



Benton-Franklin Workforce Development Council (BFWDC)

Adult & Employer Linkage (AEL) Committee

January 18, 2024, 4:00 p.m. – WorkSource Columbia Basin Room 9/Zoom Hybrid.

Call to Order

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

Jessie Cardwell read the roll call while everyone responded. She asked guests and system partners joining virtually online to put their names and organizations in the chat and thanked everyone for joining the meeting.

A meeting quorum was present.

AEL Committee Meeting Minutes

October 19, 2023, Adult & Employer Linkage Committee meeting minutes were provided for members to review.

Todd Samuel motioned to approve October 19, 2023, AEL Committee Minutes as presented, seconded by Michael Lee; the motion was carried unanimously to approval.

November 30, 2023, Adult & Employer Linkage Committee meeting minutes were provided for members to review.

Todd Samuel motioned to approve November 30, 2023, AEL Committee Minutes as presented, seconded by Michael Lee; the motion was carried unanimously to approval.

Policy 2023-03, Incentive Payments for State-Funded EcSA Participants – Cynthia

Cynthia Garcia shared that in recognition of the work that Washington’s Workforce Development system did to alleviate poverty through the original Economic Security for All (EcSA) initiative, the state is making continued investments that are allocated to Local Workforce Development Boards (LWDBs) to expand on the work currently done by local EcSA programs funded by the Governor’s WIOA statewide activities funds. Because this new allocation is state-funded, these new resources provide an unprecedented opportunity to expand the Benton-Franklin Workforce Development Council (BFWDC) services further to improve workforce outcomes and reduce poverty across Benton and Franklin counties.

The BFWDC staff recommends a motion to approve Policy 2023-03. This financial support will be utilized and provided to recognize and achieve milestones associated with the state EcSA program and activities. This policy establishes the terms, conditions, requirements, and responsibilities of subrecipients to support EcSA work with Community Reinvestment Funds (also called EcSA Career Accelerator Incentives Funds).

Todd Samuel motioned to approve Policy 2023-03, seconded by Adolfo de León; the motion was carried unanimously to approval.

E-Vote follow-up State EcSA Community Reinvestment Funds – Cynthia

The BFWDC staff recommended awarding the Community Reinvestment EcSA funds (authorized by State EcSA Grant) to Career Path Services (CPS) in the amount of \$1,083,540 to provide incentive payments, business services, and subsidized training to low-income families with a focus on black, Latinx, and indigenous populations with the timeline of Date of Execution to May 31, 2025.

BFWDC staff recommendations are based on the following: 1) CPS has demonstrated knowledge of serving rural communities and established strategic and meaningful relationships with community leaders to increase awareness of EcSA services; 2) CPS program outcomes demonstrate the impact all EcSA participants served to date. CPS has

successfully worked with workforce service grants, reflected by their successful outcomes in the Youth, Adult, Dislocated Worker, and Economic Security for All programs, as demonstrated by the monthly performance reported during advisory committee meetings. 3)The Request for Proposals (RFP) executed in the Spring of 2023 for competitive procurement of service providers to implement PY23 WIOA Youth, Adult, and Dislocated Worker funds required the awardee of the funds to receive and implement PY23 EcSA funds to ensure continuity of service delivery as these programs leverage each other, where appropriate, to meet program participant goals. CPS is the current subrecipient of PY23 WIOA funds.

Todd Samuel motioned to approve awarding the Community Reinvestment EcSA funds (authorized by State EcSA Grant) to Career Path Services (CPS) in the amount of \$1,083,540 to provide incentive payments, business services, and subsidized training to low-income families with a focus on black, Latinx, and indigenous populations with the timeline of Date of Execution to May 31, 2025 followed by four years, zero nays, and zero abstentions; the motion was carried unanimously to approval via eVote.

Program Performance Update – Jessie Cardwell

Jessie provided an overview of the 2023 Program Year Adult and the Dislocated Worker programs, notating updates to the reporting documents, including budget and credentials in progress and earned. Jessie provided information on strategic partnerships to keep performance outcomes on track while meeting targets, including recruitment and outreach, covering 2023 program year expenditures and targets, follow-up, placement rates, and participant training. Additionally, Jessie shared that effective December 1, 2023, the BFWDC received unspent program year 2022 money from other workforce development areas. The adult program received \$7,331.25, and the dislocated worker program received \$35,210.40; this money must be spent by June 30, 2024.

Jessie updated committee members on the WIOA PY23 Adult Budget. The budget has been amended to add \$7,331.25, bringing the total contract amount to \$489,122.25, to continue serving adults in our community, effective December 1, 2023. The WIOA PY23 Dislocated Worker Budget has also been amended to add \$35,210.40, bringing the total contract amount to \$658,310.40, to continue serving adults in our community, effective December 1st, 2023.

QUEST has successfully achieved all its program targets and has exceeded its enrollment goals based on customer needs. However, the program has not utilized all of its allocated budget due to eliminating the Business Engagement Manager (BEM) position on the BFWDC side. QUEST primarily funded the BEM position, and additionally, because of staff layoffs, resignations, and time allocated to oversee this grant, it was over-projected. An updated budget has been submitted to the state. The program will continue to serve the enrolled customers while adding new performance measures. Career Path Services will also assume the Business Services function and funding staff to complete that work. Once the state approves this modification, it will be presented to the board of directors.

WorkSource Customer Demand – Crystal Bright & Jessie Cardwell

Jessie and Crystal provided a PowerPoint presentation on WorkSource Columbia Basin. WorkSource is a partnership of state, local, and nonprofit agencies that deliver various employment and training services for job seekers and businesses. There are twelve Workforce Development Areas in Washington state, and they serve Benton & Franklin Counties. WorkSource Columbia Basin includes eight partners who provide job seekers access to employment, education, training, & support services to succeed in the labor market. They also match businesses with the skilled workers needed to compete in a global economy to create self-sufficiency. WorkSource Columbia Basin provides a three-pillar business approach providing seamless customer experience, leveraging of resources, & continuous improvement. WorkSource provides three types: basic career services (Front End Services), case management &

business solutions. Crystal and Jessie shared how WorkSource and the Benton-Franklin Workforce Development Council (BFWDC) differentiated and overviewed operations and business strategy. Systemic issues identified are training due to high cost, capacity, and entry points; support services, **which are limited to funds remaining in the budget, including case-managed services, which are currently unavailable to customers who are not enrolled; and basic career services, which include front-end services for mutual customers.**

Considering these barriers, the committee was asked, “How do we leverage existing resources, and how do we lessen costs (to put more dollars toward direct services)?” These questions are especially concerning as they continue to see customers with more needs. Additionally, what information and data would be helpful moving forward in reporting?

WorkSource Columbia Basin (WSCB) Update – Crystal Bright, WSO

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

Round Table/Agency Updates

John Roach provided an update on the inpatient treatment center. He is a part of the board for the new treatment center, and as they get closer to opening, they will need to hire staff. He wanted to join this group to learn more about the services WorkSource provides and to keep us informed about positions they will be hiring for so that we may support the hiring needs.

Next Meeting

- Adult & Employer Linkage Committee: Thursday, February 15, 2024, at 4:00 p.m., WSCB Room 9/Zoom
- Quarterly Board Meeting: Tuesday, April 30, at 4:00 p.m. WSCB Room 8/Zoom

Adjournment

With no further business, the meeting was adjourned at 5:12 p.m.

Board Present	Board Excused	Board Absent	BFWDC Staff	Guests
Adolfo de Leon	Jason Jansky		Jessie Cardwell	Crystal Bright
Todd Samuel	Andrew Cook		Cynthia Garcia	Heather Woodruff
Michael Lee	Geoff Arends			Rebecca Williamson
Karl Dye				John Roach
Kate McAteer				Kelly Harnish

Respectfully submitted:

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Adolfo de Leon, Vice-Chair 3/25/2024
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 Adolfo de Leon, Committee Chair Date

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Cyndelle A. Howell, Administrative Assistant 3/25/2024
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 Cyndelle Howell, Administrative Assistant Date