



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

<b>MEETING CALLED BY</b>	Duane Evans at 11:00 a.m.
<b>ATTENDEES</b>	Duane Evans, Cheryl Heywood, Peter Lahmann, David Schaffert, Jim Larson, Jim Minkler (online), Anne Goranson
<b>STAFF</b>	Bridget Lockling, Vanessa Wasman, Corinne Daffern
<b>EXCUSED</b>	Kairie Pierce, Terri Jeffreys

**Welcome and Review EFC April Agenda and February 2017 Meeting Notes**

<b>WELCOME/ MOTION</b>	<p><b>I. <u>Board Chair Check In:</u></b></p> <p>A. Quorum was established at 11:00 am. Duane reviewed the contents of the EFC agenda. No changes or additions were made.</p> <p>B. The March 2017 EFC minutes were reviewed and Peter Lahmann motioned, Cheryl Heywood second, motion carries to approve EFC February 2017 meeting minutes.</p> <p>C. Duane gave a follow up on his attendance to the 2017 National Association of Workforce Boards (NAWB) Conference and said that he'd be distributing some Board Strategy material he learned to implement into PacMtn's Executive Finance and Board meetings. He also noted that 90M Baby Boomers would and are currently retiring with only 40M Generation Xers to replace them. He was interested to see how this would be alleviated in the coming years. Cheryl Heywood also mentioned that she is writing a high level report regarding the material found on LiberatingStructures.com and will distribute it when complete. In regards to the NAWB event, Corinne Daffern, PacMtn staff who also attended, mentioned that there were many breakout sessions regarding the One Stop system and that she thought the training of One Stop mechanics to the individual sectors would be useful. Anne Goranson also attended NAWB and said that Washington and the PacMtn region are ahead of other workforce boards and that she learned a great deal from her meetings with Senators Cantwell and Herrera-Butler.</p> <p><b>II. <u>Task Force Updates:</u></b></p> <p>David Schaffert started off the updates discussing the merger with the standing Youth Committee and the Specialized Populations committee. He said the decision will be moved to the Board for approval and then meeting logistics and structure of the new committee will be completed.</p> <p>Industry Sector: Duane spoke to this sector saying that this task force is still looking for a lead and that next meeting is scheduled for May 22 regarding</p>
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Forest and Wood Products. Duane also asked the question how can PacMtn continue to support the log truck training.

One Stop: Cheryl Heywood gave an update for the One Stop Committee saying that she had a meeting with Agnes Balassa on April 13 to discuss the upcoming Community Engagement and Focus Group meetings that will have a mix of locations including various Timberland Regional Libraries and community colleges running two meetings or more per day. Cheryl also discussed the voice of the customer surveys which contains 8-10 questions.

**DISCUSSION/  
MOTION**

**Executive & Administrative Items:** The group spent some time discussing the One Stop Operator (OSO) procurement process and decision. With a recommendation from the One Stop Committee to merge the two respondents into a partnership to oversee the OSO role, Jim Larson asked how would we handle disputes, issues, or unmet targets and what’s the liability of the Board? Discussion occurred that relayed the strong relationship currently held between Thurston Chamber and Employment Security which creates a good foundation and communication to overcome challenges. As PacMtn would be included the first year it would help create guidance and direction if conflict arose. It was stressed that a strong inter-agency agreement and conflict resolutions with mediation clauses would be included into the agreement between the two. A staff person to lead this project would be hired by Employment Security with oversight by the Chamber. The group was in agreement this would create a strong and effective One Stop Operator in our region.

**III.** First action item was to approve the One Stop Operator recommendation. David Schaffert and Anne Goranson stepped out of the meeting during this vote. Jim Larson motioned to approve Employment Security Department and the Thurston County Chamber of Commerce as the One Stop Operator, Peter Lahmann second, motion carries.

Second Action item in this section was to approve the updated PacMtn Conflict of Interest (COI) Policy. It had been requested to remove the language of “appearance of fairness” from the policy. Bridget mentioned that she also reviewed the state policy and added two sections to our policy to meet the requirements in the state policy. This included stipulations about receiving of gifts by Board members and penalties regarding violation of the policy. Peter Lahmann moved to approve the updated COI policy, Cheryl Heywood second, motion carries.

**IV. CEO Comments and Updates:**  
Discussion item – PY16 WIOA Monitoring Letter and Response. Bridget reviewed the memo that accompanied this item saying that PacMtn did not have any findings or questioned costs during their annual program and fiscal monitoring from Employment Security but that our policy on support services was not in compliance with recent state guidance and that there was a small

	<p>discrepancy on the inventory list. These items were corrected and sent to Employment Security.</p> <p>The group also looked at the requested information from Commissioner Terri Jeffreys from the last meeting regarding the Federal Reserve Economics Report on small, medium and large metro comparisons. The group was interested in this information. There was little discussion and few questions regarding the material.</p> <p><b>V. <u>Good of the Order:</u></b> Peter Lahmann mentioned a fundraiser for the Chehalis Historical Museum happening in July. He also mentioned an upcoming career day for construction apprenticeships happening in early May. Cheryl Heywood mentioned that there will be a grand re-opening of the Hoodspport Library on May 13 after major renovation has been completed. She also mentioned the use of a new scheduling program called Pharohs for customers to schedule and use the internet at the libraries. She also mentioned that the libraries will be receiving more Chrome Books with funding help from the State library. Lastly, she also mentioned that library patrons can also access printers at the libraries by using the URL <a href="http://print.trl.org">print.trl.org</a>.</p>
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Meeting adjourned at 12:01 pm

Submitted by: Vanessa Wasman, Administrative Program Assistant