

4 p.m.
120 South 3rd Street
Suite 200-A
Yakima, WA 98901-2868

1. Agenda - April 14, 2015

Documents: [AGENDA - APRIL 14, 2015.PDF](#)

2. Board Minutes March 10, 2015 - Draft

Documents: [BOARD MINUTES MARCH 10, 2015 - DRAFT.PDF](#)

3. Finance Report February 2015

Documents: [FINANCE REPORT FEBRUARY 2015.PDF](#)

4. Program Year 2014 Workforce Innovation Fund Housing Contracts Modification 3 Young Womens Christian Association

Documents: [PROGRAM YEAR 2014 WORKFORCE INNOVATION FUND HOUSING CONTRACTS MODIFICATION 3 YOUNG WOMENS CHRISTIAN ASSOCIATION.PDF](#)

5. Additional Dislocated Workers Funds

Documents: [ADDITIONAL DISLOCATED WORKERS FUNDS.PDF](#)

6. Area Designation Governor Letter April 13

Documents: [AREA DESIGNATION GOVERNOR LETTER APRIL 13.PDF](#)



SCWDC Executive Committee Meeting
April 14, 2015
4:00 p.m.
SCWDC Large Conference Room/WebEx

Agenda

Call to Order

Introductions

Approval of Minutes, March 10, 2015
Action/Approval

Consent Agenda Items:

Action/Approval

15-04-01 Finance Report

To adopt the SCWDC Finance Reports as submitted for period ending February 28, 2015

15-04-02 WIF Housing Contract Modification

The Council is requesting to modify Workforce Innovation Fund (WIF) Fee for Service Contract with the YWCA of Yakima. This modification is to extend the spending authority from March 31, 2015 to June 30, 2015.

15-04-03 Additional Dislocated Worker Funds

The Council will receive an additional \$131,752 in State Rapid Response Funds and \$24,406 redistribution of FY14 DW Funds. Staff requests that these funds be reserved at this time.

Approval to Procure Adult/DW Programs
Action/Approval

Patrick Baldoz

Yakima Dislocated Worker Procurement
Action/Approval

Patrick Baldoz

Director Report

Patrick Baldoz

- ESD Monitoring Cancelled

Other Business

Adjourn

Additional Attachments:



**Executive Committee Meeting
March 10, 2015
4:00 p.m.
SCWDC/WebEx**

Minutes:

Board Members Present:

Barbara Cosner, WebEx
Leanne Liddicoat
Brian Lenz, WebEx

Denny Newell, WebEx
Linda Kaminski

Mark Todd
Kathy Rheäume

Marcia Henkle

Tony Edwards

Staff Present:

Patrick Baldoz
David Gonzales
Lori Edwards-Olson

Becky Smith, Minutes
Tim Hoerner

Chuck Padorr
Tamara Bosler

Guests:

Kim Pualani
Marcelino Osorio

Haydee Barbosa
Cindy Maib-Robinson

Sondra Pieti
Don Meseck

Call to Order: Barbara Cosner

Barbara Cosner called the meeting to order at 4:03 p.m. and welcomed everyone. Introductions were made.

Approval of Minutes: Barbara Cosner

Barbara called for a motion to approve the February 10, 2015 meeting minutes:

Leanne Liddicoat moved to approve the February 10, 2015 Full Board Meeting minutes as printed, seconded by Mark Todd. Motion carried.

Consent Agenda

15-03-01 Finance Report

To adopt the SCWDC Finance Reports as submitted for period ending January 31, 2015

Denny Newell moved to approve the items on the Consent Agenda as presented, seconded by Leanne Liddicoat. Motion carried.

SCWDC Committees: Patrick Baldoz

Patrick provided the committee roster. He shared that we had asked board members to volunteer for committees. Board members were then contacted asking them to prioritize their

choices. Patrick walked through the document and reviewed the tasks these committees will be working on in relationship to WIOA.

Denny asked to be removed from the Business, Industry & Education Committee. Leanne asked if there were too many tasks assigned to the Planning Committee. Patrick said that it is possible to move the negotiation of performance to the Board Development Committee. Denny suggested convening the committees and allow them to make assignments to a sub-group or if necessary to move tasks to another committee.

Linda Kaminski moved to combine the WorkSource Oversight and WorkSource Certification committees and allow committees to assign tasks to sub-groups or if necessary to another committee, to remove Denny Newell from the Business, Industry and Education Committee and approve committees as otherwise presented, seconded by Brian Lenz. Motion carried.

Board Retreat: Patrick Baldoz

Becky reported that the date for the Board Retreat is Wednesday, May 6. The location is still to be determined. Patrick shared that we have put out an RFQ for a facilitator and WIOA trainer. We are waiting for these bids to come back.

Final Audit Report: Chuck Padorr

The Final Audit Report was provided. It has been submitted and approved. It was a clean report. The report has been reviewed and approved by the Finance Committee.

Denny Newell moved to approve the Final Audit Report and suggested that the chair sign a letter of commendation for Chuck's personnel file, seconded by Leanne Liddicoat. Motion carried.

990 Report: Chuck Padorr

The report was provided on the website for review. Chuck shared that the 990 is our tax return. Extensions were requested in order to have the audit completed before filing the report. The report has been reviewed by Alegria and the Finance Committee.

Leanne Liddicoat moved to approve the 990 report as presented, seconded by Mark Todd. Motion carried.

PY14 Revised Budget: Chuck Padorr

Chuck shared that over the last few months there has been reason to review the final budget, in part due to additional YouthWorks funding and staffing changes. Because of additional work in preparing for WIOA, we needed to look at staff time allocations. There were also a number of expense line items that were budgeted and now we can look at actual expenses. He walked through the provided PY14 Budget Revision explaining the changes being made.

Linda asked what happens with the money left over. Chuck answered that if it turns out that our own expenses and/or contractor expenses are under budget then we will have carry-in for the following year.

Leanne Liddicoat moved to approve the Revised PY14 Budget as presented, seconded by Kathy Rheume. Motion carried.

Director Report: Patrick Baldoz

Facilities: Patrick reported that the committee met with the commissioners and they decided to move forward with a decision on a new facility. The commissioners agreed to the purchase of a facility if that was the best option. Further, staff were given the permission to negotiate, but the Commissioners must approve the final deal; and they would like to look at the property before any decision is made.

Staff reported that they have looked at the top property at Iron Horse. They don't have a facility that is the right size for us so some modifications would be required. It looks like a purchase would be much more affordable than a lease. Chuck is doing an analysis of interest rates and depreciation schedule. There is also the possibility to build to suit. If we do this, we will need to go back and review all of the bids providing this option, since this was not in the original Iron Horse bid.

Linda asked of the possibility of sub-leasing if we purchased a larger building than needed. Patrick answered that the Commissioners didn't want us to be in the landlord business however, if they come down and look at the property, they might come to that conclusion.

Procurement:

Patrick reminded everyone that the board voted to defer procurement until next year while awaiting the WIOA requirements. We have asked the state about the requirement for procurement. It looks like the Department of Labor is expecting WDCs to procure youth programs. Patrick is suggesting that we go ahead and move forward with the procurement of the youth program. He would like us to do the quickest and most efficient procurement possible. The RFP would basically be to continue to run programs with the bidders understanding that the programs could change under the direction of the DOL or State and the understanding that we may have to rebid the following year. We will engage the Youth Council to start this process.

Leanne Liddicoat moved to go forward with youth procurement unless we get notice from DOL or the State of Washington that we don't need to, seconded by Kathy Rheame. Motion carried.

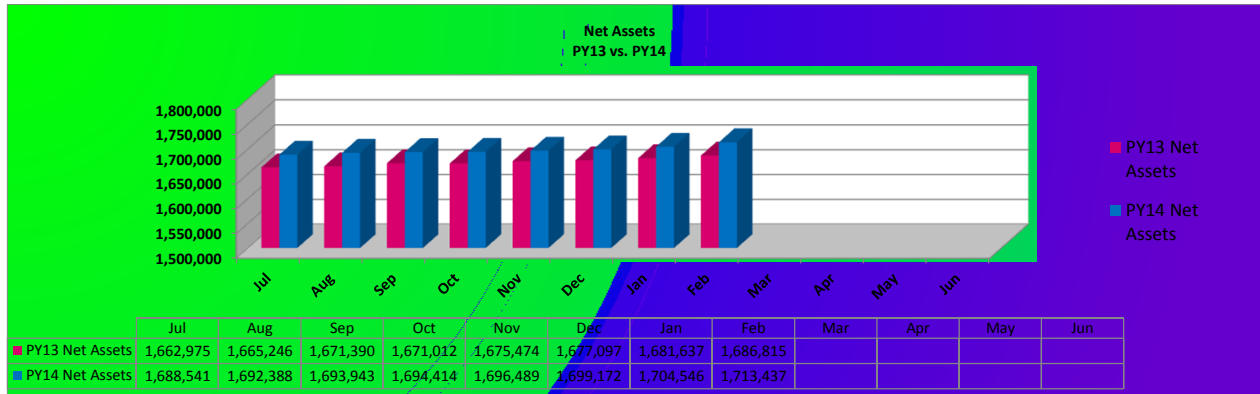
Other Business: None

The meeting was adjourned at 4:53 p.m.

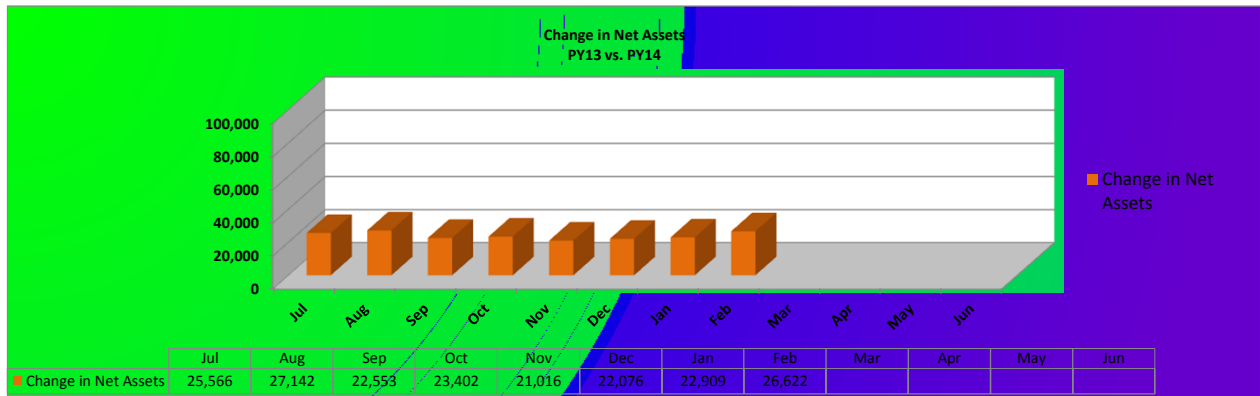
South Central Worforce Development Council
Financial Information Summary
 As of: 2/28/2015

	A		B		C		D		E		F	
	Current Month (PY14)		Current YTD (PY14)		Current YTD (PY14)		Current YTD (PY14)		Prior YTD (PY13)		Prior YTD (PY13)	
	2/1/2015 - 2/28/2015		7/1/2014 - 2/28/2015		7/1/2014 - 2/28/2015		7/1/2013 - 2/28/2014		7/1/2013 - 2/28/2014		7/1/2013 - 2/28/2014	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
1 Beginning Net Assets	1,704,546				1,688,967				1,661,791			
2 Revenue	527,191	584,836			3,461,521	4,761,528			3,556,757	4,602,096		
3 Less Expenses	(518,300)	(582,224)			(3,437,051)	(4,555,966)			(3,531,733)	(4,318,360)		
4 Ending Net Assets	<u>1,713,437</u>				<u>1,713,437</u>				<u>1,686,815</u>			
5 Cash	426,388				426,388				393,364			
6 Investments	1,234,120				1,234,120				1,228,130			
7 Receivables and Other Assets	939,957				939,957				781,462			
8 Less Accounts Payable	(766,247)				(766,247)				(597,998)			
9 Less Salary and Taxes Payable	(120,781)				(120,781)				(118,144)			
10 Less Other Payables and Deferred Revenue	<u>0</u>				<u>0</u>				<u>0</u>			
11 Ending Net Assets	<u>1,713,437</u>				<u>1,713,437</u>				<u>1,686,815</u>			

NET ASSETS
 PY13 vs. PY14



CHANGE IN NET ASSETS
 PY13 vs. PY14





MEMORANDUM

TO: South Central Workforce Council
FROM: Amy M. Martinez, Program Manager
DATE: April 14, 2015
SUBJECT: WIF HOUSING PROVIDER YWCA OF YAKIMA MODIFICATION #3

The Council is requesting to modify Workforce Innovation Fund (WIF) Fee for Service Contract with the YWCA of Yakima. This modification is to extend the spending authority from March 31, 2015 to June 30, 2015.

Staff will modify the Fee for Service Contract to reflect the no-cost extension and this modification does not change the subcontractor's service levels or full contract amounts.

The chart below outlines the expected referrals and total funding:

YWCA of Yakima	Total Referrals	PY14 Total Funding
	35	\$8,750

Recommendation:

The South Central Workforce Council authorizes staff to enter into Fee for Service Contract Modification with YWCA of Yakima as described above.



MEMORANDUM

TO: South Central Workforce Council

FROM: David Gonzales, Program Manager

DATE: April 14, 2015

SUBJECT: Additional Dislocated Worker Funds

The South Central Workforce Council has received additional Dislocated Worker funding amounting to **\$156,158** as the result of two actions taken by the Washington State Employment Security Department.

- 1. South Central will receive an additional \$131,752 reflecting a move of \$2 million in State Rapid Response funds to all WDCs.**
- 2. South Central will receive an additional \$24,406 reflecting a distribution of \$320,385 in 2014 recaptured funds to WDCs.**

Due to the timing for receipt of these funds (2 months remaining in our current program year) and with the implementation of new legislation (WIOA), staff requests that funds be reserved at this time.

JAY INSLEE
Governor



STATE OF WASHINGTON
Office of the Governor

April 10, 2015

The Honorable Dow Constantine
Executive
King County
401 5th Avenue, Ste. 800
Seattle, WA 98104

The Honorable John Lovick
Executive
Snohomish County
3000 Rockefeller Ave
Everett, WA 98201

The Honorable Marilyn Strickland
Mayor
City of Tacoma
747 Market St., Suite 1200
Tacoma, WA 98402

The Honorable Cathy Wolfe
Mayor
Thurston County
2000 Lakeridge Dr. SW
Bldg. 1, Room 269
Olympia, WA 98502

The Honorable David Madore
Councilor
Clark County
1300 Franklin, 6th Floor
Vancouver, WA 98660

The Honorable James Beaver
Commissioner
Benton County
PO Box 190
Prosser, WA 99350

The Honorable Pat McCarthy
Executive
Pierce County
930 Tacoma Avenue South, Room 737
Tacoma, WA 98402

The Honorable Ed Murray
Mayor
City of Seattle
600 4th Ave., 7th Floor
PO Box 94749
Seattle, WA 98124

The Honorable David Condon
Mayor
City of Spokane
808 W. Spokane Falls Blvd., 7th Floor
Spokane, WA 99201

The Honorable Charlotte Garrido
Commissioner
Kitsap County
614 Division St., MS-4
Port Orchard, WA 98366

The Honorable Dean Burton
Commissioner
Garfield County
PO Box 398
Pomeroy, WA 99347

The Honorable Keith Goehner
Commissioner
Chelan County
350 Orondo Street
Wenatchee, WA 98801



Workforce Development Area Initial Design

April 10, 2015

Page 2

The Honorable Ken Dahlstedt
Commissioner
Skagit County
1800 Continental Place, Suite 100
Mount Vernon, WA 98273

The Honorable Kevin Bouchey
Commissioner
Yakima County
128 North 2nd Street
Yakima, WA 98901

The Honorable Rick Miller
Commissioner
Franklin County
1016 North 4th
Pasco, WA 99301

The Honorable Shelly O'Quinn
Commissioner
Spokane County
1116 W. Broadway
Spokane, WA 99260

Re: Workforce Development Area Initial Designation

Dear Honorable Elected Officials:

The Workforce Investment Act of 1998 recognizes 12 Workforce Development Areas (WDAs) in Washington. Each WDA has goals, objectives, and strategies for its local workforce development system that are consistent with the state's strategic goals for workforce development.

Under the Workforce Innovation and Opportunity Act (WIOA) of 2014, the Workforce Training and Education Coordinating Board (Workforce Board) will again address designation of local Workforce Development Areas.

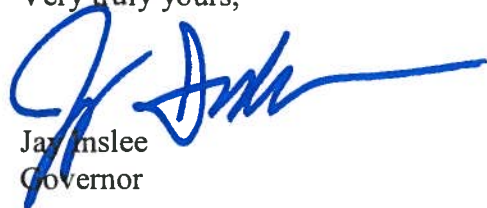
The new Act allows me to approve a request for initial designation as a local area from any area so designated for the purpose of the Workforce Investment Act of 1998. The initial designation can continue for up to two years after the date of enactment. This timing helps ensure that any recommended subsequent changes to current local areas will be made with adequate opportunity for local economic and labor market data collection and analysis, and for consultations with chief local elected officials, local boards, and the public. The issue of local governance will be undertaken by the Workforce Board's WIOA Steering Committee and the Subcommittee on Local Governance and Sector Strategies to Close Skills Gaps in the Workplace.

To ensure local areas have current authority under WIOA to proceed with local planning required by the new Act, I hereby approve initial WIOA local area designation to all 12 of the current Workforce Development Areas and their council membership as certified. This initial designation meets the area designation requirement for Workforce Development Councils (WDCs) to receive WIOA funds in FY 2015. The Workforce Board will continue to consider designations of planning regions, which must be identified by June 30, 2016 in order to receive FY 2016 funds.

As committee work proceeds, the consultations and thorough data analyses may indicate the need for changes in designated areas, which may alter the number of areas or adjust the area

boundaries. If that is the result of this work, the Workforce Board will provide me with further recommendations.

Very truly yours,



Jay Inslee
Governor

cc: Cheryl Fambles, Chief Executive Officer, Workforce Development Council
Linda Nguyen, Chief Executive Officer, Workforce Central
Bob Potter, Director, Olympic Workforce Development Council
Patrick Baldoz, Director, South Central Workforce Development Council
Julie Tappero, President, West Sound Workforce
Mark Mattke, Chief Executive Officer, Spokane Area Workforce Development Council
Cos Edwards, Executive Director, Benton-Franklin Workforce Development Council
Erin Monroe, Chief Executive Officer, Workforce Snohomish
Gay Dubigk, Executive Director, Northwest Workforce Council
Marléna Sessions, Chief Executive Officer, Workforce Development Council of Seattle-King County
Jeanne Bennett, Executive Director, Southwest Washington Workforce Development Council
Randy Luke, Senior Loan Officer, Mortgage Northwest
Todd Samuel, City University
Jesse Rodriguez, HR Manager, Canam Steel Corporation
Terry Corrigan, Vice President, Haskell Corporation
Brian Read, Executive Vice President, Sterling Savings Bank
Dave Petersen, Director, SkillSource
Jeffry Tomson, Machinists Inc.
Mike Bolander, Columbia Colstor
Tom O'Brien, Director, Rural Resources Community Action Counsel
Jeffrey Graham, HR Manager, United Natural Foods Inc.
Terry Pickering, Senior Vice President & Marketing Manager, American West Bank
Eric Hahn, Vice President, General Plastics Manufacturing
Bill Clemens, Manager, Pacific Power and Light