

**Workforce Development Council  
Board Meeting Minutes  
June 7, 2016**

Debi Clark called the meeting to order at 5:54pm via video conference locations in Omak, Moses Lake and Wenatchee.

Dave welcomed Stephen McFadden to his first official Board Meeting. Stephen attended the March banquet and meeting as a nominee. Stephen represents Economic Development.

**March 18, 2016 Board Meeting Minutes**

**Jim Wood moved and Marcia Henkle seconded to approve the March 18, 2016 meeting minutes as they are. The motion passed.**

**Committee Reports**

**Okanogan** - Duane Johnson reported that Okanogan enrollments and outcomes are at or above targets with the exception of Dislocated Workers. The strong economy has reduced the number of laid-off workers seeking retraining. The Regional Plan, PY 16-17 Budget, and Extension of MOU were all discussed at the committee meeting.

**Duane Johnson moved and Jim Wood seconded to approve the PY 16-17 Okanogan Service Delivery Budget. Motion passed.**

**Grant/Adams** - Ken Johnson reported the Othello basic skills class is currently not self-supporting. The budget as presented includes a continuation of the Othello class upon negotiation of a satisfactory contract with the School District. If a contract does not materialize, the basic skills GED class would close and the Adams County Youth funds will be used to provide In-School services at Desert Oasis High School. Adults, Dislocated Workers, and older high school graduates lacking direction will continue to be served at the Othello Center. If the secondary class becomes self-supporting next year, Youth funds are available for work experience, on-the-job training, etc.

**Terry Leas moved and Stephen McFadden seconded to approve the PY 16-17 Grant/Adams Service Delivery Budget. Motion passed.**

**Chelan/Douglas** - Jim Wood reported that performance was good in Chelan/Douglas. The committee recommended the local service delivery budget be approved.

**Heidi Meyer moved and Jim Richardson seconded to approve the PY 16-17 Chelan/Douglas Service Delivery Budget. Motion passed.**

**Executive** - Tom Boyd reported total revenue is up slightly, total revenue for executive functions is also up slightly. There are a number of changes of which most are insignificant with the exception of \$25,000 budgeted for One Stop Operator services. Dave explained that Employment Security currently performs the One Stop Operator function in Wenatchee and Omak at no cost to partners. In Moses Lake the Operator is a consortium of the three main partners (SkillSource, Division of Vocational Rehabilitation & Employment Security) also at no cost to partners. The new federal authorization requires the One Stop Operator be competitively procured. As a result, executive staff plan to solicit for Operator services next year. If the selected operator requires reimbursement, partners are expected to equitably share such operator costs. Also planned is a board retreat. Dave invited members to suggest possible locations.

**Tom Boyd moved and Dimitri Mandelis seconded to approve the PY 16-17 Executive Budget. Motion passed.**

**Regional Plan**

The 30 day public comment period closed. The State Workforce Board is required to review local area plans for compliance and conformance. This year the State Board recruited twelve staff from various state agencies to read the plans and make comments.

One local comment expressed a need for local Pearson VUE EMT testing location. Currently candidates must travel 100 miles to test and often need to test multiple times before passing. Another commenter urged the Board engage in high quality, well paid on-the-job training. One State urged the Area broadly recruit new board members.

**Jim Wood moved that the Board approve the plan subject to giving the Executive Director authority to make minor changes as he sees fit based upon the comments provided. Dimitri Mandelis seconded the motion. Motion passed.**

**Memorandum of Understanding (MOU)**

The MOU is an agreement between the Local Workforce Board and the partners in each of our three labor markets. It is a non-financial agreement pledging to coordinate and collaborate. Over the next twelve months staff will craft a new One Stop 2.0 agreement which will be tied together with the Operator agreement. The new agreement will like be a financial agreement to appropriately share costs. Lisa explained that all partners in the Center will be encouraged to sign the MOU. Required partners cannot opt out of the MOU. However voluntary partners may elect to opt out of the MOU with no effect on the process.

**Peggy Vines moved and Duane Johnson seconded to approve extending of the current MOU or one more year.**

**15-16 Audit**

Heidi Meyer reported that SkillSource has hired CliftonLarsonAllen as our auditor for several years. This was the year staff was to solicit bids for these services. Staff has recommended extending for one more year since transitioning to a new accounting system midyear.

**Tom Boyd moved and Peggy Vines seconded to extend CliftonLarsonAllen audit services for the PY 15-16 audit. Motion Carried**

The meeting adjourned at 6:59 pm.

**Members Present:**

Tom Boyd  
Debi Clark  
Marcia Henkle  
Duane Johnson  
Ken Johnson  
Terry Leas  
Dimitri Mandelis  
Stephen McFadden  
Heidi Myers  
Michelle Price  
Jim Richardson  
Jim Wood  
Peggy Vines

**Members Absent:**

Mike Bolander  
John Butler  
Oscar Garza  
Roni Holder-Diefenbach  
Sarah Matzen  
Linda Martin  
Rich McBride  
Irasema Ortiz-Elizalde  
Danny Robins  
Lavonne Roy  
Theresa Stokes

**Staff Present:**

Dave Petersen  
Lisa Romine  
Laura Leavitt  
Mary Hinger  
Yolanda Rios