

**PacMtn Workforce Development Council**  
Elected Official Consortium Meeting Minutes  
Friday, November 17, 2017 ▪ 1:00 pm – 3:00 pm  
WorkSource Thurston ▪ John Loyle Room



**Member List**

<b><u>Name</u></b>	<b><u>Representing County</u></b>
1. Chair, Commissioner Terri Drexler	Mason
2. Commissioner Randy Ross	Grays Harbor
3. Commissioner John Hutchings	Thurston
4. Commissioner Lisa Olsen	Pacific
5. Commissioner Gary Stamper	Lewis

**Attendees:** Commissioner Drexler (by phone), Commissioner Hutchings (by phone), Commissioner Olsen (by phone), Commissioner Stamper, Commissioner Ross, Duane Evans

**Staff:** Cheryl Fambles, Vanessa Wasman, Corinne Daffern, Bridget Lockling

**I. Convene: Welcome – Commissioner Drexler**

- A. The meeting was called to order at 1:02 pm and quorum was established. The group began with self-introductions. Commissioner Ross introduced himself as a new member of the Consortium replacing Commissioner Vickie Raines. The agenda was reviewed and no changes were made.
- B. WDC Consortium Chair Comments – Commissioner Drexler referenced changes being made to the way PacMtn hears from business and industry, moving away from formal meeting and beginning listening sessions to find out what workforce needs business and industry has. The group also discussed the subject of their proxies in the event the Commissioner is not able to attend a meeting. Proxies help ensure quorum and enable that county’s elected official views to be represented
- C. WDC Board Chair Report – Duane gave his report. He highlighted the upcoming Regional Expo and the PacMtn WDC Year End Celebration and encouraged all to attend.
- D. CEO Report – Cheryl gave her report that included various topics such as the Pathways to Prosperity Conference, individual program successes and PacMtn health care costs. Her full CEO report can be found on our [website](#).

**II. Consent Agenda – Motion to Approve July 2017 Consortium Minutes**

- A. The minutes from the last Consortium meeting were reviewed with no changes.  
*Commissioner Hutchings motioned, seconded by Commissioner Stamper to approve the March 2017 Consortium Minutes. Motion carries.*

**III. Action Items**

- A. **Motion to Approve the By-Law Change and Board Engagement Follow Up -**  
Cheryl reviewed the memo to the Consortium that gave background on the March and July 2017 Consortium meetings where the group discussed WDC Board member participation.

WDC Board members agree to attend at least 75% of Board and Committee meetings combined per year. Since the reconstitution of the Board in 2016, Board leadership has been working to engage Members, making the experience more meaningful and soliciting feedback on ways to improve. They have agreed to a process whereby the Chair would speak to individuals whose participation is lacking or waning to determine what can be done to improve involvement.

Reducing total Board composition to 23 Board Members could help alleviate some of the pressure. Each of the five counties would nominate for appointment two (2) business individuals, equaling a total of 10. Two additional At-Large Sector Business representatives, not tied to a specific county, would be appointed by the Consortium and eleven regional/agency representatives who would be sought from regional sectors of importance. This equals a maximum of 23 WDC members. The **WDC Council** voted to approve the By-Law change that would reduce the number of Members, but still keep the business majority.

During the July 2017 Consortium Meeting, the Commissioners decided to take action at the November meeting regarding approval of the changes to the PacMtn Bylaws and Agreement between the PacMtn Consortium and WDC that will reduce the total number of Board seats while still complying with Federal law and State policy.

In the ensuing discussion Commissioner Stamper expressed a desire to keep the number of slots per county at 3 per. He explained the geographic diversification in Lewis County and felt that there could be better representation on the PacMtn Board with 3 vs 2 appointees. *Commissioner Olsen motioned to approve the By-Law Change to 23 seats, Commissioners Ross, Stamper and Hutchings voted No. Motion fails.*

The Commissioners decided they would discuss the new membership model again at the March meeting. This would give them time to determine how best to fill the long vacant seats.

- B. Motion to Approve PY17 Final Budget with Recommendation from Executive Finance Committee** – Bridget briefly reviewed the budget materials. The group requested more information on the metrics for Business 2 Business (B2B) work and wanted to know more about what Rapid Response is and how does it increase employment. Commissioner Drexler stated that the Executive Finance Committee had thoroughly reviewed the budget at their last meeting and recommended it to pass. *Commissioner Olsen motioned to approve the PY17 Final Budget, seconded by Commissioner Ross. Motion carries.*
- C. Motion to Approve: Appointment of New Board Member Nominee Dawn Murphy, Regional Appointment, Basic Education for Adults (BedA)** – The Consortium reviewed the nomination letter and application. *Commissioner Ross motioned to approve the nomination, seconded by Commissioner Stamper. Motion carries.*

#### **IV. Discussion & Informational Reports**

**A. Status Update: Memorandum of Understanding (MOU) & Infrastructure Funding Agreement (IFA)** – Corinne Daffern presented on this topic as noted in her staff report. Public comment on the MOU was open from May 4, 2017 to June 4, 2017 and was not required by state or federal policy however, PacMtn felt that it was an important step to take. The MOU went out for signature on June

23, 2016 and was submitted to the State Workforce Board who forwarded to the Governor for final approval. The US Dept. of Labor and the Governor agreed to an extension of 6 months until December 31 to complete the partner negotiations on the IFA that is to be added to the MOU. Once completed the Infrastructure Funding agreement becomes part of the MOU and will address WorkSource One-Stop Infrastructure costs—costs necessary for the general operation of the One-Stop Center and its Affiliates. Costs include facility and rental costs, utilities and maintenance, equipment and assistive equipment for those with disabilities and technology to facilitate access to the One Stop Center including technology used for outreach activities. It is unlikely that the IFA will be complete and signed by all required partners by the imposed US DOL timeline of December 31. PacMtn has been in conversation with the State Workforce Board and should PacMtn not get agreement, we will follow the direction provided by the State.

Commissioners expressed concern about what the federal government or Governor's Office might do should PacMtn fail to reach agreement. Given the newness of the process the implications and impact of a failure to meet the timelines are unknown and untested.

- V. **Discussion & Deliberation: Good of the Order & Public Comment** – Commissioner Stamper mentioned the Centralia College Certified Nursing Assistant operating in Morton, East Lewis County is doing very well and will be helpful to that community. Students are able to obtain their GED while participating in the training program at the same time. He says he likes this model and would like to see it applied in other educational fields.

Meeting adjourned at 3:03 pm

Submitted by: Vanessa Wasman, Program Assistant