## Locations

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| City | Location | Room | Host |
| Everett | Everett CSO840 N Broadway Bldg. A, Everett | Room 103 | Robin Thrower |
| Mt Vernon | Mt Vernon CSO900 E College St, Mt Vernon | Swinomish Room | Melissa Jones |
| Seattle | White Center CSO9650 15th Ave SW, Seattle | Cedar Room | King County Team |
| Spokane | Trent CSO8517 E Trent Ave, Spokane Valley | Kalispel Room | Terry Thomas |
| Tacoma | Region 3 HQ2121 S State St, Tacoma | Conference room 1 | Terra Gilmore |
| Longview | Lower Columbia CAP1526 Commerce Ave, Longview | Education Room | Linda Dofelmire |
| Yakima | WorkSource Yakima1205 Ahtanum Rd, Yakima | *Ask at front desk* | Debbie Wilson |

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| --- | --- |
| BFET Provider Meeting | [join the meeting](https://watech.webex.com/watech/j.php?MTID=md0bb6315a7a9c79f23768d17d72f80da)  |
| Meeting Number: 801 728 032 | Meeting Password: jg24v363 |
| If you join by WebEx please enter your name as: “Name – Agency” Examples: *Corinna Adams – DSHS CSD* or *Samantha Poster – Seattle Goodwill*For roll call purposes |
| Minutes | Dave Skaar |  |

## Agenda Items

WELCOME 9:05 Troy Burgess

Presentation 9:15

1. Monitoring Expectations Bessie Williams

State Board Updates 9:25

1. Changes in Leadership with State board Jennifer Dellinger

Policy Updates 10:00

1. Handbook updates – Overview Troy Burgess

1. Website Updates Troy Burgess
2. BFET forum Troy Burges/Corinna
3. 100% request update Bessie Williams

*\*Short BREAK\**

Fiscal Updates – 10:45 7 minutes Tami Davidson

1. A-19s and Supporting Documents
2. Review of Cost Details document
3. Intro to Lease Calculation
4. Contract Summary Report

Operation Updates – 10:52 10 minutes Dave Skaar

1. Participant File Review / Pre-Monitoring Visit
2. Backdating Components
3. Case note reminders
4. Case maintenance reminders

E&T Coordinators – 11:02 3 minutes

1. *No Updates*

RISE Updates – 11:05 5 minutes RISE TEAM

1. Enrollment ending march 9th
2. Strategies for success in rise counties

ORIA Updates – 11:08 3 minutes Jennifer Malloy

1. New Arrival Data updates
2. LEP Pathway Procurement
3. CLEVER Program Services

Up Coming Events – 11:11 2 minutes Bessie Williams

1. Monitoring visits
2. Training Forum

Questions & Networking 11:15 All