

**WORKFORCE DEVELOPMENT COUNCIL**  
**Board Meeting Minutes**  
**WorkSource Central Basin, Moses Lake**  
**November 13, 2009**

Shaun Koos called the meeting to order at 6:05 p.m.

Members and guests were introduced with Okanogan County Commissioner Andy Lampe representing Keith Goehner.

Dave announced that Karen Lee, Employment Security Commissioner planned to attend but due to bad weather would be delayed.

Members will be presenting awards at the Annual Banquet. Trina is in charge of assigning members to awardees.

**Meeting Minutes**

**Mike Bolander moved and Marcia Henkle seconded to approve the September 20, 2009 meeting minutes. Motion passed.**

**Subarea Committee Meeting Reports**

The location in Brewster has not had an education partner for over a year. Although WVC continues to hold evening classes there is no income toward upkeep of the facility. Is it possible to partner with a business or community group who would take on responsibility for maintenance and operation? We would continue to make the payment but they would be responsible for the \$1,000/month utilities, supplies and custodial? This "operating partner" would be in charge of scheduling and renting for education and training use. We owe about \$70,000 and the payment is about \$1,000 a month. Dave saw a similar arrangement in Colfax when visiting 6-8 years ago with Roger Theime and Adams County Commissioner Rudy Plager, except that community group also owned the building.

Summer Youth was a big success with 323 teens placed in employment and education. The grant was fully spent by September 30<sup>th</sup>. Our goal was to enroll 300 and spend not less than 75%. There is some discussion in Congress of another summer program in 2010.

**Executive Committee Meeting Report**

Shaun reported that the meeting with the Auditor was very favorable. There were no recommendations made to strengthen internal controls. He felt the procedures were appropriate given the small size of the accounting staff. Secondary checks are in place to augment separation of duties in effect. Another recommendation was to strengthen computer passwords. A strong password consists of a string of characters including alpha, numeric, and other symbols.

**Mike Bolander moved and Duane Johnson seconded to approve the Auditors report. Motion passed.**

**Board Openings**

There are three vacancies on the Board. Georgia Nelson from Brewster Drug retired leaving a business representative vacancy for Okanogan County. Vacancy created when Cheri Rayburn,

Wenatchee World retired remains unfilled. There has been no one appointed to replace Gene Schmidt, Bridgeport School District leaving an education vacancy.

Meeting adjourned at 6:25 p.m.

**Members Present:**

Duane Johnson  
Mike Bolander  
Shaun Koos  
Clyde Rasmussen for Bill  
Bonaudi  
Oscar Garza  
Marcia Henkle  
Michelle Price

**Members Absent:**

Tom Boyd  
Karl Allison  
Jim Richardson  
Terry Brewer  
Mike Baird  
Armando Lopez  
Melissa Prior  
Roni Holder-Diefenbach  
Mel Hansen  
Mike Wade  
Peggy Gill  
Roger Thieme  
Dimitri Mandelis  
John Butler  
Barb Dronnen

**Guests Present:**

Andy Lampe

**Staff:**

Dave Petersen  
Laura Leavitt  
Georgene Ford  
Susan Adams