



**Full Board Meeting
MEETING MINUTES
February 13, 2024, | 4 p.m.
SCW Conference Room & Zoom**

<https://us02web.zoom.us/j/81942022135?pwd=SG1zVGJlYlRzdDhQUmFvb3lRaFJpQT09>

Board Members Present:

Leanne Liddicoat, Chair	Daniel Gansereit	Raul Lopez
Barbara Cosner, Treasurer	Graciela Villanueva	Steve Hart
Cathy Sterbenz	Jonathan Smith	Todd Wurl
Chelsea Rullie	Linda Kaminski	
Christy Pettey	Mara Lopez	

Staff Present:

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

Guests:

Tawnya Armstead	Jed Watters	Commissioner Kyle Curtis
Mark Cheney	Cadie Dye	Madelyn Carlson
Martin Garibay	Elise Rel	Patrick Baldoz
Sondra Pieti	Jesse Diaz	

Call to Order

Leanne Liddicoat called the meeting to order at 4:00 p.m. Introductions were made in person and via chat.

Director's Report

Amy Martinez presented the director's report highlighting the Legislative Day and Hill Climb, PY23 WIOA State Monitoring results, and the upcoming NAWB conference in Washington DC. The January Legislative Day and Hill Climb with WWA members met with over 30 state legislators across the state educating and advocating for continued investment support for the Economic Security for All (EcSA) program, which has passed the House and is now being considered by the Senate. Photos of WWA members with state representatives were shared virtually with the group. Also shared was the WorkSource System Policy 1015 and the local authority violation released by the Workforce Training and Education Coordinating Board (WTECB) in December 2023. This policy violates the local authority for the operation of youth programs as allowed by federal WIOA law. WIOA allows for local elected officials and local workforce boards a choice to operate youth workforce programs in-house or via procurement, as detailed in WIOA 20 CFR 681.400 (a) and (b). During the 30-day comment period, South Central Consortium of County Commissioners sent a letter to Governor Inslee and Chair Leanne

Liddicoat and Vice Chair Dennis Flabetich sent a letter to the WTECB raising concerns and requesting policy changes. The WTECB has yet to respond. Switching to the results of the WIOA State Monitoring results, Amy shared the Management Letter for the Employment Security Department WIOA monitoring team citing the completion of the full review from December 2023, there were no findings or issues identified. The State Auditor's Office began the annual audit on February 7th, 2024, and should finish by the end of March. Lastly, Amy reminded the board members of the 2024 National Association of Workforce Boards (NAWB) annual conference on March 23-26, 2024. She invited board members who may be interested to join Todd Wurl and herself, to fill the two available slots. SCW covers all expenses of the trip. No further information or discussion followed.

Approval of Minutes

Leanne Liddicoat called attention to the virtually presented Full Board meeting minutes from November 7, 2023, asking for a motion to approve.

Raul Lopez moved to approve the November 7, 2023, meeting minutes, seconded by Cathy Sterbenz. Motion carried.

Consent Agenda

Leanne Liddicoat called attention to the two items of the Consent Agenda listed below, asking if any item needed to be removed for discussion, no comments were given. She asked for a motion to approve the virtually presented consent agenda.

- 02-23-001 Executive Committee Board Action Forms
- 02-23-002 December 2023 Financial Statement

Linda Kaminski moved to approve the items on the Consent Agenda as virtually presented, seconded by Raul Lopez. Motion carried.

Incumbent Worker Training – City of Bingen

The South Central Workforce (SCW) Planning and Advocacy Committee met on January 11, 2024, and reviewed an Incumbent Worker Training Application funded through the Dislocated Worker Program. The City of Bingen will train two of its apprentices at a conference and examination preparation. The conference is a required portion of the wastewater and water treatment apprenticeship program that the two individuals are currently completing. The city hired these two apprentices to backfill positions that will be vacated by retirements. The second portion of the training in the application is an exam preparation training that the apprentices will be taking prior to testing to receive their Operator 2 certifications. The City of Bingen is requesting \$3,762 for Apprenticeship Conference and Exam Preparation. No further discussion followed. Leanne asked for a motion to approve.

Linda Kaminski moved to approve the IWT City of Bingen Application as virtually presented, seconded by Christy Pettey. Motion carried.

2024 WIOA Request for Proposals (RFP)

The SCW Planning and Advocacy Committee met on February 7, 2024, to review the specifications for the 2024 WIOA Adult, Dislocated Worker, and Youth RFP for Kittitas, Klickitat, Skamania, and Yakima Counties. Proposals will be submitted and reviewed electronically via JotForm. This includes a new layout and scoring metric. This will mainstream the RFP process for staff and the Planning Committee. Estimated funding figures are based on last year's allocations and dispersed to the four counties based on federal policy. The RFP timeline outlines the RFP process with the contract start date of July 1, 2024. Selection and evaluation criteria are based on four categories totaling 100 points: Experience & Ability (20), Relationships & Collaboration (10), Program Design (45), and Budget Narrative (25). The RFP will be promoted via an email campaign and social media, in English and Spanish. No further discussion followed. Leanne asked for a motion to approve.

Linda Kaminski moved to approve the 2024 WIOA Request for Proposals as virtually presented, seconded by Christy Pettey. Motion carried.

SCW 2024-2028 Strategic Plan

The Workforce Innovation and Opportunity Act (WIOA) requires Local Workforce Development Boards to conduct a four-year strategic plan. The local plan must analyze the economic conditions, needed knowledge and skills of the workforce, and workforce development (including education and training) activities that meet the needs of employers, workers, and job seekers in the region. The local plan must also address elements of the State Plan that are developed by the WTECB. The SCW staff have been working with a contractor and the board to redesign the organization's mission, vision, values, and priorities. After the board retreat and the community survey, staff engaged the Planning and Advocacy Committee. The committee met three times since the November Board meeting on December 12, 2023, January 11, 2024, and February 7, 2024, to finalize the 2024-2028 Strategic Plan. The majority of the plan is program in nature and very prescriptive on topics that must be covered by WIOA law. Therefore, the Committee would like to reference specific sections of the Strategic Plan:

- 2024-2028 Strategic Plan Priorities: Quality Jobs, Talent Pipeline, and Youth & Young Adults
- Median Household Income
 - The median household income in the South Central region is well below the state average of \$90,325 a year. Three of the four counties are significantly below the state median household income.
- Education Attainment
 - 24.3% of Yakima County adults aged 25 and above did not complete high school or equivalent— a figure three times higher than the state average. Notably, Kittitas and Skamania counties fall below the state average, with rates of 6.9% and 6.6%, respectively. In contrast, Klickitat County stands well below the state average at 1.1%, indicating a low percentage of individuals without a high school diploma or equivalent.
 - Looking at associate and bachelor's degrees, all four counties in the region are well below the state average.
- Poverty and Participation in Public Assistance Programs
 - Yakima County is notably high — almost double the state average at 11.7%.

- Children under 18 years old and People 18 to 64 years old - Yakima, Kittitas, and Klickitat Counties exceed the state average by 2 - 8.6% points.
- Seniors aged 65 years and over in Klickitat, Skamania, and Yakima counties are below the state average.
- Basic Food Assistance Households
 - From 2018 to 2022, 21.7% of households in Yakima County were recipients of the Supplemental Nutrition Assistance Program (SNAP) or basic food assistance.
 - Within the group of households receiving SNAP assistance, an estimated 59.5% included children under the age of 18.
 - Approximately 34.3% of all households benefiting from SNAP were led by a female householder without a spouse present.
 - Furthermore, an estimated 39.5% of households receiving SNAP had two or more individuals who were employed in the past 12 months.
- The top industries in the south central region based upon labor market statistics that provide current and future growth for quality jobs and careers are:
 - Health Services
 - Agriculture
 - Construction
 - Manufacturing
 - Transportation and Warehousing

Once approved by the SCW Board of Directors, the 2024-2028 Strategic Plan will be recommended for final approval from the South Central Consortium of County Commissioners then released for a final 30-day comment period from the public. Historically, comments received from the public are minor in nature, however, any comments that require substantive changes will be brought back to the board and county commissioners for approval. After the 30-day comment period, SCW staff will submit the Final 2024-2028 Strategic Plan to the WTECB for approval on behalf of the Governor. A board member suggested editing the wording noted in the final paragraph on page 13. The wording “dropped out” may not connote the message it’s intended for, changing it to “did not complete”, is more inclusive to those who may have not had the option to attend traditional school. The suggestion will be changed as requested. Lastly, a correction to the board member information on page 63 was noted. No further discussion followed. Leanne asked for a motion to approve.

Raul Lopez moved to approve the SCW 2024-2028 Strategic Plan as virtually presented, seconded by Todd Wurl. Motion carried.

Next Steps/Assignments

Successful WIOA RFP Bidder Approval on May 14, 2024, Board Meeting

Meeting was adjourned at 4:42 p.m.