or laborer apprenticeships, with the long waiting list.

Mr. Jansky provided that Central Plateau Cleanup Company does not offer apprenticeships but utilizes local contracting companies such as Apollo. He is willing to reach out to his connections to promote the need.

TC Futures Highlights/Challenges- Melanie/Heather

Melanie shared details surrounding the recent GED graduation offered twice a year. Last year, they celebrated eighty-eight graduates; this quarter, there are already thirty-three. There was professional photography made available to honor graduates and their families.

In January, they will offer a 10-week evidence-based parenting course; attendees will obtain certification once completed.

Heather mentioned that they have been dealing with increasingly difficult cases involving gang violence and safety. Melanie organized a remarkable training session on gang prevention, intervention, and safety. They had to close for part of the day to offer the training to staff, but it was worth it. The training made Heather realize the severity of the gang problem, which she had no idea existed in our community.

Melanie informed members that TC Futures will be moving to a new location. Their current lessors want to reclaim their space and are currently looking at a location that will require a "built-to-suite" and will need to amortize the construction. It is very important that the facility does not look like an institution or a school; if we want people to act with dignity, we need to give them a place of dignity. Melanie's mission is to ensure that the building is as lovely as they have presently and that everybody is incredibly respectful. Many students face many barriers to education and how much transportation plays into that. A great thing about this location is that the bus stop is just on the corner.

Melanie has had an opportunity with the Open Doors program to work with people at OSPI and the State to expand their programs, which often includes having to partner with other organizations and having some conversations with folks about what partnerships look like across the State in relation to Workforce Development Councils and workforce development categories of programs. Melanie was pleasantly surprised that their local area is ahead of the curve by having open conversations, being transparent, and having difficult and crucial discussions about the

challenges around finances. The state monitors TC Futures in how they're delivering open-door services, which is the dropout re-engagement program. They're identified as a project school and are only funded for 10 months out of the year. This partnership will provide funding for a full year for those individuals who have exhausted services so that they are still able to provide the needed amenities.

Agency Updates/Connections- Business Updates, Challenges, Successes, and Upcoming Events - All

Due to being over on time and no additional pressing updates, the agenda item was tabled.

Next Meetings

- Youth Committee Meeting: Wednesday, January 17th, 2023, at 3:30 p.m. TC Futures/Zoom Hybrid
- Quarterly Board: Tuesday, January 30th, at 4:00 p.m. WSCB Room 8/Zoom Hybrid

Adjournment

With no further business, the meeting of the Youth Committee adjourned at 4:32 p.m.

Attendance

Board Present	Board Excused	Board Absent	Staff to the Board	Guests
Jamie Ohl-Turner	Cinthia Alvarez	Robert (Bob) Legard	Cynthia Garcia	Heather Woodruff
Paul Randall	David Wheeler		Jessie Cardwell	Kayci Loftus
Alicia Perches			Cyndelle Howell	Melanie Olson
Lynn Ramos-Braswell				
Lety Torres				
Jason Jansky				

Respectfully submitted:

DocuSigned by:

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 Lynn Ramos-Braswell, Board Member

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 Cyndelle Howell, Administrative Assistant