

**WORKFORCE DEVELOPMENT COUNCIL**  
**Board Meeting Minutes**  
**August 16, 2005**

Mel Hansen called the meeting to order at 7:30 p.m. Georgia Nelson was ill. Members were introduced.

Dave thanked Dan Brudevold for hosting the meeting in such a beautiful setting aboard a Keller Ferry houseboat.

New members Tom Boyd of Marson and Marson and Shaun Koos with Wenatchee Valley Medical Center were introduced.

Dan welcomed everyone on behalf of the Colville Confederated Tribes and the Colville Tribal Enterprise Corporation. CTEC operates 14 enterprises including three casinos, three stores, two sawmills, a resort and the houseboats. It is about a \$150 million operation. The Corporation was started in 1984 with 100 employees and \$500,000 in revenue. There have been big changes in 20 years. The goal is to get people employed, develop their skills, and advance wages. The houseboat operation has existed for 20 years with 100% occupancy from Memorial Day through Labor Day.

**Meeting Minutes**

**Dan Brudevold moved and Gene Schmidt seconded to approve the May 17, 2005 meeting minutes. Motion passed.**

**Grant/Adams Committee**

The two-year Operation Plan for Workforce Investment and Wagner-Peyser was presented at both Chelan/Douglas and Grant/Adams meetings. It is a regulatory plan required every two years explaining services provided by federal Workforce Investment and Wagner-Peyser funds and describes how they are integrated. The Plan also includes the One Stop Memorandums of Understanding (MOU) with all partners. It provides an opportunity to review services offered and how we work together.

**Terry Brewer moved and Dan Brudevold seconded to approve the 2005-2007 Operation Plan. Motion passed.**

**2005-2007 Strategic Plan**

The Strategic Plan was submitted for public comments, very few comments were received. The State and Workforce Training and Education Board have reviewed. Once approved, it will be submitted to the State Board and Governor. The colleges have already used the information provided in the Plan to assist with grant writing.

**Gene Schmidt moved and Karl Allison seconded to approve the 2005-2007 Strategic Plan. Motion passed.**

**Moses Lake One Stop**

The purchase option expired on the three-acre parcel of land before we could complete our construction documents and Dave expects the seller will agree to another extension. In the original offer, we assumed responsibility to complete the property plat. But the City of Moses Lake is anxious to have the utility improvements constructed and the sellers intend to install those improvements now which will increase the price to \$440,000. A conditional loan offer from U.S. Rural Development Association (USRDA) has been received subject to approval of the construction documents and our grantor agencies have approved spending Workforce Investment funds for certain interior build out costs. The next step is to solicit construction bids after the land has been optioned and after US RDA approves the construction documents.

Tom asked about ownership. Dave said SkillSource will own the building, but USRDA will be the lien holder. The Articles of Incorporation and By-laws describe the distribution of assets should the corporation be dissolved. In short, the board would designate another non-profit or foundation.

Mel asked the terms of the loan. It is a 40-year loan at 4.25%, but USRDA can call the loan at any time they feel the organization could secure bank financing. The principal and interest cost is about half the amount currently paid in rent by the three anticipated “anchor” tenants – SkillSource, ESD and DVR.

**Terry Brewer moved and Roger Thieme seconded to authorize up to \$450,000 and authorize securing an option through November or December. Motion passed. Todd Dixon and Duane Johnson abstained from voting.**

### **Corporate Banking Resolution**

This is an updated resolution for Wells Fargo Bank for both banking and lending. Dave explained the bank has undergone about four bank names and in that time the original authorization has been lost. The authorization allows Dave, Laura and Mike Wade to sign on two existing accounts.

**Karl Allison moved and Tom Boyd seconded to approve the Corporate Banking Resolution. Motion passed.**

### **Non-Profit Insurance Pool**

Please share any experience you may have regarding insurance pools with Dave. The existing policies were recently renewed, but the agent provided information on an insurance pool available to non-profits. It would be a savings of more than \$4,000 per year and substantially increase the limits.

Dan explained CTEC recently opted out of any insurance pool. In the event of a large aggregate loss, the pool may not have enough to cover. There are stop-loss provisions, but CTEC was not happy with their insurance pool.

Gene said the school district is very happy with their insurance pool.

Gene reported that Steve Chestnut, Superintendent of Moses Lake Schools, is President-Elect of the State Superintendent Association.

Karl asked about the Othello facility. Dave reported he is meeting with Adams County Commissioner Rudy Plager this week to discuss renting space in the current facility.

Meeting adjourned at 8:00 p.m.

#### **Members Present:**

Mel Hansen  
Gene Schmidt  
Karl Allison  
Shaun Koos  
Dan Brudevold  
Duane Johnson  
Todd Dixon, alternate  
Terry Brewer  
Ken Turner, alternate  
Roger Thieme  
Tom Boyd

#### **Members Absent:**

Mike Baird  
Mike Bolander  
Steve Chestnut  
Oscar Garza  
Peggy Gill  
Marcia Henkle  
Dimitri Mandelis  
Georgia Nelson  
Gary Park  
Cheri Rayburn  
Mike Wade

#### **Staff:**

Dave Petersen  
Lisa Romine  
Ken Kelnhofer  
Georgene Ford  
Cindy Blaufuss