



**Benton-Franklin Workforce Development Council (BFWDC)
Youth Committee Minutes
May 18, 2022, at 3:30 pm – Zoom**

Present

Dennis Williamson
Alicia Perches
Lynn Ramos-Braswell

Excused

Bob Legard
Paul Randall

Absent

BFWDC Staff Present

Tiffany Scott
David Chavey-Reynaud
Diana Hamilton
Cynthia Garcia
Jamilet Nerell
Jessie Cardwell

Ex-Officio

Jamie Ohl
David Wheeler
Cinthia Alvarez

Presenters

Melanie Olson, TC Futures

Call to Order

Dennis Williamson called the meeting to order at 3:33 pm. Members responded as Jessie Cardwell called roll.

Approval of Committee Minutes

The Minutes from February 16, 2022, Youth Committee Meeting were provided for members to review.

Alicia Perches moved to approve February 16, 2022, Youth Committee Minutes as presented, seconded by Jamie Ohl. Motion carried.

PY20 Youth Reallocations- Cynthia

Cynthia informed members that our funding source, Employment Security Department (ESD), has recaptured \$1,180,000 WIOA Youth dollars from other Workforce Development Councils, and now these funds are being awarded to those areas on track with their expenditures. These funds must be spent by June 30, 2022. Due to the great work our subrecipient is doing; we are one of the areas that received additional funds for a total of \$161,524 to continue providing services to youth. We have amended the PY20 contract with the state, and soon they will award these additional funds to our area.

PY22 OSY Allocations Update- Cynthia

ESD is currently working on our PY22 allocations. Once finalized, they will issue a WorkSource Information Notice (WIN) to the 12 workforce development areas to communicate the PY22 WIOA Youth program allotments. We hope to receive the final numbers by the end of May or the beginning of June. Because this committee does not meet in June, the BFWDC staff will send a Motion via E-Vote asking for your approval of the Youth Contract Amount so our subrecipient can continue to serve youth

and young adults beginning July 1, 2022. Please be on the lookout for the e-vote in the next couple of weeks, as it will require your attention.

State Monitoring Visit – Cynthia

On May 2, the BFWDC received a list from the state monitoring team of the participant files they will be monitoring. They will be monitoring a total of 40 WIOA participant files (of which ten of them are from the youth program). All items requested in advance have been uploaded to their secure website, and their pre-monitoring questionnaire is completed and submitted. They already began their virtual monitoring of our local area this week, and next week, they will be on-site at the BFWDC starting Monday, and they will be here through Thursday, May 26. All of the BFWDC staff will be 100% in-person next week to be present for monitoring to answer any questions. The following week, starting May 30, they will be back to virtual monitoring. That week their focus is going to be data element validation which is reviewing the accurate accuracy of the data that is entered into the MIS system.

Out-of-School Youth Program Highlights- Cynthia

Cynthia informed members that our youth program was invited to present at a state quarterly meeting. Our sub-recipient presented the best-practices for increasing work-based learning opportunities in our area. Went over the process - from the time a youth enrolls in the program TO connecting them to employers' in-demand occupations. Highlighted the importance of conducting assessments with youth to learn about their career interest, skills, personality type, and strengths before connecting with employers. Thank you, Heather, for sharing this information with other areas. Please take a look at the Performance Summaries in your packet. The April performance summary has the latest information. It is important to mention that April expenditures are not reported yet. They are reported on the 20th of each month. I am not concerned about the services behind target, as many services are in progress, and several strategies are in place to increase performance outcomes, as indicated in the performance summaries.

Together We Rise – Outreach to Historically Disadvantaged Communities (OHDC)– Jamilet/David

Jamilet introduced the OHDC program to members. OHDC is a grant from the Washington State Department of Commerce to fund efforts towards outreach and marketing to connect marginalized populations to employment, training, and state and federal services. Jamilet indicated that we branded our project as Together We Rise. There are three phases; one is research to learn how to best communicate with these populations. The second phase is implementing a strategic, data-driven, and inclusive outreach plan. The third phase is to develop a sustainable outreach plan for our partners.

David presented the OHDC Summary document and introduced our new Communications Coordinator, Isaac Estrada. Isaac expressed his excitement to start working with partners and use this resource to conduct outreach to said populations.

Liaison Report- David

David shared details of the Liaison Report:

WorkSource Columbia Basin (WSCB)-There was a drop in traffic this month due to a high turnout for the Hanford job fair that inflated numbers the previous month. Compared to last year, WSCB is slightly up in staff-assisted services to job seekers. WSCB served fewer job seekers but provided more services in a month-to-month comparison.

TC Futures- TC Futures traffic numbers are all customers who walk into TC Futures, not unique customers. TC Futures' total youth enrolled is up by 97 from last month, OSY is up by 14, and total co-enrolled is up by 4. Five youth attained GEDs this month.

WIOA program participant and exit targets are near or above the 80% threshold.

The BFWDC has an open position for an Administrative Assistant. This position has been posted on our Facebook page, website, and indeed. We ask you to please share this information with your network.

TC Futures Updates- Melanie

Melanie went over the TC Futures April report and highlighted the importance of collaboration, partnerships, and expansion of services at TC Futures. Melanie indicated that we have several partners that come into the building to provide services to our customers that don't necessarily pay rent because they are not formal partners. These partners offer great support across the board. Some examples of strong partnerships are with the Department of Human Services (DHS), the Legal Counsel for Youth Children (LYC), and the Community Health Plan of Washington (CHPW).

Melanie informed members that ESD123 executed a contract with DHS for support service dollars earmarked to end homelessness in Benton and Franklin. A .5 FTE will be designated to assist with emergency housing and related support services. The tentative roll-out date is June 1.

Other Business/ Updates- All

Board Chair, Dennis Williamson, brought up the topic of having a Youth Committee Meeting over the summer. Currently, the Youth Committee meets four times a year, and it would be beneficial to meet during the summer to continue providing support to youth and young adults. Board members supported this recommendation. Cynthia will send out a calendar invite for the third Wednesday of July at 3:30 pm.

Melanie shared information about the next Graduation Celebration at TC Futures on June 16. Cynthia will be shared the invitation with all board members. Melanie indicated that the last graduation celebration was a success. There was a tremendous amount of people that showed up.

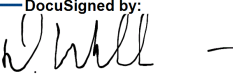
Next Meetings


Per the Youth Committees' recommendation, the next Youth Committee Meeting is Wednesday, July 20, 2022, at 3:30 pm via Zoom.

Adjournment

With no further business, the meeting of the Youth Committee adjourned at 4:25 pm.

Respectfully submitted:

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8/17/2022
Dennis Williamson, Youth Board Chair

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8/17/2022
Cynthia N. Garcia, Youth Programs Manager