



# SPOKANE WORKFORCE COUNCIL

**SPECIAL MEETING MINUTES  
SPOKANE WORKFORCE COUNCIL  
EXECUTIVE COMMITTEE**

**March 28th, 2024**  
Meeting held via Zoom

**MEMBERS PRESENT:**

Christina Vigil Gross  
Robert Duron  
Diana Wilhite  
Tina Morrison  
Steve MacDonald

Ron Valencia  
Kelley Charvet  
Kimberly Watkins

**STAFF PRESENT:**

Mark Mattke  
Jeanette Facer  
Kevin Williams  
Jessica Clayton  
Mustafa Baigzad

**MEMBERS ABSENT:**

Mayor Lisa Brown  
Commissioner Josh Kerns  
Derek Tyree

**OTHERS PRESENT:**

Scott Simmons

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*Chair Christina Vigil Gross called the meeting to order at 12:00 P.M.*

**ITEM #1 - REVIEW OF MEETING MINUTES**

*Christina Vigil Gross - Board Chair*

Review of January 25th, 2024, Meeting Minutes.

***Action: Motion and second to approve Meeting Minutes from January 25<sup>th</sup>, 2024.***

***Approved unanimously.***

**ITEM #2 – Monthly Fiscal Report**

*Jeanette Facer, Division Executive Finance*

Jeanette discussed the current funds under management as of March 2024. WIOA Formula comprises 25%, State Funding-Federal Funds is approximately 32%, State Funding-Non-Federal is 13%, Other Funding-Federal makes up 29% and Private/ Local Funding makes up 1%.

Jeanette reviewed total grant funding by quarter and the changes between the quarters and expenditures for the period July 2023- January 2024. Subcontracts comprise 68% or about \$3 million; Personnel is 19%, about \$836K; Operating is 9%, about \$394K; and Occupancy is 4%, about \$197K. Subcontracted Services expenses are comprise of 61% of Salaries & Benefits, 9% Other Direct, Client Services 16% and Overhead 14%.

Jeanette shared with the board that WIOA formula obligations for the current fiscal year have met the 80% requirement as of January 31, 2024. It was also reported that WIOA Youth PY22 funds are fully

expended and the work-based learning expenditure requirement of 20% was met with the final being at 20.4%.

## **ITEM #2 - Resource Center of Spokane County Facilities Transition**

*Mark Mattke, Chief Executive Officer*

Per the guidance of the Executive Committee. Staff executed the new lease with the property manager of the RCSC, moving to a month-to-month agreement. We have been meeting with the RCSC partner organizations to craft the final plan for transitioning staff and programs to the 1<sup>st</sup> floor of the WorkSource Center. We are also meeting with the Employment Security Department Local Leadership and state office staff responsible for facilities to plan the move and how we will reconfigure the space to accommodate the changes. Our target date for the move to be completed is May 31, 2024.

## **ITEM #3 – ACTIVITIES AND UPDATES**

*Mark Mattke, Chief Executive Officer*

- State Legislative Session – HB 2230 passed and was signed into law. This legislation was championed by the Washington Workforce Association and effectively codifies the Economic Security for All (EcSA) program. This creates a permanent program that local workforce development boards operate in all 12 areas of the state, serving individuals below 200% of poverty, above 200% of poverty, and supports business navigators assisting employers in meeting their talent needs.
- Federal Agenda – WIOA Reauthorization is moving in the U.S. House of Representatives, passing out of committee and heading to the floor for a vote. The bill contains a number of provisions that, if passed, would limit the funding local boards receive and reduce the flexibility allowed at the local level to determine how to design and implement solutions. The next steps in the process will be for the Senate to consider a bill of their own making, possibly using the House bill as a starting point. All local boards and members are being asked to help educate our Senators as to the negative impacts of the proposed House bill provisions and support their efforts to write a bill that builds on the successes of our workforce system.

*Chair Christina Vigil Gross adjourned the meeting at 12:30 P.M.*