



**Employment Security Department**  
WASHINGTON STATE

P.O. Box 9046 • Olympia WA 98507-9046

July 7, 2017

Patrick Baldoz, Director  
South Central Workforce Council  
1205 Ahtanum Ridge Drive, Suite B  
Union Gap, WA 98903

RE: PY 16 WIOA Management Letter

Dear Mr. Baldoz:

ESD has completed the onsite monitoring review of South Central Workforce Development Council (South Central) and its oversight and administration of the Workforce Innovation and Opportunity Act (WIOA) for Federal Program Year 2016 (PY16). The purpose of this letter is to communicate to you areas to address in the fiscal and administrative operation of South Central as well as in your oversight of your subrecipients/service providers.

In accordance with applicable State and Federal laws, the review covered the WIOA Adult, Dislocated Worker and Youth programs and an administrative and fiscal review. The review included the following:

**WIOA Adult, Dislocated Worker and Youth Program Systems Compliance Review:**

- Eligibility and documentation requirements;
- Supportive services and needs-related payments;
- Training services (Adult and Dislocated Worker only);
- Work Experience (WEX) (Youth only); and
- Other identified program elements.

**Administrative and Fiscal Review:**

- Administrative Controls (Sub-Recipient Monitoring);
- Internal Controls;
- Cash and Financial Management;
- Cost Allocation/Classification Plan and Methodology;
- Property/Inventory;
- Procurement/Contracting;
- Support Services;
- Single Audit;
- Grievance and Complaint; and
- Personnel.

Patrick Baldoz  
July 7, 2017  
Page 2

Our review did not result in any findings nor questioned costs and all items to address were resolved prior to the issuance of this management letter.

On behalf of the ESD Monitoring Unit, I would like to thank you and your staff for the courtesy you showed us during our on-site visit.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Ferland". The signature is fluid and cursive, with a large initial "G" and "F".

Greg Ferland  
Director, Workforce Monitoring

Cc: Sandi Triggs, Assistant Commissioner and Chief Financial Officer, Washington State  
Employment Security Department

*Patrick Baldoz*  
*July 7, 2017*  
*Page 3*

**Administrative and Fiscal Review**

All issues identified were resolved prior to the issuance of this letter.

**WIOA Youth, Adult, and Dislocated Worker Program Reviews**

**WIOA Youth Program:** Ten (10) files reviewed  
No issues identified

**WIOA Adult Program:** Ten (10) files reviewed  
All issues identified were resolved on-site.

**WIOA Dislocated Worker Program:** Ten (10) files reviewed  
All issues identified were resolved on-site.

