

# Benton-Franklin Workforce Development Council

## Quarterly Board Meeting

Tuesday, July 31, 2018

4:00 PM – WSCB Room #8

### Present

#### **Board Members**

Bob Bertsch  
Bob Legard  
Carl Adrian  
Carol Moser  
Janese Thatcher  
Jennie Weber  
Ken Cox  
Lori Mattson  
Michael Bosse'  
Richard Bogert  
Todd Samuel

#### **Ex-Officio**

Darryl Banks  
Israel Delamora

### Excused

#### **Board Members**

Dennis Williamson  
Janet Booth  
Melanie Olson  
Rick Miller, Commissioner

#### **Ex-Officio Members**

Daphne Larios  
Judith Gidley  
Paul Randall

### Absent

#### **Board Members**

Benjamin Ellison  
Lisa Bunch  
Rebecca Chamberlain

#### **Ex-Officio**

### Staff

Tiffany Scott  
Jan Warren  
Cynthia Garcia  
Diana Hamilton  
Becky Smith

### Guests

Kent Nelson, Columbia Dist.  
Michelle Mann, CBC  
Cami Eakins, CPS  
Michael Vu, ResCare  
Rachel Gehrman, ResCare  
Matt Sneed, ResCare  
Elina Movsesyan, ESD  
Jamilet Nerell, ESD  
Brittany Marlow, CPS  
Crystal Bright, OSO  
Jessie Cardwell, CPS  
David Browne, ESD  
Ric Valdez, CPS  
Leticia Torres, CPS  
Katie Engel, CPS  
Lindsay Webster, CPS

### Call to Order

Todd Samuel called the meeting to order at 4:00 p.m. and welcomed everyone. Introductions were made around the room. Todd explained that we are here to help people find jobs and help businesses get the people they need.

### Consent Agenda:

Todd presented the items on the Consent Agenda.

- **Approval of Board Minutes**

*To approve the April 24, 2018 Quarterly Board Meeting Minutes as presented.*

- **Finance Reports**

*To adopt the BFWDC Finance Reports as submitted for the period ending May 2018.*

- **Formula Youth Contract**

*Motion to award PY18 Formula Youth Contract to Career Path Services in the amount of \$570,227.*

- **Formula Adult Contract**

*Motion to award PY18 Formula Adult Contract to Career Path Services in the amount of \$538,825 with Quarter 1 spending not to exceed \$80,308.*

- **Formula Dislocated Worker Contract**

*Motion to award PY18 Dislocated Worker Services Contract to ResCare in the amount of \$630,794 with Quarter 1 spending not to exceed \$105,093.*

- **PY18 Monitoring Plan**

*Motion to approve the PY18 Monitoring Plan as presented.*

**Bob Bertsch moved to approve the items on the Consent Agenda as presented, second by Carol Moser with the correction that in the April 24, 2018 minutes, Janese Thatcher abstained from voting on the OSO Contract. Motion carried. Jennie Weber abstained.**

**Career Path Services PY17 Wrap Up** – Heather Woodruff

Heather provided and reviewed a newsletter highlighting the last year. She emphasized how they are striving to make an impact in the community by finding people jobs and setting them on the right track.

**ResCare Introduction** – Michael Vu

Todd reminded members that we went out for bid on our WIOA programs this spring. ResCare was awarded the Dislocated Worker Services Contract. Michael Vu introduced himself and his agency and gave a brief overview of ResCare and their services. They provide Health and Human Services with four lines of businesses; Homecare, Residential, Pharmaceutical and the ResCare Workforce division. Their emphasis is to help businesses prosper and to connect people on a path to jobs. Their motto is to “Work Smart, Get Better and Do Good.” They believe in collaboration. They are thankful to the partners at WorkSource Columbia Basin and the help they have received since being here. They are very impressed with the center and the services provided and will do their best to contribute. They have many tools that they are willing to share. They are now fully staffed.

Todd expressed that we are excited to have them join us. We have limited dollars and need to get as much of an impact as possible out of them. The ResCare proposal articulated a great impact and we are looking forward to teaming up with them to make these numbers successful.

**WorkSource Certification Update/Business Services Strategic Plan** – Cami Eakins, Michelle Mann,

Jennie Weber

They thanked the board for awarding the One-Stop Operator contract to the consortium. They provided a set of documents and reviewed some of the highlights from the past year.

- Building partnerships, working toward having one team
- Developing the culture of WorkSource Columbia Basin
- Commitment to integration
- Performance

Jennie reviewed the 2017-2018 Milestones provided in the packet. Michelle Mann shared about the Business Services Strategic Plan for PY2018-2021 also provided.

Jennie shared that Certification of the Center is a requirement. The WIOA requirements are very different from requirements of the past. The new system helps us gauge where we are. Staff are committed to being honest and working to become the best center possible. Crystal reviewed the WorkSource Columbia Basin Certification Progress Report.

**Families Forward Washington** – Tiffany Scott

Tiffany shared that a press release and RFI for Families Forward Washington were sent out. We are looking for a service provider to work with 100 non-custodial parents in order to get them the help they need to have a livable wage job that will put money back into families.

This is our first non-federal program and has taken us two years to get this far. Please share this information with anyone that you know of that would be interested and qualified. Letters of Interest are due by August 10.

Todd reiterated that this is a huge win in our move to diversify our funding.

**WDC Updates** – Tiffany Scott

Tiffany was appointed as the CEO six months ago. She share that it has been a wonderful time with a lot of hard work. She shared some of the work that has been going on:

- She promoted Diana Hamilton and Cynthia Garcia to management positions.
- She received a resignation from our Fiscal Manager. Jan Warren was brought back on the team.
- Sonee Kulaga was hired as Workforce Business Manager.
- The WDC Team was an integral part of the One-Stop Certification.
- RFP for WIOA Programs (Adult, Dislocated Worker and Youth).
- MOU/IFA – This is the earliest there has been a fully executed agreement.
- Families Forward Washington - \$682,706 in non WIOA resources.
- State Monitoring – Due to strong planning and resolve, there will be no findings this year.

Looking Forward:

- PY18 Budget
- Audit
- Strategic Plan
- Board Membership

**Member Updates: All**

Members went around the table giving updates on their agencies and areas of service.

**Other Business:** None

**Next Meeting**

Quarterly Board Meeting - Tuesday October 30, 2018 at 4:00 p.m.

**Adjournment**

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

---

Todd Samuel, Chair

Date

---

Becky Smith, Executive Assistant

Date