

**Workforce Development Council  
Board Meeting Minutes  
December 15, 2015**

Debi Clark called the meeting to order at 5:40pm via video conference locations in Omak, Moses Lake and Wenatchee.

**Directors Report**

Dave reported that the Annual Workforce Investment Report will not be presented this evening as the State Workforce Board has yet to publish final results.

The Recognition Banquet is in Omak March 18<sup>th</sup> at the 12 Tribes Resort & Casino in Omak. It will mark our first banquet in Okanogan.

The National Association of Workforce Board's Annual Forum in Washington DC is March 12-15, 2016. Two or three Board Members may be recruited to attend. The conference is expected to provide updated information about the new Workforce Innovation and Opportunity Act.

**September 22, 2015 Board Meeting Minutes**

**Terry Lease moved and Duane Johnson seconded to approve the September 22, 2015 meeting minutes with a correction to the date and the spelling of James Wood's last name. Motion passed.**

**Committee Reports:**

Each Committee Report was briefly summarized by a member who was present. In Okanogan, the fire restoration activities were summarized along with report that Omak Wood Products announced they will be closing the plywood mill. Approximately 180 employees would be laid-off. In Chelan/Douglas, the Alcoa Rapid Response activities were updated. No additions were made to the Grant/Adams report. No action necessary.

**Executive Committee Report**

**Audit Report** – CliftonLarsonAllen audited the Financial Statements for the year ended 06/30/2015. They looked at compliance with grants and contracts to ensure the accounting is correct. This is the sixth year with the current firm. Nate Bishop, Principal reviewed the Audit Results, Required Communication with the Board, Financial Statements and Highlights and the Form 990. They reported no findings, no difficulties performing the audit, no disagreements with management and (only one uncorrected misstatement regarding categorization of capital and operating leases). The Audit Committee met privately with the auditors prior to field work and after to present their results and answer any questions.

**Michelle Price moved and Marcia Henkle seconded to approve the Audit Report as presented. Motion passed.**

**Form 990** – Non-Profit agencies with incomes exceeding \$25,000/yr must annually submit Form 990 to the IRS. No tax is owed. The return is a public record and anyone who wishes may view it. Organization activity/accomplishments are provided along with financial information.

**Rich McBride moved and Peggy Vines seconded to approve the IRS Form 990 as presented. Motion passed.**

The meeting adjourned at 6:35 pm.

**Members Present:**

Tom Boyd  
John Butler  
Debi Clark  
Marcia Henkle  
Duane Johnson  
Ken Johnson  
Rich McBride  
Peggy Vines  
Michelle Price  
Terry Leas  
Theresa Stokes  
Anita Janis, for Jim Richardson

**Members Absent:**

Mike Bolander  
Oscar Garza  
Polo Garza  
Wayne Johnson  
Heidi Myers  
Roni Holder-Diefenbach  
Irasema Ortiz-Elizalde  
Dimitri Mandelis  
Jim Richardson  
Danny Robins  
Lavonne Roy  
Sarah Matzen

**Staff Present:**

Dave Petersen  
Lisa Romine  
Yolanda Rios  
Mary Hinger  
Craig Carroll  
Aaron Parott, WVC