



Bridging the gap between job seekers, employers, and community organizations

Workforce Development Board Meeting

MINUTES

May 26, 2025 • 3:00 – 4:30

Present: Michael Hines, Nathe Lawver, Misty Sullivan, Robin Baker, Taliesha Garrett, Blaine Wolfe, Dave Shaw, Nino Gray, Mandy Kipfer, Jenna Pollock, Lin Zhou

Staff: Katie Condit, Steve Grimstad, Shellie Willis, Josh Stovall, Joanna Rasmussen, Sam Bradshaw

I. Welcome

Dave Shaw called the meeting to order at 3:05pm. Introductions were made. There were no public comments.

II. Consent Agenda (Vote)

- Meeting Minutes
- March 2025 Financial Report

Motion to approve the consent agenda as presented by Nathe Lawver; seconded by Misty Sullivan; Approved

III. Mi Centro Partnership Highlight – Samuel Bradshaw

- Sam introduced Mi Centro, a nonprofit community center in Hilltop Tacoma. Mi Centro is dedicated to serving the Latine and broader communities through culturally responsive programs that promote education, health, civic engagement, and business/economic empowerment. Mi Centro centers its work on equity and cultural pride, offering wraparound services that support families, youth, and individuals navigating systemic barriers. The organization offers a range of services including youth mentorship, language access, legal and immigration support, workforce readiness programs, and cultural events such as the annual Latinx Youth Summit and Posada. Last year, WFC engaged Mi Centro in our Community Reinvestment work. Mi Centro is a vital partner in the regional equity ecosystem and has deep roots in Pierce County's Latino community. Its role in workforce development is expanding, particularly in engaging underserved populations and supporting holistic pathways to education and employment.

IV. Board Business

- NEW Theory of Change - Joanna Rasmussen

Joanna presented the new Theory of Change with the goal of making the visual clearer and easier to understand. Integrated input from our staff members ensure it accurately reflects the full scope of our agency's work. The three cogs represent the main areas of our work, similar to what you have seen in our Strategic Framework: Regional Alignment, Job Seeker Solutions, and Business Solutions. Outside of each cog we list our strategy for each area which all leads to the Outcomes shown in the Impact section which then flows into our Regional Goals. Staff have already started using this tool to talk about our work in the community and wanted to make sure board members have this tool as well that can be





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used when talking about our work. A pdf of this document is available for download on our website.

- Budget Introduction - Steve Grimstad
Steve presented a draft budget for Program Year 2025 which represents July 2025 through June 2026. He provided a brief description of the columns and rows presented on the draft budget document emphasizing the Investment Areas (expenditures) are presented in alignment with the three strategic objectives in the WorkForce Central strategic plan: Jobseeker Solutions, Business Solutions, and Regional Alignment. Revenues in the draft budget includes funding either awarded or expected to be awarded and is conservative based on the information available at this time. He provided a brief overview of current year funding levels including funding not expected to continue into Program Year 2025 or expected to be awarded at reduced levels. Steve also highlighted some key line items in the budget and additional questions and discussion followed. The Board will review the final budget in June and meet virtually and be asked to approve the final budget.
 - One-Stop Operator (Vote) - Shellie Willis
Shellie provided context on what the role of the One-Stop Operator (OSO) is and that is to have operational oversight and provide functional leadership at the Center and for our system partners. She informed the board that Career Team LLC was selected as the OSO and that the staff member who represents them will continue in that role leading our efforts to continuously improve and provide a high level of human centered customer service and experiences.
Motion to approve the consent agenda as presented by Mandy Kipfer; seconded by Michael Hines; Approved
 - DV in the Workplace Update - Katie Condit & Shellie Willis
Shellie informed the board that they are working on coordinating a meeting with all interested parties. Dave Shaw asked to be added to the invitation as he is passionate about our workforce board having a role in addressing this challenging issue.
- V. National Association of Workforce Boards Takeaways- Board Members & Staff
Board members and staff who participated in the 2024 National Association of Workforce Board shared takeaways from the conference.
- VI. Opportunity Youth-Deep Dive - Josh Stovall & Board
Josh presented on disconnected young adults showing current data on this population in Pierce County, the drivers for disconnection and why it's important to us. There was Q&A on the data presented.
- VII. WorkForce Outlook & Upcoming
- Young Adult RFP
Katie shared that a robust review committee is in place for this request for proposal and advised she would keep the board posted on design and timeline review period.



- **Community Reinvestment Plan**
Katie shared the Community Reinvestment Plan was funded at \$60 million and not the previous full funding of \$200 million. Workforce Development boards will see some of these dollars.
- **Federal & General Layoffs, Center Traffic**
Katie shared federal and general layoffs are projected to increase which will lead to more traffic in our system. The governor has asked every state agency to cut at least 6%, this includes Employment Security Department and Department of Vocational Rehabilitation who are currently serving customers who come into the Center. Shellie and Center leadership are working on innovative ways to make sure we can field and support the people we are coming through the doors.
- **Fall Retreat**
Katie informed the board that she will be working on a date and time for the Board Retreat being held this Fall. The main topic of the retreat will center on our strategies for the coming year.

VIII. **Good of the Order**

- Shellie informed the board that the Annual WorkSource Pierce Certified Site Report was completed. She shared that few things they will find in the report is the need for more engagement in partnership from the Pierce County Library system and also the unique and necessary community-based partnerships.
- Kudos went out to Josh and Joanna for their outstanding work on the annual report.
- Katie shared that with Blaine's assistance, she submitted a competent proposal to Senator Murray's office to support a childcare center located at an old school building in Tacoma that the Pierce County Labor Community Services Agency purchased. The plan is for it to be a center that will focus initially on building construction trade members in registered apprenticeship programs and then eventually move to other job sectors.

Adjourn: 4:15pm