



**Benton-Franklin Workforce Development Council (BFWDC)**  
 Adult & Employer Linkage (AEL) Committee  
 April 20<sup>th</sup>, 2023, 4:00 p.m. – Zoom.

<u>Present</u>	<u>Excused</u>	<u>BFWDC Staff</u>		<u>Guests</u>
Todd Samuel	Adolfo de Leon	Tiffany Alviso	Crystal Bright	Ric Valdez
Jennie Weber	Michael Lee	David Chavey-Reynaud	Heather Woodruff	Ruby Aleman
Kate McAteer	Karl Dye	Jessie Cardwell	Juan Ortiz	Jose Sandoval
David Phongsas		Becky Tuno	Keri Lobdell	
		Isaac Estrada	Brooke Menter	
		Cyndelle Howell	Cynthia Pocasangre	
		Carya Bair	Rebecca Williamson	

**Call to Order**

Todd Samuel started the meeting by welcoming everyone and called the meeting to order at 4:02 p.m.

Cyndelle Wood read the roll call while everyone responded. The meeting quorum was present. She asked guests and system partners to put their names and organization in the chat and thanked everyone for joining the meeting.

**Motion to approve AEL Committee Meeting Minutes**

The March 16<sup>th</sup> Adult & Employer Linkage Committee meeting minutes were provided for members to review.

*Jennie Weber motioned to approve the March 16<sup>th</sup>, 2023, AEL Committee Minutes as presented, seconded by Todd Samuel; the motion was carried unanimously to approval.*

**Motion to award the WIOA Title IB Dislocated Worker Subrecipient Contractor, Career Path Services, an additional \$13,309, bringing the total contract amount to \$773,072, effective April 10, 2023.**

Jessie shared that the Washington State Employment Security Department (ESD) is reallocating unspent Rapid Response funds to local areas interested in receiving additional funds for their Dislocated Worker programs and are in good standing with their expenditures. Our area's reallocation amount is \$42,507, which must be spent by June 30, 2024. Because we can use these funds until June 2024, \$13,309 will be applied to PY22, and the rest, \$29,198, will be applied to PY23 to help increase funds for the first quarter when there is a cap.

*Todd Samuel motioned to approve the WIOA Title IB Dislocated Worker Subrecipient Contractor, Career Path Services, an additional \$13,309, bringing the total contract amount to \$773,072, effective April 10, 2023, as presented, seconded by Kate McAteer; the motion was carried unanimously to approval.*

*Board Member Jennie Weber recused from the motion.*

**Guest Speaker: Where Are They Now?** David Phongsas, Introduction – Jessie

Jessie introduced BFWDC Board Member David Phongsas, a WorkSource Columbia Basin customer. David shared his journey through the program, which led him to launch his small business, and the training he received through WorkSource Columbia Basin—expanding on his experience with his Case Manager, Lyndsey. David spoke about the local mentorship program he entered and the connections he made for his professional development. His mentor, Paul, walked him through owning and launching a small business. David ran his food truck and found that through this, he enjoyed the marketing and community involvement piece. He then moved on to pursue and obtained his

bachelor's degree through Western Governors University. Through his entrepreneurship and connections made, he began work with the Port of Kennewick part-time while finishing his degree— implementing “Summer Saturdays” and going into the second year. Mr. Phongsas has been offered a full-time position with the Port of Kennewick as their Marketing and Capital Projects Coordinator. David announced his stepping down from the BFWDC Board of Directors as he will no longer be able to represent the Business sector on our Board. His first full-time day at the Port of Kennewick is May 1<sup>st</sup>, 2023.

Board Chair Todd Samuel thanked Mr. Phongsas for serving on the BFWDC Board of Directors and sharing his journey through the workforce system and program and how his experiences shaped his future.

**WIOA Adult and Dislocated Worker Update** - Jessie

Jessie provided an overview of the Adult and the Dislocated Worker programs. Jessie provided information on strategic partnerships to keep performance outcomes on track, including recruitment and outreach, covering program expenditures and targets, follow-up, placement rates, and participant training scheduled to be completed from December 2022-May 2023. She encouraged all to read the Program Performance Summary for the Adult and Dislocated Worker Program, included in the meeting materials.

**Community Development Block Grant** - Becky

Becky provided an overview of the cumulative program performance summary, including outreach and program efforts. Five participants are currently placed at their respective food sites to support food distribution efforts.

Becky shared the to-date community members impacted (85,553), which is over two times the original program target of 40,000. This number is updated quarterly, with the next update occurring during June's reporting period. Becky discussed that the grant ends on June 30<sup>th</sup>.

**Together We Rise – Outreach to Historically Disadvantaged Communities** – Isaac

Isaac provided an overview of March's OHDC cumulative program summary, included with the meeting materials, sharing program outreach, persons reached, referrals made, and research conducted. Isaac shared the progress of the research piece of the grant, together with the research goals and community survey. Deliverables have been collected, and that information is being compiled to share from the communication guide.

**QUEST Update** – Jessie & Carya

Jessie shared program highlights as of March 31<sup>st</sup>, 2023, covering year-to-date spending, targets, services provided, and enrollments.

Carya, Business Engagement Manager, provided effective practices, employment trends, and program strategies. Of the ten enrollments for QUEST, seven were brand new to workforce development services and had never received assistance from WorkSource previously. None knew the many services available at the center and were grateful for the support. Most customers are interested in CDL training in addition to other fields such as Manicurist and Teaching. Employment trends will be updated as we serve more customers in the coming months.

**Economic Security for All** - Becky

Becky shared the State and Federal cumulative EcSA program performance summary in the meeting packet covering program highlights and total employed exits for March 2023. Federal EcSA is 62% spent, and State EcSA is 86% spent; both are on track. Becky provided EcSA program highlights, including challenges, outreach, partnership efforts, training enrollments, and employed exits.

**WorkSource Columbia Basin (WSCB) Update** – Crystal

Crystal Bright shared the WorkSource operator report details included in the meeting materials. She highlighted March WorkSource site operations and customer feedback. Crystal summarized service delivery, discussing career and business services and community connections.

**Round Table/Agency Updates**

Employment Security Department (ESD) – Rebecca Williamson, Cynthia Pocasangre & Ruby Aleman provided a high-level overview and recent service delivery data of three of the ten unique programs offered in Benton and Franklin Counties; Re-Employment Services and Eligibility Assessment (RESEA), WorkFirst, and Migrant Seasonal Farmworker Outreach Program (MSFW). The program goals, customized services, coaching, mentoring, etc., individuals receive were discussed. Finally, the program delivery data and outreach were covered.

Opportunities Industrialization Center (OIC) – Israel Delamora reports that OIC continues to see many customers requesting CDL training. For the year, they are lagging in job placements. They aim to place 90 customers in jobs (52 with a quarter left). As for customer enrollments, they have a goal of 160 and are currently 116 enrolled. OIC continues to see more people needing emergency assistance. His biased opinion is that COVID-19 continues to affect customers dependent on subsidies during the pandemic. They see more migrant customers with Columbian, Venezuelan, and Cuban backgrounds. Recently, OIC started working with First Fruits and Douglas Fruit to discuss providing some of their workforce with skills upgrades. They currently are working with Keeley Gant, Director for Career and Technical Education, ESD 123, and Charlie Dansie, a shop teacher at Connell High School, with their dream of providing CDL opportunities for some 40 students that are seniors.

Heather Woodruff – June 1<sup>st</sup> 5:30 p.m. TC Futures Graduation at The Garden Church.

Kate McAteer shared an update on the Challenge Grant and the work being done in Benton City, where WSU is partnered with CBC, K-12, and ESD123. Kate reflected on the partnerships being made and the importance of attending these committee meetings where you can come together and understand the community needs and how to improve the lives of people in Benton and Franklin Counties.

**Next Meeting**

- Adult & Employer Linkage Committee – Thursday, May 18<sup>th</sup>, at 4:00 p.m., on Zoom.
- Executive Committee - Tuesday, April 25<sup>th</sup>, at 4:00 p.m., on Zoom.

**Adjournment**

With no further business, the meeting was adjourned at 5:03 p.m.

Respectfully submitted:

DocuSigned by:  
  
 D7F28D83A93B41F...  
 Todd Samuel, Board Chair      Date

DocuSigned by:  
  
 60DDB958A0304C1...  
 Cyndelle Howell, Administrative Assistant      Date