



**Benton-Franklin Workforce Development Council (BFWDC)**  
**Quarterly Board Meeting**  
July 27, 2021  
4:00 p.m. – Zoom

**Present**

Commissioner Clint Didier  
Todd Samuel  
Adolfo DeLeon  
Dennis Williamson  
Michael Bosse  
Michael Lee  
Richard Bogert  
Bob Legard  
Carlos Martinez  
Carol Moser  
Alicia Perches  
David Phongsa  
Jamie Rasmussen  
Jennie Weber  
Jim Smith  
Karl Dye  
Kate McAteer  
Lori Mattson  
Mary Mills

**Excused**

Commissioner Will McKay  
Amanda Jones  
Lynn Ramos-Braswell

**Ex-Officio Excused**

Darryl Banks  
Paul Randal  
Cinthia Alvarez

**Absent**

N/A

**BFWDC Staff**

Tiffany Scott  
Jan Warren  
Diana Hamilton  
Cynthia Garcia  
Jamilet Nerell  
Jessie Cardwell  
DeAnn Bock

**BFWDC Staff Excused**

David Chavey-Reynaud

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**Call to Order**

Todd Samuel, Chair, called the meeting to order at 4:00 p.m.

Tiffany Scott presented a land tribute acknowledging the traditional, ancestral territories of the Cayuse, Walla Walla, and Palouse 1<sup>st</sup> Nations.

Tiffany Scott reported excused absences and conducted roll call of the Benton-Franklin County Commissioners, BFWDC Board Members, and BFWDC Staff.

Tiffany Scott welcomed guests, who then introduced themselves using the Zoom chat feature.

Todd Samuel also welcomed all in attendance and thanked them for taking the time to support the mission and vision of the BFWDC.

Todd Samuel asked if there was any public comment. There was none.

Todd Samuel referred members to the board packet filled with valuable information.

**Consent Agenda**

Todd Samuel asked members if they wanted any of the consent agenda items removed for individual consideration. The response was no.

- Approval of Board Minutes

To approve April 27, 2021, Quarterly Board Meeting Minutes as presented

- Finance Reports  
To adopt the BFWDC Finance Reports as submitted for the period ending May 2021
- Program Year (PY) 21 Budget  
To approve the PY21 Budget as presented
- Policy 2015-62 – Acceptable Use Policy  
To approve Policy 2015-62 - Acceptable Use Policy
- One-Stop Operator Certification  
To approve the three-year Certification of WorkSource Columbia Basin as the One-Stop Center

*Todd Samuel called for a motion to approve the consent agenda as presented. Motion moved by Moser, then second by Bosse and carried to approval. One member, Weber, abstained.*

### **Chief Executive Officer Presentation**

Tiffany Scott presented a slide deck that covered the progress of the BFWDC. The following was highlighted.

- Execution of Formula Grants
- Completion of Infrastructure Funding Agreement for WorkSource Columbia Basin Partnership
- Community Development Block Grant from the Department of Commerce
- Conclusion of Professional Accounting Services Agreement
- Certified Workforce Development Professional, Jamilet Nerell
- State Equal Opportunity Monitoring
- Programmatic and Fiscal Monitoring of Sub-Recipients
- Internal Security Policy Development and Audit
- Washington Workforce Association, Tiffany Scott Elected Chair
- Conclusion of Families Forward Washington
- One-Stop Operator Procurement and Certification
- Presentation to Governor Inslee on local Economic Security for All (EcSA) success
- Statewide Economic Symposium Presentation on Inclusive Best Practices, Jamilet Nerell, and Cynthia Garcia
- Final Program Year 2020 Employment Security Department Monitoring Unit Report reflected no findings, no questioned costs, and no disallowed costs
- Tri-Cities COVID-19 Economic Recovery (March 2020 – May 2021) featured data on nonfarm, government, retail trade, trade/transportation/warehousing/utilities, education/health services, manufacturing, professional/business services, leisure/hospitality, mining/logging/construction employment
- COVID-19 Job Recovery, Washington State 70%, Tri-Cities 102%
- 55 youth and young adults at Tri-Cities (TC) Futures attained their General Education Development (GED)
- Virtual Job Fairs continued to be held throughout our local Workforce Development System
- WorkSource Columbia Basin physically opened its doors to 25% capacity (by appointment) on July 1, 2021

Commissioner Didier, members (Moser, Bosse, Samuel, Dye, Olson), and chair (Samuel) engaged in conversation with Tiffany Scott throughout the presentation resulting in the action item for her to explore

strategic convening to address industry needs (both current and future) in the areas of healthcare, housing, workforce talent pipeline and manufacturing.

Todd Samuel thanked Tiffany Scott for the detailed presentation.

Karl Dye thanked Tiffany Scott for her responsiveness and coordination of AutoZone's employee needs.

### **WorkSource Columbia Basin Customer Spotlight**

Crystal Bright, WorkSource Columbia Basin, took a moment and thanked each of the board members for creating the space on the schedule to highlight the vital work that's being done alongside customers and the opportunity to showcase that. Crystal introduced Marissa Cox, Case Manager at WorkSource Columbia Basin.

Marissa Cox thanked everyone for inviting her to share Maria's story. Maria Gomez was working as an Endoscopy Technician in Vancouver, Washington, before relocating to the Tri-Cities. She came to WorkSource Columbia Basin after being unemployed for the first time in her career. She was looking for a new job that would be more accommodating and flexible because she was a single parent to a disabled son. She had been on unemployment on and off for about six months during the peak of the COVID-19 health crisis. Maria was directed to WorkSource through unemployment and first enrolled in the Workforce Innovation and Opportunity Act (WIOA) adult program with Sandra Douglas-Russell. Later, Maria was referred to and co-enrolled in the Reemployment Services and Eligibility Assessment (RESEA) program. Through coaching and support services, the professional staff was able to help Maria with retraining in medical coding and billing, auto repair assistant, clothing for work, and transportation assistance.

Maria was hired full-time with Ideal Options as a Patient Care Representative. Maria later moved on from that role to a position with Homecare Solutions as a Recruiter. Maria reached out to WorkSource this year, looking to see how she could go about advertising positions that she had open with the WorkSource Business Services.

Maria's story is an excellent example of how impactful WorkSource services can be when all partners do their best to serve job seekers and employers.

A video was shared of Maria discussing her positive experience.

Todd Samuel commented, what a great example of how the BFWDC, through our partners at WorkSource Columbia Basin, are making a difference in our community by helping people who want that next training and employment opportunity.

### **Strategic Goal Progress**

Karl Dye reported that the strategically targeting and aligning relationships for systems success committee or STARSS held their last meeting in June.

The STARSS committee not only met the strategic goal of establishing five new partnerships but exceeded it by 100% by codifying ten professional relationships that will benefit the BFWDC for years to come. After doing an inventory of current business organization contacts, the STARSS committee used the sector approach to deploy committee member resources efficiently to address existing gaps.

