

**WORKFORCE DEVELOPMENT COUNCIL**  
**Board Meeting Minutes**  
**Main Street Learning Center, Brewster**  
**August 22, 2006**

Georgia Nelson called the meeting to order at 6:30 p.m.

New member Terry Llewellyn was welcomed. Terry has returned to Omak as Plant Manager for Kettle Valley Dried Fruit. Kettle Valley will process 26 million pounds of apples this year and hopes to double production next year. Currently 27 are employed, but they are looking to expand.

Washington Workforce Association is sponsoring a conference, Building the World's Best Workforce. Please return the postcard if available to attend. Members will travel to SeaTac the evening of October 18 and return the 19<sup>th</sup>.

**Moses Lake One Stop Building**

Mike Bolander emceed the ground breaking ceremony for the Moses Lake One Stop with 75 to 100 in attendance. Construction is going smoothly.

At the February meeting, the Board passed a motion to utilize apprentices for 15% of total hours worked on the project. The builder would like pre-apprentice hours to apply toward the goal. Job Corps students are considered pre-apprentice and are scheduled to paint, frame and plaster five offices, and pour walkways. There are a limited number of apprentices and with the booming construction market it will be very difficult for the contractor to meet the 15% goal. The Job Corps pre-apprentice students will likely become registered apprentices after graduation.

There are no funding source objections with students gaining experience on the project. If there is a problem with the work it is the owner's responsibility to correct. Job Corps instructors will be present.

**Roger Thieme moved and Marcia Henkle seconded to include pre-apprenticeship hours toward the apprenticeship hour requirement. Motion passed.**

**Identification**

At the Board meeting February 21, 2006, the Board passed a motion authorizing Georgia Nelson and Cheri Rayburn to execute the Land Purchase Option, loans, and a construction contract for the Moses Lake One Stop building, if bids were within budget and approved by USRDA.

All of the documents have been signed; however, Cheri Rayburn's name was not spelled consistently in all of the documents. Consequently, so the record is clear, the chair stated that Cheri Rayburn, Cherie Rayburn, and Cheryl A. Rayburn are the same person.

**Meeting Minutes**

**Mike Bolander moved and Cheri Rayburn seconded to approve the May 16, 2006 meeting minutes. Motion passed.**

**Joint Powers Agreement**

The agreement is between the Workforce Development Council and County Commissioners. Such an agreement has been in place since 1983. It was updated in 2000 for five years, but was not extended

last June. It is essentially the same agreement with updated terminology. Keith Goehner suggested including more history in the current document. Revisions include: SkillSource will serve as the fiscal agent; SkillSource was created to serve as the fiscal agent; and the Workforce Development Council will serve as the SkillSource Board of Directors. The Commissioners will approve the changes at their next meeting.

**Tom Boyd moved and Terry Brewer seconded to approve the Joint Powers Agreement. Motion passed.**

### **Letter to Workforce Training and Education Coordinating Board**

Workforce Development Councils in the State have been invited to comment on the State's Workforce System Review. Dave drafted comments from the Chelan/Douglas committee which recommended endorsing key principles. It's an opportunity for the Board to communicate local priorities to those in Olympia and Washington D.C. For example, the President has advocated doing away with local grants in favor of block grants to Governors. Most people believe it is a tactic that ultimately reduces appropriations and moves control from the local level to the state level. One thought not expressed in the letter is the historical targeting of our effort at the underclass. With full employment, we have to bring those marginally attached into the workforce. There are 50 million adults who do not work.

**Marcia Henkle moved and Mike Bolander seconded to revise the letter deleting the last bullet and inserting the information discussed regarding targeted populations. Motion passed.**

### **Organizational**

An organizational chart including salary information was distributed for Board review. The executive committee reviews salaries annually. State-wide peer data is used for the Executive, Managing, Fiscal, and Planning Directors. Metropolitan area data is excluded, and the range is set at 80 to 110 percent of those averages. Local information is used for other administrative positions. Workforce Explorer provides good information filtered by location and occupations. A comprehensive survey was completed six years ago from a variety of data sources. The results were compared to Employment Security ranges. The ranges used for the Okanogan Service Delivery staff were very similar to the results of the comprehensive survey. As a result, SkillSource service delivery salaries have been tied to specific Employment Security positions since. If the ES range is adjusted, the SkillSource range is as well.

### **Learning Centers**

Gene Schmidt reported the Main Street Learning Center completed a successful project in Bridgeport. The students painted the high school and built a greenhouse. Having Brewster students working in Bridgeport brings the communities together.

Dave appreciates the involvement of the Bridgeport School District. When the Brewster School District decided they did not want to continue the basic education partnership, Gene and Bridgeport stepped in. It's as likely to have students working toward an Aurora High School Diploma as a GED.

Also, the Moses Lake Learning Center is at capacity with teenaged students who have struggled in regular high school. That could not happen without the involvement of Moses Lake School District.

### **Annual Banquet**

Banquet is scheduled for November 17 at Big Bend Community College. Janae Holmquist has been invited to speak.

Roni will participate in a round table discussion organized by Representative McMorris in Tonasket August 29.

Meeting adjourned at 7:35 p.m.

**Members Present:**

Mike Bolander  
Duane Johnson  
Steve Chestnut  
Gene Schmidt  
Cheri Rayburn  
Erin Mundinger, alternate  
Roger Thieme  
Tom Boyd  
Karl Allison  
Terry Brewer  
Roni Holder-Diefenbach  
Georgia Nelson  
Terry Llewellyn  
Marcia Henkle

**Members Absent:**

Mike Baird  
Bill Bonaudi  
Oscar Garza  
Peggy Gill  
Mel Hansen  
Shaun Koos  
Armando Lopez  
Dimitri Mandelis  
Gary Park  
Malachi Salcedo  
Mike Wade

**Staff:**

Dave Petersen  
Lisa Romine  
Laura Hennigh  
Ken Kelnhofer  
Mary Hinger  
Georgene Ford  
Cindy Blaufuss

**Guest:**

Kathy Chatwood, Employment Security