



September 14th, 2023

Full Board Meeting

Board Members (virtual): Sharon Bias, Jane Broom, Gina Bruekelman, Caroline Chan, Ligaya Domingo, Angela Dunleavy (Vice Chair), Katie Garrow (Secretary/Treasurer), Kate Harkness, John Holden, Shefali McDermott, Susan McLaughlin, Jiquanda Nelson (Chair), Cos Roberts, Norton Sweet

CLEO Representative (virtual): Ashton Allison, John Lederer

Staff Members (virtual): John Bowers, Sheena Clarke, Ericka Cox (COSS), Michael Davie, Vey Damneun, Mimi Getahun, Laura Kapuscinski, Maureen Kartheiser, Alice Kim, Marie Kurose (CEO), Avi Laudon, Bryan Parnell, Leigha Paul, Jeff Sikora, Abby Taft, Marisol Tapia-Hopper, Joe Taylor, Jeremy Warren

Materials Distributed:

- June Minutes (Agenda Item IIA)
- EcSA Incentives/ Food Assistance/ Medical and Mental Health Care and Allowable Uses of State EcSA (Agenda Item IIB)
- EcSA (State & Federal) Policy for Over 200% FPL (Agenda Item IIB)
- MOU & IFA Memo (Agenda Item IIC)
- MOU & IFA (Agenda Item IIC)
- BLU_Legislative Agenda 2023
- BLU_WIOA Recommendations
- PY22 WIOA Monitoring Management Letter

I. INTRODUCTIONS

Chair Jiquanda Nelson welcomed the board to the meeting and officially introduced themselves as the new chair and her board initiatives for the year, board engagement. Ms. Nelson also welcomed new board members to the first official meeting of their terms:

- Susan McLaughlin, Director of Behavioral Health and Recovery, King County Dept. of Community and Human Services (Business)
- Edwin Wanji, CEO, Sphere Solar Energy (Business) – not present
- Lars Turner, International Organization of Masters, Mates and Pilots (Labor)

II. ACTION ITEMS

A. Approve Minutes - June 22nd

Chair Jiquanda Nelson reviewed the draft minutes from the June 22nd meeting:

- Board met in person for annual board retreat and moved to approve the Minutes – March 23rd, 2023.
- Consent agenda, which included:
 - Audit Report
 - WorkSource Certifications
 - PY-23 Budget
 - WIOA Contract Extensions, Modifications & Non-Renewals
 - Incumbent Worker Training
 - Policy updates:
 - Trade Adjustment Assistance & Dislocated Worker Co-Enrollment
 - Youth Incentives
 - Adult & Dislocated Worker Incentive Policy
- The board also voted on new board leaders:
 - Jiquanda Nelson – Board Chair
 - Angela Dunleavy – Interim Board Vice-chair
 - Katie Garrow – Secretary/Treasurer
- WDC leadership also provided a first look of the new board dashboard (live in July 2023).
- Ms. Garrow let the group know that there was not a quorum, so the consent agenda and audit result were moved to an E-vote for June 26th, 2023.

Chair Jiquanda Nelson asked if there were any clarifying questions. New board member Susan McLaughlin asked to add to the Minutes that they abstained from the voting at the June 22nd meeting. Ms. Nelson noted that would be added to the minutes.

Ms. Nelson opened the floor for a motion to approve the June 22nd, 2023, minutes. John Holden made a motion to approve; Jane Broom seconded. The motion was unanimously approved.

B. Consent Agenda

- Economic Security for All (EcSA)

Chair, Jiquanda Nelson introduced WDC Director of Programs, Michael Davie to present on policy. Mr. Davie presented the Economic Security for All (EcSA), a poverty reduction model funded through the state. The presentation provided a review of the two policies that have been revised and added in accordance to WIN 029 and request to approve for immediate use:

- **Policy 215 V2:** Incentives/Food Assistance/Needs-related Payments/Medical and Mental Health Care

- Expanded the original policy by braiding in state funds to allow for funding to be used for food assistance, housing assistance, medical and mental health care, and outreach and marketing.
- **Policy 216:** State & Federal for Over 200% Federal Poverty Level (FPL)
 - New policy that focuses on eligibility for individuals at over 200% FPL.

Ms. Nelson opened the floor for a motion to approve the EcSA consent agenda item:

- Incentives/Food Assistance/Needs-related Payments/Medical and Mental Health Care EcSA and Allowable Uses of State Funding Policy
- State & Federal Policy for Over 200% FPL

Cos Roberts made a motion to approve; Caroline Chan seconded. The motion was unanimously approved

C. Memorandum of Understanding (MOU) & Infrastructure Funding Agreement (IFA)

CEO Marie Kurose presented the WorkSource Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA), a requirement of the MOU. Ms. Kurose provided background on WorkSource and its One-Stop partners, along with WDC's responsibilities with WorkSource. In addition, the presentation included the WorkSource PY23 Operating Budget.

Ms. Nelson opened the floor for a motion to approve the updates to MOU and IFA. Angela Dunleavy made a motion to approve; Kate Harkess seconded. The motion was unanimously approved.

III. BOARD OF EXCELLENCE

A. Dashboard Report Out

COSS, Ericka Cox, provided a refresher on the strategic dashboard, presented at the June 22nd board meeting, including a historical overview of the dashboard, along with a demonstration on how the board can access it. The board members discussed initial goals around attendance and engagement and moved on to advocacy as a future goal.

B. Board of Excellence Discussion

Ms. Cox and Ms. Nelson led a discussion on the board of excellence goals and the individual commitments made at the June 22nd meeting.

C. Board Vacancies

Chair Jiquanda Nelson provided brief updates on new PY23 officers:

- Chair – Jiquanda Nelson, CEO, Diversity Window
- Vice Chair – Angela Dunleavy, CEO, Gourmondo
- Secretary – Katie Garrow, Executive Secretary-Treasurer, MLK County Labor Council

Ms. Nelson also announced upcoming vacancies on the WDC board for Small Business in January 2024 and pending appointments in higher education, adult education, and economic development. Ms. Nelson also provided a brief explanation of the board nomination process and where to access the information on the [board website](#).

D. Discussion of the Finance & Administration Committee and Full Board

Chair Jiquanda Nelson provided a historical overview of the WDC board governance structure (approved in 6/2021) and the roles and responsibilities of the WDC board and committees. Ms. Nelson engaged with the board and encouraged any feedback and recommendations on the roles of the board and committees.

IV. CEO REPORT OUT

A. Transformation Progress

CEO Marie Kurose reported on organizational alignment and workforce system diversification and capacity allowing WDC to expand partnerships with BIPOC organizations. Ms. Kurose also presented on strategy and innovation, including the most recent grant awarded from the National Fund for Workforce Solutions to solve system complexities through human-centered design. In addition, Ms. Kurose provided information on Workforce Dynamics, industry engagements, and funding and grant updates.

V. ADJOURNMENT

Chair Jiquanda Nelson adjourned the meeting.