

Elected Official Consortium Meeting Agenda  
Friday, December 10, 2021  
1:00p - 3:00p



Join via Zoom:

<https://pacmtn-org.zoom.us/j/84396033524?pwd=UWk2MUU5UHlrTnpnTkRXQ05jazlDUT09>

Meeting ID: 843 9603 3524

Password: 427134

**I. Convene: Welcome – Commissioner Olsen**

- A. Self-Introductions & Establish Quorum
- B. Review of Today's Agenda
- C. WDC Officer Comments
- D. CEO Report - Attachment #1

**II. Action: Consent Agenda**

The Consent Agenda is a SINGLE item for Board consideration that encompasses items the Board would typically approve with little comment. Procedural items such as approval of Minutes, or other legal or housekeeping items are appropriate for a Consent Agenda. There can be explanation of items, but there is no discussion of the Consent Agenda. If discussion is warranted or requested ANY item can be immediately removed and placed on the regular Agenda for full board discussion.

- A. Action Item: Motion to Approve
  - a) Approval of July 2021 Consortium Minutes (Attachment #2)

**III. Action or Discussion Items**

- A. Action: Adoption of PY 21 Final Budget (Attachment #3)
  - a) Executive Committee and WDC Board reviewed all materials and recommends the Consortium DO PASS and offers a Motion to Approve
- B. Action: Confirm Nominees
  - a) Discussion: Review of Appointment Process and Vacancies
  - b) Motion to confirm Nominees to the WDC Board (Attachment #4)
    - i. Lekha Fernandes, Employment Security Department, Representing Wagner-Peyser Employment Service, 3 year term
    - ii. Clint Bryson, IBEW Local 76, Representing Organized Labor, 3 year term
    - iii. Dr. Bob Mohrbacher, Centralia College, Representing Higher Education, 3 year term
- C. Action: Selection of New Consortium Chair

**IV. Elected Official Reflections and Queries**

**V. Discussion & Deliberation: Good of the Order & Public Comment**

2021-2022 Consortium Members

Name	Representing County
Commissioner Lisa Olsen <i>Consortium Chair-Chief Local Elected Official</i>	Pacific
Commissioner Sharon Trask	Mason
Alternate: Commissioner Sean D Swope	Lewis
Commissioner Kevin Pine	Grays Harbor
Commissioner Carolina Mejia	Thurston

### Workforce Development Speak (Commonly Used Acronyms)

ABE	Adult Basic Education	IFA	Infrastructure Funding Agreement
CBO	Community Based Organizations	ITA	Individual Training Account
CJ	Community Jobs	MOU	Memorandum of Understanding
CLEO	Chief Local Elected Official	MyJOB	My Journey Out Beyond
CSO	Community Service Offices	OJT	On the Job Training
DOL	Department of Labor	OURR	Opioid Use Reduction & Recovery
DSHS	Department of Social of Health Services	TAA	The Trade Adjustment Assistance
DVR	Division of Vocational Rehabilitation	TANF	Temporary Assistance for Needy Families
ESD	Employment Security Department	WDA	Workforce Development Areas
DW	Dislocated Worker	WEX	Work Experience
ESD 113	Educational Service District - Capital Region	WIOA	Workforce Innovation & Opportunity Act
ETPL	Eligibility Training Provider List	WTECB	Workforce Training & Education Coordinating Board

## Elected Officials Consortium Meeting

I am pleased to announce that one of Pacific County's finest business operations, the Long Beach Merchant's Association has been selected the winner of the **2021 Nancie Payne Award**. This award is given to a business that exemplifies the values longtime former Board Chair Nancie Payne. It recognizes companies demonstrating workplace excellence and customer service, meaningful employee engagement, a constructive, diverse and progressive workforce culture that commit to continuously improving business management practices to ensure successful mission achievement. Prior winners have included among others Sierra Pacific, Smokin' Mo's BBQ, Thurston County Chamber and SERVPRO of Grays Harbor and Pacific Counties. The Award will be announced and presented on December 2 at the Economic Forecast and Innovation EXPO.

**Deep appreciation...** Duane Evans, former Board Chair and retired from Port Blakely honored PacMtn as his designated community investment recipient. The \$5000 gift was received into the Special Assistance Fund and will be used to provide financial assistance for those transitioning out of work and/or reattaching to the labor force and not yet eligible for program services. Duane spent over 22 years at Port Blakely, ending his time there as VP Forestry Operations. He served on the WDC Council as a Board Member and Chair. He also contributed to the community by volunteering on the Centralia College Foundation Board and served as Vice Chair of the Lewis County Economic Development Council. He is retired, living his best life on vast acreage on his Montana farm, fairly close to his grandchildren.

**Thurston County, Thurston Strong and City of Olympia recognize value of workforce development in pandemic recovery.** With a contribution of nearly \$2 mil these entities are acknowledging the importance of workforce development in recovery of the pandemic and resolution of some big community problems.

**Fambles Retirement...** mark your calendars for a January 28 late afternoon party to culminate a fabulous career and to celebrate the great work of PacMtn WDC in this region. As retirement draws near others want to acknowledge the value add of not just the work of an individual, but how critical workforce development is to the recovery of our region. I am appreciative of such acknowledgment from The Evergreen State College with the receipt of the 2021 [Joseph Dear Distinguished Alumni Award](#).

**[National Association of Workforce Boards Forum](#)** April 11 - 14, 2022 will be held in Washington, D.C. This is a pre-eminent opportunity for Board Member learning, networking with other local Board leadership and Capitol Hill advocacy on behalf of local workforce

boards. While there is not absolute certainty of the in-person event; planning is ongoing. Priority for PacMtn WDC attendance is given to those in Board and committee leadership, as well as those who have not attended previously. Limited slots are budgeted, but please let Arissa know of your interest so that we can keep all interested parties apprised.

## Stories of Impact and Meaning

***Higher Wages...**Molly has been unemployed since January 2020, when they closed their small business, due to the COVID-19 pandemic making it unsafe to enter other people's homes. Molly provided a screenshot from her Department of Revenue account showing the date she closed her company. Molly had been self-employed with this company from November 2019 -June 2020, where they were responsible for daily operations of the company as well as the housekeeping labor tasks. After reviewing the demand/decline list with customer, the occupation that most aligns with their previous position is Housekeepers (SOC 372012) which is in demand in the PacMtn region. However, due to the COVID-19 pandemic, Molly was unable to be successful in this field as there was a decline in demand for in home housekeeping while most people were not working over the past year. Molly is interested in obtaining a CDL license to work at Intercity Transit as a coach operator. She is scheduled to begin a WEX at Village Vans to prepare her for training as a coach operator. Heavy and Tractor Trailer Truck Drivers (SOC #533032) are in demand in the PacMtn region and Molly can expect to make \$10 more per hour as a CDL driver than cleaning people's homes. Molly's self-sufficiency calculator, it shows a percentage of 45% adequacy. She has no income at this time and is dependent upon friends and family to meet her basic needs. She is unable to sustain a home or food for their self on this lack of income. What a life changing opportunity for Molly, Intercity Transit is a great, stable employer that offers benefits, opportunity for growth and retirement. I love that we are part of her story!*

***Little Creek Casino Resort partners with Business Services Teams** to fill over 70 job openings to fill throughout numerous departments. 20 job seekers attended job fair, and 13 of them were hired that day including one internal transfer.*

***Stabilized Housing...**Mid-August 2 past clients reached out for income verification as both of them are trying to purchase a home! This is super exciting news as we spend a great deal of time in our classes talking about the different pathways to homeownership and many times my clients respond "I could never buy a house" so to have 2 in one week is really promising! We are planting the seeds for future actions.*

***New Careers?** Two gentlemen came to the first pop up hiring event in Lewis County looking to shake up their careers. They came to the event looking for something new, unsatisfied with their current positions. We told them both about all the employers that had been there that day. While they all made a great impression on them the one that stood out for both was Lucky Eagle Casino. It so happened Lucky Eagle was having a hiring event that very next Monday where they had a variety of positions in many different fields. We referred them over to the event and informed their HR representative that they would be attending. The day of the event they showed up and found the exact jobs that they had been looking for in a job search. One of them was hired in security with an aspiration to go through their EMT course and the other accepted a job at the hotel front desk. Neither job seeker had known about the Lucky Eagle hiring event before attending the WorkSource Lewis Pop-Up Event. It was great to see the synergy from the pop-up event translate over to another employer's hiring event and find some very nice people the jobs they had been searching.*

*Lewis County EP was working with an individual who had been referred by another participant who utilized WIOA services. This customer had been incarcerated for 35 years and was struggling to find employment with this significant background barrier. DVR had assisted him with getting CDL training, but he was having difficulty breaking into the field with no recent or relevant work experience. Employment Practitioner provided career guidance, coaching, and resource navigation to help with meeting basic needs as participant diligently looked for work. Participant was also connected to the Work Ready Navigator, who connected him with a WEX at The Moore Wright Group to provide current work experience to add to his resume. The WIOA Adult program provided transportation assistance to ensure participant was able to get to and from the worksite each day. This WEX was supposed to turn into an OJT, which did not come to fruition, but the experience he obtained while working there helped him secure another position at ADS as a Maintenance Worker. This position is expected to lead into a truck driving position as participant familiarizes himself with the business. He is earning \$20/hour and is now able to support himself free of any public assistance. He is so grateful for the support, guidance, and encouragement he received while enrolled in the WIOA Adult program.*

**Elected Official Consortium  
Meeting Minutes  
July 9, 2021 11 am – 12:30 pm via Zoom**



<b>Consortium Membership</b>	<b>Representing County</b>	<b>Attending/Excused</b>
Commissioner Lisa Olsen <i>Consortium Chair</i>	Pacific	Attending
Commissioner Sharon Trask	Mason	Attending
Commissioner Gary Stamper <i>Alternate: Sean Swope</i>	Lewis	Excused
Commissioner Kevin Pine <i>Alternate: Jill Warne</i>	Grays Harbor	Excused
Commissioner Carolina Mejia	Thurston	Attending

**Attendees:** Commissioner Mejia, Commissioner Olsen, Commissioner Trask

**Absent:** Commissioner Pine, Commissioner Stamper

**WDC Board:** Jacquelin Earley

**Guest:** Marlena Sessions, Executive Director San Bernardino County WDC

**Staff:** Cheryl Fambles, Wil Yeager

**I. Convene: Welcome – Commissioner Chair Lisa Olsen**

- A. Meeting called to order at 11:13 am. Self-introductions were made and quorum was established.
- B. Agenda was reviewed. Correction – The Minutes from April 9 meeting were not indicated on the agenda but were included in the packet that was distributed. That meeting was canceled and the minutes reflect that.
- C. WDC Officer Comments
  - a. PacMtn CEO Search Update  
Jacquelin shared that the process to search for the next CEO is underway. Operation Next (ON) is working on the job description and soliciting Board and community member input for ideal characteristics, experience and skills for the position. They are contracting with Jeanne Bennett, a Consultant who has previous experience in this arena. The goal is to post the position by the end of July, first of August.
  - b. PacMtn Surviving and Thriving in the Pandemic  
The Declaration of Emergency ended June 30, 2021. The WDC has acted with the utmost professionalism and adhered to strict safety protocols during the pandemic. WorkSource offices are reopening. Hybrid meetings are continuing.
- D. CEO Report  
Report attached. Cheryl highlighted: Staff returning to the office June 28. We will be evaluating what flex schedules look like for the remainder of the year. A telework policy will be in discussions beginning in the fall. Cami Feek has been appointed as the new Commissioner for ESD.

## II. Consent Agenda- Motion to Approve

The Consent Agenda is a SINGLE item for Board consideration that encompasses items the Board would typically approve with little comment. Procedural items such as approval of Minutes, or other legal or housekeeping items are appropriate for a Consent Agenda. There can be explanation of items, but there is no discussion of the Consent Agenda. If discussion is warranted or requested ANY item can be immediately removed and placed on the regular Agenda for full Board discussion.

*Commissioner Olsen motioned to approve November 2020 and April 2021 Consortium Meeting Minutes. Commissioner Mejia seconded. **Motion carries.***

## III. Action or Discussion Items

### A. **Action:** Review of PY21 Preliminary Budget

- a. Wil shared the details of the Preliminary Final Budget, which is the first one of the Program year. Due to WIOA allotments to the state, there was a reduction in funds. The Executive Committee and WDC Board reviewed all materials and recommends the Consortium DO PASS and offers a Motion to Approve. He shared details of the Budget Memorandum and focused on the Bubble Chart, which highlights the different sections of revenue and expenses.

Two specific points of discussion - A classification has changed in the PY21 expenses from program costs to administrative costs, accounting for an increase in that particular area. Additionally, there are costs associated with recruitment of the next CEO and training overlap. Facilities costs increased as well as PacMtn has taken over the entire third floor with the intent to provide new programs in the next year. Additionally, the cost of the space has increased. This is a three-year lease.

Revenues –Formula grants are 55% of the total budget. Competitive grants are 10%. More community block grants as well as commerce are coming down. Thurston Strong Project has initiated the JOBS Program for non-profit organizations, which is dedicated to service delivery in Thurston County. The two Disaster Recovery grants are requesting additional funds, as PacMtn has met performance requirements and has been spending existing funds well in accordance with the budget.

*Commissioner Trask motioned to approve PY21 Preliminary Budget. Commissioner Mejia seconded. **Motion carries.***

### B. **Action:** Confirm Nominees

- a. **Discussion:** Review of Appointment Process and Vacancies  
Cheryl explained how WIOA Federal Law mandates specific seats on the Board of Directors and she outlined the process for nomination of those seats The Elected Official Consortium must appoint all 26 members of the Board.  
Not only does a motion to approve fill nearly all vacancies all five EDC's will be represented. There is currently one Private Enterprise/business vacancy in Grays Harbor and the seat for Higher Education is also under discussion with local college presidents.
- b. **Motion** to confirm Nominees to the WDC Board  
*Commissioner Trask motioned to confirm Nominees to the WDC Board. Commissioner Mejia seconded. **Motion carries.***

**IV. Discussion & Deliberation: Good of the Order & Public Comment**

Arissa De Lima has been hired as the new Board Secretary and Executive Assistant to the CEO and will start July 13. The WDC plans to establish an email specific to Board Business such as [BoardSecretary@pacmtn.org](mailto:BoardSecretary@pacmtn.org) or [EA@pacmtn.org](mailto:EA@pacmtn.org).

Jacquelin acknowledged that Cheryl was recognized at the Washington Workforce Association. She was given the Righteous Leader Award for her career and contribution to workforce development in our area.

**Meeting Adjourned:** 11:55 am

**Submitted By:** Debra Bowne, Program Assistant III

**Upcoming Meetings**

Date	Location
Early December	TBD

**Conflict of Interest & Appearance of Fairness**

<https://pacmtn.jotform.com/210064387929058>

**Workforce Development Speak (Commonly Used Acronyms)**

<b>ABE</b>	Adult Basic Education	<b>IFA</b>	Infrastructure Funding Agreement
<b>CBO</b>	Community Based Organizations	<b>ITA</b>	Individual Training Account
<b>CJ</b>	Community Jobs	<b>MOU</b>	Memorandum of Understanding
<b>CLEO</b>	Chief Local Elected Official	<b>MyJOB</b>	My Journey Out Beyond
<b>CSO</b>	Community Service Offices	<b>OJT</b>	On the Job Training
<b>DOL</b>	Department of Labor	<b>OURR</b>	Opioid Use Reduction & Recovery
<b>DSHS</b>	Department of Social of Health Services	<b>TAA</b>	The Trade Adjustment Assistance
<b>DVR</b>	Division of Vocational Rehabilitation	<b>TANF</b>	Temporary Assistance for Needy Families
<b>ESD</b>	Employment Security Department	<b>WDA</b>	Workforce Development Areas
<b>DW</b>	Dislocated Worker	<b>WEX</b>	Work Experience
<b>ESD 113</b>	Educational Service District – Capital Region	<b>WIOA</b>	Workforce Innovation & Opportunity Act
<b>ETPL</b>	Eligibility Training Provider List	<b>WTECB</b>	Workforce Training & Education Coordinating Board
<b>PUA</b>	Pandemic Unemployment Assistance	<b>PEUC</b>	Pandemic Emergency Unemployment Compensation
<b>GADGET</b>	Gainful and Dependable Education Training	<b>WING</b>	Wrap Around Instruction for Navigating Gateways
<b>UI</b>	Unemployment Insurance		

## **Elected Official Consortium Meeting**

**Staff Fully Returned to PacMtn Offices June 28...**following the actions of the Governor, and information from the CDC, State Health Department and L&I we are encouraged to fully re-open work places, services and the economy. PacMtn is pleased to promote sensible and safe post pandemic practices. Nearly 75% of staff have already returned. PacMtn's administrative offices are following L&I guidance and we eagerly lifted the requirement for masks and social distancing for those fully vaccinated. PacMtn encourages all employees to get the vaccine.

**2021 Economic Symposium—All Virtual Convening, June 15 and 16...**The Washington State Employment Security Department (ESD) convened government, private industry, small business, non-profit and community leaders from across the state to address key workforce and economic development challenges and post-pandemic economic recovery efforts. CEO Fambles introduced her colleague, San Francisco Federal Reserve Bank Branch Executive Darlene Wilczynski as the Key Note Speaker. PacMtn staff were sought and well represented as presenters, sharing information about innovative programs and insights from the pandemic.

## **Congratulations to Cami Feek appointed as Commissioner of Employment**

**Security...**having served as acting commissioner since February when former Commissioner Suzi Levine left. Feek also previously served as acting commissioner in 2018 when former Commissioner Peinecke left, and as deputy commissioner and chief operating officer. She was hired into ESD as the first program director of the newly developed Paid Family and Medical Leave program. Cami is a genuine, humble and accessible leader. She has worked in state government over 25 years, from entry to executive level positions.

**Business Resources Offered through WorkSource...**take a look at the useful information being made available by PacMtn's Business Service Team! Coupled with the new micro website designed specifically for [PacMtn WorkSource](#) lots of information is now available for both job seekers and business customers.

**Reinstated Job Search Requirement** intensifies need for in-person services at WorkSource. The job search waiver will end on July 4, 2021. This along with the State's push to open the economy back up will likely mean more customers will be coming back into WorkSource PacMtn. Much is being done to prepare for more traffic through the facility, including continued availability of virtual services and expanding job search options for UI customers.

**Accolades for Career Path Services, WIOA Contractor and Partner...**Career Path Services' project [Dignity of Work](#) is a partnership with [ANEW](#), and [WholeStory](#). The project was selected as one of **ten teams from four countries** to advance into Round 2 of the XPRIZE

Rapid Reskilling competition. Through 2021 the 'Dignity of Work' team will support 350 individuals (unemployed workers facing barriers, dislocated workers needing retraining, youth without previous employment experience) and prepare them for new careers in construction. The remotely delivered solution will target workers and employers in the Hampton Roads, Virginia Beach region.

**Increased Commuter Challenges for the Elderly...**pre-pandemic [this article](#) from the US Census Bureau points out the significant transportation challenges faced by older workers who are likely to be experiencing some limitation in mobility, including sight and hearing limitations. This is a matter of significant concern for this region as we have a higher percentage of older people, disabled people and veterans than other regions. These concentrations are even greater in rural areas, where transportation is even more of an issue.

In the PacMtn region, about 35% of the population and 20% of the employed workforce is age 55 or older. In Pacific County, nearly half the population is 55 or older. Compare that to 1990, when only 9% of the regional workforce was 55 or older. About 15% of the PacMtn working age population reports a disability but less than 6% of the workforce. For this population labor force participation is low and pre-pandemic unemployment ranges between 20%-25% in the region. The pandemic has only exacerbated an already tough set of circumstances for workers who must still rely upon a paycheck.

**Strong Performance during the Pandemic...**see the attached congratulatory letters from the State's WIOA fiscal-administrative entity, Employment Security.

## **Stories of Hope and Impact**

**Good News for Teen Workers...** The New York Times article, "[Tips for Teenagers on Landing a Summer Job](#)" points out that after a rough 2020, teen workers are in demand this summer. The research findings are especially exciting as the teenage labor market rebounds from record employment lows during the COVID-19 pandemic. Nationally it is expected the proportion of teens working this summer to rise to 31.5%, an increase from 26.3% last year. The the chances of a teen working this summer are about 20 percent greater than last year!

Congratulations to [Greater Grays Harbor's New Director of Business Development](#), David Faro. David served most recently as a Lead in PacMtn's Disaster Recovery Program, responding to food insecurity and disruptions in the supply chain created by the pandemic. He was not long ago unemployed and our staff encouraged his connection to the project at Thurston EDC, working on development of a Food Hub and now this! Good for him, good for Greater Grays Harbor and good for the region.



## MEMORANDUM

To: PacMtn Executive Finance Committee Members

From: Cheryl B. Fambles, CEO  
Wil Yeager, Director Fiscal and Administrative Services

Date: November 5<sup>th</sup>, 2021

Subject: PY21 Final Budget

### **PY21 Final Budget**

The Final Budget updates PacMtn's revenue by including new and revised grants and actual final carry-in amounts from grants that cross multiple years. The expense side is similarly adjusted. The attached budget documents offer a summary of the budget expected to provide needed services for the upcoming year. This version of the budget refines the PY21 Preliminary Budget with the actual grant award amounts, final determinations of carry-in funding and anticipated expenses from those grants.

The attached summary offers a good breakdown of both revenues and expenses in the categories the Board is familiar with seeing.

### **Revenue Projections**

PacMtn's revenue forecast for **PY21 is \$11,163,356**. This forecast is a **\$ 5700 reduction** over the estimate in the Preliminary Budget and overall, a reduction over the previous year of **\$1.89 mil less** in total revenue. There are two reasons for the decrease, 1) smaller federal and consequent state allocations and 2) less new competitive funding than expiring competitive funding.

In the preliminary budget we estimated a **9.4%** reduction in WIOA Formula awards for PY21 over PY20. The reduction was more like **10.4%**, an overestimating our revenue by **\$348,000**. This additional reduction is a function of the final state allocation of funds to the local WDCs. Some of this loss is offset by additional grants for specific pieces of project or grant work, but not all of it. As a result of this loss, we have not filled vacant positions as we have experienced staff attrition in two positions and have budgeted to not fill them for some months.

### **New Grants: Revenue Changes**

The new poverty reduction program (**APEX**) increased **\$18k** in Basic Food Education Training. We concluded the WIOA Governor 10% grant named **EcSA-Economic Security for All** funds. That resulted in a decrease of **\$465k** in revenue. The difficult decision to return the unused



portion of the funds was directly tied to the protection of the staff performing the work. The demands and operating structure for this grant were unreasonable and problematic. After 4 intense months of trying to respond to the needs of the evaluators PacMtn still had no approval to spend the dollars on participants and so determined the best course was to return the unused portion.

**Thurston Job Champion Network** is funded with **\$1.3 mil** in Thurston County American Rescue Plan investments. The money is designed to reduce unemployment and facilitate new employment opportunities for Thurston County residents interested in working in community-based organizations. The Job Champion Network will also umbrella future investments from City of Olympia and potentially other local municipalities working with Thurston Strong.

PacMtn received **15k from Pacific County** to use in Cohort training in the construction field.

The two **COVID-19 Disaster Recovery and Employment Recovery Grants** were increased by a total of **\$781,546**. These programs create additional opportunity for job placements and for the services provided by community-based organizations designed to assist during the pandemic.

### **Continuing Specialty Grants: Changes**

**MyJOB (My Journey Out Beyond) revenue is now projected at \$200k vs \$1.3 Mil.** The contract with DVR and DCYF remains at the higher level but these projections are a more likely spend rate. PacMtn changed the program model due to COVID. Limited student access, lockdowns, and changes in program funding designs caused a shift to a reduced service model to serve this population of students. This budget represents our forecasted revenue under this new model. We remain optimistic that as things change in the future, we can return to a model providing greater services.

This budget reflects the likelihood of no **use of DVR Pre-ETS services** for this program year—**decrease of \$300k**. COVID conditions and the structure of this funding has been challenging to design and administer.

### **Additional information**

Our **WIOA Formula grants reflect 59.6%** of the overall budget, higher than the last couple of years. While our competitive grants are now a lower percentage than previous years staff are committed to thoughtful, mission driven diversification and pursuit of additional types of funding. In addition to providing critical services, all these **competitive grants** play a vital role in picking up portions of staff time, overhead, and administration and helps to share the burden with WIOA Formula base grants. PacMtn will continue to pursue grants as they become available.

PacMtn has not budgeted but is in program design for an additional **\$650k** from the City of Olympia. Should additional funding be afforded it will show itself in the mid-year modification.



PacMtn is still awaiting final confirmation on the extension and expansion of the **Opioid Humanitarian award at \$1.5 mil.** We remain hopeful, but until we receive official notification the budget does not reflect it.

PacMtn has also applied for a grant from the Department of Commerce for **\$250k** called **Community Transitions Assistance Program or (CTAP).** These funds would be used to support our work with incarcerated individuals transitioning back into the community. We hope to have notice of receipt by end of November.

As a final note, PacMtn receives funding, in the form of charitable donations or fee for services from a number of individuals and organizations. We account for these funds in Unrestricted Funding and use the funds in a variety of ways, as directed by policy and/or to support the Special Assistance Fund. The following are PY21 budgeted contributors:

- \$5000 Port Blakely (Duane Evans Retirement Acknowledgement)
- \$2500 Nisqually Tribe Community Foundation
- \$2000 Franz Bakery Foundation
- \$25,000 Puget Sound Energy Foundation
- \$15,000 Dawkins Youth Funding
- \$5000 Columbia Bank Foundation
- \$13,800 Fiscal Services: ASHHO Cultural and Training Center, WA Workforce Association

### **Expenses**

Pursuant to the intentions of WIOA and State policy, the majority of PacMtn's revenues are contracted back out to procured vendors to deliver services that adhere to the objectives of the award. In the Budget Summary these services are identified as either Direct Participant Services, Business Services & Solutions, Special Impact Projects, Misc. Contracts & Projects, or Administrative Services. Our emphasis is on providing services that reach and add value for our customers - both job seekers and employers.

As noted in the Summary Chart, Administrative Services increased in this budget. Historically, we held the administrative budget below 20%. Our Preliminary Budget estimated indirect at 30%; our final Budget is at 28.5%. We have reduced our estimated costs by **\$100k** over our preliminary budget. Other changes in our model are reflected by the following:

1. **AmeriCorps** costs have been reduced from \$60k to \$45k. We changed the number of Members from 4 to 3 due to struggles in recruitment. Funds to cover these costs are expected from revenues accrued through pay point or other non-WIOA funds, but the costs show on the Administrative budget.



**Full Time Equivalency (FTE) changes** in number and nature are reflected in the chart below.

	FTE Total	Direct Services	Administrative
PY21 Final	26	4/15%	22/85%
PY21 Prelim	31	8/26%	23/74%
PY20 Final	35	19/54%	16/46%

For the most part, the rest of the Administrative Budget is steady state.

**Critical Investments: New or Continuing**

- **Sector Training Cohorts - \$140k:** This area increased **\$40k**. This is due to direct funding from Pacific County of **\$15K** and **\$25k** reallocation of Incumbent Worker Training dollars to Cohort training. We found that cohort training administered by our Business Services contractor allows a shift of more dollars to support successful outcomes for those sectors. Focus on these high-demand sectors in our region create possibilities for short-term training, ways to invest in the pipeline for youth, those wanting to prepare themselves for a career/job shift and/or those on the margins of the labor force.

**Recommending Motion to Approve**

The PY21 Final Budget presented herein appropriately accounts for changes in revenues and expenses. We recommend a motion that:

1. Approves the PY21 Final Budget, as presented or revised by the Executive Finance Committee.
2. Directs staff to make final preparation for the full Board Discussion 11/18/2021 and the Elected Official review and vote 12/10/2021.



# PY 21 Revenues - \$11,163,573

## WIOA Formula Grants \$5,909,773

Admin Cost Pool  
\$624,744

Adult \$1,641,354

Dislocated Worker  
\$1,939,435

Youth \$1,704,240

52.9%

## WIOA Competitive Grants \$1,528,320

Opioid Reduction  
\$15,622

Opioid Humanitarian  
\$5,216

Disaster Recovery  
\$471,091

Employment Recovery  
\$1,023,000

Economic Security for All  
\$13,390

13.7%

## Dept of Commerce Grants \$1,778,189

WorkFirst  
\$1,055,689

Community Block Grant  
\$722,000

15.9%

## DSHS Grants \$297,500

JRA \$200,000

Basic Food \$97,500

2.7%

## Other, State, Local Funding \$1,649,573

Thurston Job Champions-\$1,300,000

Pacific County ARPA-\$15,000

Thurston County Jail-\$122,003

NIOSH-\$15,750

Boeing-\$197,000

14.8%

# PY 21 Expenses - \$10,736,569

## Direct Participant Services

- Adult/DW (Career Path)
- Youth (Equus)
- In-house Programs

**\$6,395,137**

- MyJOB
- Disaster Recovery
- Thurston Job Champ

59.6%

## Business Services & Solutions

- Thurston Co. Chamber
- Incumbent Worker

**\$1,055,000**

- Region Wide Cohort

9.8%

## Special Impact Projects

- Open Lab
- One Stop Operations

**\$95,000**

.9%

## Misc Contracts

- EDC Support
- Update Industry Cluster Study

**\$130,000**

- EDC Support

1.2%

## Administrative Services

- Admin Office Operations
- One Stop Operator

**3,061,433**

- AmeriCorps
- CEO Recruitment

28.5%

**Pacific Mountain Workforce Development Council**  
**Program Year 2021**  
**July 1, 2021 - June 30, 2022**  
**Prelim Budget by Budget Category**



	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total
<b>Budgeted Revenues:</b>						
<b><u>Workforce Innovation and Opportunity Act (WIOA) 'Formula' Grants</u></b>						
WIOA Admin Cost Pool (ACP)	-	-	-	-	624,744.37	624,744.37
WIOA Adult	901,434.95	175,000.00	17,500.00	55,000.00	492,419.05	1,641,354.00
WIOA Dislocated Worker	870,000.00	400,000.00	77,500.00	75,000.00	516,935.00	1,939,435.00
WIOA Youth	1,199,670.05	-	-	-	504,569.95	1,704,240.00
<i>Subtotal</i>	2,971,105.00	575,000.00	95,000.00	130,000.00	2,138,668.37	5,909,773.37
<b><u>'Competitive WIOA' Grants</u></b>						
Opioid Reduction (8/1/18-07/31/21)	7,979.77	-	-	-	7,642.74	15,622.51
Opioid Humanitarian (01/01/19-07/31/2021)	-	-	-	-	5,216.34	5,216.34
Disaster Recovery (05/01/20-03/31/22)	395,825.61	-	-	-	75,265.39	471,091.00
Employment Recovery DWG (07/01/20-03/31/22)	938,602.97	-	-	-	84,397.03	1,023,000.00
Economic Security for All (EcSA) (05/30/21-03/31/23)	-	-	-	-	13,390.32	13,390.32
<i>Subtotal</i>	1,342,408.35	-	-	-	185,911.82	1,528,320.17
<b><u>Department of Commerce Grants</u></b>						
WorkFirst (Community Jobs) (7/1/20-6/30/21)	661,620.29	-	-	-	394,069.13	1,055,689.42
Community Development Block Grant (CDBG)	541,875.00	-	-	-	180,625.00	722,500.00
<i>Subtotal</i>	1,203,495.29	-	-	-	574,694.13	1,778,189.42
<b><u>Department of Social &amp; Health Services Grants</u></b>						
Dept of Voc Rehabilitation -PreEmployment Skills (09/30/2021)	-	-	-	-	-	-
Juvenile Rehabilitation - My JOB (7/1/21-6/30/22)	65,329.95	-	-	-	134,670.05	200,000.00
Basic Food Employment and Training (BFET) Program   DSHS	36,075.00	-	-	-	61,425.00	97,500.00
<i>Subtotal</i>	101,404.95	-	-	-	196,095.05	297,500.00
<b><u>Other Grants</u></b>						
Thurston Job Champions Network	1,040,520.00	-	-	-	259,480.00	1,300,000.00
Pacific County ARPA	-	15,000.00	-	-	-	15,000.00
Thurston County Jail Program (1/1/21 - 12/31/21)	54,003.00	-	-	-	68,000.00	122,003.00
National Institute for Occupational Safety & Health   NIOSH	7,200.00	-	-	-	8,370.00	15,570.00
Boeing	40,000.00	100,000.00	-	-	57,000.00	197,000.00
<i>Subtotal</i>	1,141,723.00	115,000.00	-	-	392,850.00	1,649,573.00
<b>Total Revenue</b>	<b>6,760,136.59</b>	<b>690,000.00</b>	<b>95,000.00</b>	<b>130,000.00</b>	<b>3,488,219.37</b>	<b>11,163,355.96</b>

**Budgeted Expenditures:**

Program Services	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total
<b><u>WIOA Formula</u></b>						
Adult Contracted Programs (Career Path Services)	870,000.00	-	-	-	-	870,000.00
Dislocated Worker Contracted Programs (Career Path Services)	870,000.00	-	-	-	-	870,000.00
Youth Contracted Programs (EQUUS)	1,165,000.00	-	-	-	-	1,165,000.00
Incumbent Worker Training (TBD)	-	50,000.00	-	-	-	50,000.00
Business Services (Thurston Co. Chamber)	-	400,000.00	-	-	-	400,000.00
Region Wide Cohort Activity	-	125,000.00	-	-	-	125,000.00
Open Lab	-	-	75,000.00	-	-	75,000.00
One Stop Operations/System Activities	-	-	20,000.00	-	-	20,000.00
Occupational Study	-	-	-	35,000.00	-	35,000.00
Advisory Council	-	-	-	20,000.00	-	20,000.00
EDC Support	-	-	-	75,000.00	-	75,000.00
<i>Subtotal</i>	2,905,000.00	575,000.00	95,000.00	130,000.00	-	3,705,000.00
<b><u>WIOA Competitive</u></b>						
Opioid Reduction (8/1/18-07/31/21)	7,979.77	-	-	-	-	7,979.77
Opioid Humanitarian (01/01/19-08/31/2021)	-	-	-	-	-	-
Disaster Recovery	395,825.61	-	-	-	-	395,825.61
NDWG Economic Recovery	573,602.97	365,000.00	-	-	-	938,602.97
Economic Security for All	-	-	-	-	-	-
<i>Subtotal</i>	977,408.35	365,000.00	-	-	-	1,342,408.35

	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total
<b>Department of Commerce Grants</b>						
WorkFirst In-house Program Thurston, Mason, Lewis Co.	693,055.24	-	-	-	-	693,055.24
Community Development Block Grant (CDBG)	541,875.00	-	-	-	-	541,875.00
Subtotal	1,234,930.24	-	-	-	-	1,234,930.24
<b>Department of Social &amp; Health Services Grants</b>						
Dept of Voc Rehabilitation -PreEmployment Skills (09/30/2021)						
Project A	-	-	-	-	-	-
Project B	-	-	-	-	-	-
Project C	-	-	-	-	-	-
Juvenile Rehabilitation - My JOB (7/1/21-6/30/22)	100,000.00	-	-	-	-	100,000.00
Basic Food Employment and Training (BFET) Program   DSHS	36,075.00	-	-	-	-	36,075.00
Subtotal	136,075.00	-	-	-	-	136,075.00
<b>Other Grants</b>						
Thurston County Job Champions Network	1,040,520.00	-	-	-	-	1,040,520.00
Pacific County ARPA	-	15,000.00	-	-	-	15,000.00
Thurston County Jail Program (1/1/21 - 12/31/21)	54,003.00	-	-	-	-	54,003.00
National Institute for Occupational Safety & Health   NIOSH	7,200.00	-	-	-	-	7,200.00
Boeing Grant used for A&P Training	40,000.00	100,000.00	-	-	-	140,000.00
Subtotal	1,141,723.00	115,000.00	-	-	-	1,256,723.00
<b>Program Expense Total</b>	<b>6,395,136.59</b>	<b>1,055,000.00</b>	<b>95,000.00</b>	<b>130,000.00</b>	<b>-</b>	<b>7,675,136.59</b>
<b>Administrative Services</b>						
<b>Program Service Operations</b>						
MyJob					34,670.05	34,670.05
Poverty Reduction (Commerce, APEX)					60,242.14	60,242.14
Food Security Support (CDBG)					96,614.52	96,614.52
Re-Entry					64,827.02	64,827.02
<b>Administrative Office Operations</b>						
Salaries					1,421,308.90	1,421,308.90
Benefits					584,377.88	584,377.88
Travel & Training					42,150.00	42,150.00
Professional Services					196,950.00	196,950.00
Facilities					226,587.00	226,587.00
Supplies & Communications					75,175.00	75,175.00
Equip/Maintenance/Rentals					34,348.00	34,348.00
Depreciation					7,988.00	7,988.00
Insurance					21,000.00	21,000.00
Memberships					12,194.00	12,194.00
Misc.					13,000.00	13,000.00
AmeriCorps Services Staff					45,000.00	45,000.00
Admin Office Subtotal					2,936,432.51	2,936,432.51
<b>CEO Transition</b>						
Subcontracts Recruitment					25,000.00	25,000.00
Transition Subtotal					25,000.00	25,000.00
<b>One Stop Operator</b>						
One Stop Operator Subtotal					100,000.00	100,000.00
<b>Administrative Expense Total</b>					<b>3,061,432.51</b>	<b>3,061,432.51</b>
<b>Total Expenditures</b>	<b>6,395,136.59</b>	<b>1,055,000.00</b>	<b>95,000.00</b>	<b>130,000.00</b>	<b>3,061,432.51</b>	<b>10,736,569.10</b>

Admin Office Formula Carry Forward to PY23	131,771
Admin Office Carry Forward Ongoing Grants to PY23	189,751
Program Carry Forward Ongoing Grants to PY23	0
<b>Total Carry Forward to PY23</b>	<b>321,521</b>

**Pacific Mountain Workforce Development Council**  
**Program Year 2021**  
**July 1, 2021 - June 30, 2022**  
**Prelim Budget Comparison**



	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY21 Final	Total-PY21 Preliminary	Difference	Comments
<b>Budgeted Revenues:</b>									
<b><u>Workforce Innovation and Opportunity Act (WIOA) 'Formula' Grants</u></b>									
WIOA Admin Cost Pool (ACP)	-	-	-	-	624,744.37	624,744.37	664,543.00	(39,798.63)	
WIOA Adult	901,434.95	175,000.00	17,500.00	55,000.00	492,419.05	1,641,354.00	1,771,367.00	(130,013.00)	
WIOA Dislocated Worker	870,000.00	400,000.00	77,500.00	75,000.00	516,935.00	1,939,435.00	2,071,770.00	(132,335.00)	
WIOA Youth	1,199,670.05	-	-	-	504,569.95	1,704,240.00	1,750,753.00	(46,513.00)	
<i>Subtotal</i>	2,971,105.00	575,000.00	95,000.00	130,000.00	2,138,668.37	5,909,773.37	6,258,433.00	(348,659.63)	
<b><u>Competitive WIOA Grants</u></b>									
Opioid Reduction (8/1/18-07/31/21)	7,979.77	-	-	-	7,642.74	15,622.51	-	15,622.51	Funding Extended until July 2021
Opioid Humanitarian (01/01/19-08/31/2021)	-	-	-	-	5,216.34	5,216.34	17,235.44	(12,019.10)	Over budgeted, actual costs available to spend were only 5K
Disaster Recovery (05/01/20-03/31/22)	395,825.61	-	-	-	75,265.39	471,091.00	169,545.00	301,546.00	Increased funding received for program
Employment Recovery DWG (07/01/20-03/31/22)	938,602.97	-	-	-	84,397.03	1,023,000.00	543,000.00	480,000.00	Increased funding received for program
Economic Security for All (EcSA) (05/30/21-03/31/23)	-	-	-	-	13,390.32	13,390.32	478,169.00	(464,778.68)	Contract Concluded
<i>Subtotal</i>	1,342,408.35	-	-	-	185,911.82	1,528,320.17	1,207,949.44	320,370.73	
<b><u>Department of Commerce Grants</u></b>									
WorkFirst (Community Jobs) (7/1/20-6/30/21)	661,620.29	-	-	-	394,069.13	1,055,689.42	973,849.00	81,840.42	
Community Development Block Grant (CDBG)	541,875.00	-	-	-	180,625.00	722,500.00	722,500.00	-	
<i>Subtotal</i>	1,203,495.29	-	-	-	574,694.13	1,778,189.42	1,696,349.00	81,840.42	
<b><u>Department of Social &amp; Health Services Grants</u></b>									
Dept of Voc Rehabilitation -PreEmployment Skills (09/30/2021)	-	-	-	-	-	-	300,000.00	(300,000.00)	Until Covid restrictions are lifted program activity not possible
Juvenile Rehabilitation - My JOB (7/1/21-6/30/22)	65,329.95	-	-	-	134,670.05	200,000.00	1,300,000.00	(1,100,000.00)	COVID restrictions reduced access to institutions and change in programming made PacMtn's current model not possible.
Basic Food Employment and Training (BFET) Program   DSHS	36,075.00	-	-	-	61,425.00	97,500.00	79,275.00	18,225.00	Budgeted to Reduced Services VS. Available dollars
<i>Subtotal</i>	101,404.95	-	-	-	196,095.05	297,500.00	1,679,275.00	(1,381,775.00)	New Contract Higher than Original Estimate
<b><u>Other Grants</u></b>									
Thurston Job Champions Network	1,040,520.00	-	-	-	259,480.00	1,300,000.00	-	1,300,000.00	Received New ARPA funding
Pacific County ARPA	-	15,000.00	-	-	-	15,000.00	-	15,000.00	Received ARPA Funding from Pacific County
Thurston County Jail Program (1/1/21 - 12/31/21)	54,003.00	-	-	-	68,000.00	122,003.00	69,540.00	52,463.00	Increased due to receipt of new contract
National Institute for Occupational Safety & Health   NIOSH	7,200.00	-	-	-	8,370.00	15,570.00	15,570.00	-	
Boeing at JBLM	40,000.00	100,000.00	-	-	57,000.00	197,000.00	242,000.00	(45,000.00)	Received Lower Award than anticipated
<i>Subtotal</i>	1,141,723.00	115,000.00	-	-	392,850.00	1,649,573.00	327,110.00	1,322,463.00	
<b>Total Revenue</b>	<b>6,760,136.59</b>	<b>690,000.00</b>	<b>95,000.00</b>	<b>130,000.00</b>	<b>3,488,219.37</b>	<b>11,163,355.96</b>	<b>11,169,116.44</b>	<b>(5,760.48)</b>	<b>Reduction in Revenue</b>

	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY21 Final	Total-PY21 Preliminary	Difference	Comments
<b>Budgeted Expenditures:</b>									
<b>Program Services</b>	<b>Direct Participant Services</b>	<b>Business Services &amp; Solutions</b>	<b>Special Impact Projects</b>	<b>Misc. Contracts &amp; Projects</b>	<b>Administrative Services</b>	<b>Total-PY21 Final</b>	<b>Total-PY21 Preliminary</b>	<b>Difference</b>	
<u>WIOA Formula</u>									
Adult Contracted Programs (Career Path Services)	870,000.00	-	-	-	-	870,000.00	870,000.00	-	
Dislocated Worker Contracted Programs (Career Path Services)	870,000.00	-	-	-	-	870,000.00	870,000.00	-	
Youth Contracted Programs (ResCare)	1,165,000.00	-	-	-	-	1,165,000.00	1,125,000.00	40,000.00	Increase in Program Services
Incumbent Worker Training (TBD)	-	50,000.00	-	-	-	50,000.00	75,000.00	(25,000.00)	Lowered Funding Due to decreases in state allotments
Business Services (Thurston Co. Chamber)	-	400,000.00	-	-	-	400,000.00	400,000.00	-	
Region Wide Cohort Activity	-	125,000.00	-	-	-	125,000.00	165,000.00	(40,000.00)	Lowered Funding Due to decreases in state allotments
Open Lab	-	-	75,000.00	-	-	75,000.00	75,000.00	-	
One Stop Operations/System Activities	-	-	20,000.00	-	-	20,000.00	20,000.00	-	
Occupational Study	-	-	-	35,000.00	-	35,000.00	35,000.00	-	
Advisory Council	-	-	-	20,000.00	-	20,000.00	30,000.00	(10,000.00)	Lowered Funding Due to decreases in state allotments
EDC Support	-	-	-	75,000.00	-	75,000.00	75,000.00	-	
Subtotal	2,905,000.00	575,000.00	95,000.00	130,000.00	-	3,705,000.00	3,740,000.00	(35,000.00)	
<u>WIOA Competitive</u>									
Opioid Reduction (8/1/18-07/31/21)	7,979.77	-	-	-	-	7,979.77	-	7,979.77	Final Contract Spending Program Costs
Opioid Humanitarian (01/01/19-08/31/2021)	-	-	-	-	-	-	-	-	
Disaster Recovery	395,825.61	-	-	-	-	395,825.61	155,981.00	239,844.61	Additional Award
NDWG Economic Recovery	573,602.97	365,000.00	-	-	-	938,602.97	463,000.00	475,602.97	Additional Award
Economic Security for All	-	-	-	-	-	-	215,000.00	(215,000.00)	Closed Contract
Subtotal	977,408.35	365,000.00	-	-	-	1,342,408.35	833,981.00	508,427.35	
<u>Department of Commerce Grants</u>									
WorkFirst In-house Program Thurston, Mason, Lewis Co.	693,055.24	-	-	-	-	693,055.24	693,055.24	-	
Community Development Block Grant (CDBG)	541,875.00	-	-	-	-	541,875.00	541,875.00	-	
Subtotal	1,234,930.24	-	-	-	-	1,234,930.24	1,234,930.24	-	
<u>Department of Social &amp; Health Services Grants</u>									
Dept of Voc Rehabilitation -PreEmployment Skills (09/30/2021)									
Project A	-	-	-	-	-	-	75,000.00	(75,000.00)	Not pursuing program dollars during COVID
Project B	-	-	-	-	-	-	75,000.00	(75,000.00)	Not pursuing program dollars during COVID
Project C	-	-	-	-	-	-	75,000.00	(75,000.00)	Not pursuing program dollars during COVID
Juvenile Rehabilitation - My JOB (7/1/21-6/30/22)	100,000.00	-	-	-	-	100,000.00	968,184.00	(868,184.00)	Change in budgeting to anticipated expenditure
Basic Food Employment and Training (BFET) Program   DSHS	36,075.00	-	-	-	-	36,075.00	27,373.51	8,701.49	Small increase in activity
Subtotal	136,075.00	-	-	-	-	136,075.00	1,220,557.51	(1,084,482.51)	

	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY21 Final	Total-PY21 Preliminary	Difference	Comments
<i>Other Grants</i>									
<i>Thurston County Job Champions Network</i>	1,040,520.00	-	-	-	-	1,040,520.00	-	1,040,520.00	New Funding Received
<i>Pacific County ARPA</i>	-	15,000.00	-	-	-	15,000.00	-	15,000.00	New Funding Pacific County Construction Pre-Apprenticeship
<i>Thurston County Jail Program (1/1/21 - 12/31/21)</i>	54,003.00	-	-	-	-	54,003.00	69,540.00	(15,537.00)	Reduction in costs/due to WIOA braiding
<i>National Institute for Occupational Safety &amp; Health   NIOSH</i>	7,200.00	-	-	-	-	7,200.00	7,200.00	-	
<i>Boeing at JBLM</i>	40,000.00	100,000.00	-	-	-	140,000.00	140,000.00	-	
<i>Subtotal</i>	1,141,723.00	115,000.00	-	-	-	1,256,723.00	216,740.00	1,039,983.00	
<b>Program Expense Total</b>	<b>6,395,136.59</b>	<b>1,055,000.00</b>	<b>95,000.00</b>	<b>130,000.00</b>	<b>-</b>	<b>7,675,136.59</b>	<b>7,246,208.75</b>	<b>428,927.84</b>	

	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY21 Final	Total-PY21 Preliminary	Difference	Comments
<b>Administrative Services</b>									
<u>Program Service Operations</u>									
MyJob					34,670.05	34,670.05	98,995.16	(64,325.12)	Change in program model and allocation of braded funding for the remainder of program year
Poverty Reduction (Commerce, APEX)					60,242.14	60,242.14	84,367.85	(24,125.70)	Reduction in Staffing Closed Funding
Food Security Support (CDBG)					96,614.52	96,614.52	96,602.93	11.59	
Re-Entry					64,827.02	64,827.02	92,957.66	(28,130.64)	Reduction in Staffing Allocated due to delay in funding
<u>Administrative Office Operations</u>									
Salaries					1,421,308.90	1,421,308.90	1,397,089.27	24,219.63	Slight increase in staffing costs as part of CEO transition
Benefits					584,377.88	584,377.88	578,452.30	5,925.58	
Travel & Training					42,150.00	42,150.00	42,150.00	-	
Professional Services					196,950.00	196,950.00	196,950.00	-	
Facilities					226,587.00	226,587.00	226,587.00	-	
Supplies & Communications					75,175.00	75,175.00	75,175.00	-	
Equip/Maintenance/Rentals					34,348.00	34,348.00	34,348.00	-	
Depreciation					7,988.00	7,988.00	7,988.00	-	
Insurance					21,000.00	21,000.00	21,000.00	-	
Memberships					12,194.00	12,194.00	12,194.00	-	
Board Community Outreach					-	-	0.00	-	
Community Outreach					-	-	0.00	-	
Misc.					13,000.00	13,000.00	13,000.00	-	
Transfer to Unrestricted					-	-	-	-	
AmeriCorps Services Staff					45,000.00	45,000.00	60,000.00	(15,000.00)	Reduction in recruitment to 3
Admin Office Subtotal					2,936,432.51	2,936,432.51	3,037,857.18	(101,424.67)	
CEO Transition Recruitment					25,000.00	25,000.00	25,000.00	-	
Transition Subtotal					25,000.00	25,000.00	25,000.00	-	
One Stop Operator					100,000.00	100,000.00	100,000.00	-	
One Stop Operator Subtotal					100,000.00	100,000.00	100,000.00	-	
<b>Administrative Expense Total</b>					<b>3,061,432.51</b>	<b>3,061,432.51</b>	<b>3,162,857.18</b>	<b>(101,424.67)</b>	
<b>Total Expenditures</b>	<b>6,395,136.59</b>	<b>1,055,000.00</b>	<b>95,000.00</b>	<b>130,000.00</b>	<b>3,061,432.51</b>	<b>10,736,569.10</b>	<b>10,409,065.93</b>	<b>327,503.17</b>	
<i>Admin Office Formula Carry Forward to PY23</i>						<i>131,771</i>	<i>67,801</i>		
<i>Admin Office Carry Forward Ongoing Grants to PY23</i>						<i>189,751</i>	<i>205,306</i>		
<i>Program Carry Forward Ongoing Grants to PY23</i>						<i>0</i>	<i>476,433</i>		
<i>Total Carry Forward to PY23</i>						<i>321,521</i>	<i>749,539</i>		



## MEMORANDUM

To: PacMtn Elected Officials Consortium Members

Date: December 10, 2021

Subject: New Board Member Nominations

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### Background

PacMtn's Workforce Board follows the requirements called out in the federal law. We have 26 members with a majority that are representatives of business in the local area. Each County Commission appoints 3 of those Members. Those business representatives are to:

- (i) be owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;
- (ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; and
- (iii) are appointed from among individuals nominated by local business organizations and business trade associations;

Additionally, there are members appointed that represent important agency stakeholders and content experts needed to conduct the work of a Council. Those are Members that represent Apprenticeship, Employment Security and mission-aligned community based organizations, for example. Our By-laws detail that Board appointments are staggered for 2, 3 or 4 years. Once appointed, the subsequent appointments (for a maximum of 3 terms) are for three years. All terms begin on the first day of July and shall end on the last day of June.

Each of the **New Members** to be appointed to the PacMtn Board of Directors have been nominated either by the relevant County, known recommending entity or the agency director. Those nominees include:

- Lekha Fernandes, Employment Security Department, Representing Wagner-Peyser Employment Service
- Clint Bryson, IBEW Local 76, Representing Organized Labor
- Dr. Bob Mohrbacher, Centralia College, Representing Higher Education

Applicant materials are available for your review.

### Recommendation and/or Recommended Motion

Move to approve nominees as presented.

# Board Member Application



## Contact information

<b>First Name:</b>	Lekha	<b>Last Name:</b>	Fernandes		
<b>Address:</b>	204 SE Stonemill Drive Suite 215				
<b>City:</b>	Vancouver	<b>County:</b>	Clark	<b>Zip:</b>	98684
<b>Email:</b>	lfernandes@esd.wa.gov		<b>Phone:</b>	3605580835	
<b>Employer:</b>	Employment Security Department		<b>Position Title:</b>	Southwest Coastal Regional Director	

## Representation

<input type="checkbox"/>	<b>Business/Private Industry:</b>				
<input type="checkbox"/>	<b>County:</b>		<b>Sector:</b>		<b>Number of Employees:</b>
<input type="checkbox"/>	<b>Organized Labor:</b>				
<input type="checkbox"/>	<b>Apprenticeship:</b>				
<input checked="" type="checkbox"/>	<b>State Employment Services:</b>	Employment Security Department			
<input type="checkbox"/>	<b>Disability-Based Employment/Training:</b>				
<input type="checkbox"/>	<b>Adult Education and Literacy:</b>				
<input type="checkbox"/>	<b>Post-Secondary Higher Education:</b>				
<input type="checkbox"/>	<b>K-12 Education:</b>				
<input type="checkbox"/>	<b>DSHS-Economic Services Administration:</b>				
<input type="checkbox"/>	<b>Community Based Organization:</b>				
<input type="checkbox"/>	<b>Tribal Entity:</b>				

## Questions

**1. What do you think are the key Pacific Mountain regional workforce issues facing employers and job seekers?**

I believe, as a result of COVID-19, employers are currently finding a desire gap whereby they have employment opportunities, but are having a difficult time securing and retaining talent. For Job Seekers, again as a result of COVID-19, are in need of support for

**2. What interests you about the Pacific Mountain Workforce Development Council? Which aspects of workforce development interest you the most?**

The PacMtn WDC interests me as it is one of the more innovative areas with it's approach to equitable solutions for meeting the needs of it's communities. Through funding opportunities and finding the right partners, this WDC is far ahead of counterparts in it's development of equitable workforce development solutions for all. I am most interested in the operations of the one-stop system and in the equity work this WDC is already engaged in.

**3. What skills, connections, resources, and expertise do you have to offer and are willing to use on behalf of the Pacific Mountain Workforce Development Council and its employer and job seeker customers?**

I have over 8 years experience in workforce development. I also have board experience with the YWCA of Greater Flint. I would bring connection to resources within my agency such as support through a regional change agent and trainings for direct service staff.

## Nominee Signature

**Fernandes, Lekha**

Digitally signed by Fernandes, Lekha  
Date: 2021.08.06 12:11:14 -07'00'

**8/16/21**

Signature

Date

**Thank you!**

For your interest in serving on the Pacific Mountain Workforce Development Council

# Board Member Application



## Contact information

<b>First Name:</b>	Clint	<b>Last Name:</b>	Bryson		
<b>Address:</b>	210 W McBryde Ave				
<b>City:</b>	Montesano	<b>County:</b>	Grays Harbor	<b>Zip:</b>	98563
<b>Email:</b>	clintbryson@gmail.com		<b>Phone:</b>	360 589-1658	
<b>Employer:</b>	IBEW 76		<b>Position Title:</b>	Assistant Business Manager	

## Representation

<input type="checkbox"/>	<b>Business/Private Industry:</b>					
<input type="checkbox"/>	<b>County:</b>		<b>Sector:</b>		<b>Number of Employees:</b>	
<input checked="" type="checkbox"/>	<b>Organized Labor:</b>	Twin Harbors Labor Council				
<input type="checkbox"/>	<b>Apprenticeship:</b>					
<input type="checkbox"/>	<b>State Employment Services:</b>					
<input type="checkbox"/>	<b>Disability-Based Employment/Training:</b>					
<input type="checkbox"/>	<b>Adult Education and Literacy:</b>					
<input type="checkbox"/>	<b>Post-Secondary Higher Education:</b>					
<input type="checkbox"/>	<b>K-12 Education:</b>					
<input type="checkbox"/>	<b>DSHS-Economic Services Administration:</b>					
<input type="checkbox"/>	<b>Community Based Organization:</b>					
<input type="checkbox"/>	<b>Tribal Entity:</b>					

## Questions

### 1. What do you think are the key Pacific Mountain regional workforce issues facing employers and job seekers?

A ready and available workforce in our region is key to attracting new investment and jobs as well as keeping our current employers healthy. I also feel at there is much work we can do to make people aware of training opportunities and career paths and identify ways to help them succeed.

### 2. What interests you about the Pacific Mountain Workforce Development Council? Which aspects of workforce development interest you the most?

Good jobs are the key to healthy communities. I know how much my family has benefited from training opportunities. I am particularly interested in helping our youth identify and prepare to succeed in the career paths that best fit their needs.

### 3. What skills, connections, resources, and expertise do you have to offer and are willing to use on behalf of the Pacific Mountain Workforce Development Council and its employer and job seeker customers?

I served an apprenticeship beginning in 1991. Since 2008 I have worked as a Business Representative and now Assistant Business Manager of IBEW 76. My duties include Labor Relations, Member Representation and Apprenticeship recruitment, including working with TERO programs. Another duty is advocating for development and jobs in our region, which I feel compliments this organization. I also have a working relationship with the Washington State Department of Labor and Industries.

## Nominee Signature

Clint Bryson

Digitally signed by: Clint Bryson  
 DN: CN = Clint Bryson email = clintb@ibew76.org C = US O = IBEW 76  
 Date: 2021.11.04 10:29:23 -07'00'

11/4/2021

Signature

Date

**Thank you!**

For your interest in serving on the Pacific  
 Mountain Workforce Development Council

# Board Member Application



## Contact information

<b>First Name:</b>	Bob	<b>Last Name:</b>	Mohrbacher		
<b>Address:</b>	1503 Seminary Hill Rd.				
<b>City:</b>	Centralia	<b>County:</b>	Lewis	<b>Zip:</b>	98531
<b>Email:</b>	bob.mohrbacher@centralia.edu	<b>Phone:</b>	360 623 8552		
<b>Employer:</b>	Centralia College	<b>Position Title:</b>	President		

## Representation

<input type="checkbox"/>	<b>Business/Private Industry:</b>				
<input type="checkbox"/>	<b>County:</b>		<b>Sector:</b>		<b>Number of Employees:</b>
<input type="checkbox"/>	<b>Organized Labor:</b>				
<input type="checkbox"/>	<b>Apprenticeship:</b>				
<input type="checkbox"/>	<b>State Employment Services:</b>				
<input type="checkbox"/>	<b>Disability-Based Employment/Training:</b>				
<input type="checkbox"/>	<b>Adult Education and Literacy:</b>				
<input checked="" type="checkbox"/>	<b>Post-Secondary Higher Education:</b>	Community & Technical Colleges			
<input type="checkbox"/>	<b>K-12 Education:</b>				
<input type="checkbox"/>	<b>DSHS-Economic Services Administration:</b>				
<input type="checkbox"/>	<b>Community Based Organization:</b>				
<input type="checkbox"/>	<b>Tribal Entity:</b>				

## Questions

**1. What do you think are the key Pacific Mountain regional workforce issues facing employers and job seekers?**

Pandemic recovery; developing a highly trained and credentialed workforce in the region; transportation and infrastructure issues

**2. What interests you about the Pacific Mountain Workforce Development Council? Which aspects of workforce development interest you the most?**

Training and credentialing; creating career pipelines; developing effective partnerships for economic growth

**3. What skills, connections, resources, and expertise do you have to offer and are willing to use on behalf of the Pacific Mountain Workforce Development Council and its employer and job seeker customers?**

29 years working for WA community & technical colleges; current member of Lewis County Economic Development Council; former member, Adams County Development Council; Customer Advisory Committee member, Washington Community & Technical Colleges, 2012 to 2014; experience working with business recruitment & retention processes; familiarity with a variety of industry sectors from a training and credentialing perspective; experience working with organized labor, both as an employer and as a union member; experience as a public sector employer; experience working on legislative issues and good working relationships with WA 20th District Legislators; former member, Centralia Downtown Association Board; current member, Valley View Health Centers Board of Directors; public speaking and presentation experience, including legislative testimony; working relationships with Lewis County K12 superintendents.

## Nominee Signature

**Bob Mohrbacher** Digitally signed by Bob Mohrbacher  
Date: 2021.08.17 14:40:58 -07'00' **08/17/2021**

Signature

Date

**Thank you!**

For your interest in serving on the Pacific Mountain Workforce Development Council