

SkillSource Regional Workforce Board

Meeting Minutes

September 26, 2023

Via Web Video Conference

Moses Lake, Wenatchee & Omak

Dr. Michelle Price, Board Vice Chair, called the meeting to order at 5:32 pm. She led the group in introductions, including nominated members Ryan Beebout of Sabey Data Centers and Nate Mack of LiUNA Local 348.

June 27, 2023 Board Meeting Minutes

Tom Legel made a motion, and Zach Williams seconded to approve the minutes for the June 27, 2023 Board Meeting. Motion carried.

Director's Report

Lisa summarized her report. She acknowledged the businesses that hosted the September committee meetings. She explained that SkillSource is one of two boards in the state that directly delivers Title I-B services. Direct delivery by a local board is allowable with the agreement of the Chief Local Elected Official and the Governor/State workforce board. Their last approval came with the stipulation that all services must be competitively procured at the expiration of the current state plan. While Lisa is disputing the legal requirement to do so, she recommends that the board plan to competitively select a procurement manager for career services in Chelan, Douglas, Grant and Adams counties, so that SkillSource may submit a proposal. She asked for three board members serve on the procurement committee. Tom Legel and Zach Williams volunteered for the committee.

Lisa informed the board of pending officer elections in November; the Chair position is scheduled to be from Chelan/Douglas and Vice Chair from Grant/Adams. Tom Legel stated he is open to serving as the Treasurer. Lisa thanked Roni and Michelle for their service over the last two years.

Lisa briefly summarized the federal PY24 appropriation proposals in play, with the House proposing to eliminate WIOA Adult and Youth activities. While this budget is unlikely to come to pass, it highlights the necessity of advocacy. Lisa will keep the board informed and has templates for letters to legislators drafted by NAWB that we can customize and use as the need arises.

Bank Signatories

Lisa solicited a motion from the board to remove Dave Petersen as a signatory to SkillSource's bank accounts at Wells Fargo and Washington Trust and add Lisa Romine as a signatory for those accounts. This action is required to be recorded in board minutes by the banks to authorize change of signatory.

Zach Williams made a motion, and Tom Legel seconded to remove Dave Petersen as a signatory to SkillSource's bank accounts at Wells Fargo and Washington Trust and add Lisa Romine as a signatory for those accounts. Motion carried.

Sub-Area Committee Reports

Lisa reported that all three committee meetings were held at local businesses and consisted of a performance update, the results of the certifications, and a strategic planning session. Zach said that the offsite meetings and presentations were worthwhile. Lisa mentioned that at a future committee meeting, tours of the local centers would be offered to the board members as they were the highlights of the certification visits.

Okanogan: Lisa summarized Employment Security is making progress on their corrective action for the delivery of Title I-B services and is now fully staffed. She summarized the WorkSource Certification results and site visit last month. The sub-area committee recommends approval of the One-Stop Comprehensive Center Certification for WorkSource Okanogan – Omak. A question was asked about the ramifications if the board doesn't certify this site. Lisa responded that we'd need to find another entity, however the certification team has completed their evaluation and is recommending certification. (***Note:** Clarification to this answer is needed and is being added below, subsequent to the meeting.)

***Clarification:** Center certification is to ensure all the required partners are providing access to their services as stipulated in federal statute. The local board (SkillSource) is required to evaluate and certify the One-Stop Centers/partnerships every 4 years. This certification is separate from the service delivery contract SkillSource has with Employment Security for delivering workforce investment career services. The corrective action in place with Employment Security for the past several months pertains to the delivery of career services, but does not necessarily have a direct impact on the certification of the Center/partnership. Put another way, if we had to discontinue the service delivery contract with Employment Security in Omak, it would not necessarily have an impact on the certification of the full center. Rather, we would need to procure another service delivery contractor or provide those services directly.

Zach Williams made a motion, and Sara Thompson Tweedy seconded to approve the One-Stop Comprehensive Center Certification for WorkSource Okanogan – Omak. Motion carried.

Grant/Adams: Lisa summarized the committee meeting report at Columbia Basin Health Association in Othello. She added the board will hear a summary of the strategic planning conversation and takeaways later in the agenda. The Grant/Adams committee reviewed the certification team's evaluation of WorkSource Central Basin and is recommending the full board approve certification.

Tom Legel made a motion, and Annette Herup seconded to approve the One-Stop Comprehensive Center Certification for WorkSource Central Basin. Motion carried.

Chelan/Douglas: Lisa described the committee meeting at the Wenatchee Valley Chamber of Commerce. She summarized that the committee recommended approval of the One-Stop Affiliate Center Certification for WorkSource Wenatchee.

Zach Williams made a motion, and Irasema Ortiz-Elizalde seconded to approve the One-Stop Affiliate Center Certification for WorkSource Wenatchee. Motion carried.

Regional Workforce Strategic Planning

Joe Hauth, consultant for SkillSource, presented a summary of the strategic planning sessions that took place during the September committee meetings. He explained these planning sessions support the state and local workforce development strategic plans and summarized the state plan's guiding principles. He said that with the rapid changes and diverse workforce needs of the area, the task of creating a strategic plan is very daunting, but also very exciting. He recapped the SOAR analysis that he led the committee members through, including current strengths, opportunities, aspirations, and results hoped for by 2028. This process will be ongoing with public surveys and further state and local strategic planning sessions, aligned with economic

development and partner strategic plans. Michelle voiced her appreciation for the effort to collect and synthesize the board's input.

Program Year 2022-23 Performance Report

Aaron presented the annual WIOA Title I performance report for the program year ending June 30, 2023. Lisa remarked that it is not usual for the performance data for a program year to be available for presentation this soon after the year closes. Aaron briefly summarized the federal performance measures and SkillSource's share of funding for Title I programs. This year SkillSource achieved 106% of its federal performance targets, placing North Central fourth among the twelve WDAs in the state. Adult performance averaged 110%, Dislocated Worker averaged 109% and Youth averaged 98%. Overall, the state achieved 98% of its targets, an improvement from last year. Aaron summarized that SkillSource led the state in individual on-the-job and incumbent worker training activities and was third overall for number of youth work experiences delivered. Tom Legel and Michelle Price praised the staff for their dedication in serving the public.

Lisa informed the board that November committee meetings are scheduled for Nov. 6: Omak, Nov 7: Moses Lake and Nov. 8: Wenatchee. There is a possibility that committee meetings may be cancelled due to November being a full month and the business may be handled in the full board meeting scheduled for November 28th. Stay tuned.

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

In Attendance:

Ryan Beebout
Faimous Harrison
Annette Herup
Tom Legel
Nate Mack
Brant Mayo
Irasema Ortiz-Elizalde
Michelle Price
Sara Thompson Tweedy
Zach Williams
Todd Wurl

Not in Attendance:

Randy Curry
Crystal Gage
Augustine Gallegos
Julie Helligso
Tad Hildebrand
Ken Johnson
Kyle Niehenke
Anthony Popelier
Roni Holder-Diefenbach
Pablo Villarreal

Staff in Attendance:

Lisa Romine
Susan Adams
Laura Leavitt
Aaron Parrott
Joe Hauth
Christy Mataya
Heidi Lamers
Emily Anderson
Alicia Wallace
Sondra Pieti, ESD
Juan Martinez, ESD
Lecanne Montoya, ESD