

# SKILLSOURCE REGIONAL WORKFORCE BOARD

## Meeting Agenda

**Tuesday, September 24, 2024 - 5:30 p.m.**

### **Via ZOOM**

<https://skillsource.zoom.us/j/83194697319>

Meeting ID: 831 9469 7319

Passcode: 617957

Phone in: 1-253-215-8782

- |   |        |
|---|--------|
| 1. Call to Order – Zach Williams, Chair |        |
| 2. June 25, 2024 Board Meeting Minutes  | ACTION |
| 3. Director's Report - Lisa Romine      | INFO   |

### **Committee Reports**

- |  |      |
|--|------|
| 4. Okanogan Committee Meeting Report       | INFO |
| 5. Grant/Adams Committee Meeting Report    | INFO |
| 6. Chelan/Douglas Committee Meeting Report | INFO |

### **New Business**

- |   |            |
|---|------------|
| 7. Credit Limit Authorization                                     | ACTION     |
| 8. Property Review & Othello Career Center Building               | DISCUSSION |
| 9. Workforce Investment 2023-24 Year End Performance Presentation | INFO       |

### **Enclosures**

Meeting Schedule  
Membership Roster  
Success Story Compilation  
Administrative Expenditures 4th Quarter

### **Mission Statement**

*SkillSource builds workforce skills with business and one-stop partners to increase economic prosperity throughout North Central Washington and the Columbia Basin.*

## SkillSource Regional Workforce Board

### Meeting Minutes

June 15, 2024

Via Zoom

Zach Williams, Board Chair, called the meeting to order at 5:30 pm. Lisa led introductions and oriented the board and attendees to the meeting agenda.

### **March 15, 2024 Board Meeting Minutes**

***Nate Mack made a motion, and Irasema Ortiz-Elizalde seconded to approve the minutes for the March 15, 2024 Board Meeting. Motion passed.***

### **Director's Report**

Lisa summarized the director's report. In her report, Lisa covered the federal reauthorization for WIOA and the National Association of Workforce Boards' key takeaways. She informed the board that the Local Strategic Plan, which was approved in draft form at the March board meeting, was approved by the State Workforce Board on June 20<sup>th</sup>. At the same time the Board granted a one-year extension for SkillSource's direct delivery of services as WorkSource Policy 1015, which governs service delivery procurement, has not yet been finalized. She reported that the Program Year 2023 state monitoring results showed no findings, unresolved questioned costs, or disallowed costs. The State EO monitors performed facility compliance monitoring at WorkSource Okanogan, and the state monitoring team will return in November for programmatic and fiscal compliance reviews. Lisa pointed out the congratulatory letter from ESD on 3<sup>rd</sup> Quarter performance and reminded the members that the board planning retreat is scheduled for March 2025. Finally, she shared out about the SkillSource contingent to the NAWB Forum in March.

Susan commented on the momentum she was seeing around the many business outreach activities conducted in the last quarter, and she is excited about our new business engagement specialist joining the team in mid-July. Next month SkillSource will open the Small Business Investment Grant applications.

### **Funds Transfer Request (2024-25)**

Lisa summarized the funds transfer proposal which was recommended by all three subarea committees at their meetings. This budget transfer is incorporated in all the service delivery budgets and allows for more accurate planning; there are sufficient funds to address Dislocated Worker needs.

***Augustine Gallegos made a motion, and Tad Hildebrand seconded to approve the transfer of \$284,500 from Dislocated Worker to Adult. Motion passed.***

### **Committee Reports**

Lisa explained that all four budgets had been recommended by their respective committees for approval. Washington state has received a 12% increase in federal formula funds and North Central received a 9% increase in those funds. Incorporating discretionary funding, each budget increased by double digit percentiles. Zach asked for a motion by consent for all budgets (agenda items 5 through 8).

***Michelle Price made a motion, and Faimous Harrison seconded to approve the 2024-25 Okanogan, Grant/Adams, and Chelan/Douglas service delivery budgets, and 2024-25 Executive budget. Motion passed. Pablo Villareal abstained due to DVR being the grantor for Pre-ETS.***

### **Policy Revisions**

Lisa briefly summarized the proposed policy changes to Local Directives 17-162 (Incumbent Worker Training), 22-179 (State EcSA Incentives) and 22-180 (Economic Security for All). She explained that all three subarea committees had been briefed on the proposed revisions and had recommended approval.

***Augustine Gallegos made a motion, and Irasema Ortiz-Elizalde seconded to approve the proposed revisions to Local Directives 17-162 (Incumbent Worker Training), 22-179 (State EcSA Incentives) and 22-180 (Economic Security for All). Motion passed.***

### **Work-Based Training Opportunities (Presentation)**

Lisa and Aaron led a presentation on the various work-based learning opportunities that SkillSource offers to career seekers and businesses. These services allow career seekers to “earn while they learn”, while the businesses get to “try before they buy”. Aaron briefly explained the many types of work-based learning services, while pointing out that SkillSource is often a statewide leader in offering these services. This follows long-established board guidance to prioritize work-based learning in North Central. The presentation ended with a call to action to share this knowledge in the board members’ circles.

### **Media, Communications, and Business Engagement Report**

Kelli reported that SkillSource excels at identifying gaps for businesses and career seekers; she sees herself as helping identify gaps in our strategic communications. She described our overall communications strategy. This began with laying a foundation for growth, including refining existing systems, assets, and messaging, and creating internal communications pathways. From there she and Lisa together crafted a strategy and related tactics to build meaningful and impactful outreach deployed across channels appropriately. This includes professional photography created in-house (which has also been used by external agencies and media outlets), accurate bilingual content, timely press releases, and bite-size pieces of information. This strategy bore fruit when a social-media-only campaign to inform small businesses of the upcoming Small Business Reinvestment Grant program attracted inquiries from over 100 businesses in one week. A monthly newsletter for board members and county commissioners called *In the Loop* has been developed in addition to an internal staff newsletter called *The Inside Scoop*. In addition, several information fliers have been refreshed and updated for all locations with accurate QR codes and orientation information. Social media reach and website traffic has increased in the past six months, a direct result of the deliberate communications strategy. Kelli concluded by summarizing current advertising campaigns and recent news features, and giving a preview of next steps. Faimous and Zach congratulated the team on this work; Kelli encouraged the board members to share one thing from each installment of *In the Loop* within their comfort zones.

Lisa called the board members’ attention to the board meeting schedule and other enclosures in the board packet.

Faimous encouraged the board members to engage with Wenatchee Valley College in the formation of their four-year strategic plan. He welcomes input from businesses, workforce development partners, and invited the group to participate in the [community survey](#).

The meeting was adjourned at 6:41 pm.

**In Attendance:**

Augustine Gallegos  
Faimous Harrison  
Annette Herup  
Tad Hildebrand  
Nate Mack  
Irasema Ortiz-Elizalde  
Michelle Price  
Pablo Villarreal  
Zach Williams  
Todd Wurl

**Not in Attendance:**

Ryan Beebout  
Randy Curry  
Crystal Gage  
Augustine Gallegos  
Julie Helligso  
Roni Holder-Diefenbach  
Ken Johnson  
Tom Legel  
Brant Mayo  
Kyle Niehenke  
Anthony Popelier  
Sara Thompson Tweedy

**Staff in Attendance:**

Lisa Romine  
Susan Adams  
Laura Leavitt  
Aaron Parrott  
Kelli Martinelli  
Juan Martinez  
Emily Anderson  
Alicia Wallace  
Heidi Lamers  
Toby Haberlock  
Christy Mataya  
Laura Hamilton (DVR)

## 1. Current Significant Issues

### a) Senate Appropriations Committee Approves FY25 Funding Bill, Rejects House Committee-Passed Draconian Cuts (excerpt from [NAWB article](#))

On August 1, 2024, the Senate Appropriations Committee [passed a bill](#) that would, if enacted, provide funding for programs under the Department of Labor, including funds for the Workforce Innovation and Opportunity Act (WIOA) for the upcoming 2025 federal fiscal year (FY25).

Unlike a recently advanced [House bill](#), which proposed deep cuts for (or elimination of) many programs, the Senate bill would maintain funding for most workforce development programs, including \$2.9B for WIOA formula grants. The Senate Appropriations Committee approved this measure on a bipartisan vote of 25-3.

The National Association of Workforce Boards (NAWB) greatly appreciates that the Senate rejected the severe House-proposed funding levels for FY25. However, we also recognize that there has been a steady erosion of federal funding for WIOA in recent years, complicating efforts by workforce development boards to serve both jobseekers with complex needs and businesses seeking to fill nearly nine million job openings. The Senate and House must now reconcile spending plans before the new fiscal year begins on Oct. 1 or pass a temporary spending measure to postpone these decisions until later in the year.

### b) Direct Delivery Update:

The State Workforce Board approved an extension of our Direct Delivery request through June of 2025. They have also indicated they plan to begin discussions with local boards and other stakeholders around the contested elements of their draft procurement policy 1015. I have a scheduled meeting with the state board's new policy analyst, Liz Gallagher, to discuss our perspective and interpretation of the statute around this topic. I will keep the board updated of any developments.

### c) Forum of County Commissioners:

Three of our five county commissioners on the Forum will not be seeking another term; Chris Branch, Danny Stone & Tiffany Gering. After elections, each of the counties' board of commissioners will appoint their successors on the Forum. I want to thank each of them for serving in this capacity and wish them all the very best!

## 2. Compliance Update

### a) Auditors

Cordell, Neher & Co. is performing the annual audit this month. Results will be presented at the November board meeting.

### b) State Monitoring

State Monitors from Employment Security Department will be on site the first week in November to review programmatic and fiscal operations & compliance for program year 23-24.

### 3. Progress on Goals/Strategic Plan Implementation

This quarter we are highlighting activities and initiatives addressing Goal #1: Industry and Goal #2: Youth and. Click on the links below to read a few highlighted stories/examples.

#### Goal ONE: INDUSTRY

North Central workforce system proactively engages companies & economic development to develop strategic partnerships for increased growth, competitiveness and workforce success.

**Objective 1:** Identify emerging trends to build and expand career pathways for critical industries to include apprenticeship.

**Objective 2:** Coordinate and align business services and outreach.

**Objective 3:** Upskill and reskill working learners.

**Objective 4:** Promote skilled trades development.

**Objective 5:** Create a Regional Quality Jobs Framework and promote awareness to partners, businesses and career seekers.

#### Goal TWO: YOUTH

North Central workforce system helps older teens and young adults understand the qualifications necessary to succeed in the workplace and how to make informed career pathway choices.

**Objective 1:** High school graduates make informed career pathway choices.

**Objective 2:** Improve access to activities leading to accelerated credential attainment for individually meaningful careers.

**Objective 3:** Young people explore careers & workplace experiences through career connected learning and work-based learning.

**Objective 4:** Increase youth awareness of workforce services and programs.

**Objective 5:** Improve retention & graduation.

#### Goal THREE: SKILLS & CREDENTIALS

North Central workforce system equips and supports all career seekers throughout the region to obtain in-demand, industry-recognized skills and credentials for competitive occupations.

**Objective 1:** Create accessible, in-demand pathways and credentials.

**Objective 2:** Prepare career seekers for meaningful career employment.

**Objective 3:** Advance the acknowledgment and acceptance of skills and lived experience for hiring, education, training & career development.

#### Goal FOUR: SYSTEM & DATA

North Central workforce system uses data for continuous improvement and increased customer knowledge & access of One-Stop programs.

**Objective 1:** Enhance collaboration and customer experience through shared operational data, partner services and outcomes.

**Objective 2:** Streamline one-stop service access and service delivery through enhanced technology and processes.

**Objective 3:** Improve community awareness of the One-Stop system through outreach campaigns and coordinated partner outreach plans.

**Youth:** SkillSource served 180 youth with disabilities this year with work readiness/self advocacy workshops, workbased learning activities and paid work experience. Read more [HERE](#).

**Industry:** Through [Community Reinvestment Funds](#), SkillSource awarded grants to 13 small business throughout the region. Read more [HERE](#).

### 4. Organizational Performance

Year End performance of Workforce Investment programs was reviewed at the sub-area committee meetings. See committee packets. A full area-wide performance report presentation will be given at the board meeting. We are also working on a 2023-24 Impact Report and may be ready to preview at the board meeting as well.

### 5. Items of Information

- **Legislative Tour October 8 in Moses Lake:** Washington Workforce Association is helping select areas around the state hold legislative updates related to Economic Security for All (EcSA). If you'd like to attend, please register [HERE](#).
- **Board Retreat Planning:** Results from the poll we sent out to board members show the best date to hold our 2025 board planning retreat is March 13-14, 2025. This will be similar to the retreat held at Sage Cliffe Resort in 2023. Watch for a Save-the-Date.
- **Washington Workforce Association Fall Conference:** November 13-14 in Tacoma. If you are interested in attending, give me a call or email. More info [HERE](#).
- **National Association of Workforce Board Forum:** is scheduled for March 29- April 2 in WA DC. Please consider attending! We typically take 3 board members.
- In August, I met with a representative from **Helion**, a clean energy company exploring expansion into the North Central region. They are working to build the world's first fusion power plant. This technology is still in development but is a fascinating look at the possibilities in clean energy and electricity production. Check them out [HERE](#).





## Business Outreach & Engagement Report

| July 2024 – September 2024 |

The SkillSource Regional Workforce Board continues to expand **business outreach and services and build future workers** for all programs. The past quarter was focused on the Community Reinvestment Funds (CRF), State Economic Security for All Grant (EcSA), and the DVR (Division of Vocational Rehabilitation) Pre-Employment Transition Program (PreETS). The CRF and EcSA grants prioritize serving Black, Indigenous, and Latino businesses and career seekers, while PreETS focuses on young adults with disabilities.

Mayra Eaton-Garcia, Business Engagement & Relations Specialist joined our team and is coordinating outreach throughout our five counties with business services staff to provide **incumbent worker training (IWT), on the job training, internships, and work experience** opportunities for priority populations. Additionally, the Wenatchee Valley Chamber hired D'Andre Vasquez as their Hispanic Business Community Relations Coordinator through contract with SkillSource to outreach to priority businesses. The CRF grant funded thirteen **small business investment grants**, which is geared to strengthen local small businesses, increasing their economic viability.



Through [Pre-Employment Transition Services](#), SkillSource helped young people discover career path opportunities. SkillSource partners with local schools, DVR (DSHS Division of Vocational Rehabilitation), and area businesses on a summer program that gives youth with disabilities the chance to explore the wide world of work in **classroom workshops, on jobsite tours, and with paid work experiences**. Altogether, 180 students participated in this year's workshops attended tours at local businesses. Ninety-three (93) students engaged in learning on-the-job through paid work experiences in Moses Lake, Othello, Omak, and Wenatchee.

SkillSource hosted the [Business After Hours event](#) on August 22nd at the Wenatchee center. It was a beautiful evening with nearly 100 people in attendance for the two-hour event, including elected officials and professionals across industries from healthcare, education, technology, the arts, and more.



SkillSource staff members attended the [Summer Boot Camp Training Series](#) in July and August in Wenatchee and Moses Lake for 8 days of learning. The expanded training provided new and existing staff with opportunities to revisit organizational essentials, such as understanding our roles and impact within [Washington's workforce system](#), and learning orientation and workshop best practices from colleagues.

## SkillSource Regional Workforce Board Members Host Local Committee Meetings

The September 2024 sub-area committee meetings were held at local businesses and organizations. Committee members and staff learned about the hosting organizations, and took tours showcasing their contributions to the region.

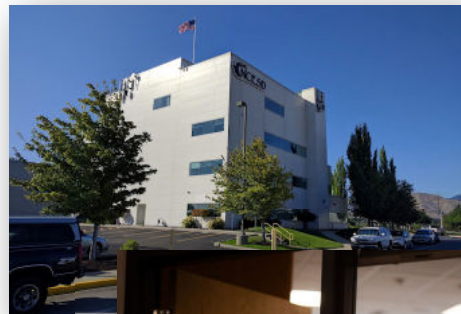
### Okanogan:

Committee members convened this quarter at **Wenatchee Valley College's Omak Campus**. Cal Goolsby, the newly appointed Omak dean, welcomed us to the campus, which serves between 300 and 400 students a year. WVC staff member Jocelyn Vincent-Ramsey led the group on a tour of the compact but complete campus, which includes classrooms, labs and other facilities to meet all the same instructional requirements of the Wenatchee campus, but in a fraction of the space. Thank you for your hospitality, Cal and Jocelyn!



### Grant/Adams:

The Grant/Adams committee met at the **AeroTEC Flight Test Center**, a sprawling facility perched on the edge of the Grant County International Airport's tarmac. This facility performs a wide range of aerospace services from design to heavy maintenance, from ground assembly to flight testing of new and modified aircraft. After learning about ground control systems, the group toured several of the hangars and even boarded an experimental aircraft! Thanks to AeroTEC for hosting our meeting, and for letting us explore your fascinating business!



### Chelan/Douglas:

Dr. Michelle Price, Superintendent of the North Central Educational Services District, welcomed the Chelan/Douglas committee members to her organization's headquarters in Olds Station. NCESD provides more than 140 programs and services that address all areas of K-12 education and administration for its 29 associated school districts. The group toured the facility, which includes instructional, meeting, and technology spaces to serve the organization as well as community partners. Thank you for a great setting for this meeting, Michelle!

SkillSource board members and staff came away from these meetings not only having completed the business at hand, but with new appreciation for the businesses, education providers, and economic development partners represented on the SkillSource Regional Workforce Board. Thank you all for your hospitality!



**Okanogan Committee Meeting**  
**September 9, 2024**  
**Wenatchee Valley College Omak Campus, Omak, WA**

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**Present:** Anthony Popelier, Crystal Gage, Pablo Villareal

**Staff:** Lisa Romine, Susan Adams, Aaron Parrott

**Hosts & Guests:** Cal Goolsby, Riva Morgan (WVC), Laura Hamilton (DVR) Juan Martinez (ESD), Lisa Bauer (ESD), Ana Soto (ESD)

**Introduction and Updates**

Lisa thanked the members present for attending the meeting, led introductions and summarized the agenda. Cal Goolsby, the newly appointed dean of the Omak Campus, welcomed the group to WVC-Omak.

**Workforce Investment Year-End Performance Report**

Aaron summarized the quarterly success story. Berto was a high school graduate but was unable to find living wage employment, and WorkSource Okanogan assisted him with commercial drivers' training. Following completion of training, he was hired by Weinstein Beverage. Juan pointed out that the challenge of commercial drivers' training was complicated by Berto's English language limitations, but he persevered and

Aaron summarized year-end performance numbers for Okanogan County. Out of the three formula grant programs, only youth enrollments approached target numbers; however, outcomes for placement and credentials for those enrolled all exceeded goals. Workforce investment funded enrollments in healthcare at WVC-Omak doubled this year; vocational education with other training providers was roughly equivalent to last year. Overall, Okanogan utilized 73% of budgeted funds and 82% of career service funds.

**Youth & Education Update: Pre-ETS Summer Program**

Lisa introduced the Pre-Employment Transition Services program, which provides work maturity and skills training for youth with disabilities. Ana explained the activities of the 24 local youth who received work readiness workshops and work-based learning activities, including resume and job application development, interview preparation, worksite tours, self-advocacy workshops, and work experiences at local businesses. Youth additionally built self-advocacy skills and knowledge about local career opportunities. 15 local businesses assisted with Pre-ETS training this year. Four students received job offers following training. Pablo Villareal and Laura Hamilton commended the Okanogan team for their efforts and outcomes of the participating students.

**Youth & Education Update: Learning Center Transition to Open Doors**

Susan summarized the history of SkillSource and WorkSource Okanogan's application to provide Open Doors dropout re-engagement services with Okanogan School District, with whom we have had a 25-year history of providing alternative learning education services. Open Doors is a much more flexible approach to secondary instruction. There have been challenges with locating an instructor, but an interim is in place and the previous instructor, Linda Jane, is on a part-time basis to assist with the transition. Lisa thanked Susan and the Okanogan team for their efforts in making this transition possible. Riva plugged the

college's High School Plus program for those students who age out of the Open Doors program, and Susan said it would be very beneficial to connect the Open Doors and WVC ABE program instructors.

### **Community Reinvestment Update: Small Business Grants and Incumbent Worker Training**

Lisa gave an update on the Community Reinvestment Grant, which provides \$1.3 million for business investment and priority populations of career seekers. SkillSource received over 110 applications for the Small Business Grant program, and awarded 13 grants totaling over \$175,000, including four Okanogan businesses. Lisa described some of the recipient businesses, the impact they have on the community, and the types of investments that the grants are making possible. Lisa continued that the CRF also will expand incumbent worker training opportunities throughout the region. One current example is Safe-Serv certification for food service companies in Okanogan County. Juan added that WorkSource Okanogan recently assisted two local businesses with incumbent worker training leading to raises, promotions, and layoff aversion. Lisa also described the Matched Savings Accounts that will be rolled out shortly to benefit participants in State EcSA.

### **National Technology Infrastructure Act Grants**

Lisa described the application that the Washington Workforce Association is preparing for the National Technology Infrastructure Act grant, which will focus on expanding digital literacy, assistance, and access. SkillSource is also participating in a local application with Thriving Together NCW, NCW Tech Alliance, and the colleges, among others.

### **Strategic Plan Goal One: Industry**

Lisa briefly recapped the board's strategic goals and strategies, and asked guiding questions under Goal One (Industry), specifically on upskilling trends in their businesses and in other local businesses. Crystal offered that it is currently a struggle to recruit employees from nurses to clerical help, and Omak Clinic is currently training MAs from within. She says that nurses are in demand at every medical employer. WVC-Omak is expanding local programs to meet community need. Crystal said that the local clinics would like to come in to meet students. One of the Omak Clinic's MAs retired to teach at WVC, and Running Start students are now eligible for the MA program. Anthony offered that maintenance workers are currently being trained in-house but has lost its commercial electrical apprenticeship program due to state regulatory changes. One of the major barriers is the cost for supporting apprentices who must travel out of area for training. Reman-Reload needs these electricians due to increased automation; while there are two highly qualified electricians on board right now, this provides no redundancy. He continued that another focus is pending retirements of key supervisors.

### **Spotlight: Wenatchee Valley College Omak Campus**

Cal Goolsby welcomed the group to Wenatchee Valley College's North Campus and introduced Jocelyn Vincent-Ramsey, who led a tour of the campus and its facilities. She explained that including in-person and hybrid students, the campus serves about 300-400 students annually.

The meeting adjourned at 1:14 PM. The full board meeting will be held on Tuesday, September 24<sup>th</sup> at 5:30 PM via Zoom. The board retreat is tentatively scheduled for March 13 and 14, 2025, location TBD.

**Grant/Adams Committee Meeting  
September 10, 2024  
AeroTEC Flight Test Center, Moses Lake, WA**

**Present:** Tad Hildebrand, Kyle Niehenke, Annette Herup, Sara Thompson Tweedy, Brant Mayo

**Staff:** Lisa Romine, Susan Adams, Aaron Parrott, Kelli Martinelli, Emily Anderson, Alicia Wallace,

**Guest:** Lora Wood (ESD)

**Introductions, Announcements & Updates**

Lisa thanked the members present for attending the meeting. The full board meeting will be held on Tuesday, September 24<sup>th</sup> at 5:30 PM via Zoom. There is a legislative update and tour in the area on October 8<sup>th</sup> which will visit Samaritan Healthcare and Genie; board members are invited to attend. The board retreat is tentatively scheduled for March 13 and 14, 2025, location TBD.

**Workforce Investment Year-End Performance Report**

Lisa summarized this quarter's success story. Charlie, a single mother of two, benefited from the State Economic Security for All program and received incentives and support services that allowed her to complete her nursing degree. She now works full-time at Samaritan Healthcare as well as part-time as a home health nurse.

At the close of the program year, Grant/Adams exceeded enrollment targets in Adult and Youth programs, and exceeded most outcome targets. SkillSource funded roughly the same number of healthcare and office skills students at Big Bend this year, and was 88% expended against budget for the year. A full year-end performance report will be presented at the full board meeting.

**Youth & Education Update: Pre-Employment Transition Services Summer Program**

Lisa introduced the Pre-Employment Transition Services program, which provides work maturity and skills training for youth with disabilities. Alicia summed up the year's activities across Grant and Adams counties, and introduced Danny Thurman, a Pre-ETS student who participated in Pre-ETS for three consecutive summers culminating in an employment offer from Central Machinery Sales (CMS) following successful work experiences. The committee thanked Josh and CMS for their longstanding support of youth work-based learning and congratulated Danny on his new job.

**Youth & Education Update: Othello Learning Center**

SkillSource provides Open Doors dropout re-engagement services at the Thieme Learning Center in Othello. SkillSource occupies the Thieme Learning Center building for \$1/ month and the county has expressed interest in SkillSource purchasing the building. Lisa will provide more information & details for discussion at the board meeting.

**Community Reinvestment Updates**

Lisa gave an update on the Community Reinvestment Grant, which provides \$1.3 million for business investment and priority populations of career seekers. SkillSource received over 110 applications for the Small Business Grant program, and awarded 13 grants totaling over \$175,000, including Jose Guzman of Jonny's Quality Lawn Service who purchase a large riding mower and increase his clientele. Five minority-owned businesses in Grant and Adams counties received funds for improving their businesses.

### **Strategic Plan Goal One: Industry**

Lisa briefly recapped the board's strategic goals and strategies and asked guiding questions under Goal One (Industry), specifically on Objective 3 - upskilling and reskilling trends in their businesses and in other local businesses.

Annette offered that, in general, required education or training presents challenges in filling positions. She added that added automation is also a challenge. Apprenticeship is proving to be a great asset for bringing talented workers into the workforce at Genie. English language learners and workers without high school credentials are attending classes at Big Bend on salary. Tad commented he is working with one client who is losing half their longtime workforce to retirement but is otherwise steady. Brant says companies are hiring and looking for flexible employees who can be comfortable in a changing work environment. Tad asked if companies are looking at investing in training as a retention method, and if they are willing to hire the right person even without a degree. Lisa reported some companies are looking for management training for skilled employees who are being promoted to supervisory positions but lack the requisite management skills. Sara said that fewer students are opting for full CTE programs that result in highly skilled, well-paying jobs; companies are hiring students that have only taken a few courses because their need is so great. Lisa commented that additional challenges for companies to release employees to attend training is that they don't have enough employees to cover while others are out. Lisa asked the board members to refer employers interested in upskilling their workforce to SkillSource for incumbent worker training.

The meeting adjourned at 1:12 PM, followed by a tour of AeroTEC's Flight Test Center.

## Chelan/Douglas Committee Meeting

September 11, 2024

North Central Educational Services District, Wenatchee WA

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**Members:** Todd Wurl, Zach Williams (via Zoom), Michelle Price, Tom Legel, Nate Mack, Ryan Beebout

**Staff:** Lisa Romine, Susan Adams, Laura Leavitt, Aaron Parrott, Heidi Lamers, Toby Haberlock, Christy Mataya, Kelli Martinelli, Mayra Eaton-Garcia,

**Guest:** Lora Wood (ESD)

### **Introductions and Announcements**

Lisa thanked the members present for attending and reviewed the agenda. She thanked Dr. Michelle Price, superintendent for North Central Educational Service District, for hosting the meeting. The board meeting will be via Zoom on September 24. Lisa informed the members present that the board retreat will be tentatively held on March 13 and 14, location TBD.

### **Workforce Investment Year End Performance Report**

Aaron introduced the success story for this quarter, telling the story of Molly, who was dislocated during the pandemic and retrained to become a massage therapist employed at Hurst Chiropractic through Economic Security for All. Heidi Lamers worked personally with Molly throughout her schooling and even got a massage from her after she was employed – “she was great!”

Chelan/Douglas exceeded targets for total individuals served and youth enrollments, and performed well in adult and dislocated worker enrollments and outcomes. SkillSource funded Healthcare enrollments at Wenatchee Valley College were down year-over-year; Heidi said that more resources were available for students this year, meaning that fewer students needed financial assistance from SkillSource. Chelan/Douglas utilized 83% of budgeted funds, including 87% of career services funds and 99% of secondary education funds.

### **Youth & Education Update: Pre-Employment Transition Services Summer Program**

Lisa introduced the Pre-Employment Transition Services program, which provides work maturity and skills training for youth with disabilities. Overall, SkillSource served 180 youth with work readiness training and close to 100 students engaged in work-based training. Christy Mataya gave a brief presentation on the summer activities for Pre-ETS students, including extensive work-based learning activities with Link Transit and Sabey Data Centers. Several students followed their work experiences with actual job offers from the participating employers. Lisa added that SkillSource has successfully bid to continue Pre-ETS next year, and will be negotiating a contract with the Department of Vocational Rehabilitation.

### **Community Reinvestment Updates**

Lisa gave an update on the Community Reinvestment Grant, which provides \$1.3 million for business investment and priority populations of career seekers. SkillSource received over 110 applications for the Small Business Grant program and awarded 13 grants totaling over \$175,000. Five local businesses received funding during this round of grants, including Jose Guzman of Jonny’s Quality Lawn Service who purchased a large riding mower that in expects will increase his clientele and grow his business. We will continue to highlight the impacts of these business grants over the coming months.

Lisa informed the committee that SkillSource is hosting a legislative tour in Moses Lake at WorkSource Central Basin on October 8<sup>th</sup>. This legislative update includes all the legislative districts in our five-county region. The event will include tours of Samaritan Healthcare and Genie/Terex to showcase the



benefits of Economic Security for All and the Community Reinvestment Grant, and will include incumbents and candidates for local districts.

### **Digital Equity & Broadband**

SkillSource will participate in a state-wide grant proposal submitted by the Washington Workforce Association to apply for a National Technology Infrastructure Act grant to increase digital access, assistance and skills training in North Central. If awarded, SkillSource would receive \$731,00 over four years. SkillSource is also supporting a separate regional proposal submitted by Thriving Together NCW. 150 grants will be awarded nationwide.

### **Strategic Plan Goal One: Industry**

Lisa briefly recapped the board's strategic goals and strategies and asked guiding questions under Goal One (Industry), specifically on Objective 3 - upskilling and reskilling trends in their businesses and in other local businesses. Ryan said that AI is driving upskilling in his industry; it's a useful productivity tool for the entire workforce. Tom said that in general, technology use expansion is a driving factor in upskilling, and Confluence is looking to AI to assist with this emerging need. Nate said that the construction and trades industries are expanding training centers for hands-on skills instruction, which is critical as turnover is high. LiUNA's apprenticeship program consists of 6000 hours of work-based learning and 480 hours of classroom instruction which is also available for members to attend for additional certifications. Ryan asked if technology is affecting LiUNA's skill set requirements; Nate replied that the trades generally resist the encroachment of technology into their workplace, because it supplants workers. Michelle responded that low birth rates will result in fewer workers down the road; trends are already showing in early and primary education enrollment. Zach said that his labor-intensive industry has embraced technology as an upskilling driver, turning sorter positions into automated systems technicians for more efficient operations.

Ryan said that Sabey favors hands-on training to upskill existing employees; in some instances employees may attend manufacturer training for proprietary systems or attend college courses, but no tuition assistance currently exists. Tom said Confluence will bring trainers onsite for facilities and maintenance staff, such as Aramark; they are also internally upskilling medical assistants and training high school students for NA-C, MA and coding. Tom continued that upskilling MAs to nurses continues to be a priority as nurses are always in high demand, and he is concerned that community college-trained nurses may leave for work outside the region. Nate said that LiUNA encourages contractors to seek training opportunities. Michelle said NCESD certificated employees have ongoing requirements for professional development, and they work with paraprofessionals to earn teaching degrees (over 70 in the past year regionwide). Zach said individual training is mostly hands-on, and larger groups of employees receive training digitally.

Nate said motivation is the biggest challenge to training employees; people who want to make big money but don't want to do the work are a real challenge. Ryan said turnover poses a problem, because time and money invested in an employee is wasted if the employee leaves. Michelle said workload and work/life balance are big challenges for incumbent workers.

The meeting adjourned at 1:04 PM, followed by a presentation and tour showcasing the North Central Educational Services District. The full board meeting will be held on Tuesday, September 24th at 5:30 PM via Zoom.

**SkillSource Regional Workforce Board** \_\_\_\_\_

**TO:** SkillSource Workforce Development Board

**FROM:** Laura Leavitt, Fiscal Director

**SUBJECT:** Credit Limit Authorization

**DATE:** September 24, 2024

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**RECOMMENDATION:**

Increase Banner Bank Credit Limit to \$50,000

**REASON FOR RECOMMENDATION:**

Currently SkillSource has a \$25,000 credit limit at Banner Bank to split between Executive Staff and Service Delivery Managers. These credit cards are used for business related travel, online purchases of operating supplies, staff training, and participant expenses.

**Current card holders are:**

CEO

Managing Director

HR & Career & Training Manager (Youth - CD)

Career & Training Manager (CD)

Career & Training Manager (Youth - GA)

Career & Training Manager (GA)

With increased need to make operating and educational/training purchases and increased managerial staff, we need to add two more card holders, increase each card limit to \$5,000 and have room to add a future card holder or two, as needed.

**Two new card holders recommended:**

Career & Training Manager - Business Services (CD)

Project Manager (Okanogan, ESD)

**Unassigned Credit:**

Maintain \$10,000 unassigned credit for future cardholders or individual credit limit adjustments.

## **Othello Career Center Report**

### **(for Discussion)**

SkillSource has leased the Othello building from Adams County since 2006 at the request of the County Commissioners. Prior to this, SkillSource was already in Othello occupying a SkillSource owned modular building located on County land.

We are currently in our third 5-year renewal term that expires in 2026. The 2016 lease amendment provided four 5-year renewal options, if exercised, extends our occupancy through 2036. The lease is \$1/year rent and triple-net.

This summer Adams County Commissioner, Jay Weise, shared the Board of Commissioners wants SkillSource to consider buying the building at the end of this term ending August 2026.

I indicated to Jay that I'd be interested in exploring the option further and looking at the potential pros/cons and bring it to the SkillSource board for initial thoughts.

#### **Ownership Pros:**

1. Secure building space beyond 2036. SkillSource has maintained a satellite location in Othello since 1996.
2. Guard against rent spikes beyond 2036. The Board of Commissioners may have a different makeup and perspective in 12 years.
3. Protect Tenant Improvements. Over the past 18 years, SkillSource has undertaken \$350,000 making interior alterations and upgrades, the first since the County acquired and remodeled the former grocery store in 1977.
4. Asset Appreciation. Historically, real property increases in value over time.
5. Avoid Owner consent to sublease. Currently, SkillSource may sublet only provided it also maintains an operation in the facility.

#### **Ownership Cons:**

1. New operating budget cost. Unless SkillSource has sufficient liquid assets to pay cash, annual depreciation and interest are new costs. However, as depreciation is paid, the principal balance is reduced offsetting this cost.

#### **CEO thoughts:**

1. Negotiate a purchase price. Ideally, the building's 2006 (pre-improvement value adjusted for inflation).
2. Negotiate a purchase option now. Provides a period to make a final decision.
3. Negotiate seller financing. Usually the lowest borrowing cost.

# SkillSource Regional Workforce Board

## 2024-25 Meeting Calendar

September 2024	9	Okanogan Committee
	10	Grant/Adams Committee
	11	Chelan/Douglas Committee
	<b>24</b>	<b>Board Meeting 5:30 pm – via Zoom</b>
November 2024	18	Okanogan Committee
	19	Grant/Adams Committee
	20	Chelan/Douglas Committee
December	<b>03</b>	<b>Board Meeting 5:30 pm – via Zoom</b>
March 2025	3	Okanogan Committee
	4	Grant/Adams Committee – TBD
	5	Chelan/Douglas Committee - TBD
	<b>14</b>	<b>Board Meeting 5:30 pm – via Zoom</b> <b>(Board Retreat is tentatively scheduled for 3/13-14)</b>
June 2025	9	Okanogan Committee – TBD
	10	Grant/Adams Committee - TBD
	11	Chelan/Douglas Committee - TBD
	<b>24</b>	<b>Board Meeting 5:30 pm – via Zoom</b>

Committee Meetings: Noon – 1:30PM and include lunch

Board Meetings: 5:30 – 7:00PM

## SkillSource Regional Board Membership Composition

This roster conforms to WIOA section 107(b)(2) Local Workforce Development Board Membership Composition. The information informs the Governor for certification under WIOA Section 107(c)(2).

Required categories	Name/Title/Organization	Nominated by	Year Appt	Term Expires
<b>Business (51% minimum)</b>				<b>Dec 31</b>
1. Business	Crystal Gage/ Practice Manager/ Omak Clinic	OK Economic Alliance	2019	2026
2. Business	Anthony Popelier / HR Dir/ Reman Reload	OK Economic Alliance	2023	2027
3. Business	Roni Holder-Diefenbach/ Exec Dir/ Ok Econ All	Career Path Services	2005	2024
4. Business	Annette Herup / HR Manager / Genie-Terex	Grant Co EDC	2019	2026
5. Business	Tad Hildebrand /Consultant/ Nash Consulting	Adams Co Dev Council	2017	2027
6. Business	Ken Johnson/ Owner/ Johnson's Glass & More	Adams Co Dev Council	2014	2027
7. Business	Brant Mayo/Executive Dir/Grant Co EDC	Grant Co EDC	2018	2024
8. Business	Ryan Beebout/ VP/ Sabey Data Centers	Wenatchee Chamber	2023	2027
9. Business	Tom Legel / CFO/ Confluence Health	Wenatchee Chamber	2023	2026
10. Business	Julie Helligso /Exec Director/ Cascade Vet	Wenatchee Chamber	2023	2026
11. Business	Zach Williams /HR Manager/ Stemilt Growers	Wenatchee Chamber	2021	2024
<b>Workforce/Labor (20% minimum)</b>				
1. Labor	Nathan Mack/ Field Representative/LiUNA 348	Central Labor Council	2023	2027
2. Other workforce	Michelle Price/ Superintendent /NC ESD	North Central ESD	2009	2024
3. Other workforce	Irasema Ortiz-Elizalde/ Administrator/ DSHS	DSHS	2013	2027
4. Labor	Augustine Gallegos / Bus Agent / Teamsters	Central Labor Council	2021	2024
5. Labor/Apprentice	Randy Curry / President /IBEW #191	Central Labor Council	2021	2024
<b>Education</b>				
1. Title II Adult Ed	Sara Thompson-Tweedy/ President / BBCC	Big Bend Comm College	2021	2024
2. Workforce Ed	Famous Harrison / President / WVC	Wenatchee Valley College	2023	2026
<b>Public</b>				
1. Wagner-Peyser	Todd Wurl/ Regional Director/ ESD	Employment Sec Dept	2023	2027
2. Vocational Rehab	Pablo Villarreal/ Acting Regional Director/ DVR	Div Vocational Rehab	2019	2026
3. Econ Dev	Kyle Niehenke/ Ex. Dir/ Adams County ED	Adams Co Dev. Council	2023	2026

Rev: 06/2024

Okanogan	Chelan/Douglas	Grant/Adams
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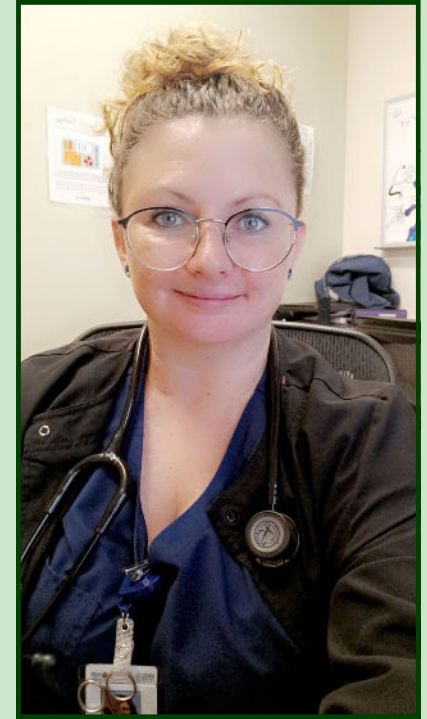


North Central Workforce Development Area  
**Quarterly Success Stories**  
September 2024

## Hard Work Pays Off

Registered nurses have always been a critical workforce need for the healthcare providers of North Central Washington. In just the last year, medical employers in Grant and Adams Counties posted 315 job openings for RNs. Nearly a quarter of those openings were with Samaritan Healthcare, the largest care economy employer in Grant County. Training providers like Big Bend Community College offer nursing degree programs to address this need, but these programs are extremely competitive and academically challenging. It takes a lot of hard work to succeed. SkillSource is there to lend resources and a helping hand.

Charlie, a dedicated single mother of three, approached SkillSource in search of scholarship funding to pursue her nursing degree. Balancing the demands of her personal life, parenting, and her studies proved challenging, and she often faced financial difficulties. Throughout her training, SkillSource provided crucial support services, helping her maintain the stability needed to focus on her education. Charlie put in plenty of effort and even worked as a nursing technician during the summer to keep her skills sharp.



With the assistance of SkillSource and funding from State Economic Security For All (EcSA), Charlie persevered through the rigorous nursing program at Big Bend. In addition to support services, Charlie earned monthly financial incentive payments for satisfactory progress on her career plan. The support she received helped her overcome significant obstacles that might have otherwise derailed her progress. Her determination, combined with the resources and guidance from SkillSource, ultimately led to her success in the program.

Charlie's hard work paid off in a remarkable way. Upon graduating, she secured not just one, but two positions—one at Samaritan Hospital and another as a part-time home health nurse. These opportunities not only provided financial security for her family but also marked the beginning of a fulfilling career in healthcare, a testament to her resilience and the effective partnership between Charlie and SkillSource.

"Wow, thank you. I can't imagine how much harder it would have been without the help I got. I feel like I barely made it as it was. The help from SkillSource has had a major impact on my life and I am so grateful for your program!" ~ Charlie

Hard work and strong partnerships result in a great payoff. Congratulations to Charlie and to Samaritan Healthcare!

**Grant/Adams**

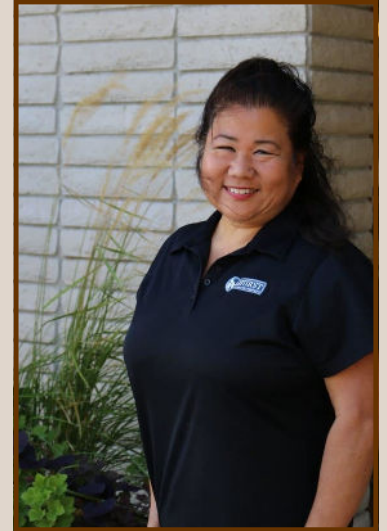
## Hands On Skills Lead To Hands On Success

When obstacles block the current path, you find a new path to move forward. The pandemic blocked a lot of paths for people, including Molly Motooka. Molly lost two part-time jobs due to the pandemic. She needed to explore other options that would lead to a new meaningful career, and sustainable self-sufficiency.

Molly reached out to WorkSource for assistance with unemployment benefits and help with her resume. They referred her to SkillSource to explore her interests and to learn about other careers and their required skills. SkillSource trainers helped Molly develop a new path that aligned with her interests. She decided she was going to become a Certified Massage Therapist. She enrolled at the Columbia River Institute of Massage to work toward her state licensure, and received financial aid through SkillSource to cover tuition. Thanks to EcSA (Economic Security for All), SkillSource also provided Molly with a monthly cash incentive to support her during training. These incentives provide essential funds that ensure that participants can stay on their training path and meet their career goals.

We are delighted to share that Molly graduated and is now a licensed massage therapist at Hurst Chiropractic in East Wenatchee where each day she provides hands-on care to clients in the community. "I really enjoyed working with the team at SkillSource. Everyone has been supportive, friendly and professional. I appreciated and thoroughly enjoyed the ACE Workshop in helping choose a new career as well as the computer classroom," said Molly of her experience.

Congratulations to Molly for pushing forward despite the pandemic roadblock! You discovered a whole new path toward a rewarding career in wellness, and your community is better because of it. And congratulations to Hurst Chiropractic on your new team member!



**Chelan/Douglas**

## On the Road

North Central is geographically the largest workforce development area in the state, and Okanogan County is likewise the largest county. It should come as no surprise, then, that commercial truck drivers are in high demand regionally, to supply local businesses with essentials for rural residents. Over the last year, North Central employers advertised 374 open positions for qualified drivers.

Adalberto Dominguez came to WorkSource Okanogan in the fall of 2023 seeking help to find a new career. He was interested in securing his Commercial Driver's License needed for many different jobs in the area. Berto graduated from Bridgeport High School in 2019 and joined the workforce as a minimum-wage worker. Living in a rural area, Berto had limited opportunities for employment or relocation. When he came to WorkSource, he was working as a retail salesperson at a local car dealership. Berto was facing the possibility of losing his job due to an inadequate sales rate. He took control of his career by searching for resources to help him set a goal of pursuing his CDL which led him to WorkSource.

After several assessments to determine his interests and abilities, Berto chose to attend OK CDL Truck Driving School with a scholarship to cover his tuition. He successfully completed his training a couple of months later, and upon receiving his certification, Berto was confident he would be able to find a job quickly. And he did! Within a month, he obtained full time employment as a truck driver for Weinstein Beverage-Pepsi.

Congratulations Berto and Weinstein! Way to get an exciting career on the road!



**Okanogan**

SkillSource  
Statement of Financial Position

	<u>6/30/2024</u>	<u>6/30/2023</u>
<b>Assets</b>		
Current Assets		
Cash and Cash Equivalents	1,329,273.03	1,083,584.41
Trade Receivables	740,127.37	385,834.11
Due from Government	132,359.20	143,118.15
Other Receivables	2,931.53	1,076.53
Prepaid Expenses, current portion	<u>55,598.09</u>	<u>34,089.46</u>
Total Current Assets	2,260,289.22	1,647,702.66
Property and Equipment		
Land	813,350.61	813,350.61
Land Improvements	724,495.59	724,495.59
Building and Equipment	4,954,246.61	4,932,765.32
Construction in Process	20,335.77	0.00
Less: Accumulated Depreciation	<u>(3,106,360.17)</u>	<u>(2,942,936.94)</u>
Total Property and Equipment	3,406,068.41	3,527,674.58
Other Assets		
USDA Reserve	<u>163,033.88</u>	<u>158,704.23</u>
Total USDA Reserve	<u>163,033.88</u>	<u>158,704.23</u>
Total Other Assets	<u>163,033.88</u>	<u>158,704.23</u>
Total Assets	<u>5,829,391.51</u>	<u>5,334,081.47</u>
<b>Liabilities</b>		
Current Liabilities		
Current Portion of Long-Term Debt	60,745.14	58,294.50
Accounts Payable	191,123.61	136,123.48
Accrued Wages and Benefits	12,977.75	11,708.40
Accrued Vacation	169,168.79	150,427.51
Accrued Interest	<u>2,602.94</u>	<u>2,669.74</u>
Total Current Liabilities	436,618.23	359,223.63
Long-Term Debt payable after one year		
Long-term debt payable after one year	<u>2,210,913.75</u>	<u>2,271,663.41</u>
Total Liabilities	2,647,531.98	2,630,887.04
<b>Net Assets</b>		
Unrestricted	<u>3,181,859.53</u>	<u>2,703,194.43</u>
Total Net Assets	<u>3,181,859.53</u>	<u>2,703,194.43</u>
<b>Total Liabilities and Net Assets</b>	<u>5,829,391.51</u>	<u>5,334,081.47</u>

## 10 - Executive

7-1-23 thru 6-30-24	Budget		
	<u>Total</u>	<u>Mod 1</u>	
Expenditures			
Salaries			
Salaries & Benefits	864,777	972,989	89%
Travel	31,727	28,000	113%
Miscellaneous	157,303	210,289	75%
Supplies	18,685	21,760	86%
Equipment	8,921	10,000	89%
Facilities	24,003	25,104	96%
Communication	10,181	8,009	127%
Training	<u>60,451</u>	<u>106,061</u>	57%
Total Executive	1,176,049	1,382,213	85%

**20 - Chelan/Douglas**

<b>7-1-23 thru 06-30-24</b>	<b>Total</b>	<b>Budget Mod-1</b>	<b>Expenditure Rate</b>
<b>Expenditures</b>			
<b>Training related expenditures</b>			
<b>Salaries</b>			
<b>Salaries &amp; Benefits</b>	713,405	782,474	91%
<b>Travel</b>	2,029	5,400	38%
<b>Miscellaneous</b>	40,264	53,472	75%
<b>Supplies</b>	32,234	48,667	66%
<b>Equipment</b>	4,447	20,000	22%
<b>Facilities</b>	69,495	77,548	90%
<b>Communication</b>	5,768	11,422	50%
<b>Training</b>	844	5,000	17%
<b>Total Training Related</b>	868,486	1,003,983	87%
<b>Direct Training</b>			
<b>Incumbent Worker</b>	30,299	60,000	50%
<b>On the Job Training</b>	29,415	77,400	38%
<b>Participant Wages</b>	79,025	187,433	42%
<b>Institutional Training</b>	155,852	249,429	62%
<b>Basic Skills Training</b>	452,156	457,748	99%
<b>Computer Basics</b>	76,878	89,823	86%
<b>Support services</b>			
<b>GED Fees</b>	9,988		
<b>Incentives</b>	238,325		
<b>Housing</b>	9,344		
<b>Transportation</b>	6,393		
<b>Participant Insurance</b>	1,433		
<b>Supportive Services Other</b>	18,859		
<b>Total Support services</b>	284,342	263,032	108%
<b>Total Direct Training</b>	1,107,966	1,384,865	80%
<b>Total Expenditures</b>	1,976,452	2,388,848	83%



**30 - Grant/Adams**

<b>7-1-23 thru 6-30-24</b>	<b>Total</b>	<b>Budget</b>	<b>Expenditure Rate</b>
<hr/>			
Expenditures			
Training related			
Salaries			
Salaries & Benefits	870,353	916,738	95%
OneStop Operator	40,774	40,000	102%
Travel	16,288	6,813	239%
Miscellaneous	51,031	61,527	83%
Supplies	29,698	43,567	68%
Equipment	11,873	20,000	59%
Facilities	68,501	64,529	106%
Communication	7,707	10,430	74%
Training	4,532	5,000	91%
Total Training Related	1,100,757	1,168,604	94%
Direct Training			
Incumbent Worker	7,568	60,000	13%
On the Job Training	66,856	101,400	66%
Participant Wages	166,365	193,866	86%
Institutional Training	270,405	299,840	90%
Basic Skills Training	135,732	148,020	92%
Computer Basics	48,203	72,001	67%
Support services			
GED Fees	1,678		
Prevoc Other	387		
Incentives	157,000		
Housing	18,740		
Transportation	19,417		
Car Repair	8,776		
Participant	939		
Supportive	18,089		
Total Support	225,026	275,402	82%
Total Direct Training	920,156	1,150,529	80%
Total Expenditures	2,020,913	2,319,133	87%

**50 - Okanogan**

<b>7-1-23 thru 6-30-24</b>	<b>Total</b>	<b>Budget Mod 1</b>	<b>Expenditure Rate</b>
<b>Expenditures</b>			
<b>OneStop Operator</b>	31,055	30,000	104%
<b>Subrecipient Program</b>	395,902	465,165	85%
<b>Subrecipient Indirect</b>	58,545	98,720	59%
<b>Total Training related</b>	485,503	593,885	82%
<b>Direct Training</b>			
<b>Incumbent Worker</b>	8,867	39,000	23%
<b>On the Job Training</b>	24,166	57,000	42%
<b>Participant Wages</b>	22,475	37,932	59%
<b>Institutional Training</b>	89,724	131,200	68%
<b>Basic Skills Training</b>	142,606	174,978	81%
<b>Computer Skills</b>	13,993	40,821	34%
<b>Support services</b>			
<b>GED Fees</b>	180		
<b>Prevoc Other</b>	1,019		
<b>Incentives</b>	34,900		
<b>Housing</b>	2,372		
<b>Transportation</b>	4,858		
<b>Supportive</b>	5,712		
<b>Total Support</b>	49,041	76,583	64%
<b>Total Direct Training</b>	342,006	557,514	61%
<b>Total Expenditures</b>	836,375	1,151,399	73%