



Benton-Franklin Workforce Development Council (BFWDC)

Adult & Employer Linkage (AEL) Committee

September 15th, 2022, at 8:30 am. – Zoom

<u>Present</u>	<u>Excused</u>	<u>Absent</u>	<u>BFWDC Staff Present</u>
C. Vice Chair, Adolfo de León Chair, Todd Samuel Jim Smith	Jennie Weber Karl Dye	Michael Lee Jamie Rassmussen	Becky Tuno Cyndelle Wood Cynthia Garcia David Chavey-Reynaud Isaac Estrada Jessie Cardwell Tiffany Alviso
			<u>Guests & Partners</u> Crystal Bright Heather Woodruff

Call to Order

Adolfo de León started the meeting by welcoming everyone and called the meeting to order at 8:30 am.

Cyndelle Wood read the roll call while everyone responded. The meeting quorum of three was not met. She asked guests and system partners to put their names and organization in the chat and thanked everyone for joining the meeting.

Approval of Committee Minutes

The minutes from the July 21st and August 18th, 2022, Adult & Employer Linkage Committee Meeting were provided for members to review.

Due to a lack of quorum as defined in the by-laws, July and August meeting minutes will not be motioned for approval. This action item will be carried forward to the October 20th committee meeting.

Motion to Approve the PY22 Subrecipient Monitoring Schedule

Due to a lack of quorum as defined in the by-laws, the PY22 Subrecipient Monitoring Schedule will not be motioned for approval. This action item will be carried forward to the October 20th committee meeting.

Occupations in Demand (OID)

Due to a lack of quorum as defined in the by-laws, the OID list will not be motioned for approval. This action item will be carried forward to the October 20th committee meeting.

Washington Integrated Technology (WIT) Replacement and LinkedIn Learning updates

Jessie Cardwell shared the WIT updates from the steering committee - Individuals from Employment Security Department, WDCs, and WorkSource system partners attended three selected vendor platform demonstration sessions. Their case management functions, grant management functions, and interface capabilities were demonstrated. In October, selected vendors will have workshops so users can access their platforms, operate the systems, and evaluate them.

Employment Security Department and LinkedIn Learning agreed to extend their contract for PY22 with an option to extend it up to three years. Any licenses from the previous year that may have expired in June have been reactivated. Hopefully, there will be a minimal interruption in service for those using those licenses. Locally, we use the licenses for job seekers and business customers for incumbent workers and staff for professional development. Our area's interest came from businesses using the licenses for their incumbent workers for professional

development and training opportunities. We did not see much interest from job seekers in PY21, but we look forward to implementing best practices and new strategies to improve job seeker engagement.

Economic Security for All

Becky Tuno discussed the EcSA program performance summary included within the meeting packet covering program highlights and total employed exits for August.

Adolfo noted that during their meetings at the Community Service Office, the staff had been reminded to utilize the electronic referral process to support this program.

Together We Rise – Outreach to Historically Disadvantaged Communities

Isaac Estrada shared that they are continuing community partner outreach – the form has gone out to request OHDC funds. As more local events and resource fairs are being developed and are upcoming within Benton - Franklin counties, we intend to utilize the OHDC funds through those mediums and continue to seek out these opportunities for reaching more potential underserved populations.

For the research component of this grant, we've begun the distribution of our surveys for the focus groups we are conducting. With these focus groups, we aim to find the best ways to communicate with diverse populations within Benton - Franklin counties and how to connect with them and learn more about the barriers and challenges participants face when seeking services. We have created connections with community organizations outside our system partnership that are happy to share this information about our research component and make some meaningful connections. We are paying participants \$50 in incentives for participating in these focus groups.

Community Development Block Grant

Becky Tuno provided a summary of the performance of the CDBG program for August, discussing outreach efforts and impacted members – included in the meeting packet. There's much work being done with this program to help increase our ability to place individuals at different sites. We've partnered and are collaborating with Career Path Services to try to increase placements. We are contacting additional locations to discuss collaborating and meeting goals and missions. Hopefully, we can get additional placements, which will help us meet this program's targets.

Tri-Cities Futures Update

Cynthia Garcia shared the details of the August TC Futures report in the meeting packet. The report now includes a "Did you know?" Section. The intent is to bring awareness to some of the new services offered at TC Futures. The month of August was packed with great community and hiring events. Cynthia highlighted the following events: the Career Readiness Series at Juvenile Justice Center, Back-to-School Event, and the Lamb Weston Hiring Event.

Cynthia informed members that TC Futures leadership is working on implementing an intuitive and electronic sign-in system. Soon, youth customers will be able to sign in and out of TC Futures electronically and provide brief feedback on whether they were assisted appropriately during their visit. Once the new system has been integrated, site traffic reporting will resume. Cynthia asked all in attendance to read the report if they didn't have a chance to before the meeting today as there is valuable information within.

Liaison Report

David Chavey – Reynaud covered the Liaison report included in the meeting packet discussing WIOA program updates, TC Futures, and WorkSource Columbia Basin. David Chavey – Reynaud encouraged all the review the information if they didn't have the opportunity to before the meeting.

WorkSource Columbia Basin (WSCB) Operator Update

Crystal Bright discussed the WorkSource operator report and covered August highlights.

WSCB is adjusting its service delivery model to ensure we're accommodating the customer demand the way the customer needs us during peak season – more information to come.

In monitoring WSCB data, it was found that customer show rates for appointments were low; the front-end service team recognized the shortfall and jumped to action. They found a customer-friendly way to improve those reported numbers and, through their efforts of providing reminder calls, increased the show rate from 45% to 80%.

The WSCB Team worked collaboratively to rank our work in the areas identified within the annual Wagner Peyser Self-Assessment. An initial draft with staff and leadership feedback was completed and sent out for review. The final appraisal will be submitted before the end of September.

Next Meeting

- Adult & Employer Linkage Committee - Thursday, October 20, 2022, at 8:30 a.m. on Zoom
- Executive Committee - Tuesday, October 25th, at 3:00 p.m.
- Quarterly Board Meeting - Tuesday, October 25th, at 4:00 p.m.

Adjournment

Jim Smith gave a brief update on the Sheet Metal Union. The meeting adjourned at 9:11 am

Respectfully submitted:

DocuSigned by:
Adolfo de Leon 10/21/2022
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Adolfo de León, Committee Chair Date

Cyndelle Wood 10/20/22
Cyndelle Wood, Admin. Assistant Date