
BOARD MEMBERS PRESENT:

Duane Evans	Dru Garson	Jim Sayce	Mike Hickman
Jim Larson	Jacqueline Earley	Anne Goranson	Bob Guenther
Peter Lahmann	Bob Hitt (phone)	Kairie Pierce	Paul Vertrees
Alissa Shay	Steve Rogers (Nominee)	Cheryl Heywood	

STAFF & GUESTS PRESENT:

Cheryl B. Fambles
Bridget Lockling
Corinne Daffern
Vanessa Wasman
Sytease Geib – B2B Contractor
Agnes Balassa – PacMtn Contractor

List of Consent Agenda Items and Attachments

Attachment 1: Approval of [March 2017 Board Meeting Minutes](#) (hyperlinked)

I. WELCOME & LEADERSHIP REPORTS

Establish Quorum and Today's Agenda Review: Duane Evans, Board Chair, established quorum and brought the meeting to order at 1:34 pm. No changes or additions were made to the agenda. There were a few new members present at this meeting, so introductions were made by all.

Board Chair Report: Duane mentioned that based on Board member feedback, it was decided to keep Board meeting times the same from 1:30-4:00 pm, and said that for the meeting locations, Satsop appears to be a good location for all, but depending on the Learning Topic, meetings may move to a specialized site. He confirmed the July meeting location at the Pipefitters Union Training Facility in Lacey. Mike Hickman, Kairie Pierce and Stacey Anderson will provide a Learning Topic about work-based, career-connected learning and the apprenticeship learning model. He also briefly mentioned that the Executive Finance Committee has reviewed a process for the Performance Review of the CEO and that evaluation process is happening now. He said if any Board Member has feedback they'd like included in the review to please contact him.

CEO Report – Cheryl Fambles briefly gave her CEO Report and is [attached herein](#). (hyperlinked)

II. CONSENT AGENDA

Approval of March 2017 Board Minutes – The Consent Agenda item was presented and Bob Guenther motioned to approve the consent agenda items, seconded by Jim Larson. *Motion carries.*

III. TASK FORCE UPDATES

Discussion: Youth and Specialized Populations Committee Merger and Modification to WDC By-Laws – It was presented that the Board will not be taking action on this item, but is up for discussion to allow Members a full 30 day review period to By-Law changes. This item will be an action item for motion to approve at the June 22 Board meeting. Kairie Pierce said the reason for the idea to merge is because of the overlapping characteristics of both Youth and Specialized Populations, as well overlaps with the membership and agencies. David Schaffert and Kairie Pierce would both serve as Co-Chairs, and agendas would have regular standing items. No discussions or questions arose regarding the By-Law modifications.

One Stop Committee – Cheryl Heywood gave a brief update on this committee, saying that the group continues to meet monthly and are currently discussing how the One-Stop Operator Collaborative will work. The Collaborative is the single voice of the One-Stop Operator governed by the creation of an agreement between Thurston County



Chamber Executive, WA State Employment Security Dept. SW Regional Director and the PacMtn CEO. The one person who will be the Operator will report to the Collaborative. This is a unique public-private partnership with integrated and shared responsibilities for the WorkSource One-Stop responsibilities the Board oversees related to the local workforce system. Other Committee matters will be discussed in the upcoming agenda items.

Industry Sector – Duane Evans mentioned the need for a Chair for this Committee. He also mentioned the Wood Products Sector meeting scheduled earlier in the week, the Log Truck Program pilot project closed at the end of April and that Grays Harbor College is moving forward with partners to develop opportunities that maintain that work. The Hospitality Association is working with PacMtn to launch a train-the-trainer program and the class will be available to high schools and community organization personnel interested in providing ProStart training in their schools/facilities. Work has been started on an incumbent worker project that would upskill hospitality staff with hopes to launch in late fall/early winter.

IV. ACTION ITEMS & STRATEGIC DISCUSSIONS

1. **Action Item – Motion to Approve Resolution for JBLM WorkSource AJC:** Cheryl discussed this item mentioning that the Interim Affiliate WorkSource status has been approved by WorkForce Central WDC. The interim certification of the site will provide partners a platform to build towards full certification in 2018. The Proclamation was discussed and it was suggested to modify the title of the Proclamation to: Resolution to Establish Joint Base Lewis McChord WorkSource Affiliate Site and Proclamation of Support for Joint Base Lewis McChord WorkSource Affiliate Partner in America’s Job Center Network. Motion to approve the Resolution with edited title by Mike Hickman, seconded by Anne Goranson. *Motion carries.*
2. **Discussion – One Stop MOU Process:** Item describes the purpose of the PacMtn MOU that defines roles & responsibilities of the operational parties of the One Stop Delivery System. The elements of the MOU was described by Corinne Daffern while mentioning the Infrastructure Funding Agreement deadline was extended. The work of consultant Agnes Balassa will help identify the locations and what services should be at which locations. A draft MOU was released for public comment on May 4 until June 4. The Executive Finance Committee will approve the MOU at the meeting on June 9, 2017.
3. **Discussion – Update on America’s Job Centers Surveys and Community Meetings:** Item describes the current status of the AJC implementation. Agnes Balassa gave a presentation on the findings of the surveys that were released to customers at the various WorkSource offices throughout the region. There was active discussion and questions about the findings, including the lack of data from Raymond and Aberdeen offices, which also happen to be two of the lowest-employed communities. Elements of the discussion included branding, lack of or more need of marketing for both WorkSource and PacMtn as well as other ways to engage the community to get their voice in what services they want from WorkSource and how those services should be delivered.
4. **Discussion – Strategic Planning & Budget Alignment:** Item describes current progress of activities outlined in the PacMtn Strategic Plan. Bridget reviewed the memo and related charts. The Board’s feedback and suggestions are requested in developing and prioritizing these on-deck activities to support the four goals in the Strategic Plan. A survey was deployed to Board members on May 16 following the EFC meeting that listed potential activities to be discussed and refined during the May 25th Board meeting. This working list of priorities will be used to design programs for the new revenues received throughout the year. During the meeting, Board members mentioned items of interest such as developing essential skills for youth, pre-apprenticeships and entrepreneurial skills for youth interested in owning and running their own businesses. The survey was sent out again to capture more responses from Board members.

- V. **BOARD LEARNING FEATURE TOPIC: OVERSTOCK.COM AND BUSINESS 2 BUSINESS (B2B) PARTNERSHIP:** Sytease Geib of Thurston County Chamber and Alyssa Shay of Port of Grays Harbor gave a brief presentation on the partnerships that were involved in fulfilling the workforce for the company, and Overstock’s decision to choose Satsop Business Park. They also shared the types of skills Overstock needed in recruiting and selecting applicants. Analytical problem solving skills, outgoing personality, positive work ethic, a willingness to learn and a strong wish to provide excellent customer service were required attributes. The ribbon cutting was a great success and Overstock’s longevity at the Satsop Business Center is likely to be strong.



VI. GOOD OF THE ORDER & ANNOUNCEMENTS

Cheryl Heywood of Timberland Regional Library mentioned the summer reading program kicks off on June 1st and for the first time is available online. Kairie Pierce mentioned the Energy and Science Summit happening the following week, Dru Garson mentioned the Governor's Summit on Career Connected Learning being held throughout the region and Peter Lahmann mentioned the Japanese Citizens Memorial happening on June 2.

Kairie, Bob and Pete shared the multi-state Workforce Labor Summit held in Vancouver was supported by PacMtn and they felt it was useful in identifying additional ways each member can make a stronger contribution to the Council's work.

With no other business at hand, the meeting was adjourned at 4:10 pm

Members were provided an opportunity to tour the Overstock.com facility at Satsop.

Submitted by: Vanessa Wasman, Program Assistant