PACIFIC MOUNTAIN WORKFORCE DEVELOPMENT
building community prosperity

PacMtn WDC Board Meeting Minutes
11/07/2024▪ 2:30 – 4:00p

PacMtn Offices & Online Via Microsoft Teams

Attendees: Lorie Thompson, Jovon Vaughn, Cheryl Heywood, Carli Schiffner, Christina Riely, Clint Bryson, Joe Vansyckle, Darrin Raines (Nominee), Jeanne Brooks, Richard DeBolt, Tricia Wiltse, Stacie Vaughn, Sue Yirku, Jason Reed, Bob Guenther

Staff: William Westmoreland, Arissa De Lima, Dan Cooling, Wes Smith, Christina Gorman, Wil Yeager, Matt Hanusa, Jeff Bowe,

Guests: Cloe Nomic, Heather Leach, Lisa Keohokalole Schauer

I. Welcome & Check-In Items

A. Introductions & Establish Quorum
Lorie Thompson called the meeting to order at 2:09pm

B. Vice-Board Chair Comments
Lorie Thompson shares a word of gratitude for partnerships and collaboration.

C. CEO Report
William shared highlights from his CEO report. For review of the CEO report please refer to our website www.pacmtn.org

II. Action: Consent Agenda

A. **Action Item**: Motion to Approve September 26, 2024, Board Minutes (Attachment #1)
Johnathan Motion to Approve September 26, 2024, Board Minutes. Christina Riley Seconded. ***Motion Carries.***

III. Fiscal Items:

A. **Discussion and Action Item:** PY24 Final Budget (Attachment#2)

i. **Action Item:** Motion to Approve the PY24 Final Budget as presented and Recommend Do Pass to the Consortium.

William started the discussion and explained how PacMtn has worked to reduce the amount of information and detail provided with the budget. After discussion at the October EFC Meeting, PacMtn will also be changing the review process as well. Although not final, PacMtn may move from a three-budget check-in and will do an annual budget with financial report outs.

Wil reviewed the PY24 Final Budget with the Board.

Jovon Vaughn Motions to Approve the PY24 Final Budget as presented and Recommend Do Pass to the Consortium. Christina Riley Seconded. Sue Yirku Abstains. ***Motion Carries.***

IV. Discussion & Action Items:

A. Discussion & Action Item: Board Member Nomination (Attachment #3)

i. **Action Item:** Motion to Approve Nominee and Recommend Do Pass to the WDC Consortium

- Darrin Raines, Greater Grays Harbor Inc, Chief Executive Officer, 3-year term – Expiring June 30, 2027

Arissa the nomination with the Board. There were no questions from the Board.

Cheryl Heywood Motioned to Approve Nominee and Recommend Do Pass to the WDC Consortium. Jovon Vaughn Seconded. ***Motion Carries.***

B. Discussion & Action Item: Incoming Board Chair Nomination (Attachment #4)

i. **Action Item**: Motion to Move Incoming Board Chair Nomination to January 2025 Meeting

William led the discussion and reviewed the memo from the Board Chair requesting to move the nomination to the January Board meeting, so the full board is has the opportunity to prepare a nomination, if any.

Joe Vansyckle Motioned to move the Incoming Board Chair Nomination to January 2025 Meeting.Jovon Vaughn Seconds. ***Motion Carries.***

C. Discussion Item: 4-Year Accountability Dashboard (Attachment #5)
William introduces the dashboard, stating this will be revisited at the One Stop and again at the board meeting in January. Dan reviewed the dashboards with the Board.

Board members expressed their appreciation for the work done on the dashboards.

D. Discussion Item: 2024-2028 Communications Plan (Attachment #6)
William briefly explains the Communications Plan and stated that it will be moved to the Board meeting in January.

E. Discussion Item: Outreach Plan (Attachment #7)

William summarizes the Outreach Plan.
Lisa Keohokalole Schauer of Point North led the discussion of the Outreach Plan in relation to the the 2100 Campaign Plan.

Jeannie Brooks queried on performance indicators and expected outcomes.
William answered that the high-level outcome that we are looking at is 2100 and describes how we might reach and target more rural populations.
Jeannie queries about how much more information will be gathered to inform the greater effort over time.
Lori Thompson adds that adding the anecdotal stories, reporting specific numbers like touch points would broaden the outreach and support what goes to elected officials.
Lisa responds, stating there are more slides on the KPIs and measurements of success, and states that collecting data that is obtained qualitatively and quantitively and built into the plan is quarterly reviews of what is being heard and then adjusting to be number. Numbers are one component and story telling is the other.

Willam discusses other KPI's that are included in the plan.

Joe Vansyckle expressed concerns around partner engagement and commitment, which is impacting on the ability to secure referrals. He also noted that employer engagement is not at the desired level.. He recommended that an assessment of the health of our partnerships, due to it being a key indicator of the success of the campaign's work.

Lisa reassured the organizations understanding of a compelling why, stating that thinking about an advisory group and bringing people together that are engaged in the why, to help with the what and how.

William states how things have evolved since taking over as CEO and how some contractors are now carrying the "ball", and some are still adapting.

Joe recommends the board staff come together and create a partner engagement strategy.

Richard DeBolt queries if in this program we have measurements for the last part of the program, how long they stay in and what kind of retention they have.

Willam responds the only measures we are required for the funder are first and second quarter retention.

Christina Riley queries about the engagement with the employer side, whether the employers are open and available to give job opportunities as she has seen employers turn away good applicants.

William states that it is the scope for the Business Solutions team whose goal is to develop a relationship with the employer and understand the occupation they are trying to fill.

Lorie queries if demographic data is being collected and if there are baseline measures and then impacts based on the actions that are being taken.

William confirms and explains that this is part of what is planned to build out around engagement strategies.

Cheryl relates to William and gives an example from Timberland Regional Libraries (TRL). The difference it makes is to have a dialogue with partners and ask the right questions. She also states that the outreach plan will take time. Facing the reality of the issues with partners and moving forward together.

V. Executive Session

The Board can move to close the meeting for select and appropriately limited conversation on matters best conducted in confidence including meeting with an auditor on sensitive financial issues, handling top-level personnel matters including the CEO's compensation and performance review, planning for an important transaction like a real estate deal or a merger, matters where "personal or organizational confidentiality is requested or prudent", dealing in a preliminary way (including investigation) with crisis situations or with allegations of improper conduct by the CEO or a board member – before disclosure to staff or others who ordinarily attend full board meetings. Any specific action requiring a vote will be taken in the public portion of the meeting.

VI. Committee & Task Force Updates (Committee Leads)

A. One Stop Operations Committee- Cheryl reported out that the One-Stop Committee began a reset and are looking at updating their charter,

B. Priority Populations Committee- Christina reported out that the Committee will be having a brainstorming session December 4th.

C. Business and Sector Engagement (BaSE)- David reported out that the Committee had a great experience at their employer visit in Pacific County with more to come.

VII. Good of the Order & Announcements

Meeting adjourned at 4:22p.

Submitted by: Arissa De Lima, Chief of Staff | WDC Board Liaison