



Benton-Franklin Workforce Development Council

Youth Committee Minutes

November 17, 2021

3:30 pm – Zoom

Present

Dennis Williamson
Alicia Perches

Excused

Lynn Ramos-Braswell
Bob Legard

Absent

BFWDC Staff

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

Ex-Officio

Darryl Banks
Jamie Ohl
Paul Randall
Cinthia Alvarez

Partners

Melanie Olson, TC Futures
Kayci Loftus, CPS

Call to Order

Dennis Williamson called the meeting to order at 3:32 pm. Members responded as Cynthia Garcia called roll.

Approval of Committee Minutes

Members received copies of the September 15, 2021, Youth Committee Meeting minutes for review.

Paul Randall moved to approve September 15, 2021, Youth Committee Minutes as presented, seconded by Alicia Perches. Motion carried.

Welcome Ex-Officio Member – Cynthia

Cynthia introduced Jamie Ohl as our newest Ex-Officio Board Member to the BFWDC Youth Committee. Jamie serves as a Development Officer for the Kadlec Foundation. Jamie holds a bachelor's in business administration from Washington State University and has a strong passion for community development. Her passion is evident by her involvement in different organizations within our community, such as Mid-Columbia Rotary, Academy of Children's Theater, Leadership Tri-Cities, Ohl Family Foundation, and MyTri2030. Jamie is eager to bring her expertise to the BFWDC Youth Committee.

Jamie expressed her excitement to be part of this committee. Youth Committee Board members welcomed Jamie to the board. The BFWDC will introduce Jamie to the full board.

PY21 Subrecipient Monitoring Plan– Cynthia

Cynthia presented the PY21 Subrecipient Monitoring plan. She shared it is a comprehensive summary of all the contracts that the BFWDC must monitor throughout the program year, and provides details about each contract. In total, the board awarded over \$4.8 million this year to help with the employment and training needs in our community.

Dennis Williamson moved to approve the PY21 Subrecipient Monitoring Plan as presented, seconded by Alicia Perches. Motion carried.

Benton-Franklin Workforce Development Council Highlights- Cynthia

Efforts to increase non-WIOA Funds- As you are aware, the WIOA funds are restricted to those enrolled in formula programs. To increase services for all customers that come to TC Futures, the BFWDC, in collaboration with TC Futures, recently submitted three grant proposals to United Way. Each grant proposal is for \$30,000 per program year. The first proposal is to get funds to hire a part-time GED tutor. Cynthia informed members that in the OSY program, there are over 40 participants currently working on their GED that would benefit from one-on-one assistance. The second proposal is funding to buy laptops, headphones, webcams, and other technology that customers can keep if they complete a prescribed digital literacy framework through linked-in learning. The third proposal is to hire a Digital Navigator who can support the second proposal mentioned earlier. This position would be responsible for purchasing the technology, overseeing equipment transition to customers, and guiding the digital literacy framework.

We will know more at the beginning of December if we are selected as finalists. The funding begins in January 2022. Jamie Ohl offered her support with United Way grants as she is familiar with the process.

Youth Contract and Program Updates- Happy to report that we now have a fully executed the WIOA Youth contract and disseminated originals to our subrecipients. The reason it took longer than last year to work through our required signature process is that the County Deputy prosecuting attorneys did not allow us to use DocuSign. We will be working with the Deputy Prosecuting Attorneys next year to find alternatives to make this process more efficient.

Cynthia informed the board that Continuous Quality Improvement (CQI) monitoring happens every quarter by the BFWDC Program Staff. This quarter, four files were randomly selected for review. This strategy was implemented to provide our sub-recipient with immediate feedback about the processes. There are minimal items to address. Currently, our subrecipient is working on the response. Cynthia recognized Career Path Services (CPS) new staff for their very well-written case notes and ETO entries.

Liaison Report- David

David shared we have seen small shifts at the WorkSource Center. We have lost some numbers in our month over month for total staff-assisted job seekers and the unique number of businesses served, but we are doing better than last year and the year before. There is one change in the Liaison report. Previously TC futures reported the total number of youth who attained GEDs, and that has been changed to total out-of-school youth who attained GEDs, to hone in on the Out of School Youth (OSY) program providing that service.

David praised our case management programs. We are sitting at 99.8% for total participants served, 447, out of the monthly-to-date target of 448. In comparison to last year, we were just at 74% of our monthly-to-date target. For total employed exits, we are at 87% of our monthly-to-date target, which is great, compared to the 60% that we were in the year before, and in 2019, before the pandemic, we were sitting at 49% at the same time this year.

Our unemployment rate is sitting low. This month, we are at 3.7% for Benton County and 4.2% for Franklin County, a full percentage point down from the previous month and a full percentage point from pre-pandemic levels. There has not been much of a shift for COVID-19 job recovery. All industries that were severely affected by the pandemic have recovered. David will stop using the COVID-19 job recovery as a measure against pre-pandemic levels because of how the job market is contracting. In the industries that are being affected, it is no longer an accurate representation of our actual COVID-19 recovery.

David pulled the number of businesses in Benton and Franklin counties from quarter one of 2020, which was pre-pandemic to compare to quarter one of 2021. In our MSA, we are up 33 companies but still down in employment. More businesses are beginning to open. As a result, we have a net positive number of companies open, but we are still at a net loss of positions being served. That figure will continue to develop, almost a year behind. It is not the most up-to-date information. However, there was a request at the last board meeting to investigate the number of businesses that closed and opened during the pandemic.

BFWDC Outreach- David

David informed the board that the BFWDC has contracted with MadCap to create an outreach video. Washington Workforce Association (WWA) paid for this service. Our video is about three minutes and 22 seconds long and introduces who we are and what we do. We will be showing this video at the Executive board meeting at the end of November, and then we will be putting it on our social media pages. We will be sending out an email blast to all board members. David discussed the importance of liking, sharing, and commenting on the video to increase engagement.

TC Futures Updates- Melanie

Melanie expressed her gratitude to board members for the opportunity to attend these meetings and inform members of what is happening at TC Futures. Melanie recently attended the Workforce Summit sponsored by WA STEM Foundation and ESD123. Melanie recognized Board Member Paul Randall for a great presentation.

Melanie presented the TC Futures Report. She informed members that the traffic during this reporting period was lower than other months due to holidays, staff being out of the office unexpectedly, and fewer in-person appointments than usual. Melanie indicated that we would be looking at other meaningful information to give the board and how many services TC Futures provides.

Events will continue to increase the number of foot traffic. Melanie thanked Board Member Dennis Williamson for coming over and talking about the electrician's apprenticeship and his continued support. TC Futures continues creating new partnerships and just trying to expand services. Melanie highlighted the last Graduation ceremony that occurred at TC Futures. Each team member presented their customers GED certificate and got to say a little bit about them. But one participant wanted to talk a little bit about his experience with TC Futures, and it was very touching. This participant talked about his journey, how he used to come to the center because he was hungry, and TC Futures was the only place to get something to eat. He pointed out every person that had at some point connected with and helped him along the way. This testament speaks volumes about the level of teamwork, compassion, care, and excellent work. So, when you see the TC Future staff, please let them know what a great job they're doing.

Other Business

No other business.

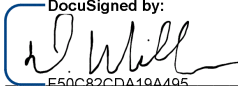
Next Meeting


Youth Committee Meeting – February 16, 2022, 3:30 pm at Zoom

Adjournment

With no further business, Darryl Banks moved to adjourn, seconded by Dennis Williamson. Motion carried. The meeting adjourned at 4:25 pm.

Respectfully submitted:

DocuSigned by:

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Dennis Williamson, Chair

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Cynthia Garcia, Youth Program Manager