

**Elected Official Consortium
Meeting Minutes
July 9, 2021 11 am – 12:30 pm via Zoom**



Consortium Membership	Representing County	Attending/Excused
Commissioner Lisa Olsen <i>Consortium Chair</i>	Pacific	Attending
Commissioner Sharon Trask	Mason	Attending
Commissioner Gary Stamper <i>Alternate: Sean Swope</i>	Lewis	Excused
Commissioner Kevin Pine <i>Alternate: Jill Warne</i>	Grays Harbor	Excused
Commissioner Carolina Mejia	Thurston	Attending

Attendees: Commissioner Mejia, Commissioner Olsen, Commissioner Trask

Absent: Commissioner Pine, Commissioner Stamper

WDC Board: Jacquelin Earley

Guest: Marlena Sessions, Executive Director San Bernardino County WDC

Staff: Cheryl Fambles, Wil Yeager

I. Convene: Welcome – Commissioner Chair Lisa Olsen

- A. Meeting called to order at 11:13 am. Self-introductions were made and quorum was established.
- B. Agenda was reviewed. Correction – The Minutes from April 9 meeting were not indicated on the agenda but were included in the packet that was distributed. That meeting was canceled and the minutes reflect that.
- C. WDC Officer Comments
 - a. PacMtn CEO Search Update
Jacquelin shared that the process to search for the next CEO is underway. Operation Next (ON) is working on the job description and soliciting Board and community member input for ideal characteristics, experience and skills for the position. They are contracting with Jeanne Bennett, a Consultant who has previous experience in this arena. The goal is to post the position by the end of July, first of August.
 - b. PacMtn Surviving and Thriving in the Pandemic
The Declaration of Emergency ended June 30, 2021. The WDC has acted with the utmost professionalism and adhered to strict safety protocols during the pandemic. WorkSource offices are reopening. Hybrid meetings are continuing.
- D. CEO Report
Report attached. Cheryl highlighted: Staff returning to the office June 28. We will be evaluating what flex schedules look like for the remainder of the year. A telework policy will be in discussions beginning in the fall. Cami Feek has been appointed as the new Commissioner for ESD.

II. Consent Agenda- Motion to Approve

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.

*Commissioner Olsen motioned to approve November 2020 and April 2021 Consortium Meeting Minutes. Commissioner Mejia seconded. **Motion carries.***

III. Action or Discussion Items

A. **Action:** Review of PY21 Preliminary Budget

- a. Wil shared the details of the Preliminary Final Budget, which is the first one of the Program year. Due to WIOA allotments to the state, there was a reduction in funds. The Executive Committee and WDC Board reviewed all materials and recommends the Consortium DO PASS and offers a Motion to Approve. He shared details of the Budget Memorandum and focused on the Bubble Chart, which highlights the different sections of revenue and expenses.

Two specific points of discussion - A classification has changed in the PY21 expenses from program costs to administrative costs, accounting for an increase in that particular area. Additionally, there are costs associated with recruitment of the next CEO and training overlap. Facilities costs increased as well as PacMtn has taken over the entire third floor with the intent to provide new programs in the next year. Additionally, the cost of the space has increased. This is a three-year lease.

Revenues –Formula grants are 55% of the total budget. Competitive grants are 10%. More community block grants as well as commerce are coming down. Thurston Strong Project has initiated the JOBS Program for non-profit organizations, which is dedicated to service delivery in Thurston County. The two Disaster Recovery grants are requesting additional funds, as PacMtn has met performance requirements and has been spending existing funds well in accordance with the budget.

*Commissioner Trask motioned to approve PY21 Preliminary Budget. Commissioner Mejia seconded. **Motion carries.***

B. **Action:** Confirm Nominees

- a. **Discussion:** Review of Appointment Process and Vacancies

Cheryl explained how WIOA Federal Law mandates specific seats on the Board of Directors and she outlined the process for nomination of those seats The Elected Official Consortium must appoint all 26 members of the Board.

Not only does a motion to approve fill nearly all vacancies all five EDC's will be represented. There is currently one Private Enterprise/business vacancy in Grays Harbor and the seat for Higher Education is also under discussion with local college presidents.

- b. **Motion** to confirm Nominees to the WDC Board

*Commissioner Trask motioned to confirm Nominees to the WDC Board. Commissioner Mejia seconded. **Motion carries.***

IV. Discussion & Deliberation: Good of the Order & Public Comment

Arissa De Lima has been hired as the new Board Secretary and Executive Assistant to the CEO and will start July 13. The WDC plans to establish an email specific to Board Business such as BoardSecretary@pacmtn.org or EA@pacmtn.org.

Jacquelin acknowledged that Cheryl was recognized at the Washington Workforce Association. She was given the Righteous Leader Award for her career and contribution to workforce development in our area.

Meeting Adjourned: 11:55 am

Submitted By: Debra Bowne, Program Assistant III

Upcoming Meetings

Date	Location
Early December	TBD

Conflict of Interest & Appearance of Fairness

<https://pacmtn.jotform.com/210064387929058>

Workforce Development Speak (Commonly Used Acronyms)

ABE	Adult Basic Education	IFA	Infrastructure Funding Agreement
CBO	Community Based Organizations	ITA	Individual Training Account
CJ	Community Jobs	MOU	Memorandum of Understanding
CLEO	Chief Local Elected Official	MyJOB	My Journey Out Beyond
CSO	Community Service Offices	OJT	On the Job Training
DOL	Department of Labor	OURR	Opioid Use Reduction & Recovery
DSHS	Department of Social of Health Services	TAA	The Trade Adjustment Assistance
DVR	Division of Vocational Rehabilitation	TANF	Temporary Assistance for Needy Families
ESD	Employment Security Department	WDA	Workforce Development Areas
DW	Dislocated Worker	WEX	Work Experience
ESD 113	Educational Service District – Capital Region	WIOA	Workforce Innovation & Opportunity Act
ETPL	Eligibility Training Provider List	WTECB	Workforce Training & Education Coordinating Board
PUA	Pandemic Unemployment Assistance	PEUC	Pandemic Emergency Unemployment Compensation
GADGET	Gainful and Dependable Education Training	WING	Wrap Around Instruction for Navigating Gateways
UI	Unemployment Insurance		

Elected Official Consortium Meeting

Staff Fully Returned to PacMtn Offices June 28...following the actions of the Governor, and information from the CDC, State Health Department and L&I we are encouraged to fully re-open work places, services and the economy. PacMtn is pleased to promote sensible and safe post pandemic practices. Nearly 75% of staff have already returned. PacMtn's administrative offices are following L&I guidance and we eagerly lifted the requirement for masks and social distancing for those fully vaccinated. PacMtn encourages all employees to get the vaccine.

2021 Economic Symposium—All Virtual Convening, June 15 and 16...The Washington State Employment Security Department (ESD) convened government, private industry, small business, non-profit and community leaders from across the state to address key workforce and economic development challenges and post-pandemic economic recovery efforts. CEO Fambles introduced her colleague, San Francisco Federal Reserve Bank Branch Executive Darlene Wilczynski as the Key Note Speaker. PacMtn staff were sought and well represented as presenters, sharing information about innovative programs and insights from the pandemic.

Congratulations to Cami Feek appointed as Commissioner of Employment

Security...having served as acting commissioner since February when former Commissioner Suzi Levine left. Feek also previously served as acting commissioner in 2018 when former Commissioner Peinecke left, and as deputy commissioner and chief operating officer. She was hired into ESD as the first program director of the newly developed Paid Family and Medical Leave program. Cami is a genuine, humble and accessible leader. She has worked in state government over 25 years, from entry to executive level positions.

Business Resources Offered through WorkSource...take a look at the useful information being made available by PacMtn's Business Service Team! Coupled with the new micro website designed specifically for [PacMtn WorkSource](#) lots of information is now available for both job seekers and business customers.

Reinstated Job Search Requirement intensifies need for in-person services at WorkSource. The job search waiver will end on July 4, 2021. This along with the State's push to open the economy back up will likely mean more customers will be coming back into WorkSource PacMtn. Much is being done to prepare for more traffic through the facility, including continued availability of virtual services and expanding job search options for UI customers.

Accolades for Career Path Services, WIOA Contractor and Partner...Career Path Services' project [Dignity of Work](#) is a partnership with [ANEW](#), and [WholeStory](#). The project was selected as one of **ten teams from four countries** to advance into Round 2 of the XPRIZE

Rapid Reskilling competition. Through 2021 the 'Dignity of Work' team will support 350 individuals (unemployed workers facing barriers, dislocated workers needing retraining, youth without previous employment experience) and prepare them for new careers in construction. The remotely delivered solution will target workers and employers in the Hampton Roads, Virginia Beach region.

Increased Commuter Challenges for the Elderly...pre-pandemic [this article](#) from the US Census Bureau points out the significant transportation challenges faced by older workers who are likely to be experiencing some limitation in mobility, including sight and hearing limitations. This is a matter of significant concern for this region as we have a higher percentage of older people, disabled people and veterans than other regions. These concentrations are even greater in rural areas, where transportation is even more of an issue.

In the PacMtn region, about 35% of the population and 20% of the employed workforce is age 55 or older. In Pacific County, nearly half the population is 55 or older. Compare that to 1990, when only 9% of the regional workforce was 55 or older. About 15% of the PacMtn working age population reports a disability but less than 6% of the workforce. For this population labor force participation is low and pre-pandemic unemployment ranges between 20%-25% in the region. The pandemic has only exacerbated an already tough set of circumstances for workers who must still rely upon a paycheck.

Strong Performance during the Pandemic...see the attached congratulatory letters from the State's WIOA fiscal-administrative entity, Employment Security.

Stories of Hope and Impact

Good News for Teen Workers... The New York Times article, "[Tips for Teenagers on Landing a Summer Job](#)" points out that after a rough 2020, teen workers are in demand this summer. The research findings are especially exciting as the teenage labor market rebounds from record employment lows during the COVID-19 pandemic. Nationally it is expected the proportion of teens working this summer to rise to 31.5%, an increase from 26.3% last year. The the chances of a teen working this summer are about 20 percent greater than last year!

Congratulations to [Greater Grays Harbor's New Director of Business Development](#), David Faro. David served most recently as a Lead in PacMtn's Disaster Recovery Program, responding to food insecurity and disruptions in the supply chain created by the pandemic. He was not long ago unemployed and our staff encouraged his connection to the project at Thurston EDC, working on development of a Food Hub and now this! Good for him, good for Greater Grays Harbor and good for the region.