

Benton – Franklin Workforce Development Council (BFWDC)

## QUARTERLY BOARD OF DIRECTORS MEETING

Tuesday, January 28, 2025, 4:00 p.m.

Location: 7130 W Grandridge Blvd., Suite C, Bechtel Room Kennewick, WA 99336 | Zoom Hybrid

Join Virtual Zoom Meeting: <https://bf-wdc-org.zoom.us/j/89252687258?pwd=3ftSNsAFEnabb7UptvNEeFssVtrGcbu.1>

Meeting ID: 892 5268 7258 | Passcode: 843159

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

### AGENDA

- **Call to Order & Welcome** – Todd Samuel
  - Board Member/BFWDC Staff Roll Call & Excused Absences – Cyndelle Howell
  - Host Welcome – Tri-Cities Regional Chamber of Commerce
  - Visitor Welcome – Cyndelle Howell
  - Public Comment – Todd Samuel
- **Consent Agenda (Needs a Vote)**
  - Approval of Board Minutes
    - i. To approve the October 29, 2024, Quarterly Board Meeting Minutes as presented
  - Operations
    - i. Bylaws Updates | Member and Officer Positions
    - ii. Executive Committee At-Large Members | Benton and Franklin County
- **TCRC – TRIDEC** – Lori Mattson | Karl Dye
- **E-Vote Results for the Employee Handbook** – Cyndelle Howell | Cynthia N. Garcia
- **Fiscal Report** – DeAnn Bock
  - Fiscal Report Overview
  - New Hire: Staff Accountant Raul Ochoa
- **WorkSource Columbia Basin (WSCB) Annual Certification Progress Update – Grace Collective** – Amanda Lorraine
- **WSCB Site Certification Monitoring Schedule** – Gabby Torres
  - Mid-Columbia Libraries Prosser Certification Status
- **BFWDC Mid-Year Reflection** – Cynthia N. Garcia/Team
- **Member Updates & Business Engagement** – All Board and Ex-Officio Members
- **Adjournment**
  - Quarterly Board Meeting – Tuesday, April 29, 2024, at 4:00 p.m. WSCB Room 8/Zoom Hybrid

Attachments:

1. 2024.10.29 Quarterly Board Meeting Minutes
2. 2024.12 Finance Reports
3. Program Year 2024 Workforce Site Monitoring Schedule
4. 2024.06.30 ESD Quarterly Performance Letter

5. 2024.12 TC Futures Report
6. 2024.12 WorkSource Operator Monthly Report
7. 2024.12 Program Performance Summaries
8. 2024 Q-2 (Oct.-Dec.) BFWDC Newsletter