



MEETING MINUTES

June 10, 2026 – 7:30-9:30am
***Meeting held in-person at the
Spokane Workforce Council and via Teams***

MEMBERS PRESENT:

Tracy Ballard	Robert Duron	Julie Orchard
Patti Borchardt	Doug Edmonson	John Parker
Toby Broemmeling	Kimberly Watkins	Diane Quincy
Kelley Charvet	Scott Holstrom	Tatjana Roberts
Stacia Rasmussen	Dr. Wade Larson (Virtual)	Diana Wilhite
Mary Crago	Tina Morrison	Christine Smith
		Dan Blakesley

Elected Officials Present:

Ron Valencia (designee, virtual)	Sara Clements-Sampson (designee)
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MEMBERS ABSENT:

Lori Hunley	Rebecca Cook	Dr. Kevin Brockbankd
Dr. Shari McMahan	Joel White	Christina Vigil Gross
Josh Kerns		

OTHERS PRESENT:

Andy Dwonch	Cami Eakins	Julie Parks
Max Baca		

STAFF PRESENT:

Mustafa Baigzad	Jeanette Facer	Maliek Martin
Jessica Clayton	Liz Laubscher	Tim Robison
Bianka DeSure	Kevin Williams	

Chair Kimberly Watkins called the meeting to order at 7:30 a.m. with a quorum of members present in person and via Teams.

ITEM #1 - Review of April 8 & 17 Meeting Minutes

Kimberly Watkins, Board Chair

A review was done of the meeting minutes from April 8 & 17, 2026, board meeting.

ACTION: Motion and second to approve April 8th & 17th, 2026, meeting minutes. Approved unanimously.

ITEM #2 - Introduction and Vote on New Board Members

Kimberly Watkins, Board Chair

Kimberly Watkins introduced Dan Blakesley, Community Services Office Administrator, with the Washington State Department of Social and Health Services (DSHS), for appointment to the Spokane Workforce Council Board of Directors representing the Public Assistance sector.

The Board reviewed Mr. Blakesley's qualifications and experience and discussed the value his participation will bring to the Council.

ACTION: Motion and second to approve the appointment Dan Blakesley to the Spokane Workforce Council Board of Directors. Approved unanimously.

ITEM #3 - WIOA PY26 Awards, SWC PY26 Operating Budget and Provider Awards

Jeanette Facer, Division Executive Finance

Jessica Clayton, Division Executive Programs

Jeanette Facer reviewed the PY26 Workforce Innovation and Opportunity Act (WIOA) formula allocations. Adult funding increased approximately 12 percent, Youth funding increased approximately 17 percent, and Dislocated Worker funding decreased approximately 18 percent. Overall WIOA allocations increased approximately 2.9 percent compared to the prior year.

Jeanette Facer presented the PY26 Operating Budget, which had previously been approved by the Executive Committee and Spokane Area Consortium. The proposed budget reflects anticipated WIOA allocations, federal and state grants, private funding, sublease income, and contract service revenue.

Jessica Clayton reviewed the proposed PY26 provider award. Due to improved funding levels and projected carry-in balances, the Council is recommending increased awards to WorkSource Spokane providers, Next Generation Zone providers, One-Stop Operations, and Talent Solutions. Jessica also reported that the Services and Oversight Committee recommended extending current provider contracts for a second year under the existing RFP cycle.

Board members discussed the budget and provider awards, including funding levels, sustainability of services, staffing impacts, and future grant funding.

ACTION: Motion and second to approve the PY26 WIOA Awards, SWC PY26 Operating Budget, and Provider Awards as presented. Approved unanimously.

ITEM #4 - State Auditor's Office Financial Statement and Federal Grant Compliance Audit

Jeanette Facer, Division Executive Finance

Jeanette reported the results of the FY25 State Auditor's Office Financial Statement and Federal Grant Compliance Audits. The Spokane Workforce Council received an unmodified (clean) audit opinion with no findings, material weaknesses, significant deficiencies, or questioned costs.

Jeanette Facer provided additional information regarding the FY25 Financial Statement Audit and Single Audit. She explained the distinctions between accountability audits, financial statement audits, and federal grant compliance audits.

The Board was informed that the Council qualified as a low-risk auditee and received clean audit opinions with no findings or questions.

ITEM #5 - PY26 SWC Meeting Calendar

Kevin Williams, CEO

Kevin Williams presented the proposed 2026–2027 Spokane Workforce Council Meeting Calendar. He noted that most meeting dates remain unchanged. The primary change includes scheduling a board retreat in October and utilizing Spokane Workforce Council facilities for future meetings when appropriate.

Board members discussed meeting locations, facility usage, and opportunities to increase board engagement through on-site meetings.

ACTION: Motion and second to approve the 2026–2027 Spokane Workforce Council Meeting Calendar. Approved unanimously.

ITEM #6- Conflict of Interest Disclosure

Kevin Williams, CEO

Kevin Williams reviewed the annual Conflict of Interest Disclosure process and explained the purpose of the required disclosure forms. Board members completed and submitted disclosure forms for the upcoming year.

MEETING THE MISSION – CAMPUS TOUR

Kevin Williams, Chief Executive Officer

Board members participated in guided tours of WorkSource Spokane and Next Generation Zone. Staff provided overviews of services, partnerships, customer engagement strategies, and program outcomes.

Following the tours, board members discussed observations and opportunities related to transportation barriers, youth engagement, workforce pathways, apprenticeship opportunities, public sector recruitment, and community partnerships.

Board members expressed appreciation for the quality of services being delivered and the dedication of staff throughout the workforce system.

Other Business

Kevin Williams shared updates regarding:

- Upcoming monthly board communications beginning July 2026.
- Expanded board engagement opportunities and committee activities.
- Development of a learning management system (LMS) for board member training and onboarding.
- Legislative monitoring and advocacy efforts related to workforce development and healthcare policy changes.
- Upcoming regional alignment meetings and community engagement opportunities.
- Recognition of staff members who completed Certified Workforce Development Professional (CWDP) certification requirements.

Jessica Clayton invited board members to attend the upcoming Next Generation Zone graduation ceremony and related youth events.

Chair Kimberly Watkins reminded board members that the next meeting will be held on September 9, 2026, with location details forthcoming.

Meeting adjourned at approximately 9:19 a.m.

NEXT MEETING:

The next Full Board Spokane Workforce Council Meeting will be held on September 9, 2026.