

**Workforce Development Council
Board Meeting Minutes
September 17, 2013**

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

Directors Report

Dave announced a proposed purchase agreement was delivered to the Brewster School District for the buyer's review and comment. If acceptable we will move forward with the sale for \$80,000.

The Vice Chair position is vacant. Dave advises electing a Vice-Chair by the March 2014 meeting. Mike reminded members that traditionally the chair rotates amongst the three subareas and ideally would come from Okanogan County.

May 28 Board Meeting Minutes

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

Action Items

Service Delivery & Executive Budget Modifications add two small grants and adjust carry-in revenue to actual. The new funding sources were; a \$50,000 state grant to mitigate sequestration related furloughs this summer and a \$112,781 National Emergency Grant to retrain long-term dislocated workers.

Budget modifications were reviewed at committee meetings and have been recommended for Board approval.

Okanogan Committee Report

Five youth participated in Omak's Youth Project based learning. They made "I Care Kits" for the homeless through donations solicited from local businesses.

Okanogan's budget modification increases planned expenditures by 4.5% (\$24,319) and restored .13FTE .

Debi Clark moved and Michelle Price seconded to approve the Okanogan County Service Delivery Budget modification as presented. Motion passed. Craig Carrol abstained.

Dave reported the Economic Alliance is spearheading local efforts to obtain employee training funds from the Governors strategic fund for the company that is reopening the Omak plywood mill.

Grant/Adams Committee Report

Grant/Adams youth rebuilt a memorial garden at the Grant County Fairgrounds. Students designed, acquired materials, built hardscape, installed irrigation and planted groundcover, trees and shrubs.

G/A's budget modification increases planned expenditures by 5% (\$65,131), increasing personnel.6FTE, and adding a 2% merit pay increase. The committee recommended the modification as presented except increased the merit raise budget to 3% of salaries. The increase would come from savings in budgeted training related expenses, not from training activities.

Terry Leas moved and Shaun Koos seconded to approve the Grant/Adams budget modification with the addition of a 3% merit increase for staff. Motion passed.

Chelan/Douglas Committee Report

Ten Chelan/Douglas youth served as ambassadors at the Pybus Public Market and raised funds for the Red Cross. The youth learned how to interact with adults and strangers by greeting customers, explaining the layout, and answering questions.

C/D's proposed budget modification increases planned expenditures by 3% (\$33,883), increases personnel.6FTE and adds a 2% for pay increases. The committee recommended the modification as presented except increased the merit pay budget to 3%. The difference must come from savings in other training related expenses.

Shaun Koos moved and Heidi Myers seconded to approve the Chelan/Douglas budget modification with the addition of a 3% merit increase for staff. Motion passed.

Executive Committee Report

The proposed Executive budget modification increases planned expenditures by 5% (\$24,739), increases staffing .30FTE and adds a 2% merit increase. Also added was one national conference.

Tom Boyd moved and Heidi Myers seconded approval of the Executive budget as presented. Motion passed.

Other Business

November 19th meeting will be via video conference. Lisa will report out on annual performance measures.

Dave expects to soon receive the Department of Social and Health Services nomination to replace Karl Anderson representing public assistance on the Board. He has also been talking with Keith Goehner regarding Mike Wade's replacement.

Laura reported that CliftonLarsonAllen has started field work on the audit of PY 12-13. State Monitors are scheduled to arrive October 14th.

The meeting adjourned at 6:15 pm.

Members Present:

Craig Carrol for Marcia Henkle
Jonathan Smith
Mike Bolander
Terry Leas
Shaun Koos
Tom Boyd
Debi Clark
Heidi Myers
Michelle Price
Duane Johnson
Lavonne Roy

Members Absent:

Armando Lopez
Roger Thieme
Roni Holder-Diefenback
Eric Ercanbrack
Dimitri Mandelis
John Butler
Oscar Garza
Megan Richardson
Peggy Vines
Rich McBride
Selina Hoflund
Jim Richardson

Staff:

Dave Petersen
Lisa Romine
Laura Leavitt
Yolanda Rios
Susan Adams
Mary Hinger