

PacMtn Workforce Development Council

WDC Meeting Minutes

Thursday, March 22, 2018 ▪ 1:30 – 4:00 pm

St. Martin's University

Norman Worthington Conference Center

5300 Pacific Ave SE ▪ Lacey, WA 98503

Dial: 888-214-7806 Passcode: 443898

Pacmtn.adobeconnect.com/wdc



Board Member Attendees: Duane Evans, Jim Larson, Alissa Shay, Dru Garson, Derek Epps (phone), Jacquelin Earley (phone), Steve Rogers, Jim Sayce (phone and online), Michael Cade, David Schaffert, Anne Goranson, Kairie Pierce, Cheryl Heywood, Mike Hickman, Bob Guenther, Paul Vertrees, Jason Reed, Bob Hitt, Diana Murphy (nominee)

Absent: Dr. Jim Minkler, Dawn Murphy, Winfried Danke, Bill Sullivan (nominee)

Staff: Cheryl Fambles, Bridget Lockling, Vanessa Wasman, Tameka Brice

I. Welcome & Leadership Reports

- A. The meeting was called to order at 1:35 pm and quorum was established. The agenda was reviewed and no changes were made.
- B. Board Chair Report – Duane Evans began his report by mentioning his attendance to the Pierce County Economic Development Council's Annual Meeting at the Convention Center where Camo2Commerce's role in establishing the WorkSource AJC on JBLM was named as a Top 10 Project. He also reminded the group to Like PacMtn on Facebook and that there are lots of great pictures that tell the PacMtn story such as the High Impact Community Grants with our Commissioners. He also said he's looking forward to hearing about this year's NAWB conference. He also mentioned today's Learning Topic and how interesting it sounded as well as mentioning the upcoming WDC meeting dates and encouraged members to suggest workforce development topics for the group to learn about at future meetings and that our default location is Satsop for meetings that don't take place at a location tied to the Learning Topic.
- C. CEO Report – Cheryl gave her report that included various topics such as the Senator Murray's visit to JBLM to support C2C and the Year of the Spouse, the Poverty Reduction Workgroup she has recently joined, the High Impact Community Grants, the new 2017 PacMtn Impact Report, omnibus funding, WIOA funding increases, the closure of Kmart and Sears in Lewis County and the Rapid Response efforts around that as well as the Grays Harbor Community Hospital layoffs and strategy planning for those layoffs. Her full CEO report can be found on our website. She also mentioned the upcoming Consortium meeting agenda which is happening next week.

II. Consent Agenda

A. Approval of the November 2017 and December 2017 Board Minutes – *Bob Guenther motioned to approve the Minutes, seconded by Mike Hickman. Motion carries.*

B. Approval of Quarterly Financial Statements and Approval of the PY16 990 Tax Statement – *Michael Cade motioned to approve the Statements, seconded by Jim Larson. Motion carries.*

III. Committee & Task Force Updates

A. One Stop Committee – Cheryl Heywood said that at the last group meeting there was a report out on the quality improvement plan and that a one page charter was created for the plan. The group has met twice this year and that Timberland Regional Library (TRL) is planning for full certification by November 2018.

B. Adult Basic Education and Literacy – Cheryl Heywood said the last meeting took place at TRL and that the High School 21+ program was discussed. The State Board of Technical Colleges has \$100K in funds for colleges to apply for the High School 21+ program within the colleges and have until the end of April to apply. Cheryl Heywood mentioned that TRL would be work with the awarded college to provide Chrome books and teachers will meet with HS 21+ students at various TRL locations.

C. Youth and Specialized Populations – David Schaffert and Kairie Pierce discussed the new committee charter saying that it was a blending of the Youth and Specialized Populations Task Forces to allow a broader spectrum of serving these commonly underserved populations and to showcase how these individuals can help businesses thrive. He said that the committee will create pathways, agency and resiliency in an effort to instill hope and reduce apathy for all job seekers and to make recommendations to the Workforce Development Council to prioritize fund procurement that addresses gaps in services. The next meeting is scheduled for April. David asked for a motion to approve the charter from the group. *The Committee moved to approve the revised Charter, seconded by Jim Larson. Motion carries.*

IV. Action Items & Strategic Discussions

A. Review January 2017 Board Retreat Notes and Discussion of Next Possible Steps – Cheryl Fambles reviewed the list of Enhanced Collaboration between the PacMtn WDC and Economic Development Councils. She said that this list will be taken to the EDCs to ask their thoughts and suggestions on this matter. Cheryl went through all seven items with most discussion around the last topic of reviewing possible Opportunity Zone designations for the region. The idea is to research and review the State's current position and the possibility of PacMtn regional inclusion. Some Board members mentioned their involvement in potential Opportunity Zones in the Grays Harbor and Pacific county areas and reported on their proposed plans for submitting Opportunity Zone designations tied to census areas.

B. Board Learning Feature Topic: Off Planet Research and Lab Tour – The group learned about St. Martin’s involvement in creating a simulated version of the moon’s surface and lunar dust in order to test space equipment in an environment that is similar to the harsh elements on and around the moon. Expensive space equipment is easily and quickly damaged on the moon due to its environment and the group was able to learn more about and tour parts of this lab as well as other areas of the University such as the robotics lab, 3D printing lab and more.

V. Good of the Order Items & Announcements

A. Kairie Pierce mentioned two public school employee apprenticeship events happening on April 23rd and 26th. She also mentioned the Regional Apprenticeship Conference taking place in December at the Tacoma Convention Center.

B. Bob Guenther announced the Trans Alta clean energy project.

C. Cheryl Heywood mentioned the Timberland Regional Library in Ilwaco is conducting an airplane pilot hiring event, bus passes being sold in more libraries and the first TRL kiosk will be at the Chain and Pedal Café in Hawks Prairie where patrons can check out and return library items.

Meeting adjourned at 3:20 pm

Submitted by: Vanessa Wasman, Administrative Assistant