



**Benton-Franklin Workforce Development Council (BFWDC)**  
 Adult & Employer Linkage (AEL) Committee  
 June 15<sup>th</sup>, 2023, 4:00 p.m. – Zoom.

<u>Present</u>	<u>Excused</u>	<u>BFWDC Staff</u>	<u>BFWDC Staff Excused</u>	<u>Guests</u>
Todd Samuel	Karl Dye	David Chavey-Reynaud	Tiffany Alviso	Crystal Bright
Michael Lee	Kate McAteer	Jessie Cardwell		Israel Delamora
Adolfo de Leon		Becky Tuno		Koopman
Jennie Weber		Isaac Estrada		Jose Sandoval
		Carya Bair		Juan Ortiz
		Cynthia Garcia		Keri Lobdell
		Cyndelle Howell		Lisandra Valencia
				Rebecca Williamson
				Ric Valdez
				Selma Velagic
				Scott

**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 to put their names and organization in the chat and thanked everyone for joining the meeting.

**Motion to approve AEL Committee Meeting Minutes**

The May 18<sup>th</sup>, 2023, Adult & Employer Linkage Committee meeting minutes were provided for members to review.

*Todd Samuel motioned to approve the May 18<sup>th</sup>, 2023, AEL Committee Minutes as presented, seconded by Jennie Weber; the motion was carried unanimously to approval.*

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

Jessie Cardwell shared a summary of the local Washington State Monitoring, which began the second week in May. The Monitoring Team was on-site at the WDC May 22<sup>nd</sup> – 25<sup>th</sup>, with an additional week working remotely May 29<sup>th</sup> – June 2<sup>nd</sup>. The monitoring team completed the exit interview on Monday, June 5<sup>th</sup>. They were highly efficient and quick and commented that much of that has to do with the quality of the work being done by our subrecipient keeping files top-notch. The monitoring team comprehensively reviewed ten dislocated worker files reviewed ten adult focusing only on eligibility, priority of service, and spending with no findings or issues to address. Due to the oversight that the WDC is providing and their quarterly review process, the monitoring team did go back to their peers and colleagues at the State and reported how well the Benton and Franklin area did. The WDC program team has been invited to present to other areas at a statewide peer-to-peer about the BFWDC's process and share tools and best practices on June 26<sup>th</sup>.

She encouraged all to read the Program Performance Summary for the Adult and Dislocated Worker Program, included in the meeting materials.

**Community Development Block Grant - Becky**

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

Becky provided information on strategic partnerships to keep performance outcomes on track, including recruitment and outreach, covering program expenditures and targets, follow-up, placement rates, and participant

training scheduled for completion in June 2023. At the end of June, WorkSource Columbia Basin and partners will provide employment services and discuss customer resources. Staff will be holding cohorts at Habitat for Humanity each Wednesday in the afternoons. There will be two monthly sessions on Wednesdays to discuss WorkSource services offered by the six partners: Employment Security Department, Opportunities Industrialization Center, Labor and Industries, Career Path Services, Columbia Basin College, and Department of Social and Health Services-Division of Rehabilitation Services.

Becky shared the to-date community members impacted (119,569), nearly three times the original program target of 40,000. This number is updated quarterly, with the next update occurring during July's reporting period. Becky discussed that The Department of Commerce has extended their contract date to ensure funds are spent down.

**QUEST Update** – Jessie & Caryn

Jessie shared program highlights as of May 31<sup>st</sup>, 2023, covering year-to-date spending, targets, services provided, and enrollments. She shared effective practices, employment trends, and program strategies. Business engagement performance factors were discussed, including business outreach, events, and upcoming new business.

**Economic Security for All** - Becky

Becky shared the State and Federal cumulative EcSA program performance summary in the meeting packet covering program highlights and total employed exits through May 31<sup>st</sup>, 2023. Federal EcSA is 86.3% spent, and State EcSA is 89.6% spent; both are on track. Becky provided EcSA program highlights, including challenges, outreach, partnership efforts, training enrollments, and employed exits. Employed exit outcomes are currently behind target as customers are working through training courses and have yet to enter employment. Currently, ten customers are participating in training services under Federal and State EcSA. Outcomes will be reported in the coming months.

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

Isaac provided an overview of May's OHDC cumulative program summary, included with the meeting materials, sharing program outreach, persons reached (6,936), referrals made (1,171), and research conducted. OHDC-supported campaigns regarding SNAP have increased local applications through 211 Greater Columbia. Digital advertising through social media and Google displays has resulted in 57 applications. Staff from Career Path Services conducted outreach to youth that included local high schools and the Juvenile Justice Center for promoting dignified work, WorkSource, and TC Futures. OHDC continues to support outreach through media advertising, resulting in support of DSB & OIC of Washington programs. Their support for BFET enrollments with ESD has exceeded their enrollment goal by 15 additional enrollments.

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

Crystal Bright shared the WorkSource operator report details included in the meeting materials. WSCB hosted the state monitoring team the week of 5/22 to review RESEA, MSFW, TAA, BFET, and Title 1b programs. The team provided a facility tour and shared how they provide services to their community. Several best practices have been identified, and formal results will be published shortly. She highlighted May WorkSource site operations and customer feedback. Crystal summarized service delivery, discussing career and business services and community connections.

**Celebrate Champions** – All

Jessie commented that people vote with their feet and go where they feel helped, respected, and valued. She thanked the WSCB team for their hard work and dedication to customer service.

Jessie thanked Crystal Bright and Rebecca Williamson for making themselves available to meet with Chelsea from the Washington State Labor Council on June 1<sup>st</sup>. Chelsea has been working with PCA (Packaging Corporation of America) with their layoffs.

Members of the BFWDC Staff visited the Workforce Education Center and the CTE Building. Jessie expressed her appreciation for the staff that dedicated time to providing a tour of the CBC Campus. They appreciated their time and learning about the programs CBC offers and future collaboration for funds that come their way.

Cynthia Garcia shared her appreciation for Kayci, Heather, and Dr. Lee’s support in the Career Connect Grant submitted on June 14<sup>th</sup>.

**Round Table/Agency Updates**

Heather Woodruff, Career Path Services, shared that TC Futures will host their summer graduation on August 3<sup>rd</sup>. Additional details and invites will be sent as the event is finalized.

Youth Programs Manager Cynthia Garcia provided a business update at TC Futures. Community Service hours (not office operating hours) have historically been 8:00 am – 3:00 pm; at the beginning of June, those hours changed from 8:00 am – 2:00 pm to ensure that all clients were being seen by five o'clock. This has been a success as they’ve been able to assist all clients in being able to exit their lobby before five o'clock and make great strides in reducing their client backlog. Two Spokane offices will be following this model with the purpose of ensuring all clients get seen on the same day and reducing wait times.

Dr. Lee shared that CBC is partnering with WorkSource this summer to offer a GED class on their site. They will be facilitating an English Language Acquisition class in Prosser in partnership with WorkSource Columbia Basin. They're also partnering with St. Michel Winery in Paterson to offer literacy classes. St. Michelle will pay employees their regular hourly wage to attend their literacy classes. If employees meet 85% of attendance, they gain points toward a level gain and if they pass the test, they will also get a bonus. CBC is working on alternative locations to provide their GED and ELA and literacy programs; during the pandemic, they couldn’t offer those classes often. Through partnerships, this summer they’re hoping to expand those offerings in the fall. They are expanding their office administration programs and will be offering an AOT - Administrative Office Technology. CBC has applied for funds from the State Board for Community and Technical Colleges to utilize to help Spanish-speaking students earn their short-term certificate in automotive technology as they learn English and to support the completion of English 101.

**Next Meeting**

- Adult & Employer Linkage Committee – Thursday, July 20<sup>th</sup>, at 4:00 p.m., Hybrid WSCB/Zoom.
- Executive Committee - Tuesday, June 27<sup>th</sup>, at 4:00 p.m., Zoom.

**Adjournment**

With no further business, the meeting was adjourned at 4:33 p.m.

Respectfully submitted:

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*Adolfo de Leon*                      7/27/2023  
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 Adolfo de Leon, Vice- Chair      Date

DocuSigned by:  
*Cyndelle Howell*                      7/27/2023  
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 Cyndelle Howell, Administrative Assistant      Date