



Benton – Franklin Workforce Development Council (BFWDC)

## Executive Committee Meeting

Tuesday, February 28<sup>th</sup>, 2023, at 4:00 p.m. Zoom

*Please note – This meeting is being recorded for record-keeping and quality assurance purposes.*

*Promoting a prosperous community by providing a progressive workforce system*

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### AGENDA

- I. Call to Order & Welcome- Todd Samuel
  - a. Board Member/BFWDC Staff Roll Call & Excused Absences – Cyndelle Wood
  - b. Visitor/Presenter Welcome – Cyndelle Wood
- II. Approval of Committee Minutes - Todd Samuel
  - a. Executive Committee – Tuesday, January 31<sup>st</sup>, 2023 (Needs a vote)
- III. Motion to award our subrecipient, Career Path Services, an additional \$30,799, bringing the total contract amount to \$699,254, to continue serving youth and young adults in our community, effective February 15<sup>th</sup>, 2023. – Cynthia (Needs a vote)
- IV. Motion to Approve the contract for Outreach to Historically Disadvantaged Communities (OHDC) funds to Subrecipient Contractor, Career Path Services, in the amount of \$133,000, utilizing sole-source procurement, Effective February 1, 2023. – Becky (Needs a vote)
- V. Motion to Approve the Employment Security Department (ESD) Outreach to Historically Disadvantaged Communities (OHDC) contract for SNAP Basic Food, Education & Training (BFET) Program in the amount of \$20,000 utilizing sole-source procurement. – Becky (Needs a vote)
- VI. Motion to Approve reducing the CDBG Hunger Relief contract with Subrecipient Contractor, Career Path Services, by \$84,887 for a revised contract total of \$363,831, Effective February 9, 2023 – Becky (Needs a vote)
- VII. December Finance Reports - Jan Warren
- VIII. BFWDC CEO Report - Tiffany Alviso
- IX. Liaison Report - David
- X. Executive Member Round Table – All
- XI. March Executive Committee Meeting move – March 21<sup>st</sup>, 2023
- XII. Next Meeting
  - a. Executive Committee Meeting – Tuesday, March 21<sup>st</sup>, 2023, at 4:00 p.m. on Zoom
  - b. Board Meeting – Tuesday, April 25<sup>th</sup>, 2023, at 4:00 p.m. on Zoom

### Attachments

1. 2023.01.31 Executive Committee Minutes
2. Memo – PY22 OSY CPS Contract Modification
3. Memo – Sole-Source Procurement OHDC CPS Contract
4. Memo – Sole-Source Procurement OHDC ESD BFET Contract
5. Memo – CDBG Hunger Relief CPS Contract Reduction

***Benton-Franklin Workforce Development Council contributes to our prosperous community by elevating the human potential.***

*The Benton-Franklin Workforce Development Council is an equal-opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay Service 71*



6. 2022.12 Finance Reports
7. BFWDC Organizational Chart
8. 2023.02.14 CDBG Hunger Relief Commerce Monitoring Letter
9. 2023.01 Liaison Report
10. 2022.01 Liaison Report
11. 2023.01 WorkSource Operator Monthly Report
12. 2023.01 TC Futures Report

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