

**Workforce Development Council
Board Meeting Minutes
September 20, 2011, Wenatchee**

Dimitri Mandelis called the meeting to order at 6:40 pm.

Directors Report

Dave Petersen announced the Annual Recognition Banquet on November 18 will be held at either the Riverside Center in Cashmere; at the Confluence Technology Center in Wenatchee; or at the Wenatchee Community Center.

Karl Allison reported eastern Washington will become one DSHS region and monthly cash grants will be cut by 20 percent. The agency expects another 5 to 10 percent cut in later this year.

Marcia Henkle stated Employment Security is also expecting more budget cuts in the next few months.

Peggy Gill reported on the East Wenatchee Top Foods closure. Most of the employees have been with the company for 5-30 years and earn higher wages. So far, only two employees have been placed at other stores locally.

Meeting Minutes

Terry Brewer moved and Tom Boyd seconded to approve the June 21, 2011 meeting minutes with two revisions: Jim Richardson seconded the approval of the meeting minutes and Terry Brewer made the Okanogan Service Delivery Budget motion. The minutes were approved as amended.

Brewster Building Appraisal

Dave Petersen reported the appraisal on the Brewster property indicated a market value of \$160,000. The organization is interested in selling because it is not possible to operate this satellite location since our federal grants have declined 70% over the past ten years. He suggested offering the building to the Brewster School District for \$160,000. The Articles of Incorporation allow the building to be donated to other educational entities if the board would like to authorize a lower price. The building was purchased for \$119,000 and a total of \$130,000 is invested in the property.

Terry Brewer recommended the property be listed for the appraised value considering the organization's current budget situation. Michelle Price said the school district will likely counter offer and suggested approving a range to help agree upon a purchase price.

Sean Osborne asked if only the school district is being considered as a potential buyer. Dave Petersen explained the purpose for acquiring the building in 2001 was to retrieve school dropouts in the area. If the Brewster School District will continue to offer an alternative school, Dave urges the Board give them the opportunity to purchase the building.

Terry Brewer moved and Karl Allison seconded to authorize offering the Brewster building for \$160,000. Motion passed.

Okanogan - One Stop Operator Agreement Revision

Lisa Romine explained this revision applies to both the Okanogan and Grant/Adams One Stop Operator Agreements. The Agreement in Okanogan is between Employment Security and the WDC. A new State policy requires inserting a dispute resolution procedure in the event of a disagreement between the One Stop partners. The updated agreement outlines the steps in the resolution process.

Dimitri Mandelis asked what type of dispute might occur. Marcia Henkle explained there might be a difference of philosophies or financial. Other areas have more partners in the centers with greater financial impacts. Dave Petersen added Employment Security and SkillSource have enjoyed a good working relationship.

Heidi Myers moved and Peggy Gill seconded to approve the Okanogan One Stop Operator Agreement Revision. Motion passed.

Grant/Adams - One Stop Operator Agreement Revision

In Moses Lake the One Stop Center is operated by a consortium that includes the Division of Vocational Rehabilitation, Employment Security, and SkillSource.

Tom Boyd moved and Terry Brewer seconded to approve the Grant/Adams One Stop Operator Agreement Revision. Motion passed.

Chelan/Douglas Committee Report

The state's regional labor economist presented at each committee meeting. The economist reported the primary industries as a percentage of the workforce relative to the rest of the state. For example, Agriculture comprises 30 percent of the local economy which is 48 times higher than the national average and 8 times higher than the state.

Monitoring Report

Dave Petersen explained the initial State monitoring report was distributed last winter. This summer Dimitri Mandelis, Tom Boyd, and Keith Goehner received the final monitoring report. There were two findings in the report. The WDC fiscal agent did not have an approved indirect cost plan. However, a plan was approved June 27, 2011. The second finding relates to processing job orders and mainly involves ESD personnel. This issue was also resolved after a discussion with Marcia Henkle.

State monitors also presented a management letter with concerns about real estate transactions for the Moses Lake One Stop Building and the building at 240 N. Mission in Wenatchee. Dave Petersen said management will be prepared for next month's monitoring visit and present information prepared in 2002 regarding the Moses Lake building that compared leasing VS building costs. The information should satisfy the monitors that a reasonable analysis was performed.

Laura Leavitt explained the monitors were concerned the purchase price may have been higher than the current market value. However, there was an appraisal prior to the purchase to support the price.

Mentorship Grant

Susan Adams reported on a grant opportunity available through the State Workforce Board to mentor Opportunity program students at WVC. Marcia Henkle said the Opportunity students are low income and at higher risk of dropping out.

It is an opportunity to further partner with WVC and help students complete college and transition to employment. Susan wants letters of commitment from local businesses to mentor students in one of three ways. First, to provide an industry-specific mentorship for up to 20 hours over a six month period; second, to provide a job shadow for three to four hours; or third, to help with mock interviews for the graduating students. Susan will follow up via email next week with more information on the letters of commitment.

Performance Reports

Dave Petersen explained the statistical reports and data distributed in the meeting packet and at committee meetings will be consolidated. Dimitri Mandelis suggested the dashboards might be presented on one page.

Present:

Dimitri Mandelis
Karl Allison
Heidi Meyers
Marcia Henkle
Terry Brewer
John Butler
Peggy Gill
Tom Boyd
Michelle Price
Sean Osborne, alternate
Mary Watson, alternate

Absent:

Mike Bolander
Bill Bonaudi
John Butler
Debi Clark
Duane Johnson
Shaun Koos
Rich McBride
Barb Dronen
Oscar Garza
Roni Holder-Diefenbach
Georgia Nelson
Deb Schultz
Rober Thieme
Mike Wade

Staff:

Dave Petersen
Laura Leavitt
Lisa Romine
Susan Adams