

PACIFIC MOUNTAIN ELECTED OFFICIAL CONSORTIUM MEETING MINUTES

MARCH 31, 2017 11:00 AM – 1:00 PM
MASON COUNTY COMMISSIONER'S OFFICE
411 NORTH 5TH STREET
SHELTON, WA 98584
888-537-7715 PASSCODE: 60526531#



Elected Officials Present:

Commissioner Terri Jeffreys, Chair – Mason County
Commissioner Vickie Raines – Grays Harbor County (attended by phone)
Commissioner John Hutchings – Thurston County
Commissioner Lisa Olsen – Pacific County

PacMtn Board Members Present: Duane Evans, Chair

PacMtn Staff Present: Cheryl Fambles, Vanessa Wasman, Lee Childs

- A. Convene and Welcome** – The meeting was called to order by Commissioner Jeffries at 1:01 pm. She welcomed people to Mason County and thanked them for attending. The group introduced themselves and new Commissioners Hutchings and Olsen were newly welcomed to the PacMtn Consortium and asked to share about themselves. Quorum was established and agenda was reviewed with no changes or edits.

Commissioner Jeffreys gave her comments regarding her trip to NAWB and thanked Vanessa for her travel arrangements. She said that she enjoyed NAWB very much and particularly liked learning about digital jobs, middle skills training, apprenticeships and internships. She discussed the idea of destigmatizing labor and middle skill jobs and further integrating youth/young adults with older adults, which is why the apprenticeship learning model is so good. She said Spokane WDC had a great presentation regarding how to prepare the “supply of workers” for the “demand for jobs” and enabling workers to prepare with a specific end in mind. The group also viewed part of an online training called Study Workforce, a learning platform to support local elected officials and workforce board members to build their knowledge and skills in the workforce development arena. Vanessa will distribute this learning platform appropriately to the Board and Consortium members so they can access the information.

The group confirmed locations of the upcoming Consortium meetings for the remainder of the year. It was decided to hold the July 28th meeting in Thurston County hosted by Commissioner Hutchings and hold the December 1st meeting in Grays Harbor hosted jointly by Commissioner Raines of Grays Harbor and Commissioner Olsen of Pacific County.

- B. Consent Agenda** – Motion to Approve December 2016 Consortium Minutes ([hyperlinked](#)). Commissioner Olsen moved to approve the minutes, second by Commissioner Raines. Motion carries. Commissioner Olson and Hutchings abstained because they were not in attendance.
- C. Action Items**
- Adoption of Updated Consortium Operating Document – This item, along with two accompanying documents, the Interlocal Agreement and the Memorandum of Agreement between the Consortium and WDC Council explain the role of the PacMtn Consortium. Members discussed the Operating Agreement. Commissioner Hutchings moved to approve

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adoption of the updated Consortium Operating document, seconded by Lisa Olsen, **Motion carries.**

- Appointment of New PacMtn Board Member Nominees - The Commissioners reviewed the endorsement letters and applications for Jacqueline Early representing Mason County, Jason Reed representing regional DSHS/TANF and Jim Sayce representing Pacific County. Commissioner Olsen moved to appoint all three members to the PacMtn WDC, seconded by Commissioner Hutchings, **Motion carries.**

D. Program Feature: Lee Childs, WorkSource Mason County Transition Manager gave a well-received presentation on Mason WorkSource Transition Center. Presentation can be found here [\(hyperlink\)](#).

E. Informational Reports

- WDC Chair Report – Duane began his Chair Report by saying that PacMtn will receive \$275K for a healthcare project working with Morton General Hospital, Providence Mother Joseph, Heritage House Long Term Care Facility and St. Peter's Hospital who will work with South Puget Sound Community College and Centralia College to certify up to 40 Certified Nursing Assistants. He also mentioned the Rise Up training, which is an industry certification program within schools and helps expose students to various industry sectors. Duane then mentioned that he and Commissioner Jeffreys and Board Member Cheryl Heywood went to Washington DC for the National Association of Workforce Board Conference with staff support by Corinne Daffern. He also said that all 5 visits with the County Commissioners were very successful.
- Board Member Attendance Matrix – Cheryl began this topic by reviewing the memo provided and explained the need for Board members to attend at least 75% of Board and Committee meetings combined per year. She also said that WDC Board Members are accountable to the Consortium as the appointing body. There was some discussion that mentioned joining a meeting online or by phone counts towards attendance. Duane confirmed that they were working with individual Board Members who were struggling with attendance. The group agreed to continue to monitor the situation and at the next meeting would consider a staff recommendation to change the number of seated Board Members as a way to release some of the pressure to find private sector Board Members in each of the counties. The Board would still adhere to the 51% requirement for private sector membership.
- WorkSource-America's Job Centers (AJC) Timeline & Next Steps – Cheryl quickly went over this item and explained the timeline for the work with discussions in the communities of all five counties. Final recommendations are being reviewed and acted upon by the WDC Board in November, preparing for a full launch of PacMtn's WorkSource AJC in January 2018.
- CEO Report – Cheryl quickly reviewed her CEO Report which can be found [here](#).

F. Discussion & Deliberation: Good of the Order & Public Comment – No further discussion arose. Meeting adjourned at 3:17 pm.