

**Workforce Development Council
Board Meeting Minutes
May 28, 2013 Moses Lake**

Mike Bolander called the meeting to order at 5:52 pm.

March 15 Board Meeting Minutes

Jonathan Smith moved and Terry Leas seconded to approve the March 15, 2013 meeting minutes as presented. Motion passed.

Action Items

Service Delivery Budgets and Local Integrated Workforce Plan 2013-2017. Service Delivery Budgets were reviewed at committee meetings and have been recommended for Board approval. Local Integrated Workforce Plan distributed via internet link.

PY 13-14 budgets are down 8% from 3.29 million to 3.02 million.

Okanogan Committee Report

Okanogan budget decreases 21%. On-the-Job training efforts remain the same and vocational education decreases. Staffing is reduced through a combination of temporary furloughs, and reduced schedules.

Duane Johnson moved and Peggy Vines seconded to approve the Okanogan County Service Delivery Budget as presented. Motion passed. Marcia Henkle abstained.

Dave's efforts to list the Brewster property for 90 days at \$189,000 have been unsuccessful. The School District indicated a willingness to increase their offer. The district will cover all closing costs.

Dave feels that selling at below assessed value is tantamount to giving the School District a startup grant for an alternative school in Brewster. Federal Youth funds have historically focused on retrieving and educating dropouts through partnerships with School Districts during the 80's early 90's for alternative schools. In recent years Youth funds have been used in conjunction with State Education funds to retrieve and educate dropouts in partnership with School Districts at Learning Centers. Federal Youth funds have shrunk forcing the Brewster Learning Center to close.

Marcia Henkle moved and Duane Johnson seconded to approve selling the Brewster building to Brewster School District for \$80,000 and authorize the Executive committee act on behalf of the corporation to complete the transaction and negotiate the terms of the sale. Motion passed.

Grant/Adams Committee Report

Grant/Adams budget decreases 3%. Cuts are across the board with deeper cuts in youth work based training. Staff created a supplemental budget for Adams County as a subset of the combined Grant/Adams budget. Operations for Adams County are located in Othello and are almost exclusively basic skills instruction for youth and adults. Fifty percent (50%) of basic education costs in Othello, or \$50,000 is paid by federal grants. This consumes much of the Adams County revenue leaving little for vocational training. Staff is trying to both raise revenue and reduce costs of the Othello operation. Dave has contacted current partners about cost sharing and staff continues to look for other partners in Othello to share building costs. Terry reported that Big Bend will relocate evening ABE classes to Othello School District facilities.

Peggy Vines moved and Tom Boyd seconded to approve the Grant/Adams budget as presented. Motion passed.

Chelan/Douglas Committee Report

Chelan/Douglas budget decreases 7%. Cuts would have been in the double digits but Wenatchee School District agreed to enter into a contract based on the Dropout Reengagement (DRP) state law. Workbased training is maintained in favor of Vocational Education. Reduction in training related costs are also planned through temporary furloughs and attrition.

Rich McBride moved and Shaun Koos seconded to approve the Chelan/Douglas budget as presented. Motion passed.

Executive Committee Report

Refinance Executive Building: Tom Boyd, Dimitri Mandellis, and Mike Bolander met to review refinancing proposals for the Executive building in Wenatchee. Of the three proposals received and reviewed Banner Bank had the most favorable offer essentially lowering the interest rate on the existing loan requiring no new loan costs. SkillSource has the option to prepay \$10,000 a year with no prepayment penalty.

Jonathon Smith moved and Oscar Garza seconded approval of refinancing the Executive Building. Motion passed.

Executive budget: No change in staffing is proposed. SkillSource operates at about 15% compared to other Areas where administration and overhead is 20-30%. Serving as a Federal Workforce Investment Fiscal Agent requires a base staff effort to carry out required functions regardless of grant size.

A recognition banquet is planned for March, 2014. The banquet will alternate every other year with the Board retreat. Salaries decrease with furloughs for the four full-time Executive staff. An increase in benefits is almost offset by the decrease in interest expense from the building refinance.

Shaun Koos moved and Terry Leas seconded approval of the Executive budget as presented. Motion passed.

Local Workforce Plan

Other than adding and updating statistics, the plan is substantially unchanged from the draft presented at the Chelan retreat. Main change to the goals was on the OneStop collaboration job retention. Department of Labor focuses on employment retention: is the graduate still working after placement irrespective of different employers during three subsequent quarters. Dave wants to look at statistics of how many graduates are still working for the same employer three quarters after placement. Hopefully Employment Security can provide the data. Olympia has reviewed and accepted the plan as presented. An executive summary was distributed to the board and the full text of the plan is available on-line.

Peggy Vines moved and Megan Richardson seconded to approve the Local Workforce Plan as presented. Motion passed.

Dave announced that the September meeting will be a video conference at local DVR sites.

The meeting adjourned at 6:47 pm.

Members Present:

Peggy Vines
Marcia Henkle
Rich McBride
Selina Hoflund
Jonathan Smith
Mike Bolander
Terry Leas
Shaun Koos
Tom Boyd
Debi Clark
Oscar Garza
Duane Johnson
Megan Richardson
Mary Watson (alt Jim Richardson)

Members Absent:

Armando Lopez
Roger Thieme
Roni Holder-Diefenback
Lavonne Roy
Eric Ercanbrack
Dimitri Mandelis
Heidi Myers
John Butler
Michelle Price

Guests:

Sheilah Kennedy –Okanogan County
Commissioner)
Gary Warren

Staff:

Dave Petersen
Lisa Romine
Laura Leavitt
Yolanda Rios