



Committee Members: Duane Evans, Jim Larson, Peter Lahmann, Dr. Jim Minkler, Cheryl Heywood, David Schaffert, Kairie Pierce, Commissioner Terri Jeffreys

MEETING CALLED BY	Duane Evans at 8:31 a.m.
ATTENDEES	Duane Evans, Cheryl Heywood, Peter Lahmann, David Schaffert, Terri Jeffreys, Jim Minkler, Jim Larson
STAFF	Cheryl Fambles, Bridget Lockling, Corinne Daffern, Vanessa Wasman
EXCUSED	Kairie Pierce

Welcome and Review EFC February Agenda and January 2017 Meeting Notes

WELCOME/ MOTION	<p>I. <u>Board Chair Check In:</u></p> <ul style="list-style-type: none"> A. Quorum was established at 11:03 am. Duane reviewed the contents of the EFC agenda. B. The January 2017 EFC minutes were reviewed and Peter Lahmann motioned, Jim Minkler second, motion carries to approve EFC January 2017 meeting minutes. Minutes are attached herein. C. The Committee reviewed the 2017 EFC and Board schedule and confirmed location. EFC meetings will continue to be held at the WorkSource Thurston building, while the March Board meeting will be held at the Timberland Regional Library’s Administrative Center, and the remainder of the meetings (with the exception of the December 2017 WDC meeting) will be held at the Satsop Business Park in Elma. D. Duane noted that in months of February and March PacMtn Board members will meet with the Commission that appointed them. He encouraged a discussion to find out what the Commissioners would like PacMtn to do for the workforce. It will also be a chance for the Commissioners to learn more about PacMtn and to strengthen the relationship between PacMtn Board and Consortium. He also mentioned the San Francisco Strategic Dialogue meeting with Dept. of Labor at the end of February that he and Cheryl will attend. <p>The group then moved to the last part of the Board Chair Check In where they discussed tentative Board development topics and schedule. The group is interested in ongoing Board development and learning and said they’d like to have about 30 minutes at the end of each Board meeting for this. It was discussed that the March Board meeting that will take place at the Timberland Regional Library Administrative Center will include a tour of the service center and Board members will be able to Ask a Librarian questions they may have about how TRL serves the region. Ideas for a future presentation include from the Business2Business (B2B) team specifically concerning Overstock.com in Satsop, MyJOB, AmeriCorps as well as presentations from the Economic Development Councils.</p>
----------------------------	---

II. CEO Report: Cheryl gave a verbal CEO Update mentioning that the Camo2Commerce (C2C) grant was extended but that PacMtn received 50% of the money that was requested (\$2M), and that the expectation is to serve the same number of people in the previous year in 25% less time than before which is 6 months. It was discussed that this will be quite a feat for PacMtn to perform under these constraints, but that Bridget Lockling and Sean Murphy will be working on ways to continue to serve within these constraints. EFC, Board and Consortium will receive updates on this matter as the year progresses.

Cheryl showed copies of media articles she and Stacey were mentioned in related to the Federal Reserve appointment and the High Impact Community Youth grants.

They discussed Board vacancies such as WDC Chair Elect in 2019, and Industry Sector Committee Lead. The WDC Board is also looking to bring on nominees Jacqueline Earley to represent Mason County and Jason Reed replacing Board member Kerry Judge-Kemp.

**DISCUSSION/
MOTION**

III. Task Force Updates: Updates began with a report out from Cheryl Heywood with the One Stop Committee saying that the last meeting was on February 22 and that timelines and activities from the multiple projects in oversight by the Task Force. Corinne would speak more about the content of specific projects during this meeting.

David Schaffert, Specialized Populations mentioned that their last meeting was in October 2016 and that there is a meeting scheduled to discuss merging this task force with the Youth Services committee since many of their elements combine from both committees. He will present more on this at the next EFC.

No updates from the Youth committee. Duane gave a quick update for Industry Sector committee, mentioning that the log truck driver training interviews for Grays Harbor College are upcoming. Dru Garson will help convene employers in the hospitality/restaurant industry to ensure we properly focus on the skills employers want.

IV. Fiscal Items : Bridget reviewed the dates for the Quarterly Financial Statements. At the end of last year EFC members asked for more time to review the statements prior the meetings, so the attached schedule was developed. The EFC approved statements will be posted on the website and the full Board will be notified of the link in their Board packets under the Consent Agenda.

V. Executive & Administrative Items:

A. Board Retreat Debrief – Cheryl Fambles mentioned that the Board Retreat materials are available on the website. David Schaffert said the facilitation of the meeting was outstanding. Cheryl Heywood said that it was a great meeting and Dr. Minkler said that Agnes Balassa is a skilled facilitator.

- B. Board Member Attendance Metrics – The group discussed Board Member Attendance Tracking and Member attendance to meet the 75% requirement noted in the Expectations Section of the PacMtn Board Member Recruitment Packet. Members discussed the different approaches to getting compliance, beginning first with a 1:1 discussion with the member, reminding them of expectations and asking what more can be done to assist them in meeting the requirement. The EFC wants to assure PacMtn is utilizing Members’ expertise to help them remain engaged and valued? Data on Member attendance will be collected and discussed with the Consortium at the end of March.
- C. America’s Job Centers Action Plan – Corinne gave an update on the project list and timeline for the AJC One Stop Action Plan and is attached herein. She mentioned that much of the heavy lifting will be completed by a contractor chosen through a competitive process. No discussion or questions arose.

VI. Good of the Order & Announcements: Cheryl Heywood mentioned that the Chrome Books provided by PacMtn are now available at the Pacific County TRL branch for customers to use. She also mentioned an upcoming event at SSPCC called Expanding Your Horizons, aimed at support young females. Peter Lahmann mentioned that the Lewis County Historical Museum is hiring an Executive Director. Jim Minkler mentioned their recruitment for a Forestry instructor at Grays Harbor College.

Meeting adjourned at 12:33 pm

Submitted by: Vanessa Wasman, Administrative Program Assistant