



Executive Committee Meeting

November 29th, 2022, at 4:00 PM – Zoom

Please note – This meeting is being recorded for record-keeping and quality assurance purposes.

Promoting a prosperous community by providing a progressive workforce system

AGENDA

1. **Call to Order & Welcome**- Todd Samuel
 - a. Board Member/BFWDC Staff Roll Call & Excused Absences – Cyndelle Wood
 - b. Visitor/Presenter Welcome – Cyndelle Wood
2. **Approval of Committee Minutes** - Todd Samuel
 - a. Executive Committee – October 25th, 2022 (Needs a vote)
3. **September Finance Reports** - Jan Warren
4. **BFWDC CEO Report** - Tiffany Alviso
 - WIT Project Status
 - EcSA Expansion Decision Package
 - BFWDC Staffing Update
 - BFWDC Board Retreat February 23, 2023
 - December Executive Committee Meeting Discussion
5. **Liaison Report** – David Chavey - Reynaud
6. **Next Meeting**
 - a. Executive Committee Meeting – Tuesday, January 31st, 2022, at 3:15 PM on Zoom
 - b. Board Meeting – Tuesday, January 31st, 2023, at 4:00 PM on Zoom

Attachments

- 1) 2022.10.25 Executive Committee Minutes
- 2) 2022.09 Finance Reports
- 3) 2022.11 WIT Project Status
- 4) EcSA Expansion Decision Package
- 5) 2022.10 Liaison Report
- 6) 2021.10 Liaison Report
- 7) 2022.10 WorkSource Operator Monthly Report
- 8) 2022.10 TC Futures Report

Benton-Franklin Workforce Development Council contributes to our prosperous community by elevating the human potential.

The Benton-Franklin Workforce Development Council is an equal-opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay Service 71



Benton Franklin Workforce Development Council (BFWDC)

Executive Committee Minutes

October 25th, 2022, 3:00 p.m. Zoom

Local Elected Officials

Commissioner McKay

Executive Members

Todd Samuel

Dennis Williamson

Adolfo de Leon

Amanda Jones

Board Members

Lynn Ramos – Braswell

Excused

Commissioner Didier

Absent

Jennie Weber

BFWDC Staff

Tiffany Alviso

Jan Warren

David Chavey-Reynaud

Cyndelle Wood

Jessie Cardwell

DeAnn Bock

Isaac Estrada

Becky Tuno

Call to Order & Welcome

Todd Samuel called the meeting to order at 3:01 p.m. Todd welcomed all in attendance and thanked them for taking the time to support the mission and vision of the BFWDC.

Cyndelle Wood conducted a roll call of Board members and staff to the board – a quorum was present.

Cyndelle welcomed guests, presenters, and system partners, asking that they communicate their names and organization using the Zoom chat feature.

Minutes

September 27th, 2022, Executive Committee meeting minutes were presented for a motion to approve.

Dennis Williamson motioned to approve the September Executive Committee meeting minutes, and Adolfo de Leon seconded – The motion carried unanimously to approval.

Clifton Larson Allen LLP (CLA) Audit – MoniQue Didier, Emily McCann & Deborah Hutchinson

The CLA Audit team provided a slide deck of the most recent audit performed for BFWDC. The CLA Team discussed a few different deliverables they have issued, including financial statement reports and a report on the internal control over financial reporting and compliance. And lastly, a report on compliance with major program requirements. They are also required to issue a governance communications letter and have provided a draft of the 990 (federal tax return) that was discussed briefly. There were no findings in the testing of the federal funds, WIOA cluster, financial statements, or compliance.

Financial Reports August 2022 – Jan Warren, CFO

Jan Warren reviewed the BFWDC financial reports with members, which were included in the meeting packet.

Corporate: Jan highlighted the balance sheet for the corporate entity account as of 8/31/22 and the statement of revenues and expenditures from 7/1/22 through 8/31/22. There has been little change with this account, as most of the activity occurs quarterly.

Main WDC: The balance sheet for the main WDC account as of 8/31/22 was reviewed, and the statement of revenues and expenditures from 7/1/22 through 8/31/22. Receivables have been split into categories

(OHDC, CDBG, Receivable – WIOA, ESD grants) to capture those indirect costs, so they do not get lost in other accounts. Expenses are on target currently. Salaries and payroll-related expenses will be adjusted when they make the vacation accrual adjustments. Professional services and contracts are overbudgeted; this includes IT services, Payroll – Pay Plus Benefits, and audit services, together with undetermined costs that are going to be related to the outreach grant (OHDC). Some changes will be made with OHDC grant-related funds once they are identified as to how they will be spent.

WSCB: Lastly, Jan discussed the WSCB Partnership account balance sheet as of 8/31/22 and the statement of revenues and expenditures from 7/1/22 through 8/31/22.

BFWDC credit card limit and additional card needs – Tiffany Alviso, CEO

Tiffany Alviso outlined the business need for a credit card increase to the CEO's credit card and the addition of two credit cards, one for the COO for \$5,000 as a limit and then their administrative assistant in the amount of \$5,000. Tiffany discussed the reconciliation process and purchase order system presently in place to ensure all card transactions are approved. Tiffany relayed the difficulty in conducting business with a company of their size with an annual budget of five million. As the CEO of the Benton Franklin Workforce Development Council, Tiffany communicated that they have a business need to expand and have the CEO card limit increased to \$50,000. Tiffany met with the BFWDC leadership team, and this is the amount that they thought would allow them to move forward succinctly and intentionally with their business transactions and be able to meet those scopes that she had mentioned.

Will McKay motioned to approve the increased credit card limit in the amount of \$50,000 for the CEO, and Amanda Jones seconded; the motion carried unanimously to approval.

Adolfo de Leon motioned to approve the additional credit card in the amount of \$5,000 for the COO, and Dennis Williamson seconded; the motion was carried unanimously to approval.

Dennis Williamson motioned to approve the additional credit card in the amount of \$5,000 for the Administrative Assistant, and Adolfo de Leon seconded; the motion carried unanimously to approval.

Motion to Approve the QUEST NDWG Subrecipient Contract in an amount not to exceed \$650,000 to Career Path Services, Effective December 1, 2022 – September 30th, 2024, Utilizing Sole Source Procurement–Jessie Cardwell.

Jessie Cardwell shared that in July, the BFWDC and ten other WDAs across the state applied for QUEST (Quality Jobs, Equity, Strategy, and Training) National Dislocated Worker Grant (NDWG) funds. The Department of Labor (DOL) offered 140 million, and Washington State requested 15 million and was awarded the full amount for our area. The Department of Labor will use the typical dislocated worker formula to disperse the 15 million to the 11 WDAs. These funds will be used to enhance the public workforce system to help those that have lost their job and maybe are underemployed due to COVID-19. The focus is reaching marginalized populations and helping them get high-quality jobs, business partnerships, and training services. Washington state's contract with the DOL started on September 26th. They anticipate receiving a contract with the state at the end of November. They're looking to do a December 1st start in our local area. Due to this quick turnaround time, they did decide to sole source procure with Career Path Services as they are the current dislocated worker contractor. They have demonstrated success in these national dislocated worker grants through employment recovery and with their work with the Consortium for disaster recovery.

Dennis Williamson motioned to approve the QUEST NDWG Subrecipient Contract in an amount not to exceed \$650,000 to Career Path Services; Effective December 1, 2022 – September 30, 2024; utilizing Sole Source Procurement, Commissioner Will McKay seconded; the motion carried unanimously to approval.

PY21 Annual Monitoring Summary - Ad, DW, RR, NDWG – Jessie Cardwell

Jessie Cardwell provided an overview of the PY21 Annual Monitoring Summary that took place in May, May 23, 2022, through June 9, 2022, covering the Adult, Dislocated Worker, Rapid Response, and NDWG programs. Jessie shared that they determined that the BFWDC complied with all the requirements of WIOA and its regulations, all the federal rules in Washington and Washington state policies, and the data element validation requirements.

PY21 Annual Monitoring Summary – Youth – Cynthia Garcia

Cynthia Garcia provided an overview of the PY21 Annual Monitoring Summary that took place in May, May 23, 2022, through June 9, 2022, covering the Youth program. Their quarterly Continuous Quality Improvement (CQI) monitoring has been noted as a best practice. Their focus included the eligibility for COVID enrollment or enrollment exceptions, youth program elements, outcomes, program completion, supportive services, case notes, and program entries. The monitors raised one question regarding missing documentation to prove the status to work in the United States. However, our subrecipient quickly responded to this questioned cost and provided the documentation necessary to determine that this questioned cost was allowable.

Liaison Report Presentation – Cynthia Garcia

Cynthia covered the Liaison report included in the meeting packet. Due to time constraints, Cynthia asked members to review the information and to reach out if there were any questions.

Round Table

Board Chair Todd Samuel encouraged members to view the meeting attachments as the reports included have valuable information.

Next Meeting

Executive Committee Meeting – Tuesday, November 29th, 2022, at 4:00 p.m. on ZOOM

Quarterly Board Meeting – Tuesday, January 31st, 2022, at 4:00 p.m. on ZOOM

Adjournment

With no further business to discuss, the meeting of the Executive Committee adjourned at 3:53 p.m.

Respectfully Submitted:

Todd Samuel, Board Chair

Date

Cyndelle Wood, Administrative Assistant

Date

Benton Franklin Workforce Development Council
Balance Sheet - Unposted Transactions Included In Report
10 - Corporate Entity
As of 9/30/2022

| | | Current Period Balance |
|----------------------------------|------|---------------------------|
| Asset | | |
| Cash (Checking Acct - CE) | 1110 | 782.93 |
| Corporate Entity MM Account | 1111 | 66,265.21 |
| CE 12 month CD | 1112 | <u>52,654.00</u> |
| Total Asset | | <u><u>119,702.14</u></u> |
| Liabilities | | |
| Pending transfer | 2001 | 20,019.23 |
| Accrued Vacation Payable | 2500 | 73,581.61 |
| Due to/from other funds | 2990 | <u>(32,000.00)</u> |
| Total Liabilities | | <u><u>61,600.84</u></u> |
| Net Assets | | 58,101.30 |
| Total Liabilities and Net Assets | | <u><u>119,702.14</u></u> |

Benton Franklin Workforce Development Council
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
Corporate Entity
From 7/1/2022 Through 9/30/2022
(In whole numbers)

| | Current Period Actual | Current Period Budget | Percentage of current period | Annual Budget | Percentage of Total Budget |
|--|--------------------------|--------------------------|------------------------------------|------------------|----------------------------------|
| Revenue | | | | | |
| Interest/Program Income | 78 | 0 | 0.00% | 0 | 0.00% |
| Donations/Contributions (unrestricted) | 0 | 0 | 0.00% | 0 | 0.00% |
| Total Revenue | <u>78</u> | <u>0</u> | <u>0.00%</u> | <u>0</u> | <u>0.00%</u> |
| Expenses | | | | | |
| Donation fees | 0 | 0 | 0.00% | 0 | 0.00% |
| Dues, Fees and Subscriptions | 0 | 0 | 0.00% | 0 | 0.00% |
| Non WIOA Expenses | 0 | 0 | 0.00% | 0 | 0.00% |
| Total Expenses | <u>0</u> | <u>0</u> | <u>0.00%</u> | <u>0</u> | <u>0.00%</u> |
| Net Surplus/ (Deficit) | <u><u>78</u></u> | <u><u>0</u></u> | <u><u>0.00%</u></u> | <u><u>0</u></u> | <u><u>0.00%</u></u> |

Benton Franklin Workforce Development Council
Balance Sheet - Unposted Transactions Included In Report
20 - WDC Main
As of 9/30/2022

| | | Current Period Balance |
|----------------------------------|------|---------------------------|
| <hr/> | | |
| Asset | | |
| Cash (Bank Acct - WDC) | 1120 | 21,371.84 |
| Accounts Receivable | 1200 | 20,019.23 |
| CDBG Receivable | 1201 | 39,899.52 |
| AR OHDC | 1202 | 11,942.29 |
| Receivable (Grants) | 1300 | 300,799.00 |
| Total Asset | | <u>394,031.88</u> |
| | | |
| Liabilities | | |
| Accounts Payable (AP System) | 2000 | 352,979.98 |
| Due to/from other funds | 2990 | 32,000.00 |
| Total Liabilities | | <u>384,979.98</u> |
| | | |
| Net Assets | | 9,051.90 |
| | | |
| Total Liabilities and Net Assets | | <u>394,031.88</u> |

Benton Franklin Workforce Development Council
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
20 - WDC Main
From 7/1/2022 - 9/30/2022
(In Whole Numbers)
Excel spreadsheet with Budget

| | Current Period Actual | Current Period Budget | Percentage of current period | Annual Budget | Percentage of Total Budget |
|--|--------------------------|--------------------------|---------------------------------|------------------|-------------------------------|
| Revenue | | | | | |
| Grant/Contract Revenue | 979,634 | 988,022 | 99.15% | 3,952,086 | 24.79% |
| Interest | 4 | 0 | 0.00% | 0 | 0.00% |
| OHDC Admin revenue | 5,789 | 0 | 0.00% | 0 | 0.00% |
| Misc/Other Revenue | 112,697 | 205,423 | 54.86% | 845,691 | 13.33% |
| Total Revenue | 1,098,124 | 1,193,444 | 92.01% | 4,797,777 | 22.89% |
| Expenses | | | | | |
| Sub-Recipient Reimbursements | 726,580 | 805,454 | 90.21% | 3,221,817 | 22.55% |
| Rent and Facilities | 15,931 | 16,855 | 94.52% | 61,122 | 26.06% |
| Salaries and Wages | 196,995 | 197,255 | 99.87% | 786,590 | 25.04% |
| Payroll Taxes and Benefits | 51,913 | 53,130 | 97.71% | 245,791 | 21.12% |
| Non-WIOA reimbursment | 0 | 0 | 0.00% | 0 | 0.00% |
| Professional Services and Contracts | 35,216 | 58,190 | 60.52% | 299,504 | 11.76% |
| TC Futures | 15,870 | 16,250 | 97.66% | 65,000 | 24.42% |
| Travel and Training | 8,546 | 10,000 | 85.46% | 46,320 | 18.45% |
| Supplies, Furniture and Equipment | 10,640 | 4,450 | 239.10% | 13,900 | 76.55% |
| Equipment and Software - Lease and Maintenance | 5,216 | 5,745 | 90.79% | 28,685 | 18.18% |
| Communications (Telephone, Postage and Internet) | 662 | 990 | 66.87% | 3,960 | 16.72% |
| Insurance | 7,679 | 7,679 | 100.00% | 7,679 | 100.00% |
| OHDC Admin fees | 5,789 | 0 | 0.00% | 0 | 0.00% |
| Dues, Fees and Subscriptions | 17,090 | 17,446 | 97.96% | 17,409 | 98.17% |
| Total Expenses | 1,098,124 | 1,193,444 | 92.01% | 4,797,777 | 22.89% |
| Net Surplus/ (Deficit) | 0.00 | 0.00 | 0.00% | 0.00 | 0.00% |

0

Benton Franklin Workforce Development Council
Balance Sheet - Unposted Transactions Included In Report
30 - WSCB Partnership
As of 9/30/2022

| | | Current Period Balance |
|----------------------------------|------|---------------------------|
| Asset | | |
| Cash (Bank Acct - WSCB) | 1130 | 46,389.56 |
| Accounts Receivable | 1200 | <u>3,025.80</u> |
| Total Asset | | <u><u>49,415.36</u></u> |
| Liabilities | | |
| Accounts Payable (AP System) | 2000 | 7,459.22 |
| IFA Adjustment | 2650 | <u>(33.46)</u> |
| Total Liabilities | | <u>7,425.76</u> |
| Net Assets | | 41,989.60 |
| Total Liabilities and Net Assets | | <u><u>49,415.36</u></u> |

Benton Franklin Workforce Development Council
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
30 - WSCB Partnership From 7/1/2022-9/30/2022

(In Whole Numbers)

| | Current Period Actual | Current Period Budget | Percentage of current period | Annual Budget | Percentage of Total Budget |
|---|--------------------------|--------------------------|---------------------------------|------------------|-------------------------------|
| Revenue | | | | | |
| Partner Revenue | 57,302 | 57,271 | 100.05% | 229,085 | 25.01% |
| IFA Adjustments | 0 | 0 | 0.00% | 0 | 0.00% |
| Sub-Lease Revenue | 39,247 | 39,247 | 100.00% | 156,987 | 25.00% |
| Employee Recognition Non-Operating Income | 269 | 0 | 0.00% | 0 | 0.00% |
| Total Revenue | 96,818 | 96,518 | 100.31% | 386,072 | 25.01% |
| Expenses | | | | | |
| Rent and Facilities | 83,407 | 87,926 | 94.86% | 352,177 | 23.68% |
| Supplies, Furniture and Equipment | 1,137 | 4,125 | 27.56% | 16,200 | 7.02% |
| Employee Recognition | 423 | 0 | 0.00% | 0 | 0.00% |
| Equipment and Software - Rental and Maintenance | 4,887 | 1,200 | 0.00% | 1,200 | 407.25% |
| Managed Print | 0 | 1,680 | 0.00% | 6,720 | 0.00% |
| Business/Community | 0 | 1,275 | 0.00% | 5,000 | 0.00% |
| Dues, Fees and Subscriptions | 847 | 1,175 | 72.09% | 4,775 | 17.74% |
| Total Expenses | 90,701 | 97,381 | 93.14% | 386,072 | 23.38% |
| Net Surplus/ (Deficit) | 6,117 | (863) | 0.00% | 0 | 0.00% |

WORKSOURCE INTEGRATED TECHNOLOGY (WIT) INFORMATION & TECHNOLOGY STEERING COMMITTEE

November 7, 2022



A proud partner of the American  Center network

WorkSource is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay Service: 711

Agenda:

- Welcome / Agenda Review
 - WIT- ETO Replacement Project Update
 - IT Procurement Recommendation
 - 2023 Activities & Scope tuning
 - Decision Package update
 - Quality Assurance
 - Next Steps
-
- I&T Steering Committee Items


Meeting objectives:

- Shared understanding on the WIT Replacement (Phase 1- ETO) project deliverables
- Full engagement from participants on decisions and advice requested



A proud partner of the AmericanJobCenter network

WIT Replacement Project Status

As of 10/31/2022 : 

| | |
|--|----------|
|  | Budget |
|  | Risk |
|  | Schedule |
|  | Scope |
|  | OCM |

Accomplishments:

- MILESTONES: Completed bidder workshops (Step 5); which positions the Project for a recommendation on Step 6- Name the Apparent Successful Bidder. (Steering Decision 11/7)
- Began the local development of the Change Management plans.
- Resolved the 2 project Issues (related to the project's recruitment processes). Recruitment began for the IT Architect, 2 Business Analysts and the Associate Product Manager.
- Hosted the October 28 WIT Replacement Townhall ~290 attendees.
- Began Resource planning for Program and WorkSource subject-matter-experts to engage in the 2023 system build / sprint activities.
- Initiated monthly discussion around "mission moment" into the Implementation Team meetings- first guest from Mason County.
- Data migration activities: working on a high-level data model and the draft requirements for data migration.



A proud partner of the AmericanJobCenter network

Project's Issues Logged in September 2022

2 Issues Resolved | Positions Posted in October (2 IT Business Analyst Senior Specialists, Associate Product Manager, and IT Architect - Senior / Specialist)

Project Risks

Update- Advisory Committee continues to be updated monthly on the Project Risks. This next month- *depending on Steering Committee Action today*- we will log more risks related to the selection of the Apparent Successful Bidder and the technology platform

| | | | | | |
|----------------|---------------|----------|---------------|-----------|----------------|
| 5 Very High | 5 | 10 | 15 | 20 | 25 |
| 4 High | 4 | 8 | 12 | 16 | 20 |
| 3 Moderate | 3 | 6 | 9 | 12 | 15 |
| 2 Low | 2 | 4 | 6 | 8 | 10 |
| 1 Very Low | 1 | 2 | 3 | 4 | 5 |
| | 1 Very low | 2 Low | 3 Moderate | 4 High | 5 Very High |

Likelihood/Probability →

Impact →

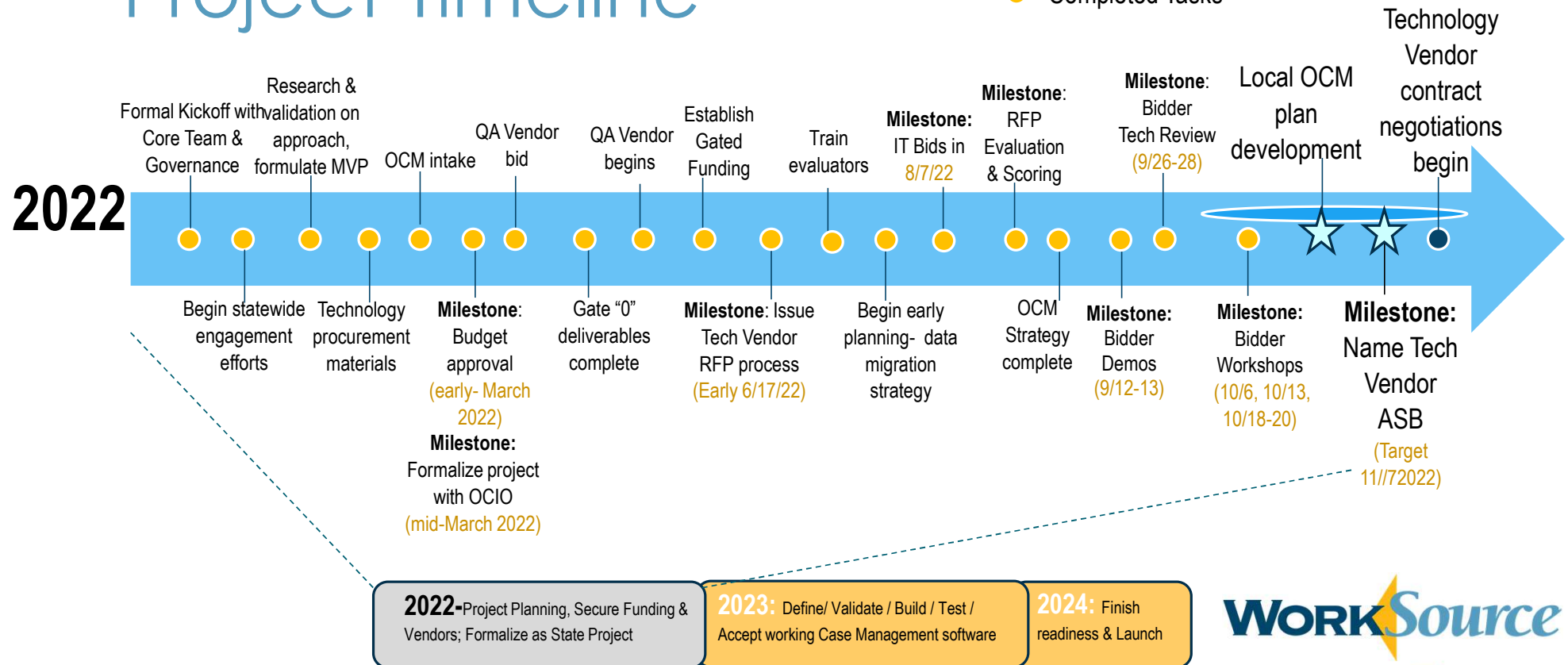


A proud partner of the AmericanJobCenter network

Project Timeline

★ Tasks started / in Progress

● Completed Tasks



WORKSource

A proud partner of the AmericanJobCenter network

Project Budget – September 2022

| | Monthly Budget Summary | | | |
|-------------------------------|------------------------|-----------------------------|-------------------------|--------------------|
| Section | September 2022 Budget | September 2022 Expenditures | September 2022 Variance | Monthly Variance % |
| 134-112 CPP Wit Gate 2--State | \$68,233 | \$0 | \$68,233 | 100.00% |
| Grand Total | \$68,233 | \$0 | \$68,233 | 100.00% |

| Annual Projection | | | |
|-------------------|---------------------------------------|--------------------------------------|----------------------------------|
| FY23 Budget | FYTD Expenditure as of September 2022 | Projected Expenditures June 30, 2023 | Projected Variance June 30, 2023 |
| \$481,638 | \$0 | \$274,069 | \$207,569 |
| \$481,638 | \$0 | \$274,069 | \$207,569 |

NOTES:

- Recruitment underway for IT positions
- September budget represents 85% of the monthly budget due to the 15% holdback
- FY23 Budget is the full amount of the Gate 2 funding
- Projected Expenditures represents tech budget amounts from Oct – Dec. and \$33,250 mischarged expenditures for Q&A that will be moved to WIT prior to the October close.

(as of 10/21/2022)



A proud partner of the AmericanJobCenter network

IT PROCUREMENT RECOMMENDATION

Linda Kleingartner & Greg Grahn

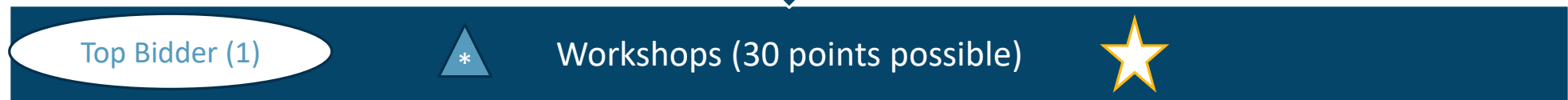
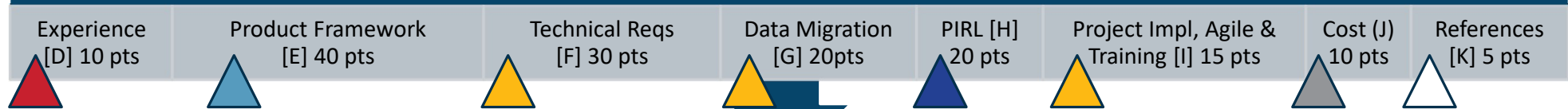


A proud partner of the AmericanJobCenter network

Securing the IT Vendor for the Project!

RFP- written response (150 points possible)

Appendix A, B, C
(not scored)



Legend



Open Forum to any
Staff interested in
observing

WORKSource

A proud partner of the AmericanJobCenter network

Securing the IT Vendor for the Project!

- ✓ 19 Evaluators – representing both LWDBs and ESD
- ✓ 11 Workshop focus areas
 - *100 field and program staff planned the workshop discussion!*
- ✓ Observer feedback from both Demos & Workshops
- ✓ 2,468 data points in the score sheet

| Activity | Dates | Hours |
|--------------------|--------------|-------|
| Individual Scoring | 8/11 – 8/19 | !! |
| Demos | 9/12 – 9/14 | 11 |
| Technical Review | 9/27 – 9/28 | 6 |
| Workshops | 10/6 – 10/27 | 43 |
| Evaluator Debriefs | 8/22 – 11/3 | 18 |

(PROJECT) DECISION: Step 6: Name the Apparent Successful Bidder (ASB)

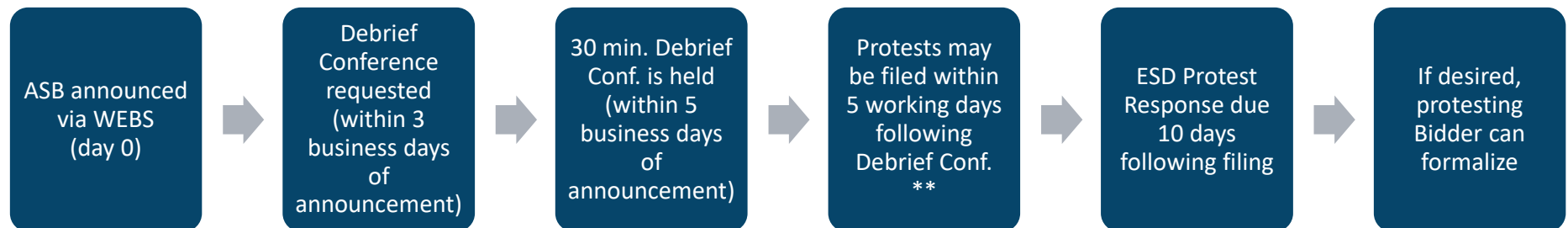
Recommendation: having reviewed all of the steps in the WIT Replacement Project's evaluation process, the Steering Committee approves the recommended Apparent Successful Bidder and authorizes the contract negotiations with the ASB.



A proud partner of the AmericanJobCenter network

Procurement Next Steps

1. Announce Apparent Successful Bidder
2. Host requested Debrief Conference(s)
3. Protest Period begins
4. Negotiate Contract with ASB within 45 days (concurrent with 1-3 above)
 - Contracts may not be executed during any open protest period



**This time period may be extended if Bidder submits a Request for Records; the five day-period re-starts after Bidder receives the records from ESD.



A proud partner of the AmericanJobCenter network

2023- 1ST QTR ACTIVITIES & SCOPE TUNING

Linda Kleingartner & Michael Luchini



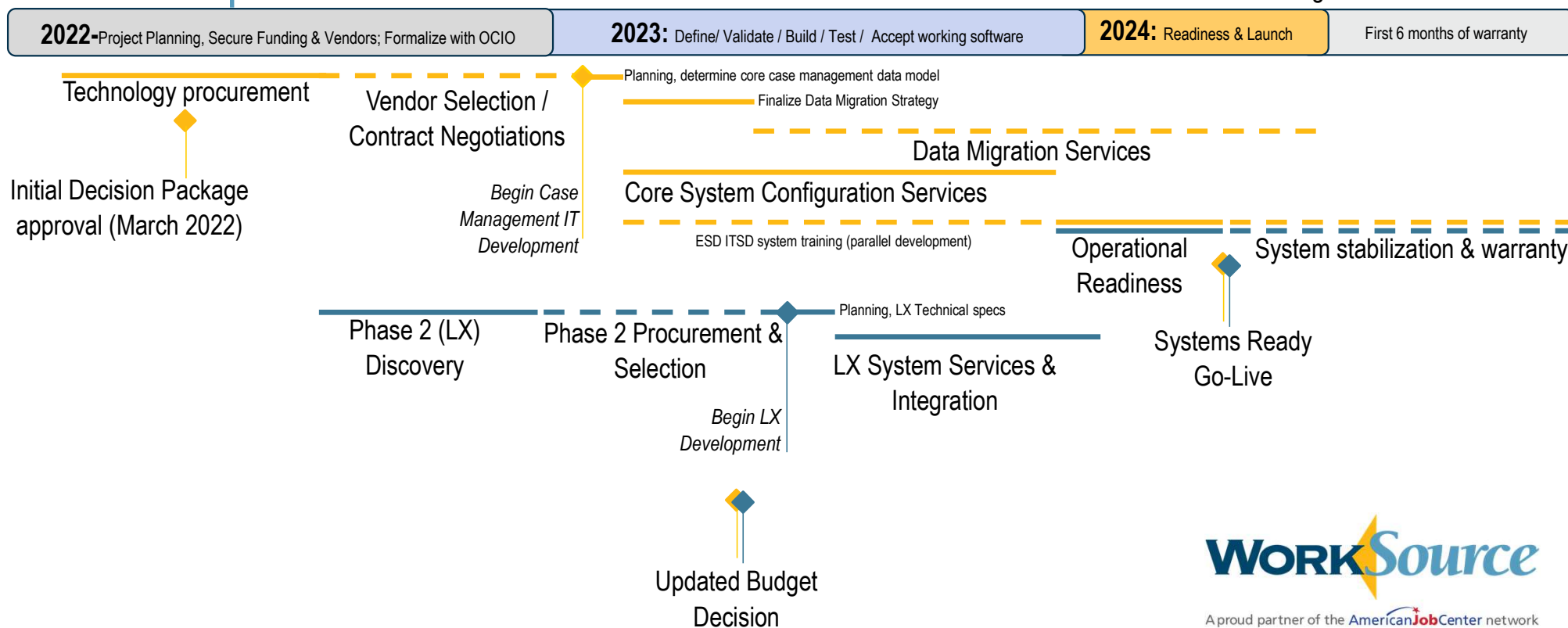
A proud partner of the AmericanJobCenter network

Project Scope Amendment Request

Development Milestones

◆ Phase 1- Case Management System

◆ Phase 2- Labor Exchange



A proud partner of the AmericanJobCenter network

Project Scope Amendment Request

Project Charter (Approved February 2022) identifies the Labor Exchange (Phase 2) and the changes/updates to WorkSourceWA, the public-facing website are out of scope (page 6).

(PROJECT) DECISION: Recommendation is to move these two items into approved scope and update the Project Charter accordingly.

Impact: integrating the labor exchange work as part of the Phase 1 build actually will streamline the project activities, lessen project risk and optimize the resources working on the project. Delaying these pieces of the scope will cause rework.

Phase 1 and Phase 2 have always been part of the original, approved decision package.



A proud partner of the AmericanJobCenter network

SME Engagement

- Approach**
- Reduce & de-couple dependencies
 - Tackle high-risk domains early
 - Sequence to maximize learnings & leverage Features

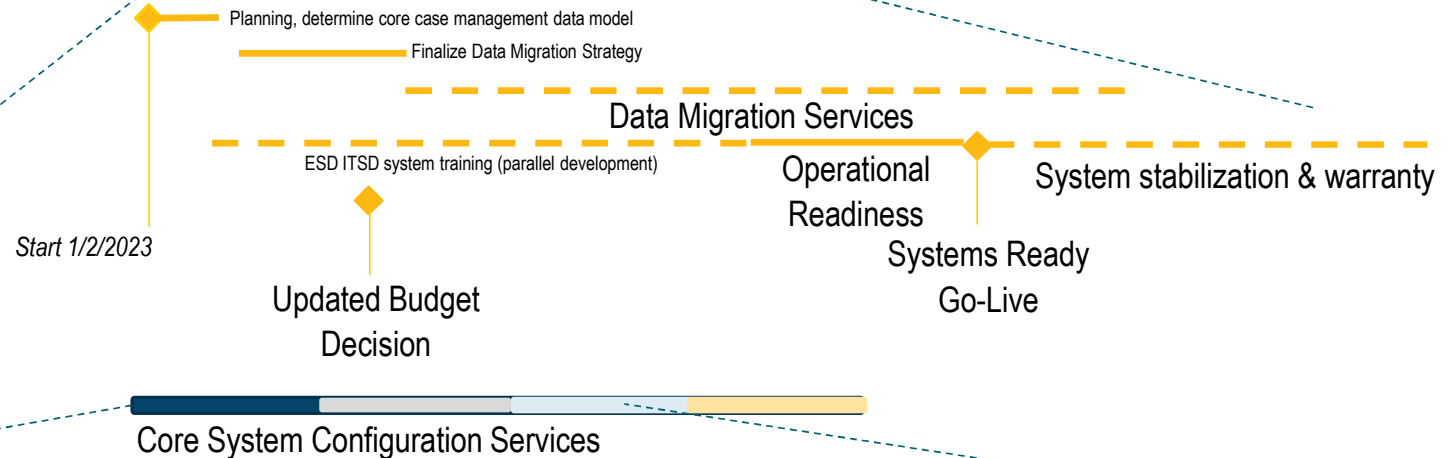
2022-Project Planning, Secure Funding & Vendors; Formalize with OCIO

2023: Define/ Validate / Build / Test / Accept working software

2024: Readiness & Launch

First 6 months of warranty

1. Plan now
2. "Call & Response"
3. By Program Area, By Quarter



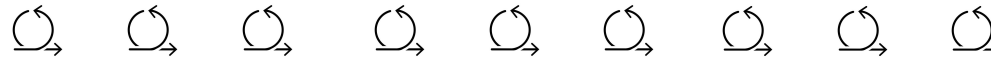
2023 Q1: Get Ready & GO!

2023 Q2 Keep Going....

SPRINT 0:
On-boarding
Forming/storming
Set-ups...

DISCOVERY begins

Wagner-Peyser 1st



On deck: WIOA (Adult -> Dislocated Worker -> Youth)
Worker Retraining

WORKSource

A proud partner of the AmericanJobCenter network

DECISION PACKAGE UPDATE

Danielle Cruver



A proud partner of the AmericanJobCenter network

QUALITY ASSURANCE



Kathy Pickens-Rucker & Gasper Gulotta



A proud partner of the AmericanJobCenter network

Monthly Assessment Report Summary



* Lower numbers mean a lower risk rating

| Legend | Low Risk | Medium Risk | High Risk |
|-------------|-------------------------|---------------------------------|--|
| Color: | Green | Yellow | Red |
| Rating: | 1 – 3 | 4 – 6 | 7 - 10 |
| Definition: | Industry best practices | Action warranted to reduce risk | Immediate action warranted to avoid adverse impact |

WORKSource

A proud partner of the AmericanJobCenter network

Detailed Assessment Summary

| Management Category | Impact Trending | August 2022 Assessment | September 2022 Assessment | October 2022 Assessment |
|------------------------|-----------------|------------------------|---------------------------|-------------------------|
| Overall Program Rating | ↓ | 4.3 | 4.2 | 3.9 |
| 1.0 Integration | ↓ | 4 | 4 | 3 |
| 2.0 Scope | = | 5 | 5 | 5 |
| 3.0 Schedule | ↓ | 5 | 4 | 3 |
| 4.0 Cost | = | 4 | 4 | 4 |
| 5.0 Quality | ↓ | 5 | 5 | 4 |
| 6.0 Human Resources | = | 4 | 4 | 4 |
| 7.0 Communications | = | 5 | 5 | 5 |
| 8.0 Risk | = | 3 | 3 | 3 |
| 9.0 Procurement | ↓ | 5 | 5 | 4 |
| 10.0 Stakeholder | ↑ | 3 | 3 | 4 |

Closed Recommendations: Three (3) recommendations were closed during the reporting period.

New Recommendations: Four (4) new recommendation was opened this reporting period.

Recommendation Status: Of the 16 QA recommendations made to date, eight (8) remain open.



A proud partner of the AmericanJobCenter network

Reporting Period Accomplishments

- ✓ Initiated bidder workshops
- ✓ Completed the OCM Strategy – 12 LWDB OCM plans in progress
- ✓ Implemented WIT Partner Collaboration Site
- ✓ Hired Contract Manager
- ✓ Revised Project Management Plan to include a Vendor Management Plan
- ✓ Submitted the updated Decision Package



A proud partner of the AmericanJobCenter network

High Priority Recommendations

| High Priority Recommendation | Opened |
|---|----------|
| <p>2.2 WIT project technical leaders, Contracts staff, and Business Analysts should ensure the Vendor bid is properly scoped for all essential project tasks before the final contract negotiations (i.e., data migration scope).</p> <p>NEW: <i>During the workshop phase of the procurement, the procurement team has the opportunity to check that all essential elements of the WIT project are sufficiently addressed or scoped in the Vendor proposal. These elements must be identified and negotiated before the contract is signed to minimize the risk of change orders needed later in the project's implementation.</i></p> | 10/31/22 |



A proud partner of the AmericanJobCenter network

OCIO insights

Next Meeting:
Tuesday
December 6,
2022

Project Next Steps:

- Complete final step on RFP bid process and begin contract negotiations (dependent upon Steering Decision)
 - Send 1st Communications packet out for cascading information around the procurement and next steps
- Continued work on the IT and Associate Product Manager recruitments and onboard the project's communications resource
- Continue resource planning for Program and WorkSource subject-matter-experts to engage in the 2023 system build / sprint activities- specifically the 1st QTR's engagement.
- Identify, plan and begin mitigation process on the risks related to the selection of the Apparent Successful Bidder and the technology platform.
- Continue to field questions related to the project's Decision Package.



A proud partner of the AmericanJobCenter network

Transition to I&T
Steering Agenda
topic(s):

10/19 Advisory Committee

Portfolio of Projects

Transition Time!

(WIT Project-specific people are excused)

Highlights from the 10/19 Advisory Committee



A proud partner of the AmericanJobCenter network

CURRENT PORTFOLIO OF PROJECTS

Michael Luchini

Roadmap Link:

<https://roadmap.prodpad.com/0801d5c4-f645-11ec-a513-0288f735e5b9>



A proud partner of the AmericanJobCenter network

THANKS!

Program Management

Nona Mallicoat, Employment Connections Deputy Director
nona.mallicoat@esd.wa.gov

Project Management

Linda Kleingartner WIT Replacement Project Manager
linda.kleingartner@esd.wa.gov



A proud partner of the American  Job Center network

WorkSource is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay Service: 711



Agency Recommendation Summary

The Employment Security Department (ESD) requests resources to expand workforce services to increase economic stability for working families and support business recruitment and retention by: 1. Continued investment in a proven poverty reduction strategy, Economic Security for All (EcSA), to support an additional 1850 families in Washington State. 2. Expand the EcSA model to include a new component of poverty prevention through proactive approaches of the local workforce system to identify individuals at risk of falling into poverty. 3. Fund business navigators in each Workforce Development Area (WDA) to increase local talent acquisition, upskilling and retention needs, and to develop a pathway to employment for job seekers.

Fiscal Summary

| Fiscal Summary <i>Dollars in Thousands</i> | Fiscal Years | | Biennial | Fiscal Years | | Biennial |
|---|--------------|----------|----------|--------------|----------|----------|
| | 2024 | 2025 | 2023-25 | 2026 | 2027 | 2025-27 |
| Staffing | | | | | | |
| FTEs | 5.7 | 5.7 | 5.7 | 5.7 | 5.7 | 5.7 |
| Operating Expenditures | | | | | | |
| Fund 001 - 1 | \$19,801 | \$19,801 | \$39,602 | \$19,801 | \$19,801 | \$39,602 |
| Total Expenditures | \$19,801 | \$19,801 | \$39,602 | \$19,801 | \$19,801 | \$39,602 |

Decision Package Description

As the state workforce system responds to the needs of a recovering economy from the COVID-19 pandemic, the state faces myriad challenges for job seekers in poverty who have not recovered employment at the same pace as higher wage, college-educated counterparts, and employers still struggling to find the talent needed to fulfill current and future operations. Individuals who are facing multiple barriers to gaining and retaining economic stability require a greater degree of coordination and post-job placement support than individual programs alone can offer. In the current labor market shortage, employers too, depend more heavily on government services to braid available resources to meet the complex demand of recruiting and retaining necessary talent.

This package is comprised of three components:

1. Continue expansion of a proven tool to pull Washingtonians out of poverty and to reach self-sufficiency, Economic Security for All (EcSA)

EcSA responds to needs identified by the Governor's Poverty Reduction Workgroup (PRWG) Steering Committee. This committee consists of twenty people from diverse backgrounds experiencing poverty. Its purpose is to move people out of poverty to full self-sufficiency by bundling services conveniently for customers, in a manner that is scalable. This allows EcSA to expand as it demonstrates success so the services can move more people out of poverty each year.

This innovative program was first piloted in 2019 and expanded in 2021 by Gov. Inslee, using the federal Workforce Innovation and Opportunity Act (WIOA) governor's reserve funds. In 2022 the state legislature funded it ongoing. As the designated state workforce agency for WIOA, ESD is charged with helping more Washingtonians enter secure careers, with an emphasis on low-income and historically marginalized populations. ESD is responsible to the United States Department of Labor (USDOL) to prioritize workforce development services to people on public assistance, people with basic skills deficiencies, and low-income individuals. Both the Governor and USDOL require a strong emphasis on coordination across multiple programs including Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) and WIOA.

To date, EcSA has served over 1,200 households and plans to serve 2,770 by March 31, 2024. Through the program bundling approach EcSA takes, each program increases their individual and collective impact by establishing a customized self-sufficiency goal for each participant. It also includes a career plan and a navigator or career coach, resulting in a combined effort across multiple programs to help the individual succeed.

Specifically, EcSA accomplishes this by funding local partnerships, coordinated by Local Workforce Development Boards (LWDBs), that are required to:

- Develop a local leadership coalition or use an existing local partnership.** This must include people experiencing poverty and people of color, and representatives from housing insecurity programs, workforce development programs, local Department of Social and Health Services (DSHS) Community Service Office (CSO) and other local partners based on identified local need.
- Build a local coordination team.** This team: develops individualized career plans; sets a customized target for each household using the [University of Washington \(UW\) self-sufficiency calculator](#); bundles multiple services to help each household stabilize and work toward their earnings goal; streamlines access so people receive all the benefits they are eligible for; and provides robust wrap-around support for education and training to help participants persist to completion.
- Prioritize serving historically marginalized and disadvantaged populations.** This includes underrepresented racial groups, housing insecure, SNAP recipients and others.
- Meet or exceed quarterly targets.** This includes the numbers enrolled into EcSA, those entering education/training that led to their self-sufficiency goal and the number of households moved out of poverty and above their UW self-sufficiency goal.

With these additional funds requested for this component of the proposal, EcSA can help an additional 1,850 Washingtonians achieve economic self-sufficiency.

Navigating out of poverty involves blending multiple state and federal resources to receive necessary services. This request would serve an additional 1,850 families per biennium across all of Washington state, at an average service cost of \$7,135 per family.

| Fiscal Year | Total Households | Cost per family | Total |
|-------------|------------------|-----------------|------------------|
| 2019 | 0 | \$0 | \$ 0 |
| 2020 | 187 | \$ 8,197.40 | \$ 1,532,913.84 |
| 2021 | 363 | \$ 6,757.66 | \$ 2,453,030.16 |
| 2022 | 783 | \$ 4,506.71 | \$ 3,528,756.93 |
| 2023 | 1601 | \$ 6,095.51 | \$ 9,758,231.74 |
| 2024 | 2161 | \$ 7,317.80 | \$ 15,812,129.47 |
| 2025 | 1983 | \$ 7,130.08 | \$ 14,141,333.33 |

2. Expand the EcSA model to include a new component of poverty prevention

Washington state is a leader in many ways, including investments in innovative workforce development programming and funding. This proposed program expansion would couple the proven model of EcSA's poverty reduction strategies with a new component of poverty prevention through proactive approaches of the local workforce system to identify and support individuals at risk of falling into poverty utilizing a demand-drive workforce strategy.

The purpose of the demand-driven workforce development strategy is to contribute to the State's economic vitality through the provision of workforce training and services that meet the needs of targeted business sectors and employers. While the scope and type of services are limited by the funding that supports them, the overriding imperative remains to foster talent development and connections between employers and employees that meet demand. In the demand model, the employer creates the "pull" based on the demand (needs) they have.

Individuals and families below the 200% Federal Poverty Level (FPL) are the focus of the EcSA model, aligned by eligibility criteria to a range of additional social service programs targeted to individuals in poverty. Yet, the workforce system engages every day with job seekers on the margins, one socio-economic disruption – such as access to childcare, health issues, housing instability, lack of household savings – away from crisis. With this investment, Employment Security Department's EcSA Advisory Committee will modify program policies to integrate the newly added eligible population funded in this package comprised of participants with income levels above 200% of FPL but who are:

- Still below their self-sufficiency wage as determined by the UW self-sufficiency calculator; or
- Are at risk of falling into poverty as documented locally

This proposal supports long-term economic resiliency – and reduces and prevents poverty – within communities across Washington by navigating underserved and at-risk populations to training, resources, and supports that put them on a more informed, stable, and durable pathway to successful careers.

Expanding EcSA services allows participants in both income brackets the ability to receive post-placement employment support to aid in job retention and economic stability.

3. Fund business navigators in each Workforce Development Area (WDA)

Washington employers are struggling to fill new and vacated jobs, including self-sufficiency level jobs in critical sectors like health care, education, manufacturing, and construction. This was evident prior to the COVID-19 pandemic and has not abated during the post-pandemic recovery. The most significant impacts have been on small, mid-size, and rural employers.

Given the rapid pace of change and need for workers to quickly adapt to the requirements of new and restructured jobs in our economy, employers need navigation support to effectively and efficiently identify and leverage programs and services available to help them recruit, retain, and transition talent. Local Workforce Development Boards (LWDBs) are actively analyzing labor market intelligence to assess the ever-changing economic landscape. They are identifying the business sectors/clusters that have the most significant impact on the local economy and are targeting primarily (not exclusively) to those businesses. Further, they are working together with companies to identify the workforce needs, skills gaps, and other services needed by local businesses.

LWDBs and the WorkSource system play a critical role in supporting local employers with timely and accurate labor market information, development of workforce strategy, as well as connections to resources such as training options in the form of training for both new and incumbent workers, whether on-site, at our public two- and four-year colleges and universities, at our private career schools, or registered apprenticeship programs.

While LWDBs are partnering with employers to support industry recovery and growth, talent availability continues to be the growing challenge across the state for employers. To bridge this gap in funding and to meet employer demand, LWDBs will prepare the job seeker for success in the workplace and help employers recruit and retain a skilled workforce. This will be achieved by hiring local business navigators that serve as a conduit between employers and the many programs available to serve them. Just as many individuals require navigation support to fully leverage services across programs and agencies, businesses face similar challenges. Navigators help support employers to utilize various tools such as Career Connect Washington, Job Skills & Customized Training, Impact Washington, Commerce sector leads, and others to refine their approach to hiring entry-level workers, develop upskill/backfill strategies and work experience, on-the-job training, and unsubsidized placement opportunities, and successfully recruit and retain talented individuals who may need support with prior barriers to employment.

As employment opportunities and industries evolve, the workforce system will need local input from employers, enabling the system to pivot and be responsive to employer needs. The Career Pathways model, which underpins the workforce system, positions employers as "partners and co-investors." This collaboration allows Local Boards to align services and programs in the workforce system to meet the skill requirements of

area employers, now and in the future.

This investment would boost meaningful employer engagement, outreach, and service delivery in our state's 12 workforce development areas.

Problem, opportunity, and priority being addressed

The current EcSA program was designed to respond directly to the experiences of individuals with lived experience in poverty. An outcome of the Governor's Poverty Reduction Work Group, it has been implemented now in every local workforce area of the state. PRWG Steering Committee members, comprised of individuals with lived experience in poverty, consistently report feedback about the difficulty and challenges they experience accessing programs and services to help bring them out of poverty. They also report that many of those programs are not focused on helping individuals move into careers that create permanent self-sufficiency.

EcSA is unique because it works with individuals with lived experience in poverty, along with social service agencies, to organize the existing disconnected services and programs and make them easier to access, more customer friendly, more effective, and coordinated around self-sufficiency goals that will move more families out of poverty.

This program targets those individuals who have had difficulty in achieving self-sufficiency with a strong focus on equity.

Current EcSA enrollees have the following characteristics:

- 24% housing insecure or homeless
- 49% BIPOC (for context: 78.5% of Washingtonians identify as White-only)
- 100% below the SNAP income level (200% FPL).

Among those with barriers to employment, there will continue to be an emphasis on Black, Indigenous and people of color (BIPOC) and rural communities. One in four Washingtonians are living in poverty (more than 1.8 million individuals, or 25% of families are in poverty, earning less than \$34,480 annually for a family of 2). A [2019 study by the Kaiser Family Foundation](#) identified that the rates of poverty pre-pandemic for most people of color were nearly double the rates for white and Asian American families. The pandemic has only worsened this picture, as it has proven to disproportionately affect people of color. This is both in terms of health impacts, including higher rates of pandemic-related deaths, as well as deep and sometimes devastating economic impacts. EcSA can tangibly help people experiencing these economic impacts and bring them out of poverty.

When initially developing the EcSA program, the PRWG Steering Committee identified that, while existing programs made a significant difference in serving a specific issue in a participant's life, multiple barriers exist in terms of allowable activities, level of services and limits on the time frame in which services are available. No other alternative provided a path to self-sufficiency that helped clients to navigate the multiple systems and requirements.

Funding this proposal will allow the LWDBs to continue to serve participants with the most efficient means available after three years of continual program improvement. Despite launching just before COVID closed down WorkSource offices across the state, and caused many state programs to shrink, EcSA grew slowly but steadily throughout the pandemic, and achieved its intended focus on equity.

Workforce System Response: request to expand the EcSA approach

In the summer of 2022, the state's Workforce Training & Education Coordinating Board, comprised of private sector employer and worker representatives and multi-agency partners in the public workforce system, discussed the need to further enhance and systematize EcSA's work to support workers and employers in responding to a post-pandemic economy. ESD is a voting member of the Board.

The Board expressed its support for the EcSA model and suggested ESD integrate an additional focus of poverty prevention. The Board recommended that these needs be addressed by expanding the EcSA design, rather than create a separate, stand-alone program. Those recommendations increase the range of participants able to be served in the EcSA model, increase post-employment supports for all participants, and increase business navigation support within our one-stop career centers.

Job Seeker Need:

Finding and sustaining employment, especially as it relates to self-sufficiency, can be particularly challenging for many Washingtonians. Understanding their local labor markets, what skills are in-demand, how to fund skill development, which employers are hiring, and what resources are available for support while preparing for and securing employment can be a daunting task.

Supporting jobs seekers has evolved from preparing them for work to understanding their families' requirements for self-sufficiency. The term "living wage" refers to a theoretical income level that allows individuals or families to afford adequate shelter, food, and other necessities. The goal of a living wage is to prevent them from falling into poverty. Depending on where they live in Washington, that range can be significantly broad. Local support in understanding the wages needed for self-sufficiency is critical in identifying a career pathway that allows the job seeker to be successful.

The EcSA expansion would allow Local Boards to meet immediate needs to ensure families who are a paycheck away from losing their housing, having their power turned off or losing childcare, don't fall into the cycle of poverty. Responsive funding would fill a critical gap to **prevent** families from falling into poverty in times of immediate needs.

This proposal would fill the gap by creating a holistic and well-rounded approach to meet the goals of the Economic Security for All (EcSA) initiative, which is focused on locally developed approaches for streamlining access to existing services and benefits, helping more low-income families receiving food benefits move out of poverty. The expansion would help these individuals remain out of poverty and retain their employment into the future.

Employer Need:

Washington's economy is experiencing an unprecedented level of change. Across the state, small and mid-size businesses are facing daunting challenges in recruiting, training, and retaining quality employees for current and future job openings.

The No. 1 issue employers – both new and existing – face is access to a skilled, trained, and ready-to-work talent pool. As jobs change with

advancing technology and due to the pandemic, LWDBs must provide more time and resources to research, data and training options that help employers recruit and retain a skilled workforce.

Given the rapid pace of change and need for workers to quickly adapt to meet the needs of jobs in the new economy, businesses need simple paths to the workforce system and a better understanding of the available benefits to access talent pipelines and remain competitive. As employment opportunities and industries evolve, the workforce system relies on strong partnership with local employers, enabling the system to pivot and be responsive to employer and job seeker needs.

Assumptions and Calculations

Expansion, Reduction, Elimination or Alteration of a current program or service:

2019-21: \$0

2021-23: \$6,208,000

The request to build on existing funding for an additional \$6.6 million GF-S per year (effective July 1, 2023) for a total annual appropriation of \$12.8 million to serve additional EcSA participants is an expansion of an existing, proven service delivery model. This funding will increase capacity to serve more families with extensive program services that lead to economic self-sufficiency. For example, as of August 10, 2022, 1,211 EcSA participants had developed career plans to reach their customized self-sufficiency goal, and 8,302 intensive case management and supportive services have been provided to these participants. The program is also exceeding its long-term outcome goals as follows (actuals as of Aug 12, 2022):

- Training for self-sufficiency careers:
 - Goal by June 30, 2022 – 231
 - Actual – 302
- Entering employment above self-sufficiency:
 - Goal by June 30, 2022 – 198
 - Actual – 238

Additional components included in this decision package, proposed to serve individuals above the income thresholds of the existing EcSA program, increase services for post-placement retention, and business services support. These components are alterations which expand the scope of the program as it is currently operating.

Detailed Assumptions and Calculations:

1. Continue expansion of a proven tool to pull Washingtonians out of poverty and to reach self-sufficiency, Economic Security for All (EcSA)

The following assumptions and calculations are based on negotiations with state agency and community stakeholders while considering the contractual targets from current federal and state funded EcSA contracts.

| | |
|--|--------------|
| Estimated cost per enrollee | \$7,135 |
| Expected numbers who will be served per biennium | 1,850 |
| Administrative costs per biennium | \$490,312 |
| Total additional funds requested per biennium | \$13,200,000 |

2. Expand the EcSA model to include a new component of poverty prevention

| | |
|--|--------------|
| Estimated cost per enrollee | \$7,135 |
| Expected numbers who will be served per biennium | 2,836 |
| Administrative costs per biennium | \$607,140 |
| Total additional funds requested per biennium | \$20,842,000 |

3. Fund business navigators in each Workforce Development Area (WDA)

The cost of working with an employer for a business navigator range based on the time they spend on a wide range of activities to assist the employer to be productive and profitable. For example, when working with an employer on an employee recruitment the business navigator would spend approximately two hours. In comparison working with multiple employers putting on a large job fair, the business navigator would be working 7-10 days recruiting, setting up this hiring event, and time during the actual event. The following investment increases the impact of each local area to engage directly with businesses in communities.

| | |
|---|-------------|
| Estimated local business navigator positions | 19 |
| Estimated cost per position, including benefits | \$130,000 |
| Administrative costs per biennium | \$620,000 |
| Total additional funds requested per biennium | \$5,560,000 |

1. Increase state investment in Economic Security for All (EcSA)

| Operating Expenditures | FY 2024 | FY 2025 | FY 2026 | FY 2027 |
|--|--------------------|--------------------|--------------------|--------------------|
| General Fund State | \$6,600,000 | \$6,600,000 | \$6,600,000 | \$6,600,000 |
| Total Expenditures | \$6,600,000 | \$6,600,000 | \$6,600,000 | \$6,600,000 |
| Biennial Totals | \$13,200,000 | | \$13,200,000 | |
| FTEs | 1.6 | 1.6 | 1.6 | 1.6 |
| Annual Average | 1.6 | | 1.6 | |
| Object of Expenditure | | | | |
| Obj. A – Salary | \$131,545 | \$131,545 | \$131,545 | \$131,545 |
| Obj. B – Benefits | \$52,618 | \$52,618 | \$52,618 | \$52,618 |
| Obj. E – Goods & Services | \$24,240 | \$24,240 | \$24,240 | \$24,240 |
| Obj. N – Grants, Benefits, Client Services | \$6,354,844 | \$6,354,844 | \$6,354,844 | \$6,354,844 |
| Obj. T – Intra-agency Reimbursements | \$36,753 | \$36,753 | \$36,753 | \$36,753 |

2. Expand the EcSA model to include a new component of poverty prevention

| Operating Expenditures | FY 2024 | FY 2025 | FY 2026 | FY 2027 |
|--|--------------|--------------|--------------|--------------|
| General Fund State | \$10,421,000 | \$10,421,000 | \$10,421,000 | \$10,421,000 |
| Total Expenditures | \$10,421,000 | \$10,421,000 | \$10,421,000 | \$10,421,000 |
| Biennial Totals | \$20,842,000 | | \$20,842,000 | |
| FTEs | 2.0 | 2.0 | 2.0 | 2.0 |
| Annual Average | 2.0 | | 2.0 | |
| Object of Expenditure | | | | |
| Obj. A – Salary | \$159,427 | \$159,427 | \$159,427 | \$159,427 |
| Obj. B – Benefits | \$63,771 | \$63,771 | \$63,771 | \$63,771 |
| Obj. E – Goods & Services | \$37,599 | \$37,599 | \$37,599 | \$37,599 |
| Obj. N – Grants, Benefits, Client Services | \$10,117,430 | \$10,117,430 | \$10,117,430 | \$10,117,430 |
| Obj. T – Intra-agency Reimbursements | \$42,773 | \$42,773 | \$42,773 | \$42,773 |

3. Fund business navigators in each Workforce Development Area (WDA)

| Operating Expenditures | FY 2024 | FY 2025 | FY 2026 | FY 2027 |
|--|-------------|-------------|-------------|-------------|
| General Fund State | \$2,780,000 | \$2,780,000 | \$2,780,000 | \$2,780,000 |
| Total Expenditures | \$2,780,000 | \$2,780,000 | \$2,780,000 | \$2,780,000 |
| Biennial Totals | \$5,560,000 | | \$5,560,000 | |
| FTEs | 2.1 | 2.1 | 2.1 | 2.1 |
| Annual Average | 2.1 | | 2.1 | |
| Object of Expenditure | | | | |
| Obj. A – Salary | \$166,753 | \$166,753 | \$166,753 | \$166,753 |
| Obj. B – Benefits | \$66,701 | \$66,701 | \$66,701 | \$66,701 |
| Obj. E – Goods & Services | \$31,816 | \$31,816 | \$31,816 | \$31,816 |
| Obj. N – Grants, Benefits, Client Services | \$2,470,000 | \$2,470,000 | \$2,470,000 | \$2,470,000 |
| Obj. T – Intra-agency Reimbursements | \$44,730 | \$44,730 | \$44,730 | \$44,730 |

Workforce Assumptions:

1. Continue expansion of a proven tool to pull Washingtonians out of poverty and to reach self-sufficiency, Economic Security for All (EcSA)

ESD staffing includes:

| Staffing | FTE | Salaries | Benefits | Goods & Services | Indirect | Total |
|------------------------------------|-------------|----------------|---------------|------------------|---------------|----------------|
| Tax Policy Specialist 2 | 0.10 | 7,326 | 2,930 | 1,515 | 1,966 | 13,737 |
| IT Systems Administrator - Journey | 0.50 | 42,510 | 17,004 | 7,575 | 11,405 | 78,494 |
| WMS 1 | 1.00 | 81,709 | 32,684 | 15,150 | 21,923 | 151,466 |
| Total | 1.60 | 131,545 | 52,618 | 24,240 | 35,294 | 245,156 |

2. Expand the EcSA model to include a new component of poverty prevention

ESD Staffing includes:

| Staffing | FTE | Salaries | Benefits | Goods & Services | Indirect | Total |
|------------------------------------|-------------|----------------|---------------|------------------|---------------|----------------|
| Management Analyst 5 | 0.50 | 39,450 | 15,780 | 9,034 | 10,584 | 74,848 |
| WMS1 | 0.50 | 40,854 | 16,342 | 9,034 | 10,961 | 77,191 |
| Management Analyst 4 | 0.50 | 42,510 | 17,004 | 9,034 | 11,405 | 79,953 |
| Fiscal Analyst 3 | 0.25 | 13,967 | 5,587 | 5,247 | 3,747 | 28,548 |
| IT Systems Administrator - Journey | 0.25 | 22,646 | 9,058 | 5,250 | 6,076 | 43,030 |
| Total | 2.00 | 159,427 | 63,771 | 37,599 | 42,773 | 303,570 |

3. Fund business navigators in each Workforce Development Area (WDA)

ESD staffing includes:

| Staffing | FTE | Salaries | Benefits | Goods & Services | Indirect | Total |
|------------------------------------|-------------|----------------|---------------|------------------|---------------|----------------|
| Management Analyst 5 | 0.50 | 39,450 | 15,780 | 7,575 | 10,584 | 73,389 |
| Tax Specialist 2 | 0.10 | 7,326 | 2,930 | 1,515 | 1,966 | 13,737 |
| WMS1 | 0.50 | 40,854 | 16,342 | 7,575 | 10,961 | 75,732 |
| Management Analyst 4 | 0.50 | 42,510 | 17,004 | 7,575 | 11,405 | 78,494 |
| Fiscal Analyst 3 | 0.25 | 13,967 | 5,587 | 3,788 | 3,747 | 27,089 |
| IT Systems Administrator - Journey | 0.25 | 22,646 | 9,058 | 3,788 | 6,067 | 41,559 |
| Total | 2.10 | 166,753 | 66,701 | 31,816 | 44,739 | 310,000 |

Program Management: Management and operational oversight will be provided by ESD. ESD is requesting program, policy, IT, and monitoring staff as previously indicated.

Consultation with DSHS, Commerce and other stakeholders will be provided through EcSA's Technical Advisory Committee and Strategic Leadership Team.

Strategic and Performance Outcomes

Strategic Framework:

This proposal is aligned with Employment Security's Strategic Plan and values of equity, diversity and inclusion in reflecting the communities we serve and in using collaboration to elevate its partnerships.

This proposal supports Results Washington's goal for economic recovery, and advances three of the Washington Recovery Group's goals for inclusive economic recovery:

1. Create an integrated human-centered support system to equitably connect people to information.
2. Align and integrate services across the workforce development system.
3. Collaborate as an enterprise to implement the Blueprint for a Just & Equitable Future, the 10-Year Plan to Dismantle Poverty.

Performance Outcomes:

- Number enrolled
- Number moved out of poverty and retaining employment above their self-sufficiency wage
 - By race, housing insecure, other disadvantaged populations
 - % of priority population moved to quality employment
- Number moved into training for an occupation paying above their self-sufficiency wage
 - By race, housing insecure, other disadvantaged populations
 - % of priority population moved into training
- % BIPOC enrolled
- % Housing insecure enrolled
- Number of local plan updates as partnerships work across programs to create a new human-centered poverty reduction system

Business Navigators

On December 1 of each year, ESD will report to the State Workforce Board, the governor, and the legislature the actual number of employers engaged, the number of customers placed in jobs, and other data if available regarding the demographics of hires, retention, and wage levels.

Equity Impacts

Community outreach and engagement:

No answer was provided.

Disproportional Impact Considerations:

No answer was provided.

Target Populations or Communities:

See Decision Package Description.

Other Collateral Connections

Puget Sound Recovery:

None.

State Workforce Impacts:

None.

Intergovernmental:

Consultation and collaboration with DSHS and Commerce through the EcSA Technical Advisory Committee and EcSA Strategic Leadership Committee. Contracts will provide the funding to Local Workforce Development Boards.

Stakeholder Response:

EcSA responds to needs identified by the Governor's Poverty Reduction Workgroup (PRWG) Steering Committee. This committee consists of twenty people from diverse backgrounds experiencing poverty. Its purpose is to move people out of poverty to full self-sufficiency by bundling services conveniently for customers, in a manner that is scalable. This allows EcSA to expand as it demonstrates success so the services can move more people out of poverty each year.

The expansion of the program articulated in this package is responsive to an endorsement of the Washington State Workforce Training & Education Coordinating Board to continue and expand the reach of this program, expanding its reach to individuals in poverty, and to further address families experiencing economic insecurity, bolster post-placement retention and increase system resources for business navigation systemwide.

State Facilities Impacts:

None.

Changes from Current Law:

None.

Legal or Administrative Mandates:

None.

IT Addendum

Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?

No

Objects of Expenditure

| Objects of Expenditure <i>Dollars in Thousands</i> | Fiscal Years | | Biennial | Fiscal Years | | Biennial |
|---|--------------|----------|----------|--------------|----------|----------|
| | 2024 | 2025 | 2023-25 | 2026 | 2027 | 2025-27 |
| Obj. A | \$458 | \$458 | \$916 | \$458 | \$458 | \$916 |
| Obj. B | \$183 | \$183 | \$366 | \$183 | \$183 | \$366 |
| Obj. E | \$94 | \$94 | \$188 | \$94 | \$94 | \$188 |
| Obj. N | \$18,942 | \$18,942 | \$37,884 | \$18,942 | \$18,942 | \$37,884 |
| Obj. T | \$124 | \$124 | \$248 | \$124 | \$124 | \$248 |

Agency Contact Information

Danielle Cruver
(360) 810-0901
Danielle.Cruver@ESD.WA.GOV

Vision

The Benton-Franklin Workforce Development Council contributes to our prosperous community by elevating the human potential



Mission

Promoting a prosperous community by providing a progressive workforce system

Benton-Franklin Workforce Development Council (BFWDC) is one of the twelve (12) local/regional workforce development areas designated by the Governor of Washington State. The BFWDC coordinates and leverages workforce investments and strategies with stakeholders from education, economic development, labor and community-based organizations to advance the economic health of their respective communities through a skilled and competitive workforce

October 2022 Liaison Report

Program Year July 2022-June 2023



A proud partner of the [AmericanJobCenter](#) network

Providing Employment and Training Services to Job Seekers and Employers

Total Staff Assisted Job Seekers: 576 (-74)
Total Staff Assisted Services to Job Seekers: 1201 (-268)
Unique Number of Businesses Served: 85 (-12)
Staff Provided Business Services: 174 (+15)

For More information contact 509-734-5900 or visit [WorkSourceWA.com](#)



Creating Pathways to Success for Youth and Young Adults 16-24

TC Futures Total Youth Enrolled (YTD): 345 (+0)
Out-of-School Youth (OSY) Program (YTD): 130 (+9)
Co-enrolled in Both Programs: 6 (+0)
Total Youth attained GED: 28 (+6)
Total OSY Employed and/or Post-Secondary Exits: 31 (+12)

For more information contact 509-537-1710 or visit [TCFutures.org](#)

Workforce Innovation and Opportunity Act (WIOA) Title 1 Programs Employed Outcomes

*Youth * Adult * Dislocated Worker/Rapid Response*

Total Participants Served (YTD): 305
Monthly-to-Date Target: 291 (105%)

Total Employed Exits (YTD): 71
Monthly-to-Date Target: 71 (100%)

Additional BFWDC Programs

Economic Security for All (FEDERAL EcSA)

Participants Served (YTD): 127 Monthly-to-Date Target: 115
Total Employed Exits: 35 Monthly-to-Date Target: 47

Economic Security for All (STATE EcSA)

Participants Served (YTD): 63 Monthly-to-Date Target: 24
Total Employed Exits: 7 Monthly-to-Date Target: 16

Community Development Block Grant (CDBG)

Site Placements: 6 Monthly-to-Date-Target: 12
Low/Middle Income Served: 60,002 Program Target: 40,000

Outreach to Historically Disadvantaged Communities

Referrals Made: 547 Monthly-to-Date Target: 150
Customers Reached: 3125 Program Target: 1,110

NOTE: WorkSource is fully open to the public (including appointments, workshops, and walk-ins). Please visit [WorkSourceWa.com](#) or [TCFutures.org](#) for a full menu of services and/or to schedule an appointment.

The Benton-Franklin Workforce Development Council is an Equal Opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay: 711

Benton-Franklin Workforce Development Council (BFWDC)

Benton and Franklin County Business Demands (September)

Employment Security Department Labor Market Information

Source: <https://esd.wa.gov/labormarketinfo>

Benton County Unemployment: 3.8%

Franklin County Unemployment: 4.5%

| Tri-Cities Employment (September 2022) | Jobs | MoM | % Change | YoY(21) | % Change | COVID Recovery |
|--|--------|-------|----------|---------|----------|----------------|
| Total Nonfarm | 124000 | 600 | 0.5% | 5,000 | 4.2% | 153% |
| Total Private | 105600 | 100 | 0.1% | 4,900 | 4.9% | 169% |
| Goods Producing | 19700 | (200) | -1.0% | 700 | 3.7% | 160% |
| Mining, Logging, and Construction | 11100 | (300) | -2.6% | 500 | 4.7% | 145% |
| Manufacturing | 8600 | 100 | 1.2% | 200 | 2.4% | 200% |
| Service Providing | 104300 | 800 | 0.8% | 4,300 | 4.3% | 152% |
| Private Service Providing | 85900 | 300 | 0.4% | 4,200 | 5.1% | 171% |
| Trade, Transportation, Warehousing and Utiliti | 21100 | 100 | 0.5% | 500 | 2.4% | 220% |
| Retail Trade | 14300 | 100 | 0.7% | 300 | 2.1% | 175% |
| Financial Activities | 4300 | - | 0.0% | 100 | 2.4% | 100% |
| Professional and Business Services | 22600 | 100 | 0.4% | 500 | 2.3% | 317% |
| Administrative and Support Services | 12200 | 300 | 2.5% | (100) | -0.8% | 467% |
| Educational and Health Services | 20000 | 100 | 0.5% | 1,500 | 8.1% | 255% |
| Leisure and Hospitality | 13300 | - | 0.0% | 1,300 | 10.8% | 133% |
| Food Services | 10300 | (100) | -1.0% | 800 | 8.4% | 144% |
| Government | 18400 | 500 | 2.8% | 100 | 0.5% | 0% |
| Federal Government | 1100 | - | 0.0% | (100) | -8.3% | 100% |
| Total State Government | 2900 | 100 | 3.6% | 100 | 3.6% | -50% |
| Total Local Government | 14400 | 400 | 2.9% | 100 | 0.7% | 22% |

Other News

- WSCB celebrated the following accomplishments during October:
 - Two Business Services Team members received their Certified Business Engagement Professional (CBEP) credential
 - Five team members graduated the ESD Professional Pathways Program
- In partnership with local businesses, the WSCB Business Services Team hosted a Local Correctional & Police Officer Hiring event on 10/12. The event was featured here: [Tri-Cities law enforcement agencies team up for hiring event \(yaktrineews.com\)](https://yaktrineews.com)
- The WSCB Business Services Team will host the next One Hanford Career Fair on Brazen, our virtual event platform, on 12/7 and 12/8. This event is in collaboration with many Hanford area employers and the estimated number of job positions available is approximately 1700.
- TC Futures was awarded \$10,000 from the Community Health Plan of Washington (CHPW) for advancing Health Equity. The funds will be used to actively pursue opportunities to reach youth in underserved populations who could benefit from TC Futures' services.

For up-to-date information please follow BFWDC, WorkSource, and/or TC Futures on Facebook.

Questions about this report?
Contact David Chavey-Reynaud
Phone: 509-734-5988

Email: dchavey@bf-wdc.org
www.bentonfranklinwdc.com
Contact us at 509-734-5988



The Benton-Franklin Workforce Development Council is an Equal Opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay: 711

Vision

The Benton-Franklin Workforce Development Council contributes to our prosperous community by elevating the human potential



Mission

Promoting a prosperous community by providing a progressive workforce system

Benton-Franklin Workforce Development Council (BFWDC) is one of the twelve (12) local/regional workforce development areas designated by the Governor of Washington State. The BFWDC coordinates and leverages workforce investments and strategies with stakeholders from education, economic development, labor and community-based organizations to advance the economic health of their respective communities through a skilled and competitive workforce

October 2021 Liaison Report

Program Year July 2021-June 2022



A proud partner of the [AmericanJobCenter](#) network

Providing Employment and Training Services to Job Seekers and Employers

Total Staff Assisted Job Seekers: 485 (-17)
Total Staff Assisted Services to Job Seekers: 1502 (+18)
Unique Number of Businesses Served: 116 (-57)
Staff Provided Business Services: 189 (-90)

For More information contact 509-734-5900 or visit [WorkSourceWA.com](#)



Creating Pathways to Success for Youth and Young Adults 16-24

TC Futures Total Youth Served (YTD): 239 (+43)
Out-of-School Youth (OSY) Program: 132 (+10)
Open Doors Program: 169 (+38)
Co-enrolled in Both Programs: 62 (+5)
Total OSY attained GED: 8 (-7)
Total OSY Employed and/or Post-Secondary Exits: 26 (+13)
Average Wage: \$15.05 (\$0.45)
Placement Rate: 82% (-3.86)

For more information contact 509-537-1710 or visit [TCFutures.org](#)

Workforce Innovation and Opportunity Act (WIOA) Title 1 Programs Employed Outcomes

Youth * Adult * Dislocated Worker * Rapid Response Increase Employment * Disaster Recovery * Employment Recovery

Total Participants Served (YTD): 447

Monthly-to-Date Target: 448 (100%)

Total Employed Exits (YTD): 137

Monthly-to-Date Target: 158 (87%)

Additional BFWDC Programs

Economic Security for All (EcSA)

Participants Served (YTD): 68

Monthly-to-Date Target: 92

Total Employed Exits: 14

Monthly-to-Date Target: 57

Community Development Block Grant (CDBG)

Participant Placements: 0

Program Target: 12

Community Members Impacted: 0 Program Target: 40,000

NOTE: Starting July 1st, 2021 WorkSource Columbia Basin will be physically open for appointments only. Priority appointments will be given to those who would otherwise struggle to take advantage of WorkSource Services. Please visit [WorkSourceWa.com](#) or [TCFutures.org](#) for a full menu of services.

The Benton-Franklin Workforce Development Council is an Equal Opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay: 711

Benton-Franklin Workforce Development Council (BFWDC)

Benton and Franklin County Business Demands (September)

Employment Security Department Labor Market Information

Source: <https://esd.wa.gov/labormarketinfo>

Top Occupations

- Registered Nurses
- Laborers and Freight, Stock, and Movers
- Sales Representatives
- Managers, All Other
- Supervisors of Retail Sales Workers
- Heavy and Tractor-Trailer Truck Drivers
- Customer Service Representatives
- Maintenance and Repair Workers

Top Licenses and Certifications

- Driver's License
- Registered Nurse
- Advanced Cardiac Life Support Certification
- Certified Teacher
- CDL Class A
- Certified Nursing Assistant
- First Aid CPR

| | Benton | Franklin |
|---------------------|---------|----------|
| Unemployment | 3.7% | 4.2% |
| Average Wage (2019) | \$33.91 | \$24.7 |

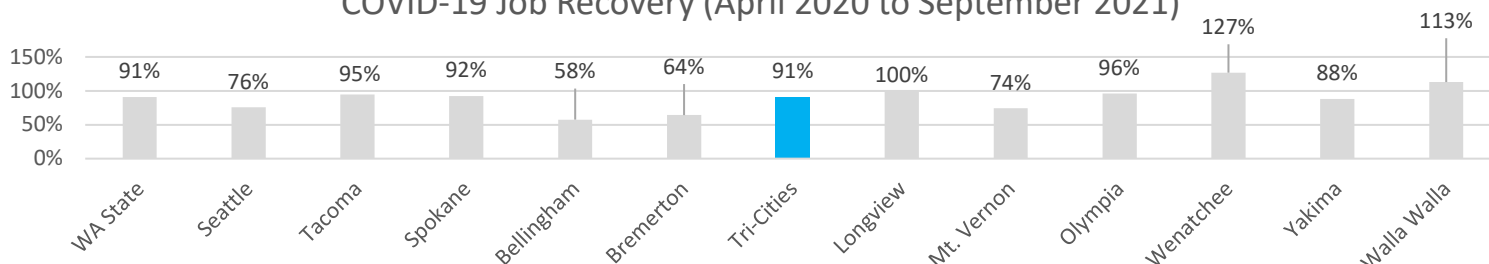
Other News

| LinkedIn Learning Licenses | Invited | Activated Licenses | Courses Viewed | Courses Completed | Videos Viewed | Videos Completed |
|----------------------------|---------|--------------------|----------------|-------------------|---------------|------------------|
| 8/9 - 10/31/21 | 130 | 74 | 249 | 49 | 1472 | 1219 |

Notes: Engagement reporting is inclusive of all users under the Benton Franklin Workforce System (BFWDC Staff, WSCB Staff & Customers, TC Futures Staff & Customers.) As of October 2021, DVR partner staff will not use LinkedIn Learning for professional development as their agency has obtained their own licenses. DVR staff will continue using the WSCB licenses to offer online learning to customers.

- WSCB was recognized as one of the top users of QTRAC, the customer scheduling tool, across the state. We have requested functionality to track walk in customers and are expanding our reporting portfolio. We were also able to build in appointment reminder language informing of check-in protocols.
- The business services team hosted the Virtual Holiday Hiring event on October 21st, 2021. Despite an active communication strategy, attendance at the event was low: 9 employers and 5 job seekers.
- Due to a decrease in virtual job fair attendance over the past 2 months, the team will be pausing on hiring events during the month of December.

COVID-19 Job Recovery (April 2020 to September 2021)



For up-to-date information please follow BFWDC, WorkSource, and/or TC Futures on Facebook.

Questions about this report?
Contact David Chavey-Reynaud
Phone: 509-734-5988

Email: dchavey@bf-wdc.org
www.bentonfranklinwdc.com
Contact us at 509-734-5980



The Benton-Franklin Workforce Development Council is an Equal Opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay: 711



A proud partner of the [AmericanJobCenter](#) network

WorkSource Operator Report

Benton Franklin Workforce Consortium

October 2022

October Highlights:

- WSCB celebrated the following accomplishments during October:
 - Two Business Services Team members received their Certified Business Engagement Professional (CBEP) credential
 - Five team members graduated the ESD Professional Pathways Program
- In partnership with local businesses, the WSCB Business Services Team hosted a Local Correctional & Police Officer Hiring event on 10/12. The event was featured here: [Tri-Cities law enforcement agencies team up for hiring event \(yaktrinews.com\)](#)

WorkSource Site Operations:

| Customer Counts 10/1 – 10/31/2022 | | |
|---|--------------------------|--------------------------|
| Total Staff Assisted Seekers | 576 | |
| Total Staff Assisted Services | 1201 | |
| <i>Basic Career Services</i> | 984 | |
| <i>Individualized, Training, and Support Services</i> | 137 | |
| Unique Number of Businesses Served | 85 | |
| Staff Provided Business Services | 174 | |
| | Services Provided | Businesses Served |
| <i>Business Assistance</i> WorkSourceWA.com, Rapid Response, Business Friendly Programs, etc. | 20 | 18 |
| <i>Employee Training</i> Assessment, referral, enrollment, etc. | 9 | 5 |
| <i>Other</i> Employer outreach visit, marketing business services, etc. | 83 | 48 |
| <i>Recruitment</i> Hiring events, referrals, etc. | 59 | 48 |
| <i>Wage & Occupation Information</i> Labor Market Info, etc. | 3 | 3 |

Data reporting Sources - Job Seeker Services: ETO Seekers Served by Office, ETO Local Reporter Services Report OPTIMIZED; & Business Services: ETO Staff Provided Business Services (11/14/22).



A proud partner of the AmericanJobCenter network

October 2022 Customer Feedback:

- 39 survey responses were received via Survey Monkey and QTRAC (7% response rate):
 - Of the customers who responded, 79% will refer family and friends. *Note: four rankings indicated that a customer would not refer family and friends, however, their feedback was positive.
 - Top 3 services received: job search, resume help, unemployment assistance.
- WSCB Team members engaged customers to ensure their needs were met and to identify actionable feedback. A total of 22 comments were collected to include areas we exceeded expectations and suggested improvements.
- Customer Feedback – *What we did well:*
 - “Thanks to Michelle Bishop Gardner, I was able to get a job making 3 times I was making before! Through her knowledge and expertise, she helped me change my resume and I got a job within 2 weeks of the change!”
 - “Thank you (Amy) for your time, professionalism, outstanding customer care and understanding. You and all you do and have done is greatly appreciated.”
 - “(Customer) said that he has met with Brenda on several occasions for job search assistance and resume help at WorkSource since he does not have the resources or a computer at home. He said the services, and Brenda are amazing at WorkSource.”
 - “Patty was very thorough regarding my resume.”
- Customer Feedback – *What we can do better:*
 - We received the following actionable, specific feedback in October to be addressed in November:
 - “Wouldn't mind a flag saying hiring event today for other locations.”

Service Delivery

Career Services:

- One on one services highest in demand include deskside job seeker assistance, basic assessment, and Reemployment Services & Eligibility Assessment (RESEA) initial appointment for customers receiving Unemployment Insurance.
- During October WSCB provided 114 group services to 61 individuals through our locally offered workshops and group sessions. Strategies for Success and WorkFirst Orientation continue to be our most attended group services.
- LinkedIn Learning – Our team continues offering online learning to customers who are interested and can benefit. Here are our engagements to date:

| Dates | Invited | Activated Licenses | Courses Viewed | Courses Completed | Videos Viewed | Videos Completed |
|------------------|---------|--------------------|----------------|-------------------|---------------|------------------|
| 7/1/22 – 10/8/22 | 211 | 131 | 223 | 92 | 1688 | 1508 |



A proud partner of the AmericanJobCenter network

Business Services:

- The team is using Human Centered Design (HCD) to evaluate current service delivery practices as part of the journey to provide transformational services. These HCD activities, in conjunction with real time business feedback will inform service delivery as we move into the new year.
- The WSCB Business Services Team will host the next One Hanford Career Fair on Brazen, our virtual event platform. This event is in collaboration with many Hanford area employers and the estimated number of job positions available is approximately 1700.
- October Events (with outcomes where available) –
 - 10/6: Lamb Weston Hiring Event at TC Futures
 - 21 attended
 - 10/12: Local Police & Correctional Officers Hiring Event at Richland Public Library
 - 46 attended
 - 10/27: Brookdale Hiring Event at TC Futures
 - 2 attended
- Upcoming Events –
 - 11/17: Senior Life Resources Hiring Event from 10am-4pm at TC Futures
 - 12/7 & 12/8: One Hanford Virtual Career Fair

Community Connections:

- 10/12: Connected with Elizabeth Burtner, Assistant VP of External Communications and Relations with CBC to collaborate on a video campaign that will feature a mutual customer.
- 10/14: Introduction to James Hansen, Rural Suicide Prevention Peer Specialist with the Department of Veteran's Affairs (DVA); follow up scheduled to discuss partnership with WSCB.
- 10/14: Met with Sara Schwan, Advocacy & Development Manager with Mid-Columbia Libraries. Her and her team share information about WorkSource services, as well as pre-loaded USBs which we share to support customers needing resume resources.
- 10/19: Attended the CBSHRM Fall Seminar to present on WSCB Business Services.
- 10/26: Follow up meeting with James Hansen to learn more about resources that are provided through DVA and arrange for onsite workshops for local veterans.

Staff Training & Development:

Training/Development Attended:

- Week of 10/3-10/7: Human Centered Design (HCD), Bird Styles, Motivational Interviewing, and Navigating Change
- 10/12: Cross Training – MSFW Services, August Customer Feedback Updates, Inclement Weather Process
- 10/19: BFWDC Concern & Complaint Resolution Process
- 10/26: October Customer Kudos, HCD Project Presentations; October Data Review, Ice/Cold Weather Safety



A proud partner of the AmericanJobCenter network

Upcoming Training/All Staff Meetings:

- 11/2: Cross Training – Youth Services, HCD Project Presentations, September Customer Feedback Updates, WSCB Business
- 11/9: Policy Training – WSSP 1009 Priority of Service for Veterans and Eligible Spouses; Cross Training – Resources for Injured Workers (L&I); HCD Project Presentations; Veteran's Day Celebration
- 11/16: October Customer Kudos, Cross Training: National Farmworker Jobs Program (NFJP); October Data Review
- 11/30: Community Partner Cross Training - Apprenticeship Programs with WA Community Health

Facilities:

- 10/21: Pointe Pest Control conducted quarterly service

Respectfully submitted by C. Bright on 11/14/22



Transforming the futures of youth and young adults through inclusive access to equitable and holistic services

October 2022

Total program (OSY/Open Door) enrollments: 345 (including carry-ins)

GED month-to-date: 6

GED YTD: 28

Co-enrollment month-to-date: 6

Co-enrollment YTD: 6

Did you know?

- TC Futures was awarded \$10,000 from the Community Health Plan of Washington (CHPW) for advancing Health Equity. The funds will be used to actively pursue opportunities to reach youth in underserved populations who could benefit from TC Futures' services.
- TC Futures has added a Computer Essentials module that provides industry-recognized certificates
- TC Futures receives donations to provide diapers, wipes, and hygiene products to our customers
- TC Futures offers financial literacy workshops and a monthly financial workshop by HAPO.

Customer Profile

A young family, the parents are 20 and 21 years old with a 6-month-old child.

- Currently homeless
- Father is monolingual Spanish with no US schooling
- Their vehicle was involved in an accident and is no longer drivable (no transportation)
- They have little to no resources and no access to food

The couple has been co-enrolled in both Open Doors and Out of School Youth Programs. The team worked diligently together to find emergency housing and assist with connection to medical insurance and DSHS support for food stamps and TANF. The mother has obtained part-time employment and is looking for full-time work. The father has recently been enrolled into OSY and is working on job readiness.

Community/Hiring Events/Workshops

- Staff has implemented a twice-weekly Financial Literacy workshop focusing on budgeting, saving money, and creating good spending habits.

References: TC Futures Director/OSY Program Monthly Report

TC Futures is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. WA Relay Service: 711