

**WFC Executive Board Meeting**  
**MINUTES**  
**April 22, 2022 • 9:30 – 12:00 p.m. • Via Zoom**  
**County Executive Bruce Dammeier presiding**

**Attendees:** Marty Campbell, April Betts-Gibson, Jani Hitchen, Bruce Dammeier, Kiara Daniels

**Staff:** Katie Condit, Jan Adams, Josh Stovall, Deborah Howell, Steve Grimstad

**Guests:** Andres Mantilla, Jacqueline Robinette; Jennifer Taylor, Jonathan Salamas

- **Call to Order & Welcome**

Bruce called the meeting to order at 9:30 a.m.

- **Strategic Planning- Andres Mantilla, BDS Planning**

- **Strategic Planning Process & Progress**

- **Discussion**

- **What are the top 2-3 workforce development priorities in Pierce County over the next three years?**
- **What does successful partnership between the County, City of Tacoma and WorkForce Central look like over the next three years?**

Andres reviewed the strategic plan progress to date. He noted they will be sending a packet after the meeting. Andres gave an overview of process and discussions that have taken place. He then facilitated the discussion for the questions noted. Board members provided their input and discussion continued around the priorities and actions needed for the next three years to be successful. Andres discussed next steps with an overview of the timeline. Notes from this portion of the meeting are attached.

- **Consent Agenda**

- **January 2022 Minutes**

- **Vouchers – January, February and March 2022**

- **Finance report**

Motion to approve the consent agenda made by Marty; seconded by Bruce. Approved

- **Outcomes Over Pandemic- Josh Stovall**

Josh gave an update on what our services and outcomes have been since the pandemic began. Discussion continued around the demographics of those we have reached. The common referral system, enrollment trends, training services, etc. were also discussed. Customer requests for training and high demand pathways were discussed.

- **2022-2023 Budget Draft #1- Steve Grimstad**

Steve gave an overview of the documents provided and discussed the comparison from last year to the proposed budget for this. He noted this is the first draft and the final will be presented in June for approval. Katie discussed the addition of two new navigators to get people re-engaged in the workforce system. Discussion continued around the reasoning for the budget cuts from our funding streams and the opportunity for competitive grants that are becoming available.

- **Executive Session**

Motion to go into executive session made by Marty; seconded by April. Executive Session started at 10:32 a.m.

Returned from Executive Session at 11:30 a.m.

No actions will be taken as a result of the executive session.



- **Organizational Status 501c3**

Katie noted 80% of WDB across the country are 501c3s. She provided a recommendation to the board to transition our organization to 501c3 status. She has consulted with other WDBs on how they transitioned. Katie expects to come back within the next three months with the proposal to convert the WDB to a 501c3. Bruce clarified this would allow us to have more diversified funding. Discussion continued around the process and benefits.

- **Interlocal Agreement**

Bruce discussed proposed changes to the interlocal agreement and how they may be affected if we go to 501c3 status

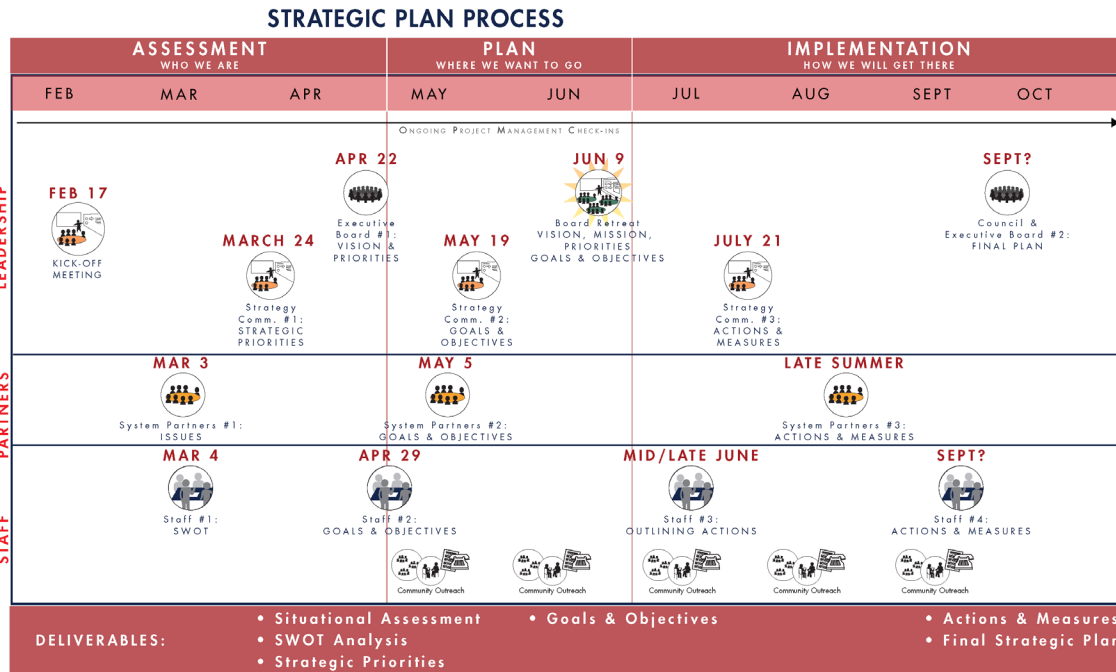
- **Closing**

Motion to adjourn made by April; seconded by Kiara. Meeting adjourned at 11:39 p.m.



## WorkForce Central – Executive Board Strategic Planning Meeting #1

Strategic planning process & Engagement thus far:



Between February and April, various groups of stakeholders have participated in several meetings to affirm the mission, vision, and values of WorkForce Central, define successful outcomes for the organization and identify strategic priorities for the next three years.

**Mission:** WFC stewards the pierce county workforce development system. We bridge the gap between job seekers, employers and community organizations to build a robust workforce pipeline and ensure economic vitality across the region.

**Vision:** Economic prosperity for our customers and the region.

**Guiding Principles:**

- Be regionally responsive (Beyond Tacoma)
- Commit to equity, diversity, and inclusion, both internally as an organization and externally when partnering with employers and job seekers
- Serve as the nucleus of all things workforce development in Pierce County
- Be both innovative and actionable in vision, mission, and day-to-day work

**Strategic Priorities:**

1. Organizational Evolution and Capacity
  - Improve funding, communication, organizational, and capacity mechanisms to ensure WorkForce Central most effectively supports workforce development in Pierce County.

2. Regional Alignment
  - WorkForce Central should act as the central organizer and connector of county-wide stakeholders.
3. Job Seeker Support
  - Dynamically and comprehensively support job seekers, particularly those who have been historically disenfranchised and underserved in the past.
4. Employer Engagement
  - Offer a robust program of support and resources to connect employers to opportunities and maximize success for all stakeholders.

***Executive Board Discussion:***

1. What are the top 2-3 workforce development priorities for Pierce County over the next 3 years?
  - Continued collaboration – focusing on improving a fractured workforce system and improving communication and efficiency of efforts
  - Remove barriers to connect job seekers to sustainable employment
  - Evaluate how the pandemic impacted the education system and adjust and adapt accordingly
  - Be responsive in future casting and preparing for workforce needs on the horizon
  - Address homelessness and recidivism – work to ensure successful pathways to jobs with livable, sustainable wages
  - Focus on addressing disproportionate increases of jobs and wages to housing costs in Pierce County
2. Over the next 3 years, what does WFC need to do to be a successful partner to you?
  - The best way to be a good partner is to successfully serve the whole Pierce County community
  - Promote and connect partnerships throughout the county – serve as the connector of job seekers, employers, educational institutions etc.