

WFC Executive Board Meeting MINUTES

September 6, 2023 • 1:00 - 2:30 p.m.

WorkForce Central • via Zoom

Executive Bruce Dammeier, presiding.

Attendees: Marty Campell, Kiara Daniels, Victoria Woodard, Bruce Dammeier**Staff:** Katie Condit, Jan Adams, Debbie Lean, Deborah Howell, Steve Grimstad, Teresa Delicino**I. CALL TO ORDER**

Victoria called the meeting to order at 1:07pm

II. PUBLIC COMMENT

None

III. CONSENT AGENDA (Board Vote)

A. Approve the June 2023 Minutes

B. Approve June, July 2023 Voucher Payments

C. Approve PY23-FY24 Budget vs Actual Jul 2023 Report

Motion to approve the consent agenda as presented made by Marty; seconded by Kiara.
Approved**IV. REGULAR AGENDA**

A. Workforce Development Board

a. New board member approval (*Board Vote*)

After discussion and review of Tanya Imke's resume, a motion to approve the appointment of Tanya Imke to the Workforce Development Board was made by Marty, seconded by Kiara. Approved

b. Private Sector membership updates

Katie shared she is seeking input for private sector membership and Executive Board members connections or recommendations are welcome.

c. Local Workforce Board Bylaws & CEO review

Katie shared that in the bylaws, there are term limits for board members but no term limits for board chairs. After discussion, the board agrees the bylaws be updated to reflect a two-year term limit as board chair. Katie also recommends the board conduct the CEO review process every two years versus every year. After discussion, the board agreed that the lift it takes to do a meaningful CEO review is big and recommends changes to the bylaws to reflect the CEO review being conducted every two years.

B. Good Jobs, Great Cities, Department of Labor

a. Green Manufacturing & Construction

Victoria and Katie provided an update on the green manufacturing and construction grant through the Good Jobs, Great Cities, Department of Labor Green Manufacturing initiative. Discussion continued around this exciting opportunity to work with city and county partners.



C. Workforce Development Funding Updates**a. Recompete Grant, Economic Dev. Administration**

Katie shared that the Economic Development Administration has announced a highly competitive \$20 million grant opportunity for distressed communities to develop to recompetite in the market. With assistance from the EDB and Chamber, ten partners have come together to determine priority needs and strategy. It's an excellent opportunity to both invest in the community and address a key community need in a way that would be very positive. A high-level plan framework is due next month for review to determine if we should apply.

b. Community Reinvestment, State Department of Commerce

Katie provided an update on this potential \$2.5 million grant. This grant focuses on two areas. The plan is to allocate funds to local workforce development boards to administer money so that we can support everyone who's upskilling and reskilling in the system. First, it will compensate people who are reskilling or upskilling in our workforce system monthly until they get into that good job (earn and learn model). The second bucket is business solutions funding for us to focus more deeply on BIPOC-owned businesses from a workforce development lens.

c. Washington Jobs Initiative, Washington Student Achievement Council

Katie shared this federal grant supports good jobs and training. We applied for roughly \$3 million to align focus with the green manufacturing construction work. This funding focuses on testing the idea that if we had more investment to get students over the finish line and had a job for them right before they completed so they could see what's next, we increase retention and placement into good jobs. We will use our business solutions team to bring employers in before people graduate so they can see their trajectory, finish that credential, and have a job waiting for them. Manufacturing and construction employers are thrilled to be partnered in this initiative. Awards will be announced in the next five days or so.

d. H1B Building Infrastructure, Dept. of Labor

Katie provided an update on the H1B building infrastructure federal grant that we applied for with a couple of other workforce development boards in the state. This grant will amplify some of those efforts around supporting students facing barriers to completion in community and technical colleges and in some of our training providers like AJAC for manufacturing. It's a really exciting ecosystem and partnership structure.

e. Pierce County Internship Program

Katie shared that this program supports youth and small businesses, and we continue to assist in placing young adults in internship opportunities. Bruce shared that the Pierce County budget proposal will be coming out soon and that there is a pot of funding specifically addressing internship opportunities in Pierce County that Katie might want to apply and compete for if that makes sense.



D. Westrock Closure Update- Teresa Delicino, WorkForce Central

Teresa provided a high-level overview of the urgent assistance needed due to this closure. WorkForce Central's Business Solutions Team has assisted employees in navigating decisions and paths considered through two rapid response events with 140 employees in attendance. There is a plan in place to reach the remaining employees. The team is continuing to connect workers with employment opportunities. Discussion continued around various ways to assist and connect with all employees affected by this closure. The team will look at any necessary improvements to the process to ensure individuals impacted by business closures are getting high-level assistance.

E. County-City Interlocal Agreement & 501c3 Progress

Bruce shared the update to the language in the Interlocal Agreement has been accepted and it has been submitted to the council for approval. Katie shared that with the approval of the updated Interlocal Agreement next steps in the 501c3 process can continue.

V. OTHER BUSINESS

Katie shared that Jan will be retiring November 3rd and that Debbie Lean, who has been with WorkForce Central for many years in various capacities, will be stepping in as the board liaison. Board members welcomed Debbie, thanked Jan for her excellent support and the organization's steady rock over the years, and congratulated her on a well-deserved retirement.

VI. ADJOURN

Motion to adjourn made by Marty; seconded by Victoria. Meeting adjourned at 2:31pm

