

Benton - Franklin Workforce Development Council

November BFWDC Executive Committee Meeting
[Hybrid | In-person]



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November BFWDC Executive Committee Meeting [Hybrid | In-person]

Date: Tuesday, Nov. 26, 2024 | **Time:** 4:00 PM – 5:00 PM PST | **Location:** WorkSource Columbia Basin 815 N. Kellogg St. Suite D. Room 9 Kennewick, WA

Attendees: Executive | Staff: Cyndelle Howell, DeAnn Bock, Jessie Cardwell, Benton Franklin Workforce Development Council, Cynthia N. Garcia, Gabriela Torres | Guests: Cyndelle Howell, DeAnn Bock, Jessie Cardwell, Benton Franklin Workforce Development Council, Cynthia N. Garcia, Gabriela Torres

Agenda

1. Call to Order & Welcome- Todd Samuel	Todd Samuel, Board Chair	
1.1 Board Member/BFWDC Staff Roll Call & Excused Absences	Cyndelle Howell, Administrative Coordinator	4:00 pm (2 min)
1.2 Visitor/Presenter Welcome	Todd Samuel, Board Chair	4:02 pm (1 min)
2. Approval of Committee Minutes - Todd Samuel	Todd Samuel, Board Chair	4:03 pm (2 min)
3. Fiscal Update - DeAnn Bock	DeAnn Bock, Fiscal Director	
3.1 September Finance Reports	DeAnn Bock, Fiscal Director	4:05 pm (5 min)
3.2 Staff Accountant Update	DeAnn Bock, Fiscal Director	4:10 pm (5 min)
4. Programs Update	Jessie Cardwell, Workforce Programs Manager	4:15 pm (10 min)
5. Executive Committee At-Large Members		4:25 pm (10 min)

6. Executive Director Updates

6.1 PY25 Bylaws Update

6.2 2025 WWA Legislative Priorities

6.3 Request for Proposal for One-Stop Operator

6.4 2024 WWA Conference Takeaways

7. Executive Member Round Table

8. Adjournment

Todd Samuel, Board Chair

Cynthia N. Garcia, Executive Director

Cynthia N. Garcia, Executive Director

Cynthia N. Garcia, Executive Director

Cynthia N. Garcia, Executive Director

Cynthia N. Garcia, Executive Director

Benton Franklin

Workforce Development Council, Staff

Todd Samuel, Board Chair

4:35 pm (2 min)

4:37 pm (3 min)

4:40 pm (5 min)

4:45 pm (5 min)

4:50 pm (5 min)

4:55 pm (5 min)

1. Call to Order & Welcome- Todd Samuel

- a. Board Member/BFWDC Staff Roll Call & Excused Absences
- b. Visitor/Presenter Welcome

BFWDC Board Goals and Objectives for TAP Plan 2024-2028

Mission Statement: *The Benton-Franklin Workforce Development Council (BFWDC) promotes a prosperous community by providing a progressive workforce system.* We are dedicated to ensuring that the needs of employers, adult, and youth job seekers are met through collaborating with regional partners, understanding and adapting to the changing needs of our region, and providing leadership in workforce development.

Vision Statement: *The BFWDC contributes to our prosperous region by elevating the human potential.* The BFWDC will provide leadership to advancing the region's economy by helping prepare and connect employers and job seekers through WSCB and TC Futures.

Goals/Objectives and Strategies

Goal 1

Business and Economic Development | Support business development and competitiveness by aligning with economic development and growth efforts.

Objective 1: Increase awareness of workforce services and programs available to local business owners.

Objective 2: Connect businesses with skills-based testing resources; develop skillsets to promote/elevate businesses to the next level by implementing a localized job quality framework* to guide decisions and critical investments in delivering business services.

**Job quality framework is a blueprint of actionable, detailed strategies for companies to improve their jobs and work conditions.*

Objective 3: Identify the skills gaps and challenges of current and future business owners and economic growth efforts.

Goal 2

Youth | Improve access to opportunities for youth and young adults* with barriers to employment to transition to an economically successful adulthood.

**(In-School Youth- 14-21 years) (Out of School Youth- 16-24 years)*

Objective 1: Empower the next generation by expanding near-peer* youth opportunities and awareness of workforce programs offered.

**A Near Peer is an individual who has recently gone through an experience that someone will now or soon be facing.*

Objective 2: Connect with the digital world of youth and meet them where they are. Use social media and devices to explore education and employment prospects by utilizing social media platforms to communicate opportunities.

Objective 3: Increase awareness and understanding of alternative career pathways- such as technical education, certificates, trade programs, apprenticeships, and educational opportunities, including 2 & 4-year degrees.

Goal 3

Adult | Improve access to opportunities for adults to become economically successful.

Objective 1: Increase education, training, and upskilling of ALICE* workers.

**ALICE: Asset Limited, Income Constrained, Employed — earning more than the Federal Poverty Level, but not enough to afford the basics where they live.*

Objective 2: Meet job seekers where they are to introduce them to employment training and skill-building opportunities.

Objective 3: Identify employment and education barriers of job seekers and work with community partners to mitigate them.

Goal 4

Community Outreach | Strengthen collaboration with partners to meet the workforce needs of our employers and community.

Objective 1: Enhance the onboarding of new board members and community partners in the public workforce system, programs, and support services available.

Objective 2: Explore credential reform to improve equitable access, mobility, and long-term economic success.

Objective 3: Increase participation in the regional workforce development system by developing strategic partnerships integrating system services, data accountability, and resources.

To Support the Achievement of our Goals & Objectives, the BFWDC will:

- **Encourage the planning** and integration of services across multiple programs to achieve successful and impactful results for our employers and job seekers.
- **Promote individual partner goals as goals of the collective** to enable the creation of strategies that support our workforce system and thereby enhance the performance of each partner.
- **Provide guidance and leadership** in maintaining an environment that enables the delivery of quality services to employers and job seekers.
- **Diversify our funding sources** to enable the increased provision of employer and jobseeker services to our region.
- **Market** the services and resources available at WSCB and TC Futures to the community.
- **Recruit diverse, community-minded board members who can**, through the contribution of their strengths, expertise, lived experience, and network/relationships, enhance the BFWDC's regional impact.

1.1 Board Member/BFWDC Staff Roll Call & Excused Absences

1.2 Visitor/Presenter Welcome

2. Approval of Committee Minutes - Todd Samuel

- a. Executive Committee – Tuesday, October 29, 2024 (Needs a vote)



Benton Franklin Workforce Development Council (BFWDC)

Executive Committee Minutes

October 29, 2024, 3:00 p.m., TC Futures | Zoom

Call to Order & Welcome

Todd Samuel called the meeting to order at 3:01 p.m. Todd welcomed all in attendance and thanked them for taking the time to support the mission and vision of the BFWDC.

Cyndelle conducted a roll call of board members and staff to the board, and a quorum was present. Todd and Cyndelle welcomed virtual guests, asking them to communicate their names and organization using the Zoom chat feature. Todd reminded those in attendance to have cameras on, to capture who was speaking.

Minutes

September 26, 2024, Executive Committee meeting minutes were presented and reviewed for a motion to approve.

Todd Samuel called for a motion to approve the Executive Committee meeting minutes from the Committee meeting on September 26, 2024.

Todd Samuel motioned to approve; Will McKay seconded and unanimously approved.

BFWDC Finance Reports as submitted for the period ending August 2024 – DeAnn Bock

Statement of Budget to Actual Expenditures (For Period 7/1/24 – 08/15/24)

The financials were included in the packet. Fiscal director, DeAnn Bock, presented changes to the budget and expenditure statements, including a new format with additional comparison columns and a Statement of Cash Flows. The rent and facilities expenses were slightly over budget due to a final invoice reconciliation from the move to the new lease. Advertising and outreach expenses were higher due to costs for connection site signage. The board discussed the importance of the recent grant received from the Three Rivers Community Foundation, which provides unrestricted funding which has been a long-standing goal for the organization. The financial reports and updates were provided to the board, and there were no major issues or concerns raised.

Host Welcome and Tour – Todd Samuel/Melanie Olson

Todd Samuel suggests a tour of TC Futures for board members who haven't visited yet. Melanie, TC Futures Director, could provide tours of the TC Futures facility to interested board members and others who were not able to attend. Melanie and others discuss the construction of TC Futures and the impact on space utilization. Melanie Olson mentions the enrollment of 145 new students since September 1, highlighting space issues. They discussed the importance of smarter working and the use of space in TC Futures. The board discussed the construction progress of the TC Futures facility, noting that as the walls went up, the space appeared larger than when it was just the open steel structure. Commissioner Will McKay, a construction expert, explained that this is a common phenomenon with large commercial buildings, as the tall ceilings and walls can make the space feel more



expansive. The discussion highlighted the board's interest in understanding the development of the TC Futures space and the opportunity for members to experience it firsthand.

Economic Security For All Programs Update - Jessie Cardwell

Jessie Cardwell, the Workforce Programs Director, provided an update on the performance and impact of the EcSA programs. The EcSA programs serve a high percentage of the targeted populations, with 100% of the businesses served meeting the targeted population criteria. The EcSA programs have been successful in streamlining the customer experience, with reduced enrollment times and increased connectivity between job seekers and businesses. The EcSA programs have received positive feedback and commendations from the Department of Commerce and Employment Security Department, as well as additional funding to expand services. The EcSA programs focus on human-centered design to continuously improve service delivery and respond to customer feedback, such as providing more one-on-one support during workshops and expanding access to entrepreneurship opportunities. The board expressed appreciation for the success of the EcSA programs and the team's efforts to serve the community effectively.

Round Table

Todd Samuel tabled good of the order items as the full board of directors meeting is following.

Adjournment

Todd Samuel adjourned the Executive Committee meeting at 3:50 p.m.

Next Meeting

Executive Committee Meeting – Tuesday, November 26, 2024, 3:00 p.m. WSCB | Zoom Hybrid

Quarterly Board Meeting – Tuesday, October 29, 2024, at 4:00 p.m. TBD | Zoom Hybrid

Attendance

Chief Local Elected Officials	Board Members	Staff to the Board	Guests	Excused
Clint Didier	Todd Samuel	DeAnn Bock	Jan Warren	Adolfo de Leon
Will McKay	Amanda Jones	Cynthia Garcia	Heather Woodruff	
	Lynn Ramos-Braswell	Gabby Torres	Melanie Olson	
		Jessie Cardwell	Donna Mack	
		Cyndelle Howell		

Respectfully Submitted:



Todd Samuel, Board Chair

Date

Lynn Ramos-Braswell, Board Secretary

Date

3. Fiscal Update – DeAnn Bock

- a. September Finance Reports
- b. Staff Accountant Position Update

3.1 September Finance Reports

September Finance Reports

Benton Franklin Workforce Development Council
Statement of Budget To Actual Expenditures



(May Contain Unposted Transactions)
 For Period July 01, 2024 - November 15, 2024

EXPENSES	CURRENT FISCAL YEAR				
	2024 - 2025				
	YEAR-TO-DATE ACTUALS - NOVEMBER 2024	YEAR-TO-DATE BUDGET - NOVEMBER 2024	YEAR-TO-DATE PERCENT OF BUDGET	CURRENT YEAR BUDGET	PERCENTAGE OF TOTAL BUDGET
Sub-Recipient Reimbursements	\$ 1,698,080	\$ 1,870,785	91%	\$ 4,429,883	38%
Rent and Facilities	\$ 21,077	\$ 19,450	108%	\$ 45,791	46%
Salaries and Wages	\$ 197,765	\$ 267,875	74%	\$ 649,033	30%
Professional Services and Contracts	\$ 7,057	\$ 53,770	13%	\$ 65,920	11%
TC Futures	\$ 15,000	\$ 25,000	60%	\$ 60,000	25%
Travel and Training	\$ 5,544	\$ 25,300	22%	\$ 48,000	12%
Supplies, Furniture and Equipment	\$ 1,892	\$ 1,500	126%	\$ 3,000	63%
Equipment and Software - Lease and Maintenance	\$ 4,581	\$ 10,020	46%	\$ 17,000	27%
Communications (Telephone, Postage and Internet)	\$ 461	\$ 904	51%	\$ 2,170	21%
Advertising and Outreach	\$ 254	\$ -	0%	\$ -	0%
Insurance	\$ 8,742	\$ 8,000	109%	\$ 8,000	109%
Dues, Fees and Subscriptions	\$ 15,397	\$ 14,370	107%	\$ 15,552	99%
Business/Community	\$ 583	\$ -	0%	\$ -	0%
TOTAL YEARLY EXPENSES	\$ 1,976,433	\$ 2,296,974	86.05%	\$ 5,344,349	37%

*Rent & Facilities - over budget due to Goodwill final operating cost reconciliation. (\$2876.88)

*Advertising & Outreach - expense for Connection Site signage

*Supplies, Furniture, and Equipment - over budget due to unplanned purchase of meeting camera and misc. supplies

*Dues, Fees, and Subscriptions - over budget due to Job posting on Indeed

*Business/Community - EcSA Tour and Rapid Response Supplies

Benton Franklin Workforce Development Council
PRIOR YEAR-TO-DATE COMPARISONS



(May Contain Unposted Transactions)

For Period July 01, 2024 - November 15, 2024

EXPENSES	CURRENT FISCAL YEAR	PRIOR YEAR-TO-DATE COMPARISONS		
	2024 - 2025	2023 - 2024	2022 - 2023	2021 - 2022
	YEAR-TO-DATE ACTUALS - NOVEMBER 2024	PREVIOUS YEAR ACTUALS - NOVEMBER 2023	PREVIOUS YEAR ACTUALS - NOVEMBER 2022	PREVIOUS YEAR ACTUALS - NOVEMBER 2021
Sub-Recipient Reimbursements	\$ 1,698,080	\$ 835,130	\$ 1,317,822	\$ 1,265,483
Rent and Facilities	\$ 21,077	\$ 23,908	\$ 25,000	\$ 26,451
Salaries and Wages	\$ 197,765	\$ 375,001	\$ 413,527	\$ 360,514
Professional Services and Contracts	\$ 7,057	\$ 47,223	\$ 53,988	\$ 38,489
TC Futures	\$ 15,000	\$ 25,000	\$ 25,870	\$ 25,000
Travel and Training	\$ 5,544	\$ 10,423	\$ 19,885	\$ 3,773
Supplies, Furniture and Equipment	\$ 1,892	\$ 1,468	\$ 23,121	\$ 1,587
Equipment and Software - Lease and Maintenance	\$ 4,581	\$ 9,112	\$ 6,924	\$ 9,596
Communications (Telephone, Postage and Internet)	\$ 461	\$ 799	\$ 1,009	\$ 1,792
Advertising and Outreach	\$ 254	\$ -	\$ -	\$ -
Insurance	\$ 8,742	\$ 8,249	\$ 7,679	\$ 7,606
Dues, Fees and Subscriptions	\$ 15,397	\$ 14,343	\$ 17,873	\$ 14,367
Business/Community	\$ 583	\$ -	\$ -	\$ -
TOTAL YEARLY EXPENSES	\$ 1,976,433	\$ 1,350,656	\$ 1,912,698	\$ 1,754,658

Benton Franklin Workforce Development Council
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
30-WSCB Partnership From 7/1/2024 - 9/30/2024

(In Whole Numbers)

	Current Period Actual	Current Period Budget	Percentage of current period	Annual Budget	Percentage of Total Budget
Revenue					
Partner Revenue	57,978	57,978	100%	231,912	25%
Sub-Lease Revenue	42,200	42,200	100%	168,802	25%
Total Revenue	100,178	100,178	100%	400,714	25%
Expenses					
Supplies	3,161	2,250	140%	9,150	35%
Rent & Facilities	53,995	80,896	67%	323,585	17%
Utilities	37,004	5,100	726%	20,400	181%
Maintenance & Janitorial	7,278	6,560	111%	30,890	24%
Software & Software Maint	4,295	2,500	172%	2,500	172%
Community/Business	0	1,275	0%	5,000	0%
Dues, Fees & Licenses	774	872	89%	3,489	22%
EO Accommodation	2,954	1,425	207%	5,700	52%
	109,462	100,878	109%	400,714	27%
Net Surplus/ (Deficit)	(9,284)	(700)			

Benton Franklin Workforce Development Council
Corporate Entity
Statement of Cash Flows
For PY 2024-2025
(In whole numbers)

Unposted Transactions May Be Included In Report

Month:	Jul-2024	Aug-2024	Sep-2024	Oct-2024	Nov-2024	Dec-2024	Jan-2025	Feb-2025	Mar-2025	Apr-2025	May-2025	Jun-2025	Year total
Checking	2,435	2,181	945	909	909								
Money Market Balance	33,368	33,374	33,379	33,385									
RECEIPTS from Support													
Money Market Interest	4.79	5.67	5.49	5.67									21.62
Donations/Contributions (unrestricted)	-	399	-										399
Grant Revenue	-	3,380	-										3,380
													-
TOTAL RECEIPTS	-	3,779.34	-	-	-	-	-	-	-	-	-	-	3,779
DISBURSEMENTS for Operations													
Donation fees	-	15	-	-									15
Professional Services and Contracts	-	-	-	-									-
Community/Business	-	5,000	36	-									5,036
Dues, Fees and Subscriptions	-	-	-	-									-
Advertising and Outreach	254	-	-	-									254
Non WIOA Expenses	-	-	-	-									-
													0
TOTAL DISBURSEMENTS	254	5,015	36	-	-	-	-	-	-	-	-	-	5,306
NET CASH FOR THE PERIOD	(254)	(1,236)	(36)	-	-	-	-	-	-	-	-	-	(1,526)
ENDING CASH	2,181	945	909	909	909	-	-	-	-	-	-	-	(1,526)

3.2 Staff Accountant Update

4. Programs Update



October 2024

QUEST Summary Cumulative Dec. 1st, 2022-September 30, 2025			
Program Expenditures	YTD Spent	Program Budget	Percent Expended
As of October 31st, 2024	\$424,090	\$546,036	78%
Enrollments	Actual Outcomes	Monthly to Date Target	Annual Target
Total Planned Participants	105	103	103
Services	Actual Outcomes	Monthly to Date Target	Annual Target
Receiving Career Services	105	103	103
Receiving Individual Training Accounts (ITA)	57	53	53
Completing ITA	40	37	37
Receiving Supportive Services	30	25	25
Exits	Actual Outcomes	Monthly to Date Target	Annual Target
Total Employed Exits	64	60	60
<p>Success Story: Breezy (39) was long-term unemployed when she enrolled into the Quest program. She last worked at Griggs in 2021 and was struggling financially due to her unemployed status. Breezy primarily depended on SNAP and SSI benefits to support herself and her children but was ready to re-enter the workforce and pursue work and a CDL driver to be more financially stable. However, her major barrier to employment was her lack of training and credentials. Breezy noted some transferrable skills but they were not sufficient to move forward with applying for truck driver positions. Breezy was co-enrolled into the State EcSA and Quest programs to leverage funding towards training.</p> <p>Throughout her training, Breezy primarily struggled with her backing skills, which led to her failing her first skills exam. Her training provider noted that she needed additional training hours; program assisted with paying for these hours. Through her perseverance, she completed her training through T-Enterprises and obtained her CDL on 10/3/2024. Shortly after, staff assisted Breezy with reviewing her resume to ensure it is up-to-date and completed other work readiness activities, such as employment referrals and deskside services. After submitting several employment applications, Breezy was offered and accepted a driver position at Trans-System, Inc. Customer is scheduled to start her new position at the end of November.</p>			

October 2024

PY24 Out of School Youth (OSY) Program Performance Summary (Cumulative) (Total Contract Amount \$691,315)			
Program Expenditures	YTD Spent	Program Budget	Percent Expended
As of October 31st, 2024	\$158,901	\$691,315	23%
Enrollments	Actual Outcomes	Quarterly Target	Annual Target
Total Enrollments	115	126	188
Exits			
Total Employed Exits	20	31	90
Total Post-Secondary Exits	9	2	6
Total Entered Advanced Training Exits	0	0	N/A
Total Registered Apprenticeship Exits	0	N/A	N/A
Placement Rate	82.86%	85%	85%
Median Wage	\$18.07		\$16.45
Training Services			
Receiving Individual Training Account (ITA)	3	8	20
Completed ITA	3		N/A
ITA Credentials Earned	1		
On-the-Job Training (OJT)	0		2
Work Experience (WEX)	11	8	32
Pre-Apprenticeships	0		
Dropout Recovery Services			
General Equivalency Diploma	4	12	28

Success Story: Samantha is a 22-year-old high school dropout who entered the Out of School Youth (OSY) program at the age of 20 in need of GED, work readiness, and life skills building. Samantha was co-enrolled in the Open Doors program and the OSY program. When Samantha first enrolled in OSY, she was very shy and faced life, educational, work readiness, and social skill barriers. Samantha was on the verge of homelessness and faced severe anxiety around people, not being able to ride the transit, and a fear of being able to function in social settings. It took Samantha a while to warm up to her OSY case manager, and over time, they worked together on building a trust-based relationship and they started working on building Samantha's life skills. She was able to find secure housing with a family member and, with support from her case manager, Samantha was eventually able to ride and navigate the Ben Franklin transit system. She earned her GED in 2023, and was nervous to attend the GED graduation, but with the help and encouragement of both her Open Doors and OSY case managers, she attended the graduation ceremony. Once Samantha completed her GED, attained life and work readiness skills, Samantha successfully completed a Paid Internship, working at the first annual Tri Town Get Down music festival in the summer of 2024, thus helping her overcome work anxiety. Samantha was co-enrolled in the EcSA Community Reinvestment Funds program in the winter of 2024, it was then that she and her case manager started exploring long term career goals and the potential of attending post-secondary education. Samantha is interested in psychology and would like to help others that have suffered some of the same issues that she has experienced and has overcome in her young life. With the assistance and guidance of her case manager and taking advantage of the WA State College Grant, Samantha enrolled in CBC in the fall of 2024 and is working towards her A.A degree, then hopes to move onto a four-year university to complete her degree in psychology. Samantha is a great example of a customer who came into program with a variety of barriers and receiving the correct assistance to mitigate those barriers. Samantha is a testament of how the OSY and Open Doors programs are meant to be holistic and meet the customer where they are and give them the tools to reach their goals.



October 2024





Open Doors Monthly Data

- Total GED tests taken this month: **69**
- Passing rate: **83%**
- GED completions this month: **6**
- Total GEDs awarded since January 2024: **78**

Graduation Location Change – 11.14.2024

Fall Graduation will be at the ESD 123 main building in Pasco.
 Address is: **2924 W Court Street, Pasco, WA 99301**

Upcoming Events

-  NOV 11 **CLOSED for Veterans Day**
 All Day
-  NOV 14 **Fall Graduation**
 5:30PM - 6:00PM
-  NOV 28 **CLOSED for Thanksgiving**
 All Day - Nov 29
-  DEC 24 **CLOSED for Winter Break**
 All Day - Dec 26

TC Futures Hosts Grand Re-Opening

On October 22nd, TC Futures welcomed community members, stake holders and board members to tour their new facility. Those who attended were given tours by staff and provided refreshments. The new facility has a laundry room with a clothing closet, and youth can take what they need. There are also hygiene items and diapers available for those in need. There is a kitchen and food pantry stocked with food that youth have access to.

TC Futures is dedicated to providing exceptional support for youth and young adults ages 16-24. The staff inspire and empower youth and young adults, through a collaborative experience, with the hope that all will grow, find purpose, and become their best self.



If you know of someone who would benefit from TC Futures services, connect with a staff member today!

Meet the Staff

Each month we will feature new staff members and information about what they do at TC Futures. This month is Mariana Gamino, Migrant Program Re-Engagement Specialist, Mitzy Rodriguez, Case Manager, and Joshua Hawes, Case Manager.



Mariana, the Migrant Program Re-Engagement Specialist, joined the team in September 2023. After earning a BA in psychology with a major in criminal justice from WSU Tri-Cities, she spent two years as a victim advocate supporting survivors of various crimes. As the first in her family to attend college, Mariana understands the challenges that may arise from balancing education, work, and other life obstacles. Her goal is to provide support and encouragement to the youth throughout their journey at TC Futures. She is thrilled to be part of the team!

Mitzy is a bilingual TC Futures Case Manager. Her goal is to help individuals define success for themselves and help them achieve it. She understands that success can look different for every person, so Mitzy is adaptable and willing to follow each youth's plan if that is what it takes. Remember that they are in control, and she is here to provide the resources to get them where you want to be. Mitzy works closely with individuals in the Pasco School Districts she wants to be a resource to all. If you have ever been to a graduation, Mitzy is the one who reads the graduates names as they cross the stage.



Joshua is an Open Doors Case Manager and works with youth from Kennewick. He has many years of experience working with individuals who need assistance navigating social service resources within their communities. Prior to TC Futures, Joshua spent the last two years working as Foundational Community Supports Referral Specialist for Compass Career Solutions. In his free time he enjoys playing basketball, lifting weights, hanging out with my family/dogs, and eating! Joshua is excited to be part of the TC Futures and looks forward to working with supporting youth and young adults attain their GED and any other goal they wish to achieve.



TC Futures is a collaborative partnership between the Benton Franklin Workforce Development Council and Educational Service District 123.



**PY24 Dislocated Worker Lay-off Profile
Benton-Franklin Counties
October 2024**

Company Name	Date Notified	Industry	City	Layoff Date	WARN	Presentation	# Impacted
CPCCo	9/4/2024	Industrial Sanitation	Richland	10/1/2024	no	10/01/24 Tentative	50+
10/07/24 and 10/08/24 Staff held presentations on all RR resources, total number of attendees:1							
Lamb Weston (Connell Facility)	10/1/2024	Manufacturing/Warehousing	Connell	10/1/2024	yes	10/28/24 - 10/29/24 - 11/01/24	375
10/01/2024: Lamb Weston Contact Julie Cox contacted WS Staff to provide information on a sudden and permanent closure of the Connell facilities, leaving 375 employees potentially requiring RR resources. 10/03/24: Staff met with Julie Cox to go over various details regarding the layoff, a potential date for a requested job fair was established as 10/21/24 and multiple dates for the presentations on 10/28/24, 10/29/24, and 11/01/24. 10/07/24 Location for Job Fair confirmed with CBC representative Jocelyn Reyes, location for presentation in Connell on 10/28/24 has been established as the Connell High school. 10/08/2024 Staff has created a joint flyer with CBC and confirmed a total of 5 employers as attending the upcoming job fair.							
Valencia Motorsport	10/9/2024	Vehicle Parts Retailer/repair	Richland	10/21/2024 (Tentative)	no		2
10/10/2024: RR staff reached out to Jose Valencia, owner of Valencia Motorsport. Mr Valencia informed staff that the business' slow season was approaching and due to the possible loss in revenue he believes there is potential to lay off 2 of his employees. Staff communicated various services we could offer to his affected employees including 1-on-1 explanations. Jose states there is a possibility he will not have to resort to laying off his 2 employees but would keep the RR staff up to date with any changes, staff communicated to Mr. Valencia Lay Off prevention could be the assistance he is looking for in order to keep his employees, staff will communicate with the RR team and reconnect with Mr. Valencia with more information on what that process looks like. Dislocated Worker Info Sheet sent to client via email.							



October 2024			
PY24 Adult Program Performance Summary Cumulative July 1st, 2024-June 30, 2025			
Program Expenditures	YTD Spent	Program Budget	Percent Expended
As of October 31st, 2024	\$149,198	\$733,247	20%
Enrollments	Actual Outcomes	Quarterly Target	Annual Target
Total Served	102	120	200
Exits	Actual Outcomes	Quarterly Target	Annual Target
Total Employed Exits	15	45	100
Placement Rate	83.33%		85%
Median Wage	\$19.83		\$18.50
Training Services	Actual Outcomes	Quarterly Target	Annual Target
Receiving Individual Training Account (ITA)	14 (14 in progress)	17	40
Completed ITA	9		
Credentials Earned	5		
On-the-Job Training (OJT)	0	0	2
<p>Success Story: Pedro (50) enrolled in the WIOA Adult program in December 2023. At the time, he was unemployed and struggling with financial hardships, including the inability to afford the necessary CDL training to pursue his goal of becoming a Heavy Tractor Trailer Truck Driver. As a low-income resident of Benton County and a recipient of SNAP (food stamp) assistance, Pedro faced significant barriers in securing stable employment. Through program enrollment, Pedro received comprehensive assistance, including tuition support for CDL training, rent assistance, and gas support. Additionally, he was provided with Community Reinvestment Funds to help cover essential expenses and was guided in developing an Individual Employment Plan tailored to his career goals. On April 1, 2024, Pedro began his CDL training at T-Enterprises, completing the course and earning his Class A CDL license on May 8, 2024. With the help of staff, Pedro applied his new skills and qualifications in his job search, ultimately securing a position with Ben Franklin Transit as a Heavy Tractor Trailer Truck Driver on October 28, 2024. Pedro now earns \$21.00 per hour, working full-time at 40 hours per week, which has significantly improved his financial stability.</p>			



October 2024			
PY24 Dislocated Worker Program Performance Cumulative July 1st, 2024-June 30, 2025			
Program Expenditures	YTD Spent	Program Budget	Percent Expended
As of October 31st, 2024	\$118,935	\$664,780	18%
Enrollments	Actual Outcomes	Quarterly Target	Annual Target
Total Served	56	87	145
Exits			
Total Employed Exits	14	30	75
Placement Rate	77.78%		85%
Median Wage	\$21.45		\$22.62
Training Services			
Receiving Individual Training Account (ITA)	6	12	27
Completed ITA	5		
Credentials Earned	4		
On-the-Job Training (OJT)	0	0	2
Entrepreneurial Training	0	0	2
Lamb Weston Rapid Response Activities: Below is a summary of Lamb Weston Rapid Response efforts.			
<p>We've organized 5 Rapid Response Information Sessions since being alerted of the Lamb Weston layoff on October 1st. We hosted two sessions at Connell High School (THANK YOU, CHS!), two at Columbia Basin College (THANK YOU CBC!) and one virtually. Below is the information provided:</p> <ul style="list-style-type: none"> • General WorkSource information • UI • Community Health Plan of Washington • Dislocated Worker • Columbia Basin College/Worker Retraining • Washington State Labor Council • 211 • OIC of Washington • Skills Source Moses Lake • Event support • Spanish Power Point translation • Speaker translation • Goodwill • Statewide Rapid Response Manager- Donna Mack <p>We connected with approximately 25 impacted workers at the sessions. While that is less than we would've hoped, our job is not done after the sessions are over. We will continue to conduct outreach to connect with workers.</p> <p>Job Fair @ Columbia Basin College- Employers and Community Partners included:</p> <ul style="list-style-type: none"> • Simplot • TEAM • Aerotek • Darigold • Tyson Foods 			



- Reser's Fine Food
- Two Rivers Correctional Institute
- Washington River Protection Solutions
- ANS
- Hanford Mission Integration Solutions
- Bolthouse Fresh Foods
- National Frozen Foods/Oregon Potato
- Home Instead
- REC Silicon
- Southeast Communications Center (911)
- Group 14 Technologies
- IBEW 112
- Framatome
- SGL Carbon
- Amazon
- Washington Potato
- PCA
- Local 55
- Resource tables from CBC, WorkSource, OIC, and Goodwill

Thank you to the Business Solutions Team for organizing the event! Huge undertaking with very little planning time. Big thanks to BFWDC for providing snacks, water, and Spanish Interpreters! Thank you to BFWDC board members for reaching out to help! Approximately 60 people attended, 20 being Lamb Weston employees.

Outreach Methods have included:

- Gov Delivery and phone call campaign
- Text campaign facilitated through Operating Engineers Union
- Shop Steward at local union hall promoting sessions
- Emails and phone calls made to migrant parents in Pasco, Kennewick, North Franklin and Othello School Districts
- Physical outreach in Connell
- WorkSource table at Connell Chamber of Commerce job fair
- Social media (Chelsea even saw our flyers shared on Snapchat!)
- FES team informing customers at WSCB
- Flyers all over town, shared with community partners, etc.

Media coverage

- Tri City Herald interviews
- Apple Valley News Now article and video
- KEPR article and video
- KNDU article and video
- Radio campaign with KZHR 92.5 in the works.

Next steps:

- We are in the process of hiring a Peer Outreach Worker with support from Donna Mack and Chelsea with the Labor Council. This staff will be an impacted worker from Lamb Weston whose job is to conduct outreach to other workers to provide resources and gain information. They will also be tracking outcomes such as people who retired, those who got others jobs, moved out of the area, who needs assistance, etc. This has been a tremendously effective method used in other areas around the state, and we are grateful to have this option in Benton Franklin/Connell. This person will not start until after November 30th so as to not impact their UI or severance eligibility.
- Since Lamb Weston will not provide contact info, we have been collecting it as we've engaged with workers at job fairs, info sessions, phone calls, etc. Staff will continue to outreach to impacted workers.



October 2024

State and Federal EcSA Program Performance Summary (Cumulative from July 2024 - June 2025)			
Program Expenditures	Program Budget	YTD Spent	Percent Expended
Federal EcSA	\$111,301	\$26,691	24%
State EcSA	\$515,909	\$152,422	30%
Eligible Participants Enrolled	Actual Outcomes	Quarterly Target	Program Target
Federal EcSA – Below 200% FPL	14	34	45
State EcSA – Below 200% FPL	206	100	115
State EcSA – Above 200% FPL	8	6	12
Training Placements for employment at/above income self-sufficiency calculator goal	Actual Outcomes	Quarterly Target	Program Target
Federal EcSA – Below 200% FPL	0	6	12
State EcSA – Below 200% FPL	9	3	5
State EcSA – Above 200% FPL	2	2	5
Exits at or above income self-sufficiency calculator goal	Actual Outcomes	Quarterly Target	Program Target
Federal EcSA – Below 200% FPL	1	3	6
State EcSA – Below 200% FPL	5	10	20
State EcSA – Above 200% FPL	3	0	7

Success Story:

State EcSA: Jenny (36) enrolled into State EcSA on 3/4/2024. At the time of enrollment, Jenny was unemployed and in need of both employment assistance and supportive services. She had previously been let go from her position as a caregiver for Consumer Direct Washington and was unable to find a new client. Though her income was above the 200% FPL threshold, she was at risk of falling into poverty due to her lack of stable employment. Jenny's barriers to employment included a negative employment history after being laid off from several jobs, as well as a lack of funds to pursue her occupational goal of becoming a Heavy and Tractor-Trailer Truck Driver. While she was unable to complete class A training due to barriers that arose during her training, the program supported her in earning her Class B certification in August of 2024. In addition to the financial assistance for training, the program provided Jenny with career guidance, labor market information, job search assistance, and resume review. Through persistent job search efforts, Jenny was ultimately able to obtain full-time employment as a Security Guard at Hanford, starting on 10/21/24. She is earning \$21.82 per hour with full benefits. Jenny's story highlights the efficacy of the State EcSA program in helping individuals like Jenny overcome significant barriers to employment and achieve financial stability through personalized assistance, training, and job placement support.

Federal EcSA: Adela, age 46, entered the Adult and EcSA programs in November 2023. After being terminated from My Little Planet Learning Center in July 2023, Adela was seeking to re-enter the workforce. She was interested in pursuing a career as a truck driver, but she lacked the training and credentials to do so. Adela was co-enrolled in Adult and EcSA to leverage funding towards her Commercial Driver's License (CDL) training. The Adult and EcSA programs funded a portion of Adela's training through H&R Elite Trucking Academy. Unfortunately, towards the end of her training, Adela was encountering barriers with passing her tests. To help overcome this barrier and support her occupational goal, Adela was referred to Sunnyside CDL School to complete additional training hours and CDL exams. With the support and encouragement of staff, Adela completed her training through Sunnyside CDL School and obtained her CDL on 4/12/2024. Staff continued to work with Adela and supported her in achieving her employment goals. Through this support, she secured a job and started working at R.H.D Inc on 9/6/2024 at a wage of \$18/hr. This has led to her becoming more financially stable and self-sufficient.

October 2024

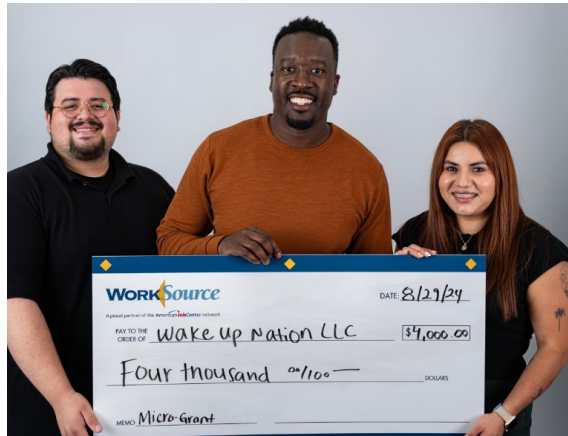
Community Reinvestment Funds (CRF) (Cumulative from December 2023- May 2025)			
Bucket	Program Budget	YTD Spent	Percent Expended
Incentives	\$1,677,850	\$1,120,853	67%
Business Navigator and Subsidized Training	\$630,000	\$282,564	45%
	Actual	Goal	Program Target
Participants Receiving Incentives	218	191	169
Employers Engaged	148	45	75
*CRF Employers Engaged	148	20	50
EcSA Participants Engaged	1	21	35
**Non EcSA Participants Engaged	14	15	35

*Black, Latine, and Indigenous owned and operated businesses.

**Employees from Black, Latine, and Indigenous owned and operated businesses who are not eligible for EcSA.

CRF Successes:

Wake Up Nation LLC, owned and led by Isaac Butts, has been in business for about 10 years, focusing on consulting services that cater to both educational and corporate markets. As a minority-owned business, Wake Up Nation has encountered significant financial barriers, particularly in accessing grants and funding tailored to their market. The grant they received through the Community Reinvestment Fund has been a game-changer, revealing the availability of opportunities that can help minority businesses grow and thrive.



The impact of the grant on Wake Up Nation has been profound. With the funds, they were able to hire their first videographer and video editor, both of whom are contracted workers. The skills and expertise of these professionals have already elevated the image and legitimacy of the business. For instance, the grant enabled Wake Up Nation to bring a videographer to capture training sessions during a job in San Diego, an opportunity that would have otherwise been out of reach.

This investment not only enhanced the quality of their content but also positioned Wake Up Nation for future growth. They plan to purchase additional high-end camera equipment to further improve the quality of their studio production. As they approach their busy season, the footage captured during the San Diego training will be instrumental in boosting their perceived value on their website and social media platforms, ultimately helping them secure more local contracts. Wake Up Nation is currently in discussions with both the Kennewick School District and a local high school in Richland, Washington, and they are confident that the enhanced online presence will play a key role in landing these opportunities.

5. Executive Committee At-Large Members

- a. Representation needed from Benton County & Franklin County

6. Executive Director Updates

- a. PY25 Bylaws Update
- b. 2025 WWA Legislative Priorities
- c. Request for Proposal for One-Stop Operator

Washington Workforce Association 2025 LEGISLATIVE PRIORITIES

Economic Security for All (EcSA)

WWA's top priority is to enhance Economic Security for All resources to increase service levels and simplify the program's administration. EcSA provides a state funding stream that aligns existing workforce and support programs across the state to amplify their collective impact. These funds are a critical resource that addresses the need to connect businesses with workers and sustain the infrastructure for individuals to receive training and credentialing to be self-sufficient and achieve economic independence. EcSA funds primarily assist traditionally underserved communities, including BIPOC, justice-impacted, and rural populations, in creating generational economic success by providing individuals with the necessary resources and support to thrive in the workforce.

EcSA previously received \$68.65 million biennially through \$20.4 million in direct funds to the Employment Security Department (ESD) and a \$48.25 million interagency agreement with ESD and the Department of Commerce (Commerce). Funding has been provided through multiple provisos, a mix of GF-S, CPP, and community reinvestment funds, with some funds being maintenance and some being one-time provisos.

POSITION:

- Maintain funding for EcSA, with ongoing appropriations to ESD of \$24.4 million for core services adjusted for caseloads and inflation.
- Simplify ESD funding streams under a maintenance budget line item to support local boards' business services to help people move out of poverty and into self-sufficiency.
- Continue the interagency agreement with ESD and Commerce to direct \$50 million of Community Reinvestment funds to enhance EcSA's pro-equity poverty reduction services.

Community Reinvestment Project

WWA supports continuing the Community Reinvestment Project (CRP), a vital initiative that addresses community empowerment, workforce needs, and justice-impacted individuals while promoting economic growth. Administered by the State Department of Commerce and in partnership with local workforce boards, it uses a community-driven approach to guide the development and delivery of impactful programs to address racial, economic, and social disparities and help individuals develop or enhance their skills to move to self-sufficient employment and long-term economic stability for themselves and their families.

POSITION:

Support the continuation of the Department of Commerce Community Reinvestment Project initiatives and partnership with local workforce boards, with ongoing funding to promote economic stability for families and thriving communities through the continuation of the following initiatives:

- Provide customers with resources to help meet basic needs as they actively pursue training toward their career goals.
- Support small businesses with grants, customized training programs, hiring needs, and other assistance to promote economic development.
- Offer financial coaching and Matched Savings Accounts to help customers purchase a home, invest in education or their business, or purchase other assets that support economic mobility and stability.



Benefit Cliff

WWA recognizes the need to carefully manage benefit cliffs' interaction with workforce development career pathways. Benefit cliffs refer to the sudden loss of public assistance, childcare, or housing when an individual's income exceeds a certain threshold. While some benefit phaseouts are gradual, others are sudden and can significantly reduce income and resources for individuals and families, just as they are on the cusp of economic self-sufficiency. This is not only an issue for families but also for employers' ability to attract and retain key talent for their workplace. When people cannot afford childcare or housing, they leave their jobs, turn down new career opportunities, and forgo pursuing additional education. Wrap-around services coordinated through local workforce boards allow income gains through higher-paying careers while balancing the loss of public assistance in the near term, mitigating the impact of benefit cliffs on low-income households.

POSITION:

- Support policies that prevent benefit cliffs for individuals transitioning to self-sufficiency.
- Protect and enhance incentives for wrap-around services, allowing individuals to meet career goals and increase earning capacity while reducing government dependence.
- Support policies to address the housing shortage, emphasizing those who earn too much to qualify for low-income housing but struggle to afford housing near their workplaces.
- Promote legislative investments and solutions that grow access to affordable childcare options, meet the needs of parents with infants and school-age children, and invest in the people doing the vital work at childcare centers across our state.
- Encourage state agencies to analyze regulations and policies to ease the impact of benefit cliffs as individuals move from government benefits to self-sufficiency.



A SINGLE PARENT WITH ONE CHILD:

\$18 AN HOUR
\$37,440 a year

At or under 200% Federal Poverty Level



Service Eligibility:

- SNAP/Food assistance
- Working Connections Child Care
- Apple Health/Qualified Health Plans
- Housing assistance
- Utility assistance
- Telephone assistance
- Educational Assistance (Pell, Opportunity Grants, SNG, BFET, etc.)

\$19 AN HOUR
\$39,520 a year

Over 200% Federal Poverty Level of \$39,440



Service Eligibility:

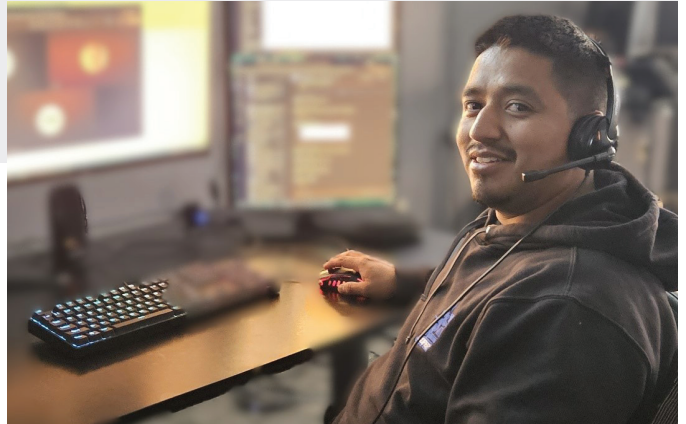
- SNAP/Food assistance
- Working Connections Child Care
- Apple Health/Qualified Health Plans
- Housing assistance
- Utility assistance
- Telephone assistance
- Educational Assistance (Pell, Opportunity Grants, SNG, BFET, etc.)

Digital Equity

WWA is acutely aware of the pressing need to close the digital divide, particularly in rural and traditionally underserved communities. This is done by developing the trained workforce necessary to build broadband infrastructure, increasing broadband access, expanding digital literacy, and improving training for justice-impacted individuals and those preparing for release. Several initiatives are underway to achieve these goals. The Broadband Equity, Access, and Deployment (BEAD) program aims to close the digital divide by providing high-speed internet access to every person and business in the state by 2028. The Department of Commerce has developed a Digital Equity Plan to establish eligibility for federal funding to expand broadband access. The Washington Workforce Board previously received one-time, one-year funding for Digital Literacy and IT Career Equity to promote digital literacy and provide marginalized communities pathways to high-demand, high-wage, information technology-based careers. Continued efforts are needed to ensure every resident has internet for education, training, job searches, running a business, or accessing necessities like healthcare and groceries.

POSITION:

- Support the Department of Commerce Digital Equity Plan to expand broadband access.
- Support the Washington State Broadband Office's Broadband Equity Access and Deployment (BEAD) initiative and develop a comprehensive workforce development strategy that invests in skills and training for broadband deployment.
- Support the Workforce Board's efforts to continue the digital literacy and equity in IT careers initiative through their 2025 funding request to increase digital literacy and access to technology-based careers and provide Skills Gap Program funds to fill critical skills gaps locally through partnerships between employers, the 12 Local Workforce Development Councils, and education organizations. Programs should be linked to existing resources whenever possible.

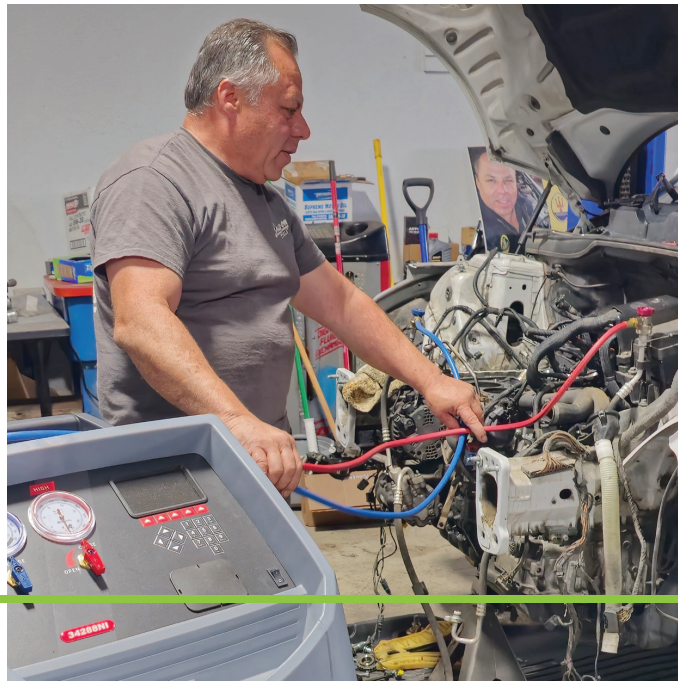


Economic Development

WWA believes that Local Workforce Development Boards are crucial to economic development and enhancement for today's workforce and the future. They drive economic growth, job quality, and prosperity by fostering collaboration, strategic planning, and effective workforce programs. Local boards partner with employers, economic development councils, associate development organizations, and others to form a frontline system to develop workforce plans and bridge gaps between employers, job seekers, and community organizations.

POSITION:

- Support strategies to increase outreach, capital, tools, and technical assistance to stimulate business, particularly in underserved and rural communities.
- Ensure job creation policies include locally led workforce development initiatives.
- Increase funding for regional capacity to coordinate and deliver economic development services through ongoing investments in Associate Development Organizations (ADOs).
- Ensure a solid foundation is in place to train, retrain, and upskill workers to meet the needs of the Clean Economy employers and projects.



6.1 PY25 Bylaws Update

- Define Officer duties and responsibilities.

6.2 2025 WWA Legislative Priorities

6.3 Request for Proposal for One-Stop Operator

6.4 2024 WWA Conference Takeaways

7. Executive Member Round Table

Executive Member Round Table



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WorkSource Operator Report
 Benton Franklin Workforce Consortium
 October 2024

October Highlights:

- In partnership with the Benton-Franklin Workforce Development Council, WSCB co-hosted a visit with local legislators and Washington Workforce Association leaders focused on the positive impact of work being done through the Economic Security for All grants and Community Reinvestment funds. During the visit, we heard from an individual who received services as a job seeker and business owner. Additionally, we toured a local business, Taxes D’ & Notary, and learned more about how these programs have been impactful.
- During the month of November, our Rapid Response Team coordinated activities and communications with WSCB and community partners to support workers and families impacted by the Lamb Weston Connell facility closure. This includes co-hosting 5 Rapid Response information sessions, hosting a job fair, and conducting outreach via multiple venues to notify of resources available and how to connect to them. Huge thank you to all who supported these efforts!

WorkSource Site Operations:

Customer Counts 10/1-10/31/2024		
Total Staff Assisted Seekers	602	
Total Staff Assisted Services	1496	
Unique Number of Businesses Served	69	
Staff Provided Business Services	113	
	Services Provided	Businesses Served
Business Assistance WorkSourceWA.com, Rapid Response, Business Friendly Programs, etc.	2	1
Employee Training Assessment, referral, enrollment, etc.	3	3
Other Employer outreach visit, marketing business services, etc.	65	43
Recruitment Hiring events, referrals, etc.	43	40
Wage & Occupation Information Labor Market Info, etc.	0	0

Data reporting Sources - Job Seeker Services: ETO Seekers Served by Office & Business Services: ETO Staff Provided Business Services (11/12/24).

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October 2024 Customer Feedback:

- 46 customer satisfaction survey/interview responses were received.
 - Of the customers who responded, 100% will refer family and friends.
- Customer Feedback – *What we did well:*
 - “Lori was great she was a big help and answered a lot of my questions and helped me apply for jobs.”
 - “Melanie has been very helpful with feedback on my resume, cover letter, and job search, as well as informing me of help I wasn't aware of. She never makes me feel like I'm being judged or looked down upon in a time of my life I am not doing as well as I feel I should be. That alone helps keep me motivated.”
 - “My advisor Patty went above and beyond to help me update my resume, complete a long application and update references. She gave wonderful advice for my cover letter.”
 - “Regarding Lamb Weston Job Fair - I am really grateful for your Rapid Response team and just the quality and kindness of all of the partners.” (Feedback from CBC partner.)
- Customer Feedback – *What we can do better:*
 - “Make job hunting easier along with signing in to it.” (Referring to WorkSourceWA.com)
 - “Advertise more.”

Service Delivery

Career Services:

- Overall, in October we saw an increase in number of customers accessing basic career services at WSCB. Over the course of the month, the Front End Services (FES) Team:
 - Provided 370 staff assisted services and supported access to 663 customers seeking self-service, for a total of 1191 services offered. They provided 64 one on one appointments and had a show rate of 76%. This is a 19% increase in total services offered compared to September (1001 total).
 - Facilitated group services with a total of 158 attendees, to include Meet & Greet, Job Search and Applications, and Resume. This is a 61% increase in workshop attendance compared to September (98 attendees).
 - Handled 390 “general inquiry/option 7” calls: 366 in English and 24 in Spanish. This is a 245% increase in calls handled compared to the month of September (159 handled calls total).
- To ensure more comprehensive data collection and continuity of customer service, customers attending group services will be required to have a WorkSourceWA.com account starting 11/12/24. Waivers to this requirement will be granted for customers who are unwilling to create an account or who will not use it. This shift is in alignment with the state full registration requirement and customers receiving one on one assistance or individualized services will not be eligible for waiver. One on one appointments will be available to customers needing assistance to register.

Business Solutions:

- The team completed an annual review of accomplishments and updated their strategy plan. Focus areas include continuation of foundational practices, such as data entry, building out sector based strategies to unite job seekers and business, and quarterly Labor Market

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Information trainings, as well as expansion of the team through partnership, and increasing awareness of services available & how to connect with them.

- During the month of October, the Rapid Response Team learned of a large layoff with Lamb Weston Connell, which will impact 397 total team members. Learn more about their efforts here:
 - [CBC, WSU-TC and Worksource host events to assist those impacted by Lamb Weston closure | News | applevalleynewsnow.com](#)
 - <https://keprrtv.com/news/local/job-fair-held-to-assist-previous-lamb-weston-employees#>
- Upcoming Events –
 - 11/15 from 9am-3pm: Tri-Cities Veterans Resource Expo & Stand Down at the Southridge Sports & Event Complex
 - 11/19 from 10:30am-12:00pm: Agriculture Sector Workshop – Harvest New Opportunities at the Goodwill Pasco Employment Center

Connection Sites:

- Grace Kitchen –
 - We met on multiple occasions to discuss LinkedIn Learning as a tool for staff and participants, including an onsite meeting to establish login credentials for multiple individuals.
- Benton City Mid-Columbia Library –
 - 10/29: Met with Stacey Baker, Branch Manager, to discuss digital literacy classes to be delivered onsite starting in January 2025. We also discussed promotion of the branch as a connection site and computer functionality to meet customer needs.
- Prosser Mid-Columbia Library –
 - This will be our third connection site; establishment is in process.

Community & Partner Connections:

- 10/2: Monthly meeting with Brittney Forshee of Stephens Media Group to review impact of social media work.
- 10/16: Co-presented on WorkSource services to a group of students and faculty with New Horizons High School. The presentation included tips for writing a resume and highlighting skills and abilities that are not from work-related experiences for first time job applicants.
- 10/16: Meet and greet with Prosser Mid-Columbia Library Branch Manager, Katy McLaughlin, to discuss connection site requirements and conduct the ADA facility walk through.
- 10/23: WSCB co-hosted CRF visit in partnership with the BFWDC.
- 10/23: Co-hosted an onsite financial literacy workshop in partnership with Washington Monitoring, Union Gospel Mission, and HAPO Community Credit Union.
- 10/24: Hosted a tour and informational session focused on WorkSource services and non traditional education opportunities post graduation for a group of students from New Horizons High School.
- 10/28: Met with Dani LaForest, Workforce Development Liaison of Greater Health Now to discuss an opportunity to present on WorkSource services during the November Learning Collaborative. This will be an opportunity to share information about the employment and training resources we offer and how to connect with them.

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- 10/30: Attended the Dia De Los Muertos event hosted by the Kiona Benton High School Migrant program to meet families and share employment & training resources.
- 10/31: Monthly meeting with Brittney Forshee of Stephens Media Group, to continue learning about the data dashboard that reports up outcomes of our social media contract. We also discussed trends in reporting and accomplishments to date, including:
 - 9,709 impressions – This is the number of views our online content received, which was up 2,867 points over the previous month.
 - 909 post engagements, which indicates if a post was read/seen (based on time spent). This was 9 more engagements than in September.
 - 404 leads – which is the number of interactions from people who are interested in our business. This was 103 more interactions than the previous month.
 - We also saw an increase in searches, views, and clicks on Google, which can be attributed to an increase in listing accuracy across the internet as well as increased posting on social media pages. Additionally, we saw searches for “employment services” associated with WSCB rank higher than “unemployment” or “unemployment services,” indicating that we may be seeing a shift in how the community views the services we offer.

Staff Training & Development:

Training/Development Attended:

- 10/2 - All Staff Meeting: Caught in the Act/Kudos; WSCB Business Updates; All Partner Roundtable
- 10/9 – Mental Health First Aid Training – offered by the Pasco School District
- 10/16 & 10/17 – All Staff Training Session: Cross Training – AARP/SCSEP; Policy Training – Complaint/Concern Process
- Washinton State Virtual Lean Conference – one hour sessions available daily from 10/21-10/31/24

Upcoming Training/All Staff Meetings:

- 11/6 – All Staff Meeting: Caught in the Act/Kudos; WSCB Business Updates; All Partner Roundtable
- 11/13-11/14 – Washington Workforce Association Conference
- 11/20 & 11/21 – All Staff Training Session: Quarterly Labor Market Information Update with Ajsa Suljic, Labor Market Economist

Facilities:

- 10/7: Fencing install for secure parking completed. State and Goodwill company vehicles will be parked inside to deter future vandalism moving forward.
- 10/11: Guardian onsite to diagnose alarm system issue.
- 10/25: Gurardian onsite to complete alarm system repair work

Respectfully submitted by C. Bright on 11/12/2024

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8. Adjournment

- a. Executive Committee Meeting - Tuesday, January 28, 2025, 3:00 p.m. [Tri-Cities Regional Chamber of Commerce Bechtel Room](#) /Zoom
- b. Board Meeting - Tuesday, January 28, 2025, at 4:00 p.m. [Tri-Cities Regional Chamber of Commerce Bechtel Room](#) /Zoom

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- 2.1 2024.10.29 Minutes Executive Committee.docx 10
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Supporting Links:

[Tri-Cities Regional Chamber of Commerce Bechtel Room](#)

[Tri-Cities Regional Chamber of Commerce Bechtel Room](#)