



June 16th, 2023

WDC Finance & Administration Committee

Board Members Present (Virtual): Jane Broom, Caroline Chan, Angela Dunleavy (Chair), Jiquanda Nelson

CLEO's Representatives Present (Virtual): Ashton Allison, John Lederer,

Staff Present (Virtual): Marie Kurose (CEO), Laura Kapuscinski, Shelan Aldridge, Bryan Pannell, Ana Gaeta, John Bowers, Maureen Kartheiser, Jeff Sikora, Leigha Paul, Mimi Getahun, Michael Davie

Materials Distributed:

- Agenda – FAC 06162023
- Workforce Development Council of Seattle-King County Audit Presentation to Governance
- Program Year 2023 Annual Budget
- Workforce Development Council of Seattle-King County Memorandum
- TAA and WIOA Dislocated Worker Co-Enrollment
- Youth Incentives
- Adult and Dislocated Worker Incentive Payments Policy

I. INTRODUCTIONS

II. ACTION ITEMS

A. Audit Report

Chair Dunleavy acknowledged that adequate e-votes were submitted to approve WDC audit report.

B. PY-23 Budget

The chair, Angela Dunleavy introduced staff, Laura Kapuscinski. Ms. Kapuscinski presented on the WDC PY-23 budget along with PY-22 highlights including grants awarded, subcontractors, promotions, and personnel hired. PY-23 revenue will continue to be funded under WIOA funding along with other government and private funding. WDC is budgeting for six new positions in PY-23, totaling in possibly thirty WDC staff, assuming specific grants are awarded. Ms. Kapuscinski also highlighted expected increases in expenditures for salaries and benefits, subcontractors, professional services, travel/professional services and printing and publications.

Chair Dunleavy opened the floor for a motion to approve the PY-23 budget. Ashton Allison made a motion to approve; Caroline Chan seconded. The motion was unanimously approved.

C. Incumbent Worker Training

WDC staff, Michael Davie presented and engaged with board members about the incumbent worker training and requested the committee to approve \$15,000 reserved from the WIOA adult dislocated worker programs.

Chair Dunleavy opened the floor for a motion to approve the \$15,000 reserved from the WIOA adult dislocated worker programs. Jiquanda Nelson made a motion to approve; John Lederer seconded. Angela Dunleavy opened a motion for discussion; John Lederer asked why there is an increase for incumbent worker training. Michael Davie explained that WDC is expanding work began last year after receiving feedback.

Chair Dunleavy opened the floor again for the motion to approve \$15,000 reserved from the WIOA adult dislocated worker programs. The motion was unanimously approved.

D. Policy Updates

WDC staff, Michael Davie presented and requested approval on policy updates on the following items:

- TAA and Dislocated worker co-enrollment
- Youth Incentive policy
- Adult and Dislocated Worker Incentive Policy

Chair Dunleavy opened the floor for a motion to approve the above policy updates. John Lederer made a motion to approve; Jiquanda Nelson seconded. The motion was unanimously approved.

III. REPORT-OUT

A. CEO

i. Board Leadership Nomination Committee

1. CEO Marie Kurose announced that Jiquanda Nelson has agreed to run for chair of board, Angela Dunleavy as co-chair of board and Katie Garrow as secretary/treasurer. Nominations are still open with full vote to take place on June 22nd.

ii. WIOA Formula Allocation

1. CEO Marie Kurose presented to committee members on WIOA allocation process. Presentation included information on WIOA allotment cuts between WDC's PY-23 FY-24 and PY-22/FY-23 allotment, WIOA formula allocation metrics, Hold Harmless Mitigation, PY-23/PY-22 Funding comparison by region, WIOA formula funds trends,

iii. State Funding

1. Ms. Kurose reminded committee members that WDC is working with the Washington Workers Association to get dedicated state funding as Washington doesn't provide its own general funding for workforce development. Together WDC and WWA asked for \$50 million, biennium. They were not successful but comprised to get a bump of on the expansion request to legislation for \$13 million and an FTE, with governor only asking for \$6 million.

iv. Board Excellence Dashboard

1. Ms. Kurose explained that WDC staff are looking forward to engaging with board members at the next full board meeting in developing board of excellence dashboard indicators and going over the organizational dashboard.

v. ESD Monitoring PY-22

1. Ms. Kurose noted that WDC will report out to the full board once final result letter is received.

vi. Lookahead Calendar

1. Ms. Kurose noted that a full look ahead will be presented to the board at the next meeting on June 22nd.

vii. Announcements

Operator Procurement recommendation was approved by the FAC members via E-vote on June 14th.

IV. ADJOURNMENT

Chair Angela Dunleavy adjourned the meeting.