

PacMtn Workforce Development Council
Executive Finance Committee Minutes
 Friday, October 13, 2017 ▪ 11:00 am – 12:30 pm
 WorkSource Thurston, Online and by Phone



Member List

<u>Name</u>	<u>Business</u>	<u>County</u>	<u>Position</u>
1. Duane Evans	Port Blakely US Forestry	Lewis	Chair
2. Vacant			Chair Elect
3. Jim Larson	Morningside	Regional	Vice Chair
4. Peter Lahmann	NW Laborers – Employers Training Trust, Retired	Regional	Treasurer
5. Dr. Jim Minkler	Grays Harbor College	Grays Harbor	Member at Large
6. Cheryl Heywood	Timberland Regional Library	Regional	One Stop Committee Lead
7. David Schaffert	Thurston County Chamber	Thurston	Targeted Populations Committee Lead
8. Kairie Pierce	WA State Labor Council	Regional	Target Populations Committee Co-Lead
9. Terri Drexler	Mason County Commissioner	Mason	Consortium Chair, Ex-Officio

Attendees: Duane Evans (phone), Jim Larson, Dr. Jim Minkler, David Schaffert, Commissioner Terri Drexler

Staff: Bridget Lockling, Corinne Daffern, Vanessa Wasman

Guests: Anne Goranson, Steve Perry

Excused: Cheryl Fambles, Peter Lahmann, Cheryl Heywood, Kairie Pierce

I. Board Chair Check In

- A. The meeting was called to order at 11:10 am and quorum was established. The agenda was reviewed and no changes were made.
- B. The September 2017 EFC minutes were reviewed and *Jim Minkler motioned, seconded by Jim Larson to approve the minutes. Motion carries.*
- C. Board Chair Comments: None at this time.

II. Task Force Updates

- A. David Schaffert gave a brief update on Youth and Specialized Populations reporting that the group heard a presentation on Global Connections to Employment, as well as a presentation on the American Job Center (AJC)/WorkSource Certification Application Review from Agnes Balassa at their September meeting.
- B. Duane gave a brief statement about the Industry Sector Task Force in saying that ad-hoc meetings are being considered as content becomes available.

III. **Fiscal Items**

A. Community Outreach Funding Proposals – Bridget reviewed both the Greater Grays Harbor Annual Leader’s Banquet Educational Fund Sponsorship and Shelton’s Olympic College Youth Entrepreneurship Camp applications. The group had some discussion on this matter saying that they want to make sure PacMtn is getting the best value for the money we give to these projects and wish to avoid “boutique efforts” and use the money for significant impact. These items are not required to have an official motion to approve; however, the group did agree that PacMtn could move forward on these efforts.

IV. **Executive & Administrative Items**

A. Action Item - One Stop Certification Committee Update & Recommendations – Corinne Daffern & Agnes Balassa both provided this update. Corinne started by reviewing her staff report and describing the guidance from Title I of WIOA. The committee has received seven applications (1 for a comprehensive center, 3 affiliate sites, and 3 connection sites.) Agnes began her portion by saying that she met with the Youth and Specialized Populations Committee to help the group identify how to expand access to the system for those with significant barriers. She stated that changes in leaders, contractors and staff could lead to gaps in service and remedies for this are being discussed. The three major points of focus are system integrations, voice of the customer and provider/staff competency. The committee is also working to improve practices and customer engagement. Greater focus is being placed on ownership of business services. She also discussed the various strengths of each application. Professional development can assist with top to bottom support. A formal plan template is being developed into the toolboxes for sites. *Jim Larson motioned to approve moving forward with the Certification Team Recommendations to provisionally approve the WorkSource sites, seconded by Dr. Jim Minkler. Motion carries.*

B. Discussion: Board Engagement – Duane introduced this ongoing topic and asked Board Members to share their thoughts on how to improve upon board engagement. Ideas included Board members sharing more about their work via focal topics or learning moments, and finding out what do their businesses need. It was also said that a lot has been asked of the Board members for the last three years and that some may be feeling stale or burnt out. Many members feel burnt out on WIOA topics and would rather talk about business needs. Other ideas included group problem solving, fish bowl and guided discussions, listening sessions of business members. Agnes said she’d be willing to follow up with Duane and help provide tool kits on this matter.

V. **CEO Comments & Updates** – None at this time.

VI. **Good of the Order Items & Announcements** – Commissioner Drexler reported that the Mason County Economic Development Council is currently looking for an Executive Director.

Meeting adjourned at 12:19 pm, submitted by: Vanessa Wasman, Administrative Assistant