

Elected Official Consortium Meeting Minutes

Friday, November 22, 2019 ▪ 1:00 pm – 3:00 pm

By PHONE ONLY



Member List

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

Attendees: Commissioner Ross, Commissioner Trask, Commissioner Olsen

Absent: Commissioner Hutchings, Commissioner Stamper

Board: Jacquelin Earley

Staff: Cheryl Fambles, Kelly Cobb, Wil Yeager

I. Convene: Welcome – Commissioner Olsen

- Meeting called to order at: 1:05pm and quorum was established.

A. Review of Today's Agenda

B. WDC Officer Comments

- Jacquelin gave an update on the upcoming need for hiring a new CEO and how to prepare. She asked Cheryl to help in the succession planning process.
- Cheryl is intending to have last days to be end on January 2021. Spring and into summer, board and consortium will be looking at succession plan. Cheryl will give recommendation.

C. CEO Report

- Cheryl acknowledges additional money to serve more students with disabilities, which she outlined in her CEO Report. Cheryl announce the hire of a new Senior Associate Director of Strategic Engagement, Abigail Blue. She began her new position on November 20th.

II. Program Focus & Request for Action

- **Review and Adoption of the PY19 Budget**
 - Wil introduced himself as the new Director of Finance and Administrative Services and gave some information about his professional background in accounting and manufacturing. He talked about his work as a project

director for ResCare and how he was able to learn the program side of the workforce system. He is excited to be at PacMtn.

- Wil talked about the budget and acknowledged that it was presented to the Executive Finance Committee and was given a “DO PASS” to the Board of Directors and the Elected Officials Consortium. Wil gave some history around the budget writing and adoption process, which was a handout in the materials called Budget 101. He gave an overview of revenues and expenses.
- Wil walked the Consortium through the detail of revenues outlined in the materials. PacMtn is in the process of receiving an additional \$450,000 in rapid response funds.
- Next was the expenditures. It is noted that 18% for an administrative budget not high in comparison but higher than where it has been in the past but is within the bounds and margins.
- PacMtn is required to be audited by the state and the auditors have been here for a couple weeks. The audit report is clean with no findings. The auditors are very happy with PacMtn’s financials. The Board was able to attend the initial meeting with the auditors and there will be an exit meeting the first week of December made available to the Board and the Consortium.
- Commissioner Olsen commended Wil on a job well done with the budget.
- **Action Item:** *Commissioner Ross motioned to adopt the budget as presented, Commissioner Trask seconded. Motion carries.*

III. Consent Agenda – Motion to Approve July 2019 Consortium Minutes

- The minutes from the July 2019 Consortium meeting were reviewed. No changes were requested. **Action Item:** *Commissioner Ross motioned to approve the July 2019 Consortium Minutes, Commissioner Trask seconded. Motion carries.*

IV. Elected Official Reflections & Happenings Around the Region

- The consortium discussed homelessness within the counties. Salvation Army is the entity doing the tracking of assistance for homeless individuals who are leaving King County.
- Trask – help with different opportunities for people to work at Mason County. Cheryl can call Dawn Twiddy, HR manager at Mason County.
- Lisa Olsen – no news
- Jacquelin – no news. Have a wonderful Thanksgiving.
- Cheryl gave an update on the closing of Ostrom’s Mushroom Farm and how PacMtn is supporting staff that are being laid off.

Meeting adjourned at 1:46

Submitted by: Kelly Cobb, Senior Administrative Assistant