

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

Patrick Baldoz

*Action/Approval*

Yakima Dislocated Worker Procurement

Patrick Baldoz

*Action/Approval*

Director Report

Patrick Baldoz

- ESD Monitoring Cancelled

Other Business

Adjourn

**Additional Attachments:**



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

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**Minutes:**

*Board Members Present:*

Barbara Cosner, WebEx  
Leanne Liddicoat  
Brian Lenz, WebEx

Marcia Henkle

Denny Newell, WebEx  
Linda Kaminski

Mark Todd  
Kathy Rheaume

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

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**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 Rheaume. 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 Rheaume. Motion carried.**

### **Other Business:** None

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

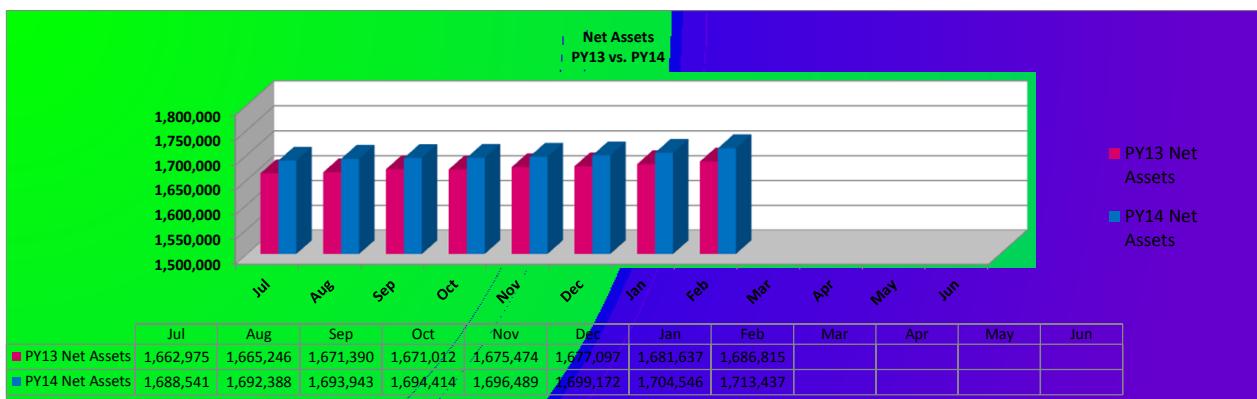
South Central Workforce Development Council

Financial Information Summary

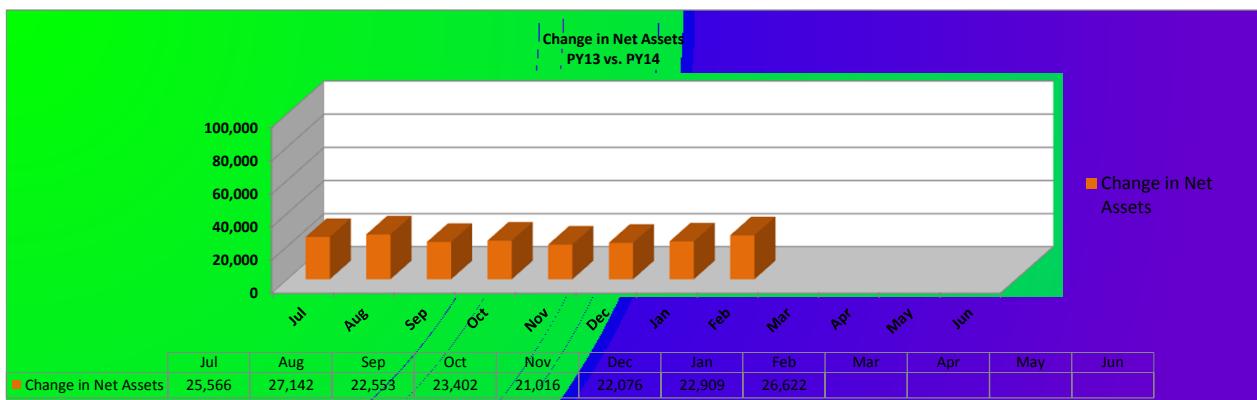
As of: 2/28/2015

	A Current Month (PY14) 2/1/2015 - 2/28/2015		C Current YTD (PY14) 7/1/2014 - 2/28/2015		E Prior YTD (PY13) 7/1/2013 - 2/28/2014	
	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	0		0		0	
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**

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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**

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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

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

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

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

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

Workforce Development Area Initial Design

April 10, 2015

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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, AmericanWest Bank  
Eric Hahn, Vice President, General Plastics Manufacturing  
Bill Clemens, Manager, Pacific Power and Light