



**Executive Committee Meeting
MEETING MINUTES**

June 13, 2023, | 4:00 p.m.

Zoom

<https://us02web.zoom.us/j/89811649672?pwd=MVM0aVZkQWtjZHp2N0g0VzAwZlcrZz09>

Board Members Present

Leanne Liddicoat, Chair	Linda Kaminski
Barbra Cosner, Treasurer	
Cathy Sterbenz	

Staff Present

Amy Martinez	Patricia Padilla	Ariana Cordova
Tim Hoerner	Michelle Smith	Armando Flores
Meranda Smith	Susy Moran	

Guests

Kyle Curtis	Tawnya Armstead	Elise Rel
Madelyn Carlson	Jesse Diaz	David Gutierrez Betencourt
Victor Phillips	Sean Brogan	Sondra Pieti
Patrick Baldoz	Rosa Uberuaga	
Jed Watters	Ricardo Arce	
Angie Mobley	Martin Garibay	

Call to Order

Leanne Liddicoat called the meeting to order at 4:00pm.

Director's Report

Amy Martinez shared the year-end program monitoring reports of SCW's two subcontractors, People For People and Baldoz Professional Services. Patrick Baldoz, the One-Stop Operator, was monitored in May, resulting in no findings, areas of concern, or observations noted. People For People were also monitored throughout the year, on a quarterly basis, for the 10 contracts they hold with SCW. Outside of minor data transpositions within the database system, no findings, disallowed costs, or questionable costs were encountered. Both subcontractors are performing well.

Approval of Minutes

Leanne Liddicoat virtually presented the Executive Committee Meeting minutes from April 11, 2023. No further discussion.

Linda Kaminski moved to approve the April 11, 2023, Executive Committee meeting minutes, seconded by Barbara Cosner. Motion carried.

Consent Agenda

Leanne Liddicoat virtually presented the consent agenda and called for discussion to remove any item from the consent agenda. No discussion followed. Leanne called for a motion to approve the items listed below.

- 06-23-001 April 2023 Financial Statements
- 06-23-002 PY21 WIOA Adult, Dislocated Worker, Youth Programs Mod. 1
- 06-23-003 PY20 Community Development Block Grant (CDBG-CV) Hunger Relief Mod. 2

Linda Kaminski moved to approve the items on the consent agenda as virtually presented, seconded by Barbara Cosner. Motion carried.

PY23 Preliminary Budget

Barbara Cosner virtually presented the PY23 Preliminary Budget, approved by the SCW Finance Committee. Major changes in the PY23 Preliminary Budget as compared to the PY22 Preliminary Budget are as follows:

- Grant/Contract Revenue increased by \$1,095,228. This increase consists of the following:
 - \$189,946 increase in the WIOA grants,
 - \$488,753 estimated increase in the WorkFirst grant,
 - \$1,075,595 increase in the new QUEST grant and continuing PY22 DVR Youth, State EcSA, and Federal EcSA grants, and
 - \$659,066 decrease from PY19 DVR Youth, CDBG, and COVID Recovery grants ending in PY22.
- Interest income increased by \$32,055 due to the substantial increase in interest rates on the Board's CD accounts.
- Salary expenses were increased by \$150,264 due to a new Business Manager position and anticipated annual increases.
- Staff fringe was increased by \$52,736 due to a new Business Manager position and anticipated annual salary increases.
- Communications were decreased by \$10,380 due to Yakima County implementing a new method of calculating and distributing technology costs.
- Equipment increased by \$2,345 due to the reassessment of the old copier lease and full expensing of the new copier lease.
- Facilities increased by \$8,393 due to Valley Mall rent and a WorkSource RSA.
- Professional Services were increased by \$45,504 due to our 2-year accountability audit and QUEST.
- Subcontractor/Incumbent Worker expenses increased by \$865,902. This increase consists of the following:
 - \$265,904 increase in WIOA subcontracts,
 - \$454,892 estimated increase in WorkFirst subcontracts,
 - \$730,882 increase in the new QUEST grant and continuing PY22 DVR Youth, State EcSA, and Federal EcSA grants, and

- \$585,776 decrease from PY19 DVR Youth, CDBG, and COVID Recovery grants ending in PY22.
- Change in Net Assets of \$107,261 is unbudgeted funds. These funds will be used as carry-in for the next program year.
- The SCW projected fund balance at the beginning of PY23 is \$2,269,294 and is expected to increase by \$123,562 to \$2,392,856 by the end of the program year due to interest on the SCW investments, revenue generated from the WorkFirst and DVR grants, along with tenant improvement recovery.

Tim Hoerner mentioned the next steps of the preliminary budget going forward to Yakima County CFO Craig Warner for review on behalf of the Consortium of County Commissioners. After which the preliminary budget will be presented to the Consortium of Commissioners on June 28th for final review and approval.

Linda Kaminski moved to approve the PY23 Preliminary Budget as virtually presented, second by Cathy Sterbenz. Motion carried.

PY23 State Economic Security for All (EcSA) Grant

Meranda Smith virtually presented South Central Workforce (SCW) has been awarded an additional investment into our region through state general funds for poverty reduction in the amount of \$785,796.76 for Economic Security for All (EcSA). The state grant is intended to continue to help low-income families move out of poverty by streamlining access to existing services and filling gaps in federal funding.

The grant provides funding for:

- those below the federal poverty level \$475,925.58
- those above the federal poverty level \$201,538.18
- a Business Navigator \$108,333.00

The grant will work with partners to recruit individuals in poverty or at risk of falling into poverty to coordinate service delivery to help them attain self-sufficiency. Individuals and their households will receive an assessment to coordinate connections to supportive services and wraparound supports, including housing, personal stability, and financial stability. Services are to ensure each individual has the support needed to focus on their career plan and/or subsidized job training.

The Business Navigator will serve as a conduit between employers and the many programs available to serve them. They will assist in refining their approach to hiring entry-level workers, develop upskill/backfill strategies and work experiences, on-the-job training, and unsubsidized placement opportunities.

The grant will serve 68 individuals below the federal poverty level and 28 above the federal poverty level. Where appropriate, People For People will co-enroll in WIOA Adult, Dislocated Worker, or Youth Programs throughout the grant period, which will run through June 2024.

Linda Kaminski moved to approve the PY23 State Economic Security for ALL (EcSA) Grant as virtually presented, second by Barbara Cosner. Motion carried.

PY23 WIOA Allocations

Meranda Smith virtually presented the preliminary WIOA allocations for its Program Year 2023 (PY23) Adult, Dislocated Worker, Increased Employment Rapid Response, and Youth Programs which will begin July 1, 2023. The PY23 WIOA Programs allocations for the State of Washington saw over an 8.42% decrease due to the Department of Labor reserving funds at the federal level. The South Central Region for PY23 WIOA Programs preliminarily received an average of 3.5% increase in funds from the prior year's allocations. The Adult Program received a 10% increase, the Dislocated Worker Program a 12% decrease, and the Youth Program a 13% increase. The decrease reflects the overall federal allocations per program plus the public health crisis and economic conditions of the local workforce development area.

Linda Kaminski moved to approve the PY23 WIOA Allocations as virtually presented, second by Barbara Cosner. Motion carried.

Other Business

Coming soon in September, SCW will be receiving \$3 million in federal congressional spending from Senator Patty Murray. SCW also submitted and was awarded a DCYF youth re-entry grant, currently in negotiations. More applications for grants are in the works.

Next Steps/Assignments

None.

Meeting adjourned at 4:23 p.m.