

Tacoma Rail 2601 SR 509 North Frontage Rd., Tacoma WA 98421

- Tim Owens, Chair
- April Gibson, 1st Vice-chair
- TBD, 2nd Vice-chair
- Joyce Conner
- Steve Gear
- Darci Gibson
- Bruce Kendall
- Dale King
- Mandy Kipfer
- Nathe Lawver
- Mark Martinez
- Tim McGann
- Dona Ponopinto
- Patty Rose
- David Shaw
- Dereck Spivey
- Ron Thalheimer
- Blaine Wolfe

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Jan Adams, Executive Assistant
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WorkForce Central
 3640 S. Cedar St. Suite E
 Tacoma, WA 98409
www.workforce-central.org

1. Welcome/Call to order/Safety Briefing
2. Introductions
3. Public Comment
4. WorkForce Central Executive Board update – Tim Owens
5. Consent Agenda
6. Approve May 17, 2018 minutes
7. Election of new WDC Chair, April Gibson
8. Seek Vice Chair Nominees
9. Approve PY18/FY19 Budget
10. WDC Committee Reports
 - WDC Business Services Committee - Dereck Spivey
 - WDC Young Adult Services Committee - Dale King
 - Quality Assurance and Certification Committee - David Shaw
11. Review the WDC's and Executive Board's two Bold goals and Discuss How Best to Restructure WDC Committees to Ensure Alignment
12. CEO Report
 - Young Adult Customer Testimonial
13. Other business
14. Adjourn

Future meetings:

WDC Meeting – Tim Owens, Chair	August 16	3:00-4:00
Business Services Committee – Dereck Spivey, Chair	August 27	8:00-9:00
Youth & Young Adult Services Committee – Dale King, Chair	July 24	10:30-11:30
WDC Pierce Leadership Committee	August 15	1:00 – 3:00

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Attendees: Tim Owens, Blaine Wolfe, Patty Rose, Dona Ponepinto, Nathe Lawver, Mandy Kipfer, Dave Shaw

Phone: Darci Gibson, Ron Thalheimer, Tim McGann, Dereck Spivey

Guests: Anna Moretti

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

1. Welcome/Call to order/Safety Briefing

Tim called the meeting to order at 3:02 p.m.

2. Introductions

Introductions were done for the benefit of guests and returning members

3. Public Comment

None.

4. WorkForce Central Executive Board update – Tim Owens

Tim gave a brief update from this morning's meeting noting the UI presentation and approval of the budget.

5. Consent Agenda

- **Approve April 19, 2018 minutes**
- **Approve Appointment to the Business Services Committee for Susan Taylor, Business Specialist, WA State DVR**

Motion to approve made by Dale; seconded by Nathe. Approved

6. Approve PY18/FY19 Budget

Tim discussed the changes as well as the comparison to last year's budget. Linda gave a background noting the increase to WEX and a decrease in the Cohort, but increase of leveraged dollars for Cohorts. She also present the draft dashboard for projected targets. Motion to approve made by Patty; seconded by Dale. Approved.

7. WDC Committee Report Out

- **WDC Business Services Committee - Dereck Spivey**
There was no meeting since the last WDC meeting
- **WDC Youth & Young Adult Services Committee - Dale King**
Dale reported on the name change to the WDC Young Adult Services Committee
- **Quality Assurance and Certification Committee - David Shaw**
Dave noted the initial scoring and are moving on to site visits of the applicants

8. Workforce Development Strategic Planning Session 1 Debrief

Tim gave an update on the meetings held last month and earlier today as well as the process.

9. Executive Board and WDC 2 Bold Goals Roll Out discussion

Tim gave a brief update from the Executive Board discussion, which was tabled until the next meeting.

10. CEO Report

- **Jobfest report**

Anna Moretti gave an update on the outcomes from last month's event. She note CDS provided buses for free transportation to the event.

- **UI Initiative Update – Caleb Kraai**

Linda introduced David whose focus is on this initiative. Caleb presented an update to the unemployment initiative snapshot in March. There was a question on how claimants opt in to share their data. David gave a brief background on his process and focus for outreach. Discussion continued on how to conduct outreach.

- **Upskill Backfill Issue**

Linda gave a background and the issue that arose after the requirements changed midway through the program. She noted a waiver has been requested to alleviate the funding issue due to this requirement change.

- **Q3 Title 1 Dashboard**

Deborah presented an update for the third quarter results noting the DW area where additional funds allowed more people served and the focus on finding new cohorts.

- **Q3 Obligation Report**

Linda explained the obligation requirements and where we currently stand.

- **City Council Economic Development Presentation June 26th**

Tim explained that Linda and three businesses will be presenting to help the council understand workforce development.

11. Other business

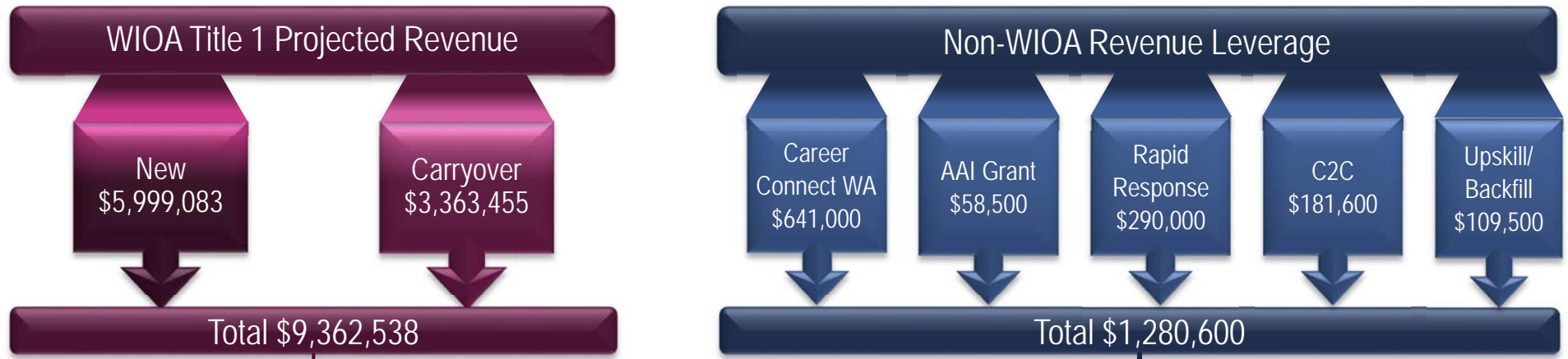
Linda explained the letter from WWA concerning the unreliable state information management system. Dave asked who is responsible for creating this system. Linda clarified it is the State of Washington. There will be no meeting in June.

12. Adjourn

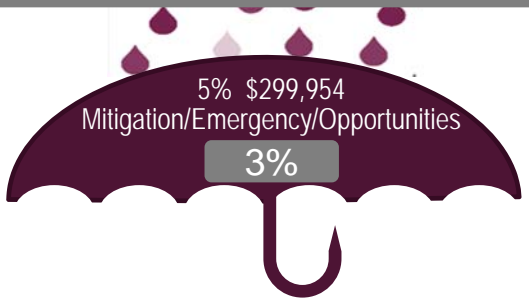
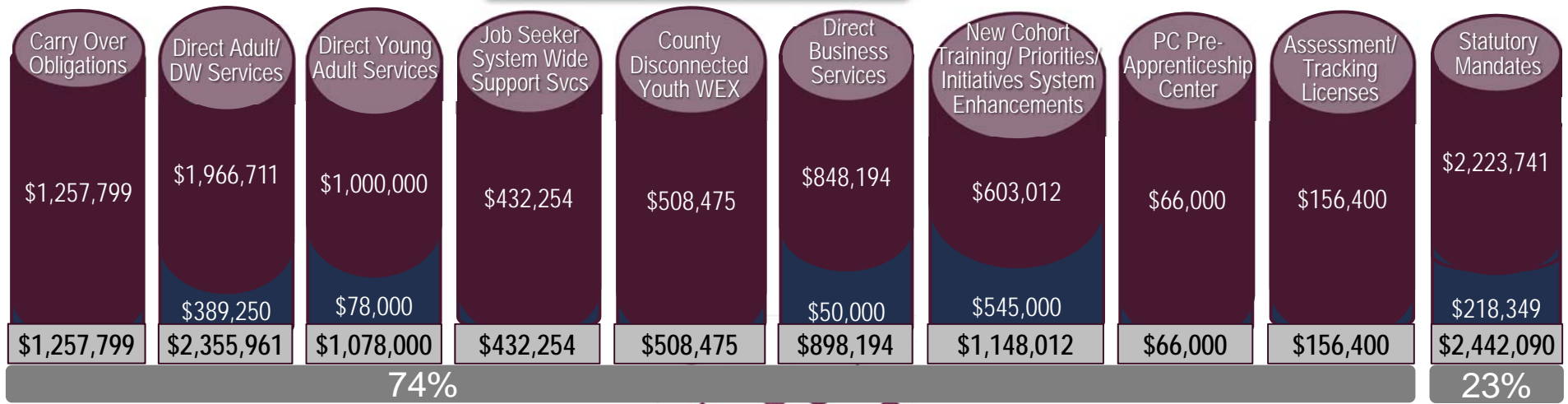
Motion to adjourn made by Dave; seconded by Nathe. Meeting adjourned at 4:02

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 + 389,250 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 + \$545,000 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	Increase \$4,263



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