

June 3rd, 2022

WDC FINANCE & ADMINISTRATION COMMITTEE

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

CLEO's Representatives Present (virtual): John Lederer

Staff Present (virtual): Ericka Cox, Michael Davie, Marie Kurose (CEO), Bryan Pannell, Jeff Sikora, Joe Taylor

Materials Distributed:

- Action Item PY-22 Budget
- Action.Item.P201.Support.Service.Policy
- Draft+FAC+Minutes+04292022
- P201SupportiveServiceandNeeds-Related+Payments_WDC-SKC_06032022
- PY20 WIOA Monitoring Report-Seattle-King WDC
- PY22FY23 WIOA Allocation

I. Introductions & Agenda Review

Chair Angela Dunleavy welcomed the Committee and staff members. Next, Ms. Dunleavy reviewed Draft Agenda June 3, and requested additions or clarifications from the attendees, of which there were none.

II. CEO Update

A. Workforce Innovation Opportunity Act (WIOA) Formula Allocation

Marie Kurose, CEO, reviewed the funding process & timeline of 2022 WIOA Formula Allocation. The process included: Consolidated Appropriations Act Approval; United States Department of Labor (USDOL) Employment & Training Administration Allocations; State Governor Employment Security Department Allocations; Local Workforce Development Boards (LWDB) Formula & Hold Harmless. Next, Ms. Kurose reviewed the Seattle-King County Formula Allocations Metrics and the WIOA Formula Allocation Criteria relative to overall state funding. This allocation metric comprises the following key indicators: Youth, Adult, and Dislocated Worker. Finally, the Hold Harmless formula is calculated with all LWDBs to receive no less than 90% of the average allocation percentage, based on the two preceding fiscal years. The overall funds are redistributed from other LWDBs to maintain the hold harmless levels to remain at the previous 90%.

In summary, the WDC of Seattle-King County received 18.6% of the WIOA state budget. The increased amounts are due to population and unemployment: data collected from

the Employment Security Department (ESD) and census data (Economic Disadvantaged Youth & Adult). The final allocation resulted in a nominal decrease for the WDC in 2022.

III. Action Items

A. Minutes – April 29, 2022

Chair Dunleavy reviewed the Minutes and requested additions or clarifications from the attendees, of which there were none. Chair Dunleavy opened the floor for a motion to approve the Minutes. Ms. Berit Erickson motioned to approve; Ms. Caroline seconded; Ms. Jane Broom abstained from voting as she did not attend the meeting. The remaining members of the FAC unanimously approved the Minutes from April 29, 2022.

B. Support Services & Needs-Related Policy

Mr. Mike Davie, Director of Programs, requested approval on the Support Services & Needs-Related Policy. The presentation highlighted the use of WIOA funds for Adult, Dislocated Worker, and Youth program activities. As a result of the WDC's recent ESD monitoring, the WDC determined the need for Support Services & Needs- Related Policy modification to align with the Regional Strategic Plan, specifically to address flexibility and equity.

Chair Dunleavy opened the floor for a motion to approve the Support Services & Needs-Related Policy to the Full Board Consent Agenda. Mr. John Lederer made a motion to approve; Ms. Jane Broom seconded. The Committee unanimously approved the Support Services & Needs-Related Policy to the June 23, 2022, Full Board Consent Agenda.

C. PY-22 Budget Review

Mr. Jeff Sikora, Director of Finance, presented the proposed PY-22 Budget. The presentation included historical funding trends, revenue and expense analysis, and staffing forecasting. Chair Dunleavy opened the floor for a motion to approve the PY-22 Budget to the Full Board Consent Agenda. Ms. Jane Broom made a motion to approve; Ms. Jiquanda Nelson seconded. The Committee unanimously approved the PY-22 Budget for the June 23, 2022, Full Board Consent Agenda.

IV. Information

A. Employment Security Department (ESD) Monitoring Updates

- PY-20 & PY-21 State ESD WIOA Monitoring Report

Ms. Marie Kurose, CEO, presented on the PY-20 & PY-21 State WIOA Monitoring Report (ESD). The presentation included the processes and administration of WIOA Monitoring & Compliance at all levels: United States Department of Labor (USDOL)-Employment & Training Administration; Washington State Employment Security Division (ESD); Local Workforce Development Boards (LWDB).

- PY21 State ESD WIOA Monitoring Progress Update

The final PY-20 WIOA Monitoring reporting resulted in no findings. The report

indicated two observations: minor cash and financial management, which have since been reviewed and resolved. Next, Ms. Kurose informed the Committee of the conclusion of the monitoring session from PY-21 WIOA with ESD.

- Upcoming Department of Labor (DOL) Monitoring Review

Finally, the presentation informed the Committee that the WDC was selected for USDOL Monitoring session beginning in July 2022.

V. Adjournment

Chair Dunleavy adjourned the meeting at 10:32 am.