

Elected Official Consortium Meeting Minutes

Thursday, March 28, 2024

1:00p – 3:00p



PacMtn WDC Offices & Online via Microsoft Teams

Elected Officials Attendees: Commissioner Sharon Trask, Commissioner Kevin Pine, Commissioner Carlina Mejia

Board Members: Michael Cade

Staff: William Westmoreland, Wil Yeager, Arissa De Lima, Christina Gorman, Dan Cooling,

I. Convene: Welcome

- a. Self-Introductions & Establish Quorum – Commissioner Trask called the meeting to order at 1:07p. Quorum was established.
- b. Review of Today's Agenda – Agenda was reviewed with no questions.
 - *Commissioner Pine motioned to Approve the Agenda as presented. Commissioner Mejia seconded. Motion Carries.*
- c. Chair Comments - Commissioner Trask did not have any Chair comments at this time.
- d. CEO Report – William reviewed highlights items of the CEO report that will be posted to the website in the next day. The full report can be found on our website pacmtn.org.

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 11/30/23 Consortium Meeting Minutes
- b. Action Item: Motion to Approve 2/22/24 Consortium Board Retreat Meeting Minutes
 - o *Commissioner Brummer motioned to Approve. Seconded by Commissioner Pine. Motion Carries*

III. Action or Discussion Items

- a. Discussion Item: Integrated Service Delivery Model
William led this discussion. He reviewed the outline of the 2 year budget, staffing and scope – Convening System Partners, Defining a Prosperity Model, Launching the System and Sustaining. Additionally, he reviewed core intentions, primary stakeholders and key dates during this model timeframe.

There were no questions from the Consortium. Commissioner Mejia shared that she appreciated the model and the purpose of shared resources.

- b.** Discussion and Action Item: Reappointment of Board Member Terms
Arissa De Lima led the discussion. She discussed the two Board Members Terms and that these reappointments were reviewed by the full WDC Board during the 1/25/2024 Board Meeting with a Recommendation of Do Pass.
- i. Action Item: Motion to Approve Reappointment of Board of Directors Terms as Presented
1. Alissa Shay, Port of Grays Harbor, Grays Harbor Representative, 3 year term - Expiring June 30, 2026
 2. Michael Cade, Thurston County Economic Development Council, Thurston County Representative, 3-year term – Expiring June 30, 2026
- o *Commissioner Mejia motioned to Approve and Reappointment of Board of Directors Terms. Commissioner Pine seconded. Motion Carries.*

There were no questions.

William reviewed that the Local Plan approval includes a recertification of PacMtn as a workforce board; One item that is view is the Board makeup and vacancies. He reviewed the current vacancies with the Consortium. The Consortium members agreed on their support in recruitment of the County Representative vacancies.

Commissioner Pine queried on the overall process in being appointed to the Board of Directors. Arissa explained the process and informed the Consortium that a follow up email with the process will be sent.

- c.** Discussion and Action: Operating Practices Pacific Mountain Workforce Consortium 2024 Amendment
- i. Action Item: Motion to Approve and Adopt the Operating Practices of the Pacific Mountain Workforce Consortium 2024 Amendment as Presented
Arissa led this discussion. She reviewed that during the 11/30/23 Consortium Meeting, it was voted on to update and amend the Operating Practices to identify the election process and term of the Consortium Chair.
- o *Commissioner Pine motioned to Approve the Operating Practices Pacific Mountain Workforce Consortium 2024 Amendment. Commissioner Mejia seconded. Motion Carries.*

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

- Wil and William shared a brief overview of funding resources for PY24 expected to be reviewed in April's Budget Workshop

Meeting adjourned at 2:22p

Submitted by: Arissa De Lima, WDC Board Secretary

2024 Consortium Members

Name	Representing County
Commissioner Sharon Trask Consortium Chair-Chief Local Elected Official	Mason
Commissioner Patrick "Jerry" Doyle	Pacific
Commissioner Sean Swope	Lewis
Commissioner Kevin Pine	Grays Harbor
Commissioner Carolina Mejia	Thurston

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