



JANUARY 23, 2020  
*Full Board Meeting*

**Board Members Present:** Princess Ayers-Stewart, Sharon Bias, John Bowers, Jane Broom, Berit Eriksson, Kristen Fox, Katie Garrow, Jon Holden, Tim McGann, Tom Peterson, Cos Roberts, Angela Stowell

**CLEO's Representatives Present:** Nancy Yamamoto

**Guests:** Whitney Abrams, Jack Chapman, Ryan Davis, John Glynn, Jennifer Hill, Walter Jackson, Stephanie Moyes. Alex Olins, Jeff Wendland

**Staff Present:** Beth Blanchard, Michael Davie, Vey Damneun, Marta Kidane, Marie Kurose, Sean Morrin, Bryan Pannell, Jason Petrait, Liesel Schilperoort, Aara Shaikh, Jeff Sikora, Min Song, Joe Taylor, Elizabeth Unrath, Cathy Wacker, Marcelle Wellington, Emily Williams

**Materials Distributed:**

- Draft Agenda
- August 22, 2019 Meeting Minutes
- Mid-Year PY19 Budget Revision
- Workforce Activities Timeline
- WIOA Youth Handout
- January 23, 2019 Meeting Slides

I. **INTRODUCTIONS** – Mr. John Bowers, Board Secretary, called the meeting to order at 9:23 am. Guests were welcomed, and attendees introduced themselves. Secretary Bowers stated a quorum was not present, and that action items would require an electronic vote. Agenda items were rearranged to accommodate.

I. **PRESENTATION AND DISCUSSION**

A. **Impact Story**

Ms. Marie Kurose introduced Ms. Aara Shaikh. Ms. Shaikh gave a 6-month update of Workforce Innovation and Opportunity Act (WIOA) and King County Veterans, Seniors and Human Services Levy (VSHSL) blended funding and consortia partnerships. Preliminary data will continue to be validated. Early challenges for providers have been tracking data, maintaining capacity for increased service delivery, and onboarding providers to WIOA to strengthen system partnerships and expand program structure. Providers expressed a need for staff training in change management, stress management and wellness, institutional racism, gender bias, gender fluidity, internalized depression and historical trauma. Enrollment processes need to be streamlined while considering sensitivity of funder-required personal data.

Ms. Berit Eriksson asked if sensitivity to sharing personal data may be alleviated if the provider was a member of the same community as the customer. Mr. Jack Chapman stated that staff are generally recruited from within local communities, and greater emphasis is continuing to be placed on this. Mr. Cos Roberts suggested a video precede every intake explaining why such personal information is being requested. Mr. Chapman recommended investments into technology to accommodate increased data requirements. Ms. Kurose stated the WDC is working to identify common data sets which ideally, all key public agencies and funders would implement to better understand regional impact.

#### **B. Welcome**

Dr. Rosie Rimando-Chareunsap, President-South Seattle College (SSC), welcomed the Workforce Development Council of Seattle King County (WDC) board, staff and guests. Through leading with language, innovation and looking to the community for direction, SSC has itself achieved a successful transformation.

### **II. ACTION ITEM**

#### **A. Mid-Year Budget Revision Program Year '19 (PY19)**

Secretary Bowers allowed discussion of this action item; an electronic vote will follow. Treasurer Katie Garrow stated that the budget increased from \$14.6 million to \$14.9 million due primarily to \$275,000.00 new awards and current award adjustments. Ms. Marcelle Wellington notified board members that funding received in PY19 from JP Morgan Chase for Industry Table Strategies will be allocated in program years 19-21 and funder JP Morgan Chase has agreed to extend the term of the grant.

### **III. INFORMATION ITEM**

#### **A. Program Year '18 (PY18) Audit**

Ms. Wellington reviewed the auditor's summary stating that the WDC continues to be rated as a Low Risk auditee. Chair Kristen Fox stated a full review of the audit will be conducted by the CLEOs. Once approved the final report will be provided to all Board members.

### **IV. PRESENTATION AND DISCUSSION**

#### **A. Board Retreat Recap**

Ms. Kurose thanked board members for participation in the November 14, 2019 Board Retreat. The Board's meeting structure and engagement opportunities for members were key take-aways. Potential solutions are increased meeting frequency and/or length of meetings, additional board briefings, workgroups and committees.

Ms. Princess Ayers asked for the meeting schedule. Ms. Min Song responded remaining meetings are March, May and June for Program Year '19. Ms. Angela Stowell asked whether additional meetings or lengthier meetings can be supported by staff capacity. She recommended that Ms. Kurose add additional meeting time to currently scheduled board meetings. Ms. Ayers stated that in previous board meetings the additional discussion time and educational materials were extremely useful. Mr. Tom Peterson stated that with the National Association of Workforce Boards meetings are fruitful due to longer meetings.

**B. Transformation: Strategic Planning Process**

Ms. Ayers-Stewart yielded her time; she will present this at the next board meeting.

**C. Youth and Business Services RFP**

Mr. Mike Davie provided background on the Youth Request for Proposals (RFP) process. The goal of the RFP is to improve service delivery to customers, including removing barriers, providing access to education and attainment of credentials and employment. Preparing customers for post-secondary education requires support to secure employment for career pathway opportunity youth.

Community Center for Education Results (CCER) identified 226,000 youth 16-24 years old in King County. 19,000 are opportunity youth with a disproportionate representation of youth of color. 96% of youth in the county aspire to post-secondary education, though 30% of youth in the area earn credentials. That percentage is lower for opportunity youth.

WIOA youth funding for out-of-school youth in PY19 was \$1,765,659, and in-school youth \$368,952.00. Mr. Davie reviewed the RFP timeline, including a community workshop on February 20, 2020 to review the RFP process. Chair Fox encouraged board members to attend the workshop. Ms. Eriksson called attention to the need to incorporate children aging out of foster care. Ms. Kurose stated the design workgroup will create the parameters and recognized this as a board engagement opportunity.

Ms. Beth Blanchard explained that WIOA customers includes employers. WorkSource Seattle-King County (WS) has provided business services for 16 years including hiring events, recruitment assistance, labor market data and rapid response for layoffs. Ms. Liesel Schilperoort invited board members to contact her directly to discuss further questions. Ms. Nancy Yamamoto asked if there is a threshold to trigger a WARN notice. Mr. John Glynn answered that 50 employees is the threshold although there are caveats.

Ms. Schilperoort invited board members to join other businesses on the February 5, 2020 conference call regarding business services RFP improvements.

**D. WorkSource Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA)**

Due to time, Ms. Min Song directed board members to page 26 of the January 23, 2020 Meeting Slides (slides 51-52). WS Site Certification will be addressed at the March and May board meetings and board participation is paramount. Ms. Wellington stated that since the inception of the Infrastructure Funding Agreement in January 2017, the investment in the Seattle-King County WS system has been \$20 million annually including WS sites and staff.

**V. OTHER BUSINESS AND ADJOURNMENT**

Chair Fox invited those available to join a tour of WS Affiliate South Seattle; the meeting was adjourned meeting at 11:02am.