

**Executive Finance Committee Meeting Minutes**  
 Friday, November 8, 2019 ▪ 11:00 am – 12:30 pm  
 PacMtn WDC Offices ▪ Mike Kennedy Conference Room  
 Online and by Phone



**Member List**

<u>Name</u>	<u>Business</u>	<u>County</u>	<u>Position</u>
1. Jacquelin Earley	Sierra Pacific Industries	Mason	Chair
2. Dr. Jim Minkler	Grays Harbor College	Grays Harbor	Vice Chair
3. Steve Rogers	Pacific County Historical Society & Museum	Pacific	Treasurer
4. Duane Evans	Port Blakely US Forestry	Lewis	Industry Representative
5. Cheryl Heywood	Timberland Regional Library	Regional	One Stop Committee Lead
6. Jonathan Pleger	Morningside	Regional	Targeted Populations Committee Co-Lead
7. Christina Riley	National Laborers Employers Cooperation Education Trust	Regional	Targeted Populations Committee Co-Lead
8. Lisa Olsen	Pacific County Commissioner	Pacific	Consortium Chair, Ex Officio
9. Derek Epps	Seattle Shellfish	Mason	Industry Representative
10. Kelli Bloomstrom	Centralia College	Lewis	ABEL Committee Lead

**Attendees:** Commissioner Lisa Olsen, Cheryl Heywood, Steve Rogers, Jacquelin Earley, Jonathan Pleger, Kelli Bloomstrom (by phone)

**Staff:** Cheryl Fambles, Corinne Watts, Wil Yeager, Kelly Cobb

**Guests:** David Schaffert

**Excused:** Derek Epps, Christina Riley, Duane Evans, Dr. Jim Minkler

**I. Welcome & Check In**

- A.** The meeting was called to order at 11:03 and quorum was established. The committee reviewed the EFC agenda.
- B.** Motion to Approve September 2019 EFC Minutes – *Commissioner Olsen motioned to approve the minutes, Jonathan Pleger seconded.* **Motion Carries.**
- C.** Board Chair Comments – Jacquelin discussed the upcoming 2020 EFC meeting calendar and the Committee agreed that it is prudent to maintain the same meeting schedule through the upcoming new year. Jacquelin also discussed the Committee and Board’s role in recruitment of a new CEO.
- D.** Cheryl Fambles gave a handout of her CEO report and announced the hire of a new Associate Director of Strategic Engagement, Abigail Blue, who will join PacMtn on November 20<sup>th</sup>. She also discussed the EDC Regional Expo and gave kudos to staff who were awarded for performance excellence and achievement at the October All

Staff meeting.

## II. Fiscal Items

- A.** Wil introduced the PY19 Budget and discussed the differences between the preliminary budget and the final budget, which includes additional funds received from Boeing. *Commissioner Olsen motioned to approve the PY19 Final Budget, Cheryl Heywood seconded. Motion carries.*
- B.** Recommendation to approve Community Outreach Grant Funding Proposals:
- Thurston County Chamber Boss of the Year Event: David Schaffert gave some background on the event, which recognizes local leadership. The grant would offset the cost of video production for the event.
  - Centralia College Career Exploration Project: Kelli Bloomstrom gave some information about the project, which will serve 8<sup>th</sup> graders and high school students for career exploration and will assist students in making informed decisions about their career paths.
  - *Kelli Bloomstrom recused from voting. Jonathan Pleger motioned to approve the grant applications. Commissioner Olsen seconded. Motion carries.*

## III. Executive & Administrative Items

- A.** Corinne Watts introduced the memo for recommendation to approve Proposed Timeline for Title I Service Providers and Operator Procurement. She discussed the process for procurement and gave context on the heavy workload under the previous timeline. The proposed timeline would alleviate that heavy workload. *Cheryl Heywood motioned to approve Proposed Timeline for Title I Service Providers, Lisa Olsen seconded. Motion Carries*
- B.** Review of the Nancie Payne Workplace Excellence Award nominees – Cheryl discussed the award and asked for Committee members to have further deliberation. Steve Rogers and Jacquelin Earley will deliberate the award nominations in the next week and will put forward a winner to be announced at the upcoming EDC Regional Expo.

## IV. Task Force Updates

- A.** One Stop Committee – No updates as the Committee did not meet.
- B.** Targeted Populations Committee – Jonathan Pleger announced the next meeting will be in December but did discuss the Committee's focus on creating a strategic plan.

- C.** Adult Basic Education & Literacy (ABEL) – Kelli talked about creating a charter for the committee and how to ensure better partnership with WorkSource.
- D.** Business and Sector Engagement (BaSE) – Cheryl Fambles gave an update regarding the industry cluster study and affirmed the study would be complete and ready for presentation at the upcoming Board Retreat.
- E.** One-Stop Operator (The Collaborative) Report – David Schaffert passed out the report and went over the written memo. He discussed the master project plan and service integration.

**V. Good of the Order Items & Announcements –**

- A.** Cheryl Heywood gave some updates on Timberland Regional Library and their partnership with WestCare, which is an organization offering assistance for veterans, their spouses, and children.

Meeting adjourned at 12:40pm. Submitted by: Kelly Cobb, Senior Administrative Assistant