



GREATER ECONOMIC VITALITY FOR ALL.
Partnering to prepare and grow the Pierce County workforce to align it with employer needs.

WFC Executive Board Meeting

AGENDA

June 21, 2018 • 8:30-10:00 a.m.

**WorkForce Central • 3640 S. Cedar St., Suite E Conference Room
County Executive Bruce Dammeier presiding**

- I. CALL TO ORDER**
- II. PUBLIC COMMENT**
- III. WDC UPDATE – Tim Owens**
- IV. CONSENT AGENDA**
 - A. Approve the May 17, 2018 Minutes
 - B. Approve May 2018 Voucher Payments
 - C. Approve December 2017 Final Voucher Payments
- V. REGULAR AGENDA**
 - A. Approve CEO Linda Nguyen's renewed employment contract for the period of July 1, 2018 through December 31, 2021
 - B. Adoption and amendment of budget for the calendar year 2017 (Resolution No. 842)
 - C. Approve PY18/FY19 Budget
- VI. CEO Report**
 - A. Jobfest follow-up – why less hires this year when we had more attendees
 - B. Personnel Changes
 - C. Cancel July Executive Board meeting
- VII. OTHER BUSINESS**
- VIII. ADJOURN**



WFC Executive Board Meeting

MINUTES

May 17, 2018 • 8:30-10:00 a.m.

WorkForce Central • 3640 S. Cedar St., Suite E Conference Room

Mayor Victoria Woodards presiding

Attendees: Tim Owens, Conor McCarthy, Victoria Woodards

Staff: Linda Nguyen, Deborah Howell, Jan Adams, Caleb Kraai, David Roberts

Guests: Kevin McCaulley, Anna Moretti

I. CALL TO ORDER

Mayor Woodards called the meeting to order at 8:30 p.m.

II. PUBLIC COMMENT

None.

III. WDC UPDATE – Tim Owens

Tim gave an update on last month's meeting noting Lori's presentation and the new One-stop Center location and the budget discussion.

IV. CONSENT AGENDA

A. Approve the April 19, 2018 Minutes

B. Approve April 2018 Voucher Payments

Motion to approve made by Tim; seconded by Conor. Approved.

V. REGULAR AGENDA

A. Approve PY18/FY19 Budget

Linda gave an overview of the changes and the comparison to last year's budget. Conor noted it would be helpful to get assistance on strategies for the City of Tacoma budgeting for workforce development. Victoria asked if the WDC needs to approve as well. Linda clarified they will approve this afternoon. Motion to approve made by Tim; seconded by Conor. Approved

B. Workforce Development Strategic Planning Session 1 Debrief

There was discussion on the first session and how well it worked.

C. Executive Board and WDC two Bold Goals Roll Out Discussion

Linda gave a background on the two goals and asked the board how they would like to proceed. There was discussion on what work needs to happen, including engaging partners and communications to the community.

VI. CEO REPORT

A. Jobfest Report

Linda introduced Anna Moretti who gave an overview of the outcomes. Linda asked for information on the VIP Workshops. Linda suggested collecting zip code for demographics and Mayor asked for ethnicity as well. Discussion continued around the outcomes compared to last year. Anna noted some challenges included school schedules and transportation.



B. UI Initiative Update

Caleb gave an update on the UI initiative. He noted Tacoma area has a higher unemployment rate along with Bonney Lake, Graham and Roy. David gave a background on the geographic strategies. Discussion continued around how to connect with individuals, assess skill sets and provide services.

C. Upskill Backfill Issue

Linda gave a background on the upskill/backfill program and a requirement that was instituted after the program started that may cause an issue with funding.

D. Q3 Obligation Report

Linda gave a background on the requirements for obligation and noted our current status as well as the projected obligation.

E. City Council Economic Development Presentation June 26

Linda gave a brief overview of the upcoming presentation.

VII. OTHER BUSINESS

None.

VIII. ADJOURN

Motion to adjourn made by Tim; seconded by Conor. Meeting adjourned at 9:28 a.m.





GREATER ECONOMIC VITALITY FOR ALL.
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RESOLUTION NO. 842

**ADOPTION AND AMENDMENT OF BUDGET
FOR THE CALENDAR YEAR AND FINANCIAL REPORTING PERIOD
JANUARY 1, 2017 TO DECEMBER 31, 2017**

BE IT ORDAINED BY TACOMA-PIERCE COUNTY EMPLOYMENT & TRAINING CONSORTIUM dba WORKFORCE CENTRAL:

That the fiscal staff has analyzed and calculated WorkForce Central's entity-wide annual budget for the reporting year ending December 31, 2017 and the amount calculated is \$9,403,000.

The Board hereby adopts this resolution to adopt and amend the annual budget to be \$9,403,000 for the financial reporting year ending December 31, 2017.

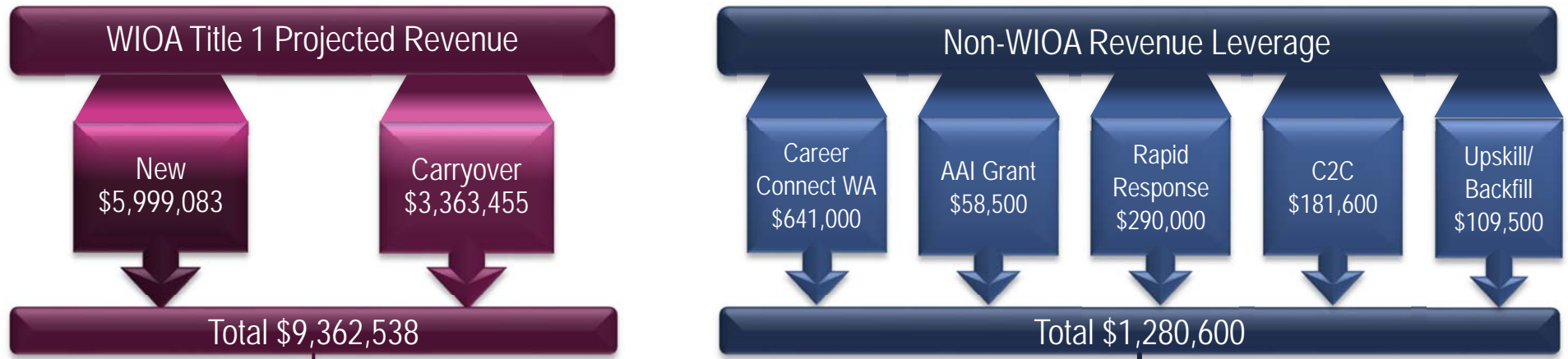
Passed _____
Date

Chairman of Board

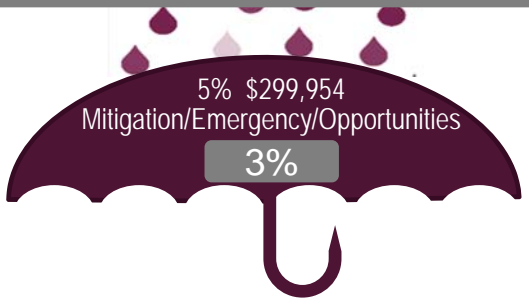
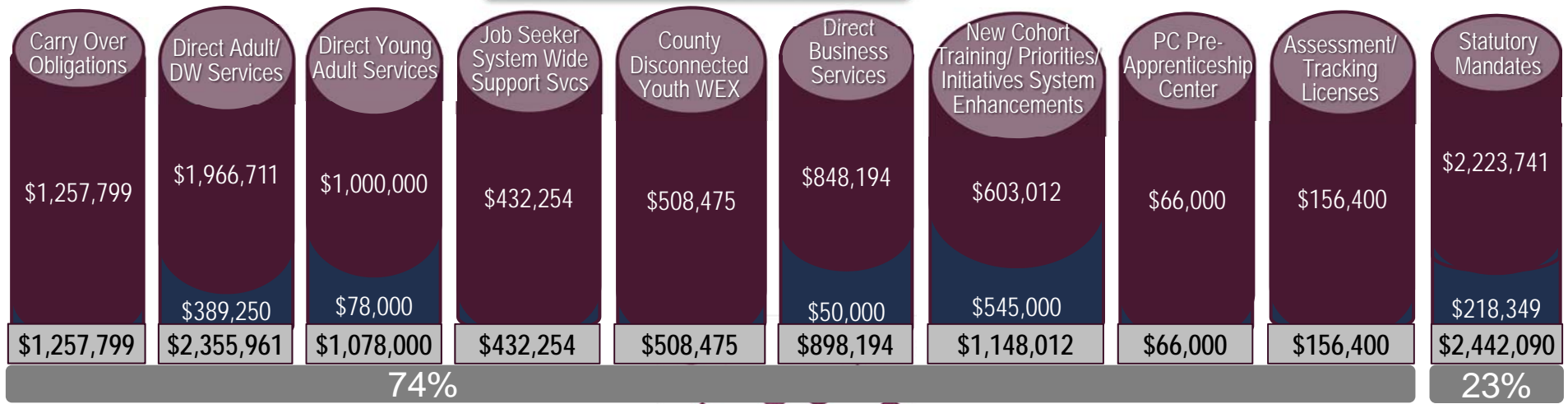


After meeting with the WorkForce Central Executive Board and WDC on March 15, 2018, a no funding cut scenario was decided to proceed with budget planning for PY18/FY19.

	Current PY17/FY18	PY18/FY19 Initial Budget
Actual Total Funds Available	\$9,475,417	\$10,643,138 (increase due to more carry over estimate)
DIRECT SERVICES		
Adult	\$986,711	same
Dislocated Worker	\$980,000 + \$389,250 leverage	Same + 424,750 leverage
Youth	\$900,000 + \$234,300 leverage	Increase \$100,000 + \$78,000 leverage
Job Seeker System wide support Services	\$222,367	Increase by \$209,887
County Disconnected young adults paid WEX – 16-24 years old	\$138,554	Increase by \$369,921
Business Services	\$800,000 + \$206,000 leverage	Increase by \$48,194 + \$50,000 leverage
New Cohort training/Priority Initiatives/System Enhancements	\$698,926 + \$263,100 leverage	Less \$95,914 + \$555,000 leverage
Pierce County Pre Apprenticeship Center	\$0	\$66,000
Assessment/Tracking Licenses	\$128,000	Increase by \$28,400
Statutory Mandates	\$1,870,275 + \$217,100 leverage 12.5 FTEs	Increase by \$353,466 + \$218,349 leverage 13.5 FTEs Why additional funds are needed: <ul style="list-style-type: none"> • Increase 1 FTE for UI Initiative • Build WorkSource Pierce Partnership website • Bold Goals strategic communication and convenings • Cover less leverage than prior year • Natural increase of healthcare cost, wage increase, computer upgrades • 2 month transition of 2 FTEs
Mitigation	5% = \$295,691	Same



Grand Total \$10,643,138



WorkForce Central
 Program Year 2018 / Fiscal Year 2019
 Budget Modification 1 for June 21st Board Meeting and July 19th WDC Meeting

	ADULT	DW	YOUTH	Total	Leverage	ADMIN
REVENUE						
Formula Funding	\$ 1,928,174	\$ 2,042,332	\$ 2,028,577	\$ 5,999,083		\$ 666,565
Projected PY17/FY18 Carry-in Funds	\$ 949,942	\$ 1,281,948	\$ 1,131,565	\$ 3,363,455		\$ 235,025
Secondary sources of Admin Funding						\$ 44,500
Leverage	\$ 19,498	\$ 491,104	\$ 769,998	\$ 1,280,600	\$ 1,280,600	
Total Funds Available	\$ 2,897,614	\$ 3,815,384	\$ 3,930,140	\$ 10,643,138	\$ 1,280,600	\$ 946,090
INVESTMENT AREAS						
PY17/FY18 Carry-in Obligations - Projected (Detail Below)	\$ 425,433	\$ 441,733	\$ 390,633	\$ 1,257,799		5,950
Direct Services						
Job Seeker Contract	\$ 986,711	\$ 980,000	\$ 1,000,000	\$ 2,966,711		
Leverage	\$ -	\$ 389,250	\$ 78,000		\$ 467,250	
Job Seeker System Wide Support Services - Co-Enrollment Required	\$ 120,000	\$ 192,254	\$ 120,000	\$ 432,254		
County Disconnected Youth Paid WEX - 16-24 Years Old	\$ 171,635	\$ -	\$ 336,840	\$ 508,475		
Business Services Contract	\$ 266,667	\$ 314,860	\$ 266,667	\$ 848,194		
Leverage	\$ 16,665	\$ 16,670	\$ 16,665		\$ 50,000	
New Cohort Training/Priority Initiatives/System Enhancements	\$ 174,264	\$ 209,086	\$ 219,662	\$ 603,012		
Leverage	\$ -	\$ -	\$ 545,000		\$ 545,000	
Pierce County Pre-Apprenticeship Center	\$ 33,000	\$ -	\$ 33,000	\$ 66,000		
Assessment/Tracking Licenses	\$ 43,796	\$ 43,809	\$ 68,796	\$ 156,400		
Statutory Mandates	13.5 FTEs \$ 420,363	\$ 756,952	\$ 442,385	1,619,700		447,613
Leverage	\$ 2,450	\$ 72,528	\$ 112,509		\$ 187,486	
Implementation and oversight of 4 year local Plan						
Conduct Workforce Research and Region Labor Market Analysis						
Convene, Broker and leverage stakeholders and assets						
Lead employer engagement						
Lead career pathways development and implement with secondary and post secondary partners						
Lead effort to identify and promote proven and promising practices						
Develop technology based strategies for service access, engagement and delivery						
Oversee the local service delivery system and programs						
Negotiate local performance accountability						
Select one stop operator(s) and provider(s)						
Identify eligible training providers						
Ensure consumer choice						
Coordinate with education providers						
Approve and oversee budget and comply with federal/state/local laws and regulations in the administration of WIOA						
Statutory Mandates Operational Requirements	\$ 139,840	\$ 283,470	\$ 180,731	\$ 604,041		129,751
Leverage	\$ 383	\$ 12,656	\$ 17,824		\$ 30,863	
Administrative Reserve						329,448
5% Mitigation PY18/FY19	\$ 96,409	\$ 102,117	\$ 101,429	\$ 299,954	-	33,328
Total Budget Need	\$ 2,897,614	\$ 3,815,384	\$ 3,930,140	\$ 10,643,138	\$ 1,280,600	946,090

DETAIL CARRY-IN OBLIGATIONS - PROJECTED				
ECONOMIC DEVELOPMENT PARTNERSHIPS				
Monthly Employment Reports	1,500	2,000	1,500	5,000
Sub-Total	1,500	2,000	1,500	5,000
TOTAL TRAINING & PLACEMENT INVESTMENTS				
	1,500	2,000	1,500	5,000
OTHER OBLIGATIONS				
ResCare PY2017 Youth	-	-	255,000	255,000
Career Path Services PY2017 Direct Services	305,000	289,000	-	594,000
ResCare PY2017 Business Services Provider	74,400	99,200	74,400	248,000
JayRay - Strategic Communications/Outreach	3,000	4,000	3,000	10,000
One Stop System Operator	23,533	23,533	23,533	70,599
One Stop System Facilitation and Technical Assistance	18,000	24,000	18,000	60,000
Youth Committee - FAFSA	-	-	15,200	15,200
Sub-Total	423,933	439,733	389,133	1,252,799
TOTAL	425,433	441,733	390,633	1,257,799

JOB FEST 2016-2017-2018 Comparison

Attendees

Column1	Goal	Achievement
2016	700	360
2017	300	464
2018	400	597

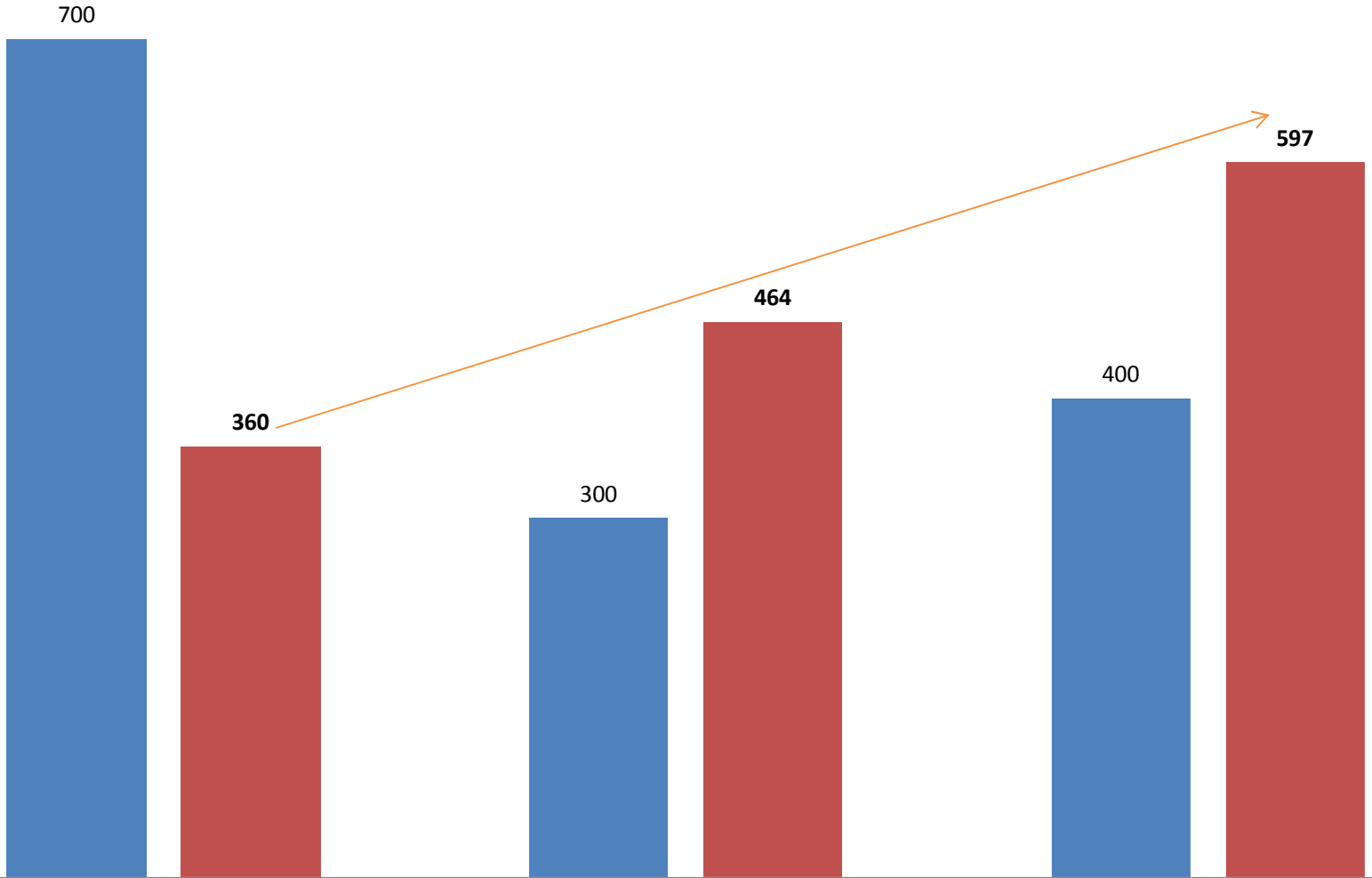
Job Seekers Obtaining Employment

	Interviews Conducted	Hired
2016	209	30
2017	221	61
2018	171	55

2016	2017	2018
14.4%	27.6%	32.2%

JobFest 2016, 2017, 2018 Attendees

■ Goal ■ Achievement



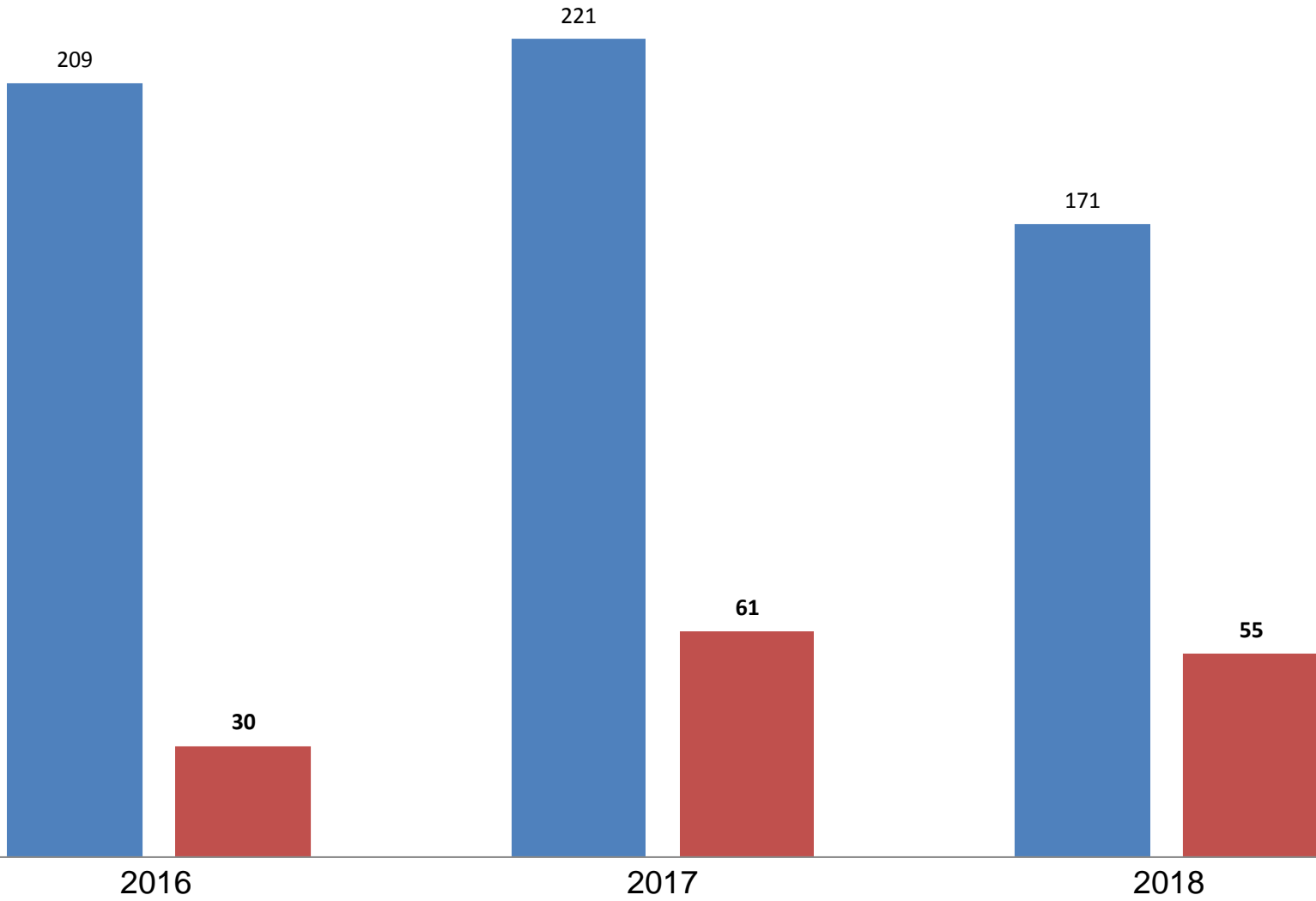
2016

2017

2018

Job Seekers Interviewed vs. Hired

■ Interviews Conducted ■ Hired



JobFest 2018- Hired

Company Name	# of Hires
Taco Time - Neltac, Inc.	8
McDonalds	7
Chick Fil A	5
CMS Western WA	5
Concrete Technology Corporation	5
Boys & Girls Clubs of South Puget Sound	4
Gymboree	3
Popeyes	3
Burger King	2
CAREing&HELPing Hands LLC	2
O'Reilly Auto Parts	2
Air Van Lines Moving	1
Auburn Gymnastics of DuPont	1
Cascade Park Communities	1
Farmers Insurance	1
Certa Pro Painters	1
Local 252	1
Marshalls	1
Old Navy	1
ResCare HomeCare	1
TOTAL	55