

Executive Finance Committee Meeting Minutes

Friday, September 13, 2019 ▪ 11:00 am – 12:30 pm

PacMtn WDC Offices ▪ John Loyle 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: Dr. Jim Minkler, Jacquelin Earley, Cheryl Heywood, Commissioner Lisa Olsen, Jonathan Pleger, Duane Evans (by phone), Kelli Bloomstrom (by phone)

Staff: Cheryl Fambles, Sean Murphy, Jaime Britton, Wil Yeager, Corinne Watts, Kelly Cobb

Guests: Scott Haas, David Schaffert

Excused: Derek Epps, Steve Rogers, Christina Riley

I. Welcome & Check In

- A.** The meeting was called to order at 11:02 and quorum was established. The committee reviewed the EFC agenda.
- B.** The Committee reviewed the September 26th Board Agenda which will be held at Centralia College followed by the WorkSource Grand Opening.
- C.** Motion to Approve June 2019 EFC Minutes – *Jim Minkler motioned to approve the minutes, Jonathan Pleger seconded. Motion Carries.*
- D.** Board Chair Comments – Jacquelin acknowledged Sean Murphy’s departure from PacMtn and congratulated him on his new position at the Walmart Foundation. Jacquelin read a proclamation of appreciation for Sean.
- E.** Cheryl Fambles introduced Wil Yeager, Director of Finance and Administration to the Committee. He gave some information regarding his background. Cheryl spoke

about the job announcement for the new Associate Director of Strategic Engagement position that is a slight modification of the old position. She also announced the award from Boeing to that will fund the continuation of the aircraft mechanics program at JBLM, as well as the WorkEx Program, and general support of service members.

II. Fiscal Items

- A. Wil introduced the quarterly financial report and highlighted that the PacMtn budget is in line with expectations. The Committee reviewed the materials. *Cheryl Heywood motioned to approve the quarterly financials, Lisa Olsen seconded. Motion carries.*

- B. Recommendation to approve Community Outreach Grant Funding Proposal: The Pipeline Project Regional Summit. Cheryl Fambles gave a description of the proposal from Board Members Bob Guenther and Bill Sullivan and the Committee reviewed the application materials. *Jim Minkler motioned to approve the Pipeline Project Regional Summit, Cheryl Heywood seconded. Motion carries.*

III. Policy Updates

- A. Recommendation to approve WIOA Transitional Jobs Program Policy and PacMtn Integrated Service Delivery Policy. Corinne explained how transitional jobs are classified, time limited paid subsidies. The policy would allow PacMtn to offer these longer-term transitional jobs. Corinne also explained the memo for a policy update for Integrated Service Delivery. The Committee reviewed the memos. *Cheryl Heywood motioned to approve WIOA Transitional Jobs Program Policy and the Integrated Service Delivery Policy, Lisa Olsen seconded. Motion Carries*

IV. Task Force Updates

- A. One Stop Committee – Cheryl Heywood reported on the committee’s work. She stated that Corinne had submitted vocational assessments for people with disabilities throughout the state. She said the report will be available in October for the committee to review.
- B. Targeted Populations Committee – Jonathan Pleger and Christina Riley are the new co-chairs for this committee. Jonathan stated that David Schaffert has been instrumental in the handoff of the committee to the new co-chairs. After the next meeting, there will be more information forthcoming.
- C. Adult Basic Education & Literacy (ABEL) – Kelli stated that the next meeting will be in October. Corinne and Kelli met to talk about items for discussion for the next meeting and they are excited to begin the committee’s work.
- D. Business and Sector Engagement (BaSE) – Cheryl Fambles gave an update regarding

the industry cluster study. Once the study is complete, which is expected in October, the committee will meet to discuss how to move forward with the data, especially in writing the upcoming strategic plan.

V. Executive Session

A. Wil declared the Committee would need to enter Executive Session at 12:04 pm for 20 minutes to discuss CEO Evaluation and Compensation. *Cheryl Heywood motioned to enter Executive Session; Jonathan Pleger seconded. Motion carries.* All non-committee members left the room.

B. The Committee adjourned the Executive Session at 12:24 pm without taking any action. The Committee stated they needed additional discussion and scheduled another Executive Session meeting for October 2 at 12 pm.

VI. Good of the Order Items & Announcements –

A. Members of the Committee were invited to the dedication of the Mike Kennedy Conference Room at 1pm.

Meeting adjourned at 12:36pm. Submitted by: Kelly Cobb, Senior Administrative Assistant