

WDC Board Meeting Minutes

Tuesday, October 08, 2019 ▪ 11:00 – 12:30 pm

Centralia College ▪ Hanson Room

Online and by Phone



Board Member Attendees: Jacquelin Earley, Bill Sullivan, Cheryl Heywood, Sherry Berry, Christina Riley, Peter Lahman, David Schaffert, Dana Anderson, Scott Haas, Jason Reed, Kelli Bloomstrom, Steve Rogers, Michael Cade, Derek Epps

Staff: Cheryl Fambles, Kelly Cobb, Wil Yeager, Jennica Machado, Amy Heart, Agnes Balassa

By Phone:

Excused: Duane Evans,

I. Welcome & Leadership Reports

- A.** Welcome & Self Introductions – Jacquelin Earley called the meeting to order at 11:00 am and quorum was established. She gave special shout out to PacMtn regarding its community outreach. Bill Sullivan gave information regarding the Pipeline Project for youth and the event held at Centralia College earlier in the morning. Cheryl Fambles shared that PacMtn is a region who is genuinely committed to creating an economy for young people.
- B.** CEO Report – Cheryl shared her CEO report, which was a handout, to the Board. She shared that PacMtn received funds from Boeing for people who are transitioning out of the military to receive Airplane and Powerplant Certifications. She also shared that the Executive Finance Committee hosted Sean Murphy’s last day at PacMtn and she updated the Board on the recruitment process for the new Associate Director position. This year, PacMtn has created 14 new positions and made 21 new hires which is incredible growth to serve the region.

II. Action: Consent Agenda

The Consent Agenda is a SINGLE item for Board consideration that encompasses items the Board would typically approve with little comment. Procedural items such as approval of Minutes, or other legal or housekeeping items are appropriate for a Consent Agenda. There can be explanation of items, but there is no discussion of the Consent Agenda. If discussion is warranted or requested ANY item can be immediately removed and placed on the regular Agenda for full board discussion.

A. Action Item: Motion to Approve

- Minutes from June 2019 Meeting
- Quarterly Financials (Quarter Ending June 30 2019)
- EFC Moved the salary for the pay band for the CEO

Peter Lahman motioned to approve Consent Agenda; Bill Sullivan seconded. Motion Carries.

III. Committee & Task Force Updates (Task Force Leads)

- A. **Executive Finance Committee** – No updates at this time
- B. **One Stop Committee** – Cheryl Heywood gave information from the committee on the system navigation position. There are two people currently in the positions with the intention to reevaluate the position as needed. She then discussed how often the committee needs to meet and the continuous need to evaluate and joint meetings two times per year with the Targeted Populations Committee.
- C. **Targeted Populations Committee** - Christina Riley gave an updated on the committee and acknowledges that the committee is committed to getting work done instead of just meeting. She sent out some homework to each committee member to evaluate the committee membership focusing on training opportunities.
- D. **Business and Sector Engagement (BaSE)** – Cheryl gave an update on how we connect business and industry with the cluster study. She referenced the labor market trends forum and the importance of keeping data at the forefront of the planning process. It is important for the Board to pay attention to the regions emerging clusters/trends.
- E. **One-Stop Operator (The Collaborative)** – In strategic discussions.

IV. Action Items & Strategic Discussions

- A. **Targeted Industry Cluster Study Progress Report** (Jennica Machado) – Jennica introduced herself as the Strategic Initiatives Navigator. She then introduced the agency that conducted the study of the industry clusters. (PowerPoint available online.) The agency went into each county and had strategic discussions and collected information and then made a comparison to real-world evidence. Once the study is published, it will be a focal point at the retreat in January. It will be a foundational piece of the strategic plan.
- B. **WorkSource Operations (The Collaborative)** – David Schaffert introduced the WorkSource operations memo and gave an update. David introduced Agnes Balassa and thanked the partner coordinators and others who serve customers in WorkSource. Agnes introduced herself and talked about her role in the operations of the Collaborative.

V. Good of the Order & Announcements:

- A. Board members went around the table and briefly made announcements. They all will be attending the WorkSource Lewis grand re-opening and ribbon cutting.

Meeting adjourned at 12:35 pm

Submitted by Kelly Cobb, Senior Administrative Assistant