



Full Board Meeting

September 12, 2023, | 3 p.m.

Windrow Hotel, Ellensburg & Zoom

<https://us02web.zoom.us/j/82597249955?pwd=M3N5MnFuQlQvZDBTZmdHWFl2L3hrdz09>

Board Members Present:

Leanne Liddicoat, Chair
Dennis Flabetich, Vice Chair
Mara Lopez
Peter Finch
Cathy Sterbenz
Raul Lopez

Christy Pettey
Daniel Gansereit
Graciela Villanueva
Jonathan Smith
Linda Kaminski

Todd Wurl
Richard Foster
Ron Anderson
Steve Hart
Kyle Curtis, Commissioner

Staff Present:

Amy Martinez
Tim Hoerner
Ariana Cordova

Travis Piatz
Michelle Smith

Guests:

Tawyna Armstead
Tim McGann
Jesse Diaz
Sondra Pieti

Martin Garibay
Patrick Baldoz
Karla Jessen

Call to Order

Leanne Liddicoat called the meeting to order at 3:01 p.m. welcoming everyone including new board members. Introductions were made in person and virtually.

Director's Report

Amy Martinez presented the change of the November 2023 board meeting to November 7, 2023, due to the statewide Washington Workforce Association Conference that all staff will be attending. This meeting will be a little longer than usual due to the Strategic Plan community input on the board priorities that were worked on today at the Board Retreat. Conflict of Interest and WIOA Fraud and Abuse forms will be sent via email and DocuSign for board members to review and sign. Tim will also be sending out the Open Publics Meeting virtual training for board members to take. This is done every 4 years and is about 18 minutes.

Approval of Minutes

Leanne Liddicoat presented the May 9, 2023, Meeting Minutes, calling for a motion to approve.

Ron Anderson moved to approve the May 9, 2023, meeting minutes, seconded by Graciela Villanueva. Motion carried.

Consent Agenda

Leanne Liddicoat called for attention to the consent agenda items, noted below. She asked if any items needed to be removed for further discussion or correction, but no remarks were given. Leanne asked for a motion to approve the consent agenda as presented.

09-23-001 July 2023 Financial Statements

09-23-002 Executive Committee Action Forms

Dennis Flabetich moved to approve the items on the Consent Agenda as presented, seconded by Jonathan Smith. Motion carried.

PY23 Final Budget

Dennis Flabetich presented the PY23 Final Budget. The South Central Workforce approved a PY23 Preliminary Budget on June 13th, 2023. Due to PY22 carry-in funds and increases in expected in-house and subcontractor expenses, a modified PY23 Final Budget needs to be approved. The PY23 Final Budget was presented to and approved by the SCW Finance Committee on September 11th, 2023.

Major changes in the PY23 Final Budget as compared to the PY23 Preliminary Budget are as follows:

- Grant/Contract Revenue increased \$4,550,742. This increase consists of the following:
 - \$1,567,293 increase in the WIOA grants due to PY22 carry-in,
 - \$171,753 decrease in the WorkFirst grant, and
 - \$3,155,202 increase due to new Childcare, MyJOB and Opportunity grants and carry-in from EcSA, DVR Youth, QUEST and CDBG-CV grants.
- Board expenses increased \$5,000 for the Board retreat.
- Equipment was increased \$13,692 for new laptops.
- Professional Services was increased \$56,656 due to the strategic plan contract.
- Program Support decreased \$2,160 due to moving expenses to the Communications line.
- Subcontractor/Incumbent Worker expenses increased \$3,485,033. This increase consists of the following:
 - \$671,364 increase in WIOA subcontracts,
 - \$160,417 decrease in WorkFirst subcontracts, and
 - \$2,974,086 increase for the new Childcare, MyJOB and Opportunity grants and carry-in from EcSA, DVR Youth, QUEST and CDBG-CV grants.
- Change in Net Assets of \$1,094,481 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 the current program year is \$2,258,073 and is expected to increase by \$165,596 to \$2,423,669 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.

The PY23 Final Budget was also sent to and reviewed by Craig Warner, Finance Director at Yakima County.

Linda Kaminski moved to approve the PY23 Final Budget as presented, seconded by Richard Foster. Motion carried.

PY23 Opportunity Partnership Program

Meranda Smith presented the PY23 Opportunity Partnership Program. The South Central Workforce (SCW) has been awarded a \$56,666 grant from the Washington Workforce Training and Education Coordinating Board (WTECB) to match 25 Yakima Valley College (YVC) students with industry mentors. The program will provide students with workplace learning experiences including facility tours, informational interviews, job shadows, and internships.

Since 2018, the Opportunity Partnership Program mentors have served 95 low-income Opportunity Grant-eligible college students. The grant will focus on healthcare professionals, the education sector, and others as mentors who ideally will be employed in the field in which the student is interested. The mentors influence students to complete their coursework, explore their career and employment options, and enroll in advanced training.

Student mentorship services will be coordinated by People For People staff working closely with YVC staff through the grant period which will run from the date of execution through May 31, 2024.

Allocation Plan	
People For People	\$54,166
SCW (Oversight)	\$2,500
Total Grant	\$56,666

Ron Anderson moved to approve the PY23 Opportunities Partnership Program as presented, seconded by Graciela Villanueva. Linda Kaminski abstained. Motion carried.

PY23 Workforce Child Care Investment Initiative

Meranda Smith presented the PY23 Workforce Child Care Investment Initiative. In the Spring of 2022, the South Central Workforce (SCW) staff applied for Senator Murray Congressionally Directed Spending funds with the Spokane Workforce Council (SWC) in the amount of \$3 million for the Workforce Child Care Investment Initiative.

The project proposed to make direct investments in childcare for working families, increase the number of childcare options for families, and provide assistance to childcare providers. The SCW's application made it through the rigorous review process and was funded through the FY23 Federal Omnibus Spending bill that was signed into law in December 2022.

On August 31, 2023, the SCW was awarded a contract by the US Department of Health and Human Services' Administration for Children and Families (ACF) for the PY23 Workforce Child Care Investment Initiative to provide childcare services in Kittitas, Yakima, and Spokane Counties. SCW will subcontract with three primary organizations as described below.

- Spokane Workforce Council (SWC) will increase capacity for its Reconnect2Work Childcare Impact Project by enrolling two hundred households into the project. They will assist households with their Working Connections Childcare (WCCC) application, provide direct childcare tuition assistance, and provide participants with the Child Care Basics+ course who then will receive an interview with an early learning program. SWC will also assist fifty childcare providers with hiring and retention.

- Yakima Valley Community Foundation (YVCF) will work with the Investing in Children Coalition in Kittitas and Yakima Counties to increase awareness of the expanded WCCC eligibility. In Kittitas County, they will work with the Kittitas County Health Network to support the Happy Feet expansion project, which also includes Kittitas Valley Hospital. In Yakima County, YVCF will coordinate a feasibility study for expanding childcare availability for MultiCare Yakima Memorial Hospital's employees at their Early Learning Center. They will identify five recipients of the WA State Department of Commerce Early Learning Facilities to provide professional consulting in licensing, legal issues, construction, etc. YVCF will also support fifteen Early Achievers Level 2 providers in requesting a re-rating for a goal of a Level 3 rating.
- Yakima County Development Association (YCDA) will provide bilingual technical training and assistance to Yakima County childcare providers with limited resources and experiencing barriers when it comes to language, access to capital, and the digital world. Services will include purchasing a computer/laptop to help manage their business, along with workshops and one-on-one training covering digital literacy, financial literacy, and start-up assistance. Additionally, YCDA will purchase additional equipment to expand its mobile computer lab.

Allocation Plan	
Spokane Workforce Council	\$1,500,000
Yakima Valley Community Foundation	\$1,290,799
Yakima County Development Association	\$140,000
SCW (Oversight)	\$69,201
Total Grant	\$3,000,000

Peter Finch moved to approve the PY23 Workforce Child Care Investment Initiative as presented, seconded by Dennis Flabetich. Jonathan Smith abstained. Motion carried.

Next Steps/Assignments

NAWB Conference in WA DC arch 23-26, 2024

Meeting was adjourned at 3:31 p.m.