



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

<u>Present</u>	<u>Excused</u>	<u>BFWDC Staff</u>	<u>BFWDC Staff Excused</u>	<u>Guests</u>
Todd Samuel	Karl Dye	Tiffany Alviso	Carya Bair	Crystal Bright
Michael Lee	Kate McAteer	David Chavey-Reynaud		Israel Delamora
Adolfo de Leon		Jessie Cardwell		Mindy Jackson
Jennie Weber		Becky Tuno		Rebecca Williamson
		Cynthia Garcia		Kayci Loftus
		Cyndelle Howell		

**Call to Order**

Adolfo de Leon started the meeting by welcoming everyone and called the meeting to order at 4:00 p.m.

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

**Motion to approve AEL Committee Meeting Minutes**

The June 15<sup>th</sup>, 2023, Adult & Employer Linkage Committee meeting minutes were provided for members to review.

*Todd Samuel motioned to approve the June 15<sup>th</sup>, 2023, AEL Committee Minutes as presented, seconded by Michael Lee; the motion was carried unanimously to approval.*

**BFWDC E-Vote Follow-Up – Jessie**

The WIOA programs improve the quality of the workforce and enhance the productivity and competitiveness of the Benton-Franklin workforce. Job seekers often require help accessing employment, education, transitioning skills, training, and support services to obtain employment that offers upward mobility.

The BFWDC staff requested your recommendation via eVote to approve the contract amounts listed below to continue providing services to help Adults and Dislocated Workers receive services, obtain credentials, and find employment that pays family-supporting wages.

**WIOA Adult Contract:**

Motion to approve the WIOA Adult Contract to Career Path Services in the amount of \$481,791 to serve 138 adults in our community, with a Quarter One Cap not to exceed \$118,629. This contract is effective July 1, 2023, through June 30, 2024.

**WIOA Dislocated Workers Contract:**

Motion to approve the award of the WIOA Dislocated Worker Contract to Career Path Services in the amount of \$623,100 to serve 143 dislocated workers in our community, with a Quarter One Cap not to exceed \$145,971. This contract is effective July 1, 2023, through June 30, 2024.

*Michael Lee motioned to award PY23 WIOA Adult and Dislocated Worker Contracts to Career Path Services, effective July 1, 2023, through June 30, 2024, followed by three years, zero nays, and one abstention; the motion was carried unanimously to approval via eVote.*

One-Stop Operator Contract:

The Benton-Franklin Workforce Development Council staff recommended the award of the One-Stop Operator Contract to the Benton-Franklin Workforce Consortium in the amount of \$160,000 to facilitate and lead partnership operations at WorkSource Columbia Basin. This contract is effective July 1, 2023, through June 30, 2024, via eVote.

*Michael Lee motioned to approve the award of the One-Stop Operator Contract to the Benton-Franklin Workforce Consortium in the amount of \$160,000 to facilitate and lead partnership operations at WorkSource Columbia Basin effective July 1, 2023, through June 30, 2024, followed by three years, zero nays, and one abstention; the motion was carried unanimously to approval via eVote.*

**Program Funding – Becky**

In recognition of the work that Washington’s workforce development system did to alleviate poverty through the Economic Security for All (EcSA) Initiative, Governor Inslee and the Legislature approved a \$6.2 million appropriation of state general funds for Program Year 2022 (Fiscal Year 2023) to be allocated to Local Workforce Development Boards (LWDBs) to expand on the work previously done by local EcSA programs funded by the Governor’s WIOA statewide activities funds. In Program Year 2023 (Fiscal Year 2024), the Legislature and Governor continued to allocate \$6.2 million per year for individuals below 200% of the Federal Poverty Line (FPL) while also providing an additional \$2.6 million per year to serve individuals over 200% of the FPL who are at risk of falling into poverty. Because this new allocation is state-funded, these new resources provide an unprecedented opportunity to expand further the services provided by LWDBs to improve workforce outcomes and reduce poverty across Washington State.

The BFWDC has been awarded a total of \$590,729 for PY23 to continue serving both Benton and Franklin Counties via our EcSA – Yes We Can/Si Se Puede Program.

The BFWDC staff recommends the award of PY 2023 State EcSA funding to the current subrecipient, Career Path Services (CPS), to continue to provide direct service delivery for the timeline of July 1, 2023, to June 30, 2024, in the amount of \$496,303.

*Board Member Jennie Weber recused herself from the motion.*

*Todd Samuel motioned to approve sole source procurement to award PY23 State Economic Security for All (EcSA) funds to Career Path Services (CPS) in the amount of \$496,303 to continue implementation of the local State EcSA Program for July 1, 2023, through June 30, 2024, Effective July 1, 2023, seconded by Adolfo de Leon, the motion was carried unanimously to approval.*

Becky explained that Economic Security for All (EcSA) is a poverty reduction model that coordinates existing programs to increase their collective ability to support low-income Washingtonians in their pursuit of equity, dignity, and sustained self-sufficiency. Governor Inslee approved an additional \$5.4 million in Program Year 2022 WIOA Title I-B Statewide Activities Funds for a new round of Federal EcSA.

Additionally, at the direction of the Governor’s Office, the Employment Security Department (ESD) received an additional \$1.4 million to allow for the expansion of Federal EcSA to individuals whose household income is above 200% of the Federal Poverty Line (FPL), but who are at risk of dropping below.

The BFWDC staff recommends increasing Career Path Services' PY 21 Federal EcSA contract by \$170,020, thereby amending the total to \$468,773 and amending the contract term to expire on March 31, 2025. The contract modification will also update the scope of work, performance targets and provide the option to serve up to 15% of participants who are at/above 200% FPL & at risk of experiencing poverty.

*Board Member Jennie Weber recused herself from the motion.*

*Todd Samuel motioned to award the Federal EcSA Subrecipient Contractor, Career Path Services, round 4 funds in the amount of \$170,020, increasing the total to \$468,773, with a new contract expiration date of 3/31/25, Effective June 1, 2023, seconded by Michael Lee, the motion was carried unanimously to approval.*

#### **WIOA Adult and Dislocated Worker (DW) Update – Jessie**

Jessie provided an overview of the 2022 Program Year Adult and the Dislocated Worker programs. Jessie provided information on strategic partnerships to keep performance outcomes on track while meeting targets, including recruitment and outreach, covering 2022 program year expenditures and targets, follow-up, placement rates, and participant training. The Adult program exceeded enrollments by 661 and training opportunities by 16, spent 99% of their contract, and was short of meeting the exit targets. The DW program met 88% of its enrollment and 92% of its training targets, spent 98% of the contract, and 67% of the exit targets. 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 2022 program year performance summary, including outreach and program efforts, community members impacted, and year-to-date spending. Nine individuals (Goal: 12) were staffed at respective food sites to support food distribution efforts during the pandemic. Becky shared the to-date community members impacted (148,009), nearly four times the original program target of 40,000. While the Department of Commerce offered a contract extension, it was declined due to the administrative costs required to continue by the subrecipient, BFWDC, and the 25% cap on administrative costs.

#### **QUEST Update – Jessie**

Jessie shared program highlights as of June 30<sup>th</sup>, 2023, covering year-to-date spending, targets, services provided, and enrollments. She shared effective practices, employment trends, and program strategies.

Jessie discussed further that the staff is serving more Quest customers than planned due to funding reductions in other Title 1-B programs. To meet the ever-increasing demand for training and other financial services and ensure economic viability through the end of the contract, they will only spend up to 50% of funds this program year. This has resulted in the deliverables being ahead of the target early.

Quest customers will likely need resources to complete their GED or High School Diploma, in addition to other programs such as EcSA. Staff has continually elevated the need for onsite classes for GED remediation, and leadership has been working closely with Columbia Basin College to offer those services at WorkSource. Beginning in July, Math classes for GED will be offered weekly for the community. Staff will refer Quest and other program participants as needed for those classes. QUEST funds will offset the quarter-one caps of the Adult and Dislocated Worker programs.

**Economic Security for All - Becky**

Becky shared the State and Federal cumulative EcSA program performance summary in the meeting packet covering program highlights, total employed exits, and program spending through June 30<sup>th</sup>, 2023. Becky provided EcSA program highlights, including challenges, outreach, partnership efforts, training enrollments, and employed exits. Federal EcSA employed exit outcomes are currently behind target as customers are working through training courses and have yet to enter employment. Currently, six customers are participating in training services under Federal and State EcSA. Those outcomes will be reported in the coming months.

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

Becky provided an overview of the 2022 OHDC cumulative program summary, included with the meeting materials, sharing program outreach, persons reached, referrals made, and research conducted. Sonar Insights researched for the BFWDC to find the best ways to communicate and connect with various underserved populations within Benton and Franklin counties. This resulted in a roughly 70-page research report and a detailed deliverable that could be leveraged as a communication guide for future outreach efforts. OHDC supported a \$12,000 media campaign for OIC of Washington that includes television, radio, and social media postings to increase enrollments and outreach for the National Farmworkers Job Program (NFJP) and the Supportive Services for Veteran’s Families (SSVF). OHDC grant funds supported \$7,000 in branded materials, sponsored events, and tabling for OIC of Washington to conduct their community outreach, resulting in over 80 enrollments (not including referrals) in their programs, and more than 2,200 persons were reached through this outreach. This grant also sponsored a \$2,500 outreach event for Limited English Proficiency (LEP) workers that included workshops about health and safety, free childcare for those in attendance, food, and vaccinations. The workshop event aimed to build relationships and trust with the Spanish-speaking community, and in the process, they reached over 150 individuals, with 15 enrolled at the event for programs or services. OHDC supported (Labor and Industries) LNI with incentive-branded items to be used as an outreach tool for staff as they conducted outreach at resource fairs, hiring events, and visiting workplaces to reach LEP workers, increasing enrollments by over 40 (not including referrals) and about 1,500 individuals reached through these efforts. OHDC supported TC Futures’ outreach efforts with over \$3,000 in outreach materials and support items for events such as career fairs, hirings events, and resource fairs, reaching over 1,700 individuals and 70 enrollments and referrals. The OHDC grant funded a \$12,000 radio campaign for DSB locally to increase awareness and enrollments in an area that had a historically low understanding of services; as a result, the first month resulted in 5 new enrollments, which are ahead of their earlier projections of 5% increase in enrollments within Benton and Franklin Counties. A Career Path Services contract utilizing \$159,000 aims to support staffing and ten community events to increase enrollments and awareness of services and programs provided at WorkSource Columbia Basin. Through this grant, the BFWDC has contracted \$20,000 with ESD to support ten new BFET enrollments. And to further support the SNAP program applications in Benton and Franklin counties, OHDC is providing a \$12,000 budget for People-For-People to conduct marketing using Radio, TV, and Digital advertising.

**Business Engagement - David**

David summarized the business engagement report covering performance factors, including outreach performed, partners engaged, and targets. He discussed business outreach and event outcomes as well as highlights. They continue to discuss hosting industry forums for workforce development with local employers and business leaders to close the circle of feedback and engagement.

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

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

**Celebrate Champions – All**

Jessie recognized the Benton Franklin Workforce System – TC Futures & WSCB – for all the incredible hard work and dedication they have demonstrated. They have consistently exceeded as a team, delivering exceptional results. Their collective efforts have significantly impacted their community, and the BFWDC team is incredibly proud to be part of such a dedicated and high-performing team. The work done by these two centers is vital to the strength of their public workforce system in Benton and Franklin Counties.

**Round Table/Agency Updates**

Michael Lee shared that Columbia Basin College (CBC) is enrolling for Fall and is above the last two years’ enrollments. CBC has 3000 full-time employees, rolling out several certificates and pathways, including leadership, digital marketing, Community Health-BAS, and restructuring welding and automotive courses.

Cynthia Garcia shared that the Equal Opportunity monitors were on site (WSCB) the week of July 12<sup>th</sup>. Their review was completed early, and they expressed how impressed they were with WorkSource Columbia Basin Center. That outcome will be presented once released by the monitors.

TC Futures GED Gradation is being held at The Garden in Kennewick, WA, on August 3<sup>rd</sup> at 5:30 p.m.

**Next Meeting**

- Adult & Employer Linkage Committee: Thursday, August 17<sup>th</sup>, at 4:00 p.m., WSCB Room 8/Zoom.
- Quarterly Board Meeting: Tuesday, July 25<sup>th</sup>, at 4:00 p.m. WSCB Room 8/Zoom

**Adjournment**

With no further business, the meeting was adjourned at 5:08 p.m.

Respectfully submitted:

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Adolfo de Leon, Vice-Chair Date

DocuSigned by:  
  
 60DDDB958A0304C1... 9/5/2023

Cyndelle Howell, Administrative Assistant Date