

Benton Franklin Workforce Development Council (BFWDC)

Executive Committee Meeting

Tuesday, September 24, 2024, 4:00 p.m.

Location: WorkSource Columbia Basin (815 N. Kellogg, Ste. D, Kennewick, WA 99336); Room 9 | Hybrid

Zoom Meeting: <https://bf-wdc-org.zoom.us/j/81191091521?pwd=hlPdn9mbSxFlZ2vSzzVa7XXszGwuKG.1>

Meeting ID: 811 9109 1521 | Passcode: 388930

Please note that this meeting is recorded for record-keeping and quality-assurance purposes.

AGENDA

- I. Call to Order & Welcome- Todd Samuel
 - a. Board Member/BFWDC Staff Roll Call & Excused Absences
 - b. Visitor/Presenter Welcome

- II. Approval of Committee Minutes - Todd Samuel **(Needs a vote)**
 - a. Tuesday, July 30, 2024
 - b. Tuesday, August 27, 2024

- III. Fiscal – DeAnn Bock
 - a. July Finance Reports
 - b. Statement of Budget to Actual Expenditures (For Period 7/1/24 – 9/15/24)
 - c. Staff Accountant
 - d. CLA Audit

- IV. Executive Director Updates – Cynthia N. Garcia
 - a. PY23 State Monitoring Report
 - b. WSCB MOU/IFA
 - c. Current Funding Opportunities
 - d. August Action Item Followup

- V. Program – Jessie Cardwell
 - a. Programs and Business Services Overview
 - b. Department of Commerce Visit 09/18/24
 - c. Economic Security for all Tour 10/23/24
 - d. Community Reinvestment Funds – Match Investment Savings Accounts

- VI. Board Updates – Cynthia N. Garcia | Cyndelle Howell
 - a. Board Elections – October
 - b. Recruitment Packet
 - c. Board Onboarding and Orientation Outline
 - d. Board Buddy – Mentor Program
 - e. Calendar of Events – Quarterly Center Tours
 - f. New Member Election **(Needs a vote)**
 - i. Representing Business: Amelia Kittson, Executive Vice President, KIE Supply Corp.

- VII. Executive Member Round Table – All

- VIII. Next Meeting
 - a. Executive Committee Meeting – Tuesday, October 29, 2024, 3:00 p.m. TC Futures | Zoom
 - b. Board Meeting – Tuesday, October 29, 2024, at 4:00 p.m. TC Futures | Zoom

Benton-Franklin Workforce Development Council contributes to our prosperous community by elevating the human potential.

Attachments

1. 2024.07.30 Executive Committee Minutes
2. 2024.08.27 Executive Committee Minutes
3. 2024.07 Finance Reports
4. 2024.08 WorkSource Operator Monthly Report
5. 2024.08 TC Futures Report
6. Board Recruitment Packet
7. PY24 Board Calendar of Events
8. Board Orientation Outline
9. 2024.08 Performance Summaries
10. Board Election Memo
11. PY23 State and Local Monitoring Summaries
12. PY23 Report
13. August Action Item Followup

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The Benton-Franklin Workforce Development Council is an equal-opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay Service 711