

SkillSource Regional Workforce Board

Meeting Minutes

June 27, 2023

Via Web Video Conference

Moses Lake, Wenatchee & Omak, plus other locations

Roni Holder-Diefenbach, Board Chair, called the meeting to order at 5:31 pm. She declared a quorum and thanked everyone for attending.

March 21, 2023 Board Meeting Minutes

Augustine Gallegos made a motion, and Irasema Ortiz-Elizalde seconded to approve the minutes for the March 21, 2023 Board Meeting. Motion carried.

Director's Report

Lisa led the present board members in introductions. She introduced new board members Julie Helligso, executive director of Cascade Veterinary Clinics; and Tom Legel, CFO of Confluence Health. She previewed the meeting agenda and summarized highlights from the Director's Report. She informed the board of a single outstanding vacancy in Chelan/Douglas and gave an update on OIC's lease of space in the Moses Lake building.

Lisa said that One-Stop Certification visits for the centers are scheduled in August and urged the board members to take part in the certification teams. She also summarized the National Association of Workforce Boards Forum in Washington, D.C. in March. She invited board members to consider attending next March. Sara shared that the visit showed her how important local board advocacy is for lawmakers.

Lisa pointed out the business and partner engagement report, and informed the board that SkillSource will hold a recognition banquet next spring. Roni shared how inspiring and rewarding it is to recognize participant and employer success at these banquets.

Fiscal Overview

Lisa shared an overview of the last seven years' combined funding, including WIOA formula funds and additional discretionary funds. Lisa explained that North Central receives funding for adult, dislocated worker and youth funding based on a by-county formula, and then additional funds are made available through discretionary grants. In the past two years the amount of discretionary funding has grown to eclipse the total amount of formula funding. Lisa explained that these grants are usually short-term and have different requirements and eligibility to the formula grants. Laura briefly explained how formula funds are determined for adult, dislocated worker and youth programs using local census and unemployment data.

Sub-Area Committee Reports

Okanogan: Roni summarized that the committee recommended approval of the 23-24 service delivery budget.

Sara Thompson Tweedy made a motion, and Zach Williams seconded to approve the Okanogan 23-24 Service Delivery Budget. Motion carried. Pablo Villareal abstained.

Grant/Adams: Lisa summarized that the Economic Security for All CDL cohort in Mattawa was recognized in a US Department of Labor newsletter. She also recapped the visit to D&L Foundry in Moses Lake. Roni summarized that the committee recommended approval of the 23-24 service delivery budget.

Augustine Gallegos made a motion, and Irasema Ortiz-Elizalde seconded to approve the Grant/Adams 23-24 Service Delivery Budget. Motion carried. Pablo Villareal abstained.

Chelan/Douglas: Roni summarized that the committee recommended approval of the 23-24 service delivery budget. Lisa recapped the visit to Douglas County PUD.

Tom Legel made a motion, and Augustine Gallegos seconded to approve the Chelan/Douglas 23-24 Service Delivery Budget. Motion carried. Pablo Villareal abstained.

Executive Committee: Laura summarized the overall organizational budget. Overall, formula funding will decrease from \$2.71M to \$2.58M (roughly \$132K). Executive functions withhold about \$516K, leaving just over \$2M for service delivery. The COVID-19 dislocated worker grants will be discontinued but more than replaced by the QUEST dislocated worker grant. Federal and State Economic Security for All funds will increase a combined \$224K. Laura further summarized Career Connect, Pre-Employment Transition Services, and state education funding. Carry-in funding is estimated at \$1.4M. Total estimated expenses for PY23-24 will be \$6.66M. Additional grant opportunities in the program year will result in a budget adjustment. Administrative and executive ratios both increased slightly over last year.

Roni summarized that the committee recommended approval of the 23-24 executive budget.

Augustine Gallegos made a motion, and Brant Mayo seconded to approve the 23-24 Executive Budget. Motion carried.

Lisa asked board members to suggest local businesses and organizations to host future committee meetings. Roni asked if board members from other committees could please be invited to attend business tours in other areas.

State & Local/Regional Workforce Plans

Lisa explained that the state's Workforce Talent and Prosperity for All key priorities have been released for 2024-2028. Full guidance will reportedly be released in September. This means that SkillSource will shortly thereafter begin work on a new four-year regional workforce plan. She explained that the TAP plan's five priorities will be system integration, supporting businesses, improving opportunities for youth, exploring credential reform, and developing a job quality framework. The state workforce board will be visiting local areas over the next year to refine this plan. Lisa advised the board that board member organizations will likely be involved in the TAP planning process, and all board members will be involved in the local planning process. Todd shared his opinion that Employment Security needs to focus more on youth. Roni applauded the emphasis on partnership.

Media Campaign & Business Engagement

Lisa explained that the board staff is planning employer engagement summits based on similar events in other areas. These summits will help employers to understand issues in recruitment

and retention in today's workforce. She shared several suggested topics to be covered in presentations at these summits, whether by board staff, partners, or other experts. She asked the board members to suggest other topics of interest. Suggestions included developing strong work ethic and soft skills, balancing expectations of new employees with traditional expectations as employers, incentives for retention, and youth work regulations. Tom suggested that board members help to prioritize topics on this list; Lisa agreed with this plan and said the list would be sent out to rank topics. The first event will be in Grant/Adams, with the other two events to be scheduled later.

Lisa introduced two new video segments created by Heirloom Video focusing on career seekers and business services, available on the website and soon to be used on social media and in other ways. The board members applauded these videos. Roni asked how these videos can also be used to promote WorkSource in Okanogan County; Lisa explained that the videos describe services provided in all locations including WorkSource Okanogan and they direct traffic to the SkillSource website where all Centers are listed with contact information and are directed to the appropriate location for service. In addition, the North Central One Stop/WorkSource video is also on the website and gives a great overview of all the services and partners in the one stop system.

On a motion from Zach and a second from Sara, the meeting was adjourned at 6:58 pm.

In Attendance:

Augustine Gallegos
Julie Helligso
Roni Holder-Diefenbach
Tom Legel
Brant Mayo
Irasema Ortiz-Elizalde
Sara Thompson Tweedy
Pablo Villarreal
Zach Williams
Todd Wurl

Staff In Attendance:

Lisa Romine
Susan Adams
Laura Leavitt
Aaron Parrott
Christy Mataya
Emily Anderson
Alicia Wallace

Not In Attendance:

Randy Curry
Crystal Gage
Annette Herup
Tad Hildebrand
Faimous Harrison
Ken Johnson
Kyle Niehenke
Anthony Popelier
Michelle Price
Peggy Vines