WFC Executive Board Meeting Agenda
June 26, 2026 • 12:00-1:30pm
WorkForce Central, 3640 S. Cedar Street, Suite E, Tacoma, WA
Ryan Mello, presiding.

• Welcome	12:00 – 12:03
• Public Comment	12:03 – 12:05
• Consent Agenda *(Board Vote)*	12:05 – 12:10
○ March 2026 Meeting Minutes	
○ April 2026 Financial Report	
○ Voucher Approvals: March 2026, April 2026 and May 2026	
○ Dr. Johnny Hu, Bates Technical College, Nomination & Approval	
• Budget Review and Approval *(Board Vote)* – Steve Grimstad	12:10 – 12:25
• Young Adult Report and Investments – Katie Condit, Christian Reed, & Board	12:25 – 12:45
• WorkSource Footprint – Shellie Willis	12:45 – 1:05
• Legislative Agenda – Katie Condit	1:05 – 1:20
• Board Business	
○ Adoption and Amendment of Budget for calendar year 2025 *(Board Vote)*	1:20 – 1:25
○ CEO Review	
• Good of the Order	1:25 – 1:30

Attachments:
March 2026 Meeting Minutes
April 2026 Financial Report
Vouchers for March 2026, April 2026, and May 2026
PY26/FY27 Budget
Resolution 886 – Adoption and Amendment of 2025 Budget

<u>WFC Executive Board Meeting MINUTES</u>
March 20, 2026 • 12:00-1:30pm
WorkForce Central • via TEAMS
Ryan Mello, presiding.

Present: Ryan Mello, Rosie Ayala, Dave Shaw, Anders Ibsen
Staff: Katie Condit, Steve Grimstad, Karen Downing

- Welcome
  Ryan called the meeting to order at 12:03pm

- Public Comment
  No public comment

- Consent Agenda *(Board Vote)*
  - December 2025 Meeting Minutes
  - January 2026 Financial Report
  - Voucher Approvals: December 2025, January 2026, February 2026
  - Annual COLA 2.8%
  - Workforce Board Member Approval – John Adams

  Motion to approve the consent agenda as presented made by Dave; seconded by Rosie; Approved

- Funding Structure & Budget – Katie Condit & Board
  Katie presented the quarterly financial report (approved and included in the board packet), noting that financials reflect performance through January 2026, with most expenditures reported through December due to invoicing timing. WorkForce Central remains on track within the July–June program year, with expenditures aligned across three strategic areas. No concerns were raised for the current fiscal year.
  Steve outlined the Program Year 2026 budget development process (July 1, 2026–June 30, 2027), including draft budget reviews in late April and late May, with final approval anticipated at the June Executive Board meeting.

- Governance Structure – Katie Condit & Board
  Katie reviewed WorkForce Central's governance model, including the state-designated structure of Washington's 12 local workforce boards and Pierce County's designation as the local workforce area since 1982. WorkForce Central operates under an interlocal agreement between the City of Tacoma and Pierce County, overseen by this five-member Executive Board and a private-sector-led Workforce Development Board (WDB). WorkForce Central serves as the administrative backbone of the workforce system, which is a branded network

of service providers delivering direct job seeker services. Board members are encouraged to recommend private-sector leaders for future WDB appointments.

- Priority Strategies & Providers – Katie Condit & Board
  Katie highlighted WorkForce Central's role in funding and stewarding local service providers, citing examples such as Palmer Scholars' construction pre-apprenticeship program and the newly approved Tacoma Community House Reach Center as a young adult workforce provider. The Workforce Development Board oversees provider selection to ensure alignment with regional workforce needs. WorkForce Central is doubling down on re-entry, following an 18-month ecosystem mapping effort integrating workforce, housing, and behavioral health services. Katie emphasized the need for greater coordination across city and county efforts and sought feedback on the potential value of a unified regional approach or task force. Discussion underscored the importance of aligning re-entry efforts with existing housing and homelessness priorities and emphasized the connection between employment, housing stability, and reduced recidivism.

- Federal and State Landscape – Katie Condit
  Katie noted that Pierce County has an opportunity to increase its influence on state workforce and economic development policy. WorkForce Central will convene a cross-sector group (economic development, education, workforce partners) to identify 3–5 shared legislative policy priorities and host legislative roundtables to proactively engage state lawmakers.

- Immigrant and Refugee Workers – Oleksandr & Marianna
  Alexander and Mariana shared an overview of their work supporting immigrant, refugee, and asylum-seeking job seekers through WorkSource. Over the past three years, they have served nearly 400 individuals, supported 200+ credential attainments, and placed participants into high-demand sectors such as healthcare, transportation, IT, and construction. Key challenges discussed included foreign credential transfer barriers, housing instability, and recent federal changes restricting eligibility for non-domiciled CDL renewals, which may significantly impact trained workers and local employers. WorkForce Central reaffirmed its commitment to this priority population.

- Good of the Order
  Board discussed that Pierce County reported significant disruption and uncertainty related to federal funding following changes under the current federal administration. Issues included temporary grant stoppages, increased restrictions on federal funds, and heightened administrative barriers affecting local government, community-based organizations, and the private sector. While litigation has temporarily preserved some funding, it was noted that this is not a sustainable solution. In response, Pierce County convened a cross-sector Resiliency Hub to improve coordination, information-sharing, and preparedness across public, private, nonprofit, and philanthropic

partners. The Hub focuses on identifying emerging impacts, analyzing data trends, and developing mitigation strategies, recognizing that local entities cannot fully replace lost federal funding but can reduce harm through earlier coordination. The Hub includes approximately 40 organizations and is supported by Pierce County staff and the Greater Tacoma Community Foundation, with participation from city leadership, county council leadership, workforce, philanthropy, and community organizations.

Katie shared emerging impacts related to SNAP (food benefit) policy changes, particularly expanded work requirements affecting new populations, including individuals over age 54 and households with younger children. These changes are expected to impact more than 7,000 additional individuals in Pierce County, increasing demand for workforce and employment supports.

Meeting Adjourned at 1:12pm

WorkForce Central
Program Year 2025/Fiscal Year 2026
Budget vs. Actual through April 30, 2026

Budget Line Item	Final PY25 Approved Budget	Year to Date Actual Expenditures	Budget Remaining	
Jobseeker Solutions:				
Direct Services and Contracts	$ 6,997,020	$ 4,373,318	$ 2,623,702	
Business Solutions:				
Industry Trainings and Stipends	413,650	179,100	234,550	
Worker Training Fund	124,000	19,888	104,112	
Employer Engagement Events	14,000	2,184	11,816	
Pierce County Behavioral Health Consortium	846,350	795,247	51,103	
Business Navigators	200,000	123,529	76,471	
Wage Reimbursement	262,000	260,175	1,825	
Regional Alignment:				
System and Internal Professional Development	140,000	95,193	44,807	
Common Referral System	140,750	45,401	95,349	
Pierce WorkSource One-Stop Center	346,000	231,642	114,358	
Workforce System Connection Site	50,000	34,609	15,391	
Community Engagement	210,000	49,635	160,365	
Service Delivery via Technology	157,000	95,663	61,337	
Communications and Outreach	110,000	9,814	100,186	
Data and Research	25,000	20,210	4,790	
WorkForce Central Staff	3,706,315	3,006,758	699,557	
WorkForce Central Operational Expenses	573,000	379,865	193,135	
Reserve	1,968,620	-	1,968,620	**(1)**
Total	**$ 16,283,705**	**$ 9,722,231**	**$ 6,561,474**	

Notes:

(1) - Reserve represents Workforce Innovation and Opportunity Act (WIOA) annual formula funding available for Program Year 2025 that will be used to maintain services such as when a continuing resolution is delayed, there is a government shutdown, or there is a delay in the awarding of Program Year 2026 WIOA annual formula funding. This allows for a period of time for continuation of services while the budget is negotiated and finalized. The reserve can also be used to leverage WIOA formula funding as other funding opportunities or initiatives come up during Program Year 2025.

WorkForce Central
Program Year 2025/Fiscal Year 2026
Budget vs. Actual through April 30, 2026

Contract	Final PY25 Approved Budget	Year to Date Actual Expenditures	Budget Remaining	Obligation Remaining
PY2024 WIOA Adult Annual Formula	122,000	-	122,000	-
PY2025 WIOA Adult Annual Formula	1,674,462	948,600	725,862	638,524
PY2024 WIOA Dislocated Worker Annual Formula	132,000	-	132,000	-
PY2025 WIOA Dislocated Worker Annual Formula	1,294,804	909,070	385,734	346,728
PY2024 WIOA Youth Annual Formula	219,000	176,001	42,999	-
PY2025 WIOA Youth Annual Formula	1,640,334	885,957	754,377	690,189
Economic Security for All	497,400	391,751	105,649	125,999
Community Reinvestment Funds	652,620	165,909	486,711	456,691
Good Jobs Challenge - Construction	170,000	136,211	33,789	51,714
Good Jobs Challenge - Manufacturing	316,000	279,471	36,529	29,195
Pierce County Young Adult Internships	258,400	252,848	5,552	-
Port of Tacoma Training and Internship Pathways	20,000	87,500	(67,500)	62,500
Thriving Communities - Quality Green Jobs	-	140,000	(140,000)	60,000
Total	**$ 6,997,020**	**$ 4,373,318**	**$ 2,623,702**	**$ 2,461,540**

VOUCHER APPROVAL

March 2026

The following listing of vouchers written in the above month is hereby submitted to the Board for approval. I have audited and certified all vouchers as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090.

FUNDS	FROM	TO	TOTAL
Check Payments (check numbers)	13548	13580	$ 150,376.73
Electronic Payments (dates)	3/3/2026	3/27/2026	$ 747,024.95
TOTAL			$ 897,401.68

Respectfully submitted by Steve Ainstad

VOUCHER APPROVAL

April 2026

The following listing of vouchers written in the above month is hereby submitted to the Board for approval. I have audited and certified all vouchers as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090.

FUNDS	FROM	TO	TOTAL
Check Payments (check numbers)	13581	13608	$ 285,483.74
Electronic Payments (dates)	4/3/2026	4/29/2026	$ 739,144.13
TOTAL			$ 1,024,627.87

Respectfully submitted by Steve Dunstad

VOUCHER APPROVAL

May 2026

The following listing of vouchers written in the above month is hereby submitted to the Board for approval. I have audited and certified all vouchers as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090.

FUNDS	FROM	TO	TOTAL
Check Payments (check numbers)	13609	13651	$ 161,026.12
Electronic Payments (dates)	5/1/2026	5/27/2026	$ 980,680.61
TOTAL			$ 1,141,706.73

Respectfully submitted by Steve [illegible]

<u>WorkForce Central Program Year 2026 Budget</u>

The June meeting packet includes a comparison of the proposed 2026 budget to the approved 2025 budget and the 2026 budget presented for approval. This is the third version of the 2026 budget with previous versions provided for review and feedback in early May and early June. The 2026 budget is presented on a program year basis from July 1, 2026 through June 30, 2027 with the Investment Areas presented in alignment with the three strategic objectives in WorkForce Central's strategic plan: Jobseeker Solutions, Business Solutions, and Regional Alignment. **The draft 2026 budget presents an overall budget of approximately $14.8 million, a decrease of approximately $1.5 million compared to the 2025 approved budget.**

Additional Narrative for Budget Line Items:

(1) The budget is presented with a decrease in Workforce Innovation and Opportunity Act (WIOA) annual formula funding of approximately $1.73 million compared to Program Year 2025. This is based on the final Program Year 2026 WIOA formula allocations received from Employment Security Department.

(2) The budget reflects an increase of approximately $659,000 in WIOA annual formula carry-in funds. WIOA annual formula funds are awarded annually where we have two years to expend the funds. This represents WIOA annual formula funding available from 2025 that will be used to maintain services into 2026 if there is a government shutdown, or there is a delay in the awarding of 2026 WIOA annual formula funding. This allows for a period of time for continuation of services while the budget is negotiated and finalized.

(3) Other funding represents funding awarded in 2025 that will continue into 2026, or funding expected to be awarded in 2026, with a decrease in budget of approximately $448,000 from 2025. Other funding includes Economic Security for All, Community Reinvestment, Pierce County, Port of Tacoma, and additional workforce initiatives.

(4)-(6) Investments in Jobseeker Solutions reflect our contracted services for youth and adults to directly fund training and jobseeker support. These jobseeker services are delivered by partner organizations in the region This decreased approximately $588,000 due to decrease in WIOA annual formula and other funding. Staff manage these contracts with service providers.

(7) Training Stipends decreased approximately $310,000 due primarily to shift in priority initiatives to Wage Reimbursement/Small Business Grants.

(10) Investment in Pierce County Behavioral Health Consortium of $881,000 due to funding from Pierce County awarded in 2025 that will continue into 2026.

(12) Increase in investments in Wage Reimbursement/Small Business Grants of $232,500 primarily due to Community Reinvestment Funds awarded in 2025 that will continue into 2026, funding from Pierce County for young adult internships and continued funding from Port of Tacoma.

(13), (17), (19) Decreases due to the decrease in WIOA funding and prioritizing minimizing the impact on job seekers through investments in contracted services for Jobseeker Solutions.

(14) Decrease of approximately $91,000 due primarily to a planned investment in a navigator in 2025 that wasn't hired by partner organization.

(23) Reserve represents WIOA annual formula funding available for 2027 that will be used to maintain services into 2027 such as when there is a government shutdown, or there is a delay in the awarding of 2027 WIOA annual formula funding. This allows for a period of time for continuation of services while the budget is negotiated and finalized.

WorkForce Central
Program Year 2026 Proposed Budget vs. Approved Program Year 2025 Budget

	Budget Line Item	Proposed PY26 Budget	Approved PY25 Budget	Difference	Projected Expenditures to June 30, 2026
	Revenue:				
(1)	WIOA Annual Formula Funding	6,704,614	8,433,872	(1,729,258)	
(2)	Projected Carry-In WIOA Annual Formula Funds	4,068,996	3,410,113	658,883	
(3)	Other Funding	3,992,000	4,439,720	(447,720)	
	Total Funds Available	14,765,610	16,283,705	(1,518,095)	12,145,044
	Investment Areas:				
	Jobseeker Solutions:				
(4)	Projected Carry-In Obligation	590,000	473,000	117,000	176,001
(5)	Direct Services - WIOA Annual Formula Contracts	4,183,000	4,609,600	(426,600)	3,659,000
(6)	Direct Services - Other Funding Contracts	1,636,000	1,914,420	(278,420)	1,798,900
	Business Solutions:				
(7)	Training Stipends	104,000	413,650	(309,650)	264,550
(8)	Worker Training Fund	100,000	124,000	(24,000)	103,597
(9)	Employer Engagement	29,000	14,000	15,000	4,000
(10)	Pierce County Behavioral Health Consortium	881,000	846,350	34,650	852,250
(11)	Business Navigators	189,000	200,000	(11,000)	156,120
(12)	Wage Reimbursement/Small Business Grants	494,500	262,000	232,500	332,900
	Regional Alignment:				
(13)	System and Internal Professional Development	100,000	140,000	(40,000)	120,000
(14)	Common Referral System	50,000	140,750	(90,750)	56,026
(15)	Pierce WorkSource One-Stop Center	343,000	346,000	(3,000)	310,000
(16)	Workforce System Connection Site	55,000	50,000	5,000	41,800
(17)	Community Engagement	100,000	210,000	(110,000)	51,300
(18)	Service Delivery via Technology	152,000	157,000	(5,000)	140,000
(19)	Communications and Outreach	50,000	110,000	(60,000)	24,000
(20)	Data and Research	30,000	25,000	5,000	25,000
	Total Investments	9,086,500	10,035,770	(949,270)	8,115,444
(21)	WorkForce Central Staff	3,598,991	3,706,315	(107,324)	3,549,600
(22)	WorkForce Central Operational Expenses	594,000	573,000	21,000	480,000
(23)	Reserve	1,486,119	1,968,620	(482,501)	-
	Total Budget Need	14,765,610	16,283,705	(1,518,095)	12,145,044
	Surplus/(Deficit)	-	-	-	-

WorkForce Central **Program Year 2026 / Fiscal Year 2027** **Budget - for Approval by WDB and Executive Board in June**

		ADULT	DW	YOUTH	OTHER FUNDING	ADMIN	Total
REVENUE							
WIOA Annual Formula Funding		$ 1,891,041	$ 2,257,965	$ 1,885,148		$ 670,460	$ 6,704,614
Projected PY25/FY26 WIOA Annual Formula Carry-in Funds		$ 976,126	$ 1,070,085	$ 1,346,072		$ 676,713	$ 4,068,996
Other Funding					$ 3,992,000	$ -	$ 3,992,000
Total Funds Available		$ 2,867,167	$ 3,328,050	$ 3,231,220	$ 3,992,000	$ 1,347,173	$ 14,765,610
INVESTMENT AREAS							
Job Seeker Solutions							
PY25/FY26 Carry-in Obligations - Projected (Detail Below)		$ 213,000	$ 116,000	$ 261,000		-	$ 590,000
Direct Services:							
WIOA Adult Annual Formula		$ 1,328,000					$ 1,328,000
WIOA Dislocated Worker Annual Formula			$ 1,394,000				$ 1,394,000
WIOA Youth Annual Formula				$ 1,461,000			$ 1,461,000
Economic Security for All					$ 572,500		$ 572,500
Community Reinvestment Funds					$ 966,000		$ 966,000
Port of Tacoma Training and Internship Pathways					$ 37,500		$ 37,500
Thriving Communities Quality Green Jobs					$ 60,000		$ 60,000
Business Solutions							
Training Stipends		$ -	$ -	$ -	$ 104,000		$ 104,000
Worker Training Fund		$ 50,000	$ 50,000	$ -	$ -		$ 100,000
Employer Engagement		$ 7,716	$ 11,415	$ 9,869	$ -		$ 29,000
Pierce County Behavioral Health Consortium		$ -	$ -	$ -	$ 881,000		$ 881,000
Business Navigators		$ 28,469	$ 42,119	$ 36,412	$ 82,000		$ 189,000
Wage Reimbursement		$ -	$ -	$ -	$ 494,500		$ 494,500
Regional Alignment							
System and Internal Professional Development		$ 26,607	$ 39,363	$ 34,030	$ -		$ 100,000
Common Referral System		$ 13,303	$ 19,682	$ 17,015	$ -		$ 50,000
Pierce WorkSource One-Stop Center		$ 96,737	$ 104,379	$ 80,884	$ 61,000		$ 343,000
Workforce System Connection Site		$ 14,634	$ 21,650	$ 18,717			$ 55,000
Community Engagement		$ 15,964	$ 23,618	$ 20,418	$ 40,000		$ 100,000
Service Delivery via Technology		$ 40,442	$ 59,832	$ 51,726	$ -		$ 152,000
Communications and Outreach		$ 13,303	$ 19,682	$ 17,015	$ -		$ 50,000
Data and Research		$ 7,982	$ 11,809	$ 10,209			$ 30,000
WorkForce Central Staff		$ 638,626	$ 944,811	$ 816,806	$ 604,196	594,551	$ 3,598,991
WorkForce Central Operational Expenses		$ 88,456	$ 129,818	$ 112,713	$ 89,303	$ 173,710	$ 594,000
Reserve		$ 283,927	$ 339,874	$ 283,406	$ -	$ 578,912	$ 1,486,119
Total Budget Need		$ 2,867,167	$ 3,328,050	$ 3,231,220	$ 3,992,000	$ 1,347,173	$ 14,765,610

DETAIL CARRY-IN OBLIGATIONS - PROJECTED				
Career Team PY25 WIOA Youth Annual Formula	-	-	97,000	97,000
Palmer Scholars PY25 WIOA Youth Annual Formula	-	-	154,000	154,000
Tacoma Community House PY25 Youth Annual Formula	-	-	10,000	10,000
Career Team PY25 WIOA Adult Annual Formula	213,000	-	-	213,000
Career Team PY25 WIOA Dislocated Worker Annual Formula	-	116,000	-	116,000
TOTAL	213,000	116,000	261,000	590,000

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

RESOLUTION NO. 887

ADOPTION AND AMENDMENT OF BUDGET
FOR THE CALENDAR YEAR AND FINANCIAL REPORTING PERIOD
JANUARY 1, 2025 TO DECEMBER 31, 2025

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, 2025 and the amount calculated is $17,500,000.

The Board hereby adopts this resolution to adopt and amend the annual budget to be $17,500,000 for the financial reporting year ending December 31, 2025.

Passed: ______________________________
Date