



PacMtn WDC Joint Board and Consortium Meeting Minutes

02/27/2025 ▪ 9:00a-11:00a

Lucky Eagle Casino & Resort and Online via Microsoft Teams

Attendees:

Board Members: Michael Cade, Dr. Lorie Thompson, Christina Riley, Alissa Shay, Darrin Raines, Richard DeBolt, Jaquelin Earley, Kevin Shutty, David Schaffert, Joe Vansyckle, Jonathan Pleger, Cheryl Heywood, Jason Reed, Tricia Wiltse

Consortium Members: Commissioner Sharon Trask, Commissioner Rick Hole, Commissioner Patrick "Jerry" Doyle, Commissioner Rachel Grant

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

Guests: Erin Wilson (Equus), Kayl Flint (Equus), Andrew Garate (Thurston Chamber), Christina Chesnut (Thurston Chamber), Kendall King (ESD)

I. Welcome & Check-In Items

- A.** Introductions & Establish Quorum- Micheal Cade, Board Chair called the meeting to order at 9:17am, Quorum was established for Board and Consortium.
- B.** Board Chair Comments- Micheal had no comments at this time.
- C.** [CEO Report](#) -William reviewed highlights from his CEO Report. Full report can be found on the PacMtn Website at www.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 January 23, 2025, Board Minutes ([Attachment #1](#))
- B. Action Item:** Motion to Approve Updates to Procurement Policy #1.4.2v4 ([Attachment #2](#))
Alissa Shay Motioned to approve the consent agenda as presented. Jonathan Pleger Seconded. **Motion Carries.**

III. Discussion & Action Items:

- A. Discussion & Action Item:** Board Member Appointment ([Attachment #3](#))
 - i. **Action Item:** Motion to Approve Nomination and Recommend Do Pass to the Consortium
 - Marika Bertolini, Project Manager - Outreach & Recruitment Initiatives,



Providence Centralia Hospital, 3-year term - Expiring June 30, 2027

- ii. **Consortium Action Item:** Motion to Approve and Confirm Nominee, Marika Bertolini to the PacMtn WDC Board

Arisa reviews the Nomination of Marika Bertolini, highlighting that Marika will represent Lewis County business and has been appointed by the county commissioners.

*Richard DeBolt Motions to Approve Nomination and Recommend Do Pass to the Consortium. Alissa Seconded. **Motion Carries***

*Commissioner Doyle Motions to Approve and Confirm Nominee, Marika Bertolini to the PacMtn WDC Board. Commissioner Grant Seconded. **Motion Passes***

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

- i. **Action Item:** Motion to Approve Incoming Board Chair Nomination

Michael states that Jovon Vaughn submitted a self-nomination as Incoming Board Chair and calls for any other nominations. This self-nomination was not seconded.

Christina Riely nominated Kevin Shutty as Incoming Board Chair. Lorie Thompson Seconds.

*Michael asks for any questions or discussion. Joe Vansyckle inquired about the roles, responsibilities, and expectations of the Board Chair. Michael reviewed the Board Chair position and responsibilities. Joe inquired about the opportunities the Board Chair might have and asks to have a future conversation on how to support the new Incoming Board Chair. Michael reviewed different opportunities highlighting the direct connection with the CEO and creating an open pipeline for communication, allowing the CEO a place to bring forward concerns. Alissa states when she was Board Chair, she felt she had support from the Board to make the decisions she needed to make and nominating an Incoming Chair the Board is putting their trust in that person as well. Michael calls for the vote to approve Kevin Shutty as Incoming Board Chair. **Motion Passes.***

C. Discussion & Action Item: Community Reinvestment Project (CRP) Incentive Policy #9300 Update ([Attachment #5](#))

- i. **Action Item:** Motion to Approve Updates to Community Reinvestment Project (CRP) Incentive Policy #9300 as Presented

Dan Cooling reviewed the CRP Update, highlighting that this update will provide



more room to work with participants and encourage them to move forward to self-sufficiency.

*Kevin Shuttly Motioned to Approve Updates to Community Reinvestment Project (CRP) Incentive Policy #9300 as presented. Darrin Raines Seconded. **Motion Carries.***

D. Discussion & Action Item: One-Stop Operator Procurement

- i. **Action Item:** Motion to Approve Career Team as the One-Stop Operator and Begin Contract Negotiations ([Attachment #6](#))

Shannon Hassan reviewed the One-Stop Operator Procurement and the process and team involved.

Cheryl Heywood adds that it was a comprehensive process; staff were involved for feedback and the team identified 8 core questions, with Board Member, Jason Reed as lead in the process. David Schaffert comments that both candidates were very qualified, provided robust conversations and reflected that both candidates were good proposals and very competitive.

*David Schaffert Motioned to Approve Career Team as the One-Stop Operator and Begin Contract Negotiations. Christina Riley seconded. **Motion Carries***

- ii. **Consortium Action Item:** Motion to Approve Career Team as the One-Stop Operator and Begin Contract Negotiations.

*Commissioner Doyle Motion to Approve Career Team as the One-Stop Operator and Begin Contract Negotiations. Commissioner Hole Seconded. **Motion Passes.***

E. Discussion Item: ESD WorkSource Services Program Update ([Attachment #7](#))

Joe Vansyckle and Kendall King presented ESD WorkSource Services Program Updates.

IV. Fiscal Items:

A. Discussion Item: PacMtn Financial Position ([Attachment #8](#))

Wil reviews the PacMtn Financial Position stating that he believes PacMtn is in a secure position.

B. Discussion Item: PY24 Financial Statement ([Attachment #9](#))

Wil reviews the PY24 Financial Statement highlighting the comparison between the budget and actual, stating PacMtn is on track. He stated PacMtn is currently under audit, set to be completed by the end of March.

V. Executive Session

There was no Executive Session requested at this time.



VI. Committee & Task Force Updates (Committee Leads)

- A.** One Stop Operations Committee- Cheryl states there will be a presentation with updates on the committee's work today to follow after the Board Meeting.
- B.** Priority Populations Committee-Dan updates the board stating that the committee is focusing on disability inclusion and youth. The committee is looking to work with Community Youth Services (CYS) to start a baseline, the CYS work will start soon. 12 submissions for the Youth RFP were received, this is more than the last 3 or 4 years combined. William mentions PacMtn is required to get board members to evaluate, and PacMtn will provide more support in the Youth RFP Reviews.
- C.** Business and Sector Engagement (BaSE)- David reviews with the Board that the committee visited TruFab in Mason County. They discussed the demand and their strategies. They reviewed the high demand occupation list, and David mentioned that the BaSE committee reviews that list and gets feedback from employers to keep it up to date based on demand.

VII. Good of the Order & Announcements

Lorie announced that the Capital Stem Alliance Executive Committee Meeting will be on March 11th 1-2:30, on Zoom. The agenda items include a presentation from the Shelton School District and Mason General Hospital, a hospitality presentation from Great Wolfe Lodge, a Centralia Middle School student presentation around the stem lab simulation and VR demos in construction trades, Lori invites everyone to join.

Cheryl states the Mountain View Library in Randle is now open after only 8 months of build time and it is an expanded access hours library including holidays. TRL now has an online library card form in 4 languages. TRL just received 5th straight clean financial and accountability audit.

Lorie gives a shout out to Dan Cooling and Kat Santana stating she super impressed and they did amazing getting community together and getting involved

Jaquelin Earley states that the night before was the 3rd Elma School District Youth Apprenticeship Graduation, 3 years of providing pathways for students that want to go into a skilled training and to utilize high school education, college education and journey level apprenticeship. This was a great group of students able to graduate and she is thankful for PacMtn's support.

Adjourned at 10:57 Board and Consortium.

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