

**North Central Workforce Development Board  
Board Meeting Minutes  
March 25, 2020  
Via Web Video Conference  
Moses Lake, Wenatchee & Omak, plus other locations**

Ken Johnson, chair, called the meeting to order at 5:03 pm. He thanked everyone for attending.

**Director's Report:**

Dave read to the board members his communication to SkillSource employees directing non-essential employees to remain at home and detailing the many steps taken to deliver services virtually in the face of the coronavirus shutdown directive from the state.

The planning retreat will be rescheduled.

**December 3, 2019 Board Meeting Minutes**

*Karl Ruether moved and Alberto Isiordia seconded to approve the minutes from the December 3rd meeting. The motion carried.*

**Committee Reports**

Ken waived the reading of reports in the interest of time.

**Youth Service Delivery (Chelan/Douglas, Grant/Adams)**

Tom O'Brien, procurement consultant, delivered a recommendation based on the Request for Proposal he prepared and released for selecting a youth service delivery provider. SkillSource was the only respondent, and he recommended they be selected for youth service delivery based on their proposal.

*Michelle Price moved and Irasema Ortiz-Elizalde seconded to approve the selection of SkillSource as youth service provider as presented. The motion carried.*

**Adult/Dislocated Worker Service Delivery**

Dave presented the documentation prepared by SkillSource staff to submit to Olympia upon recommendation of the board for SkillSource to continue service delivery for adults and dislocated worker.

*Karl Ruether moved and Roni Diefenback-Holder seconded to approve the Adult/Dislocated Worker service delivery request as presented. The motion carried.*

**Regional Workforce Plan**

Dave explained the timeline for public comment and submittal of the 2020-2024 Regional Workforce Plan. The Plan serves as a roadmap for Workforce Innovation Act services in the WDA over the next four years, and articulates the Board's vision for workforce development in North Central Washington. Dave explained that the Plan largely continues goals and objectives of the current plan but updates data, descriptions, and other information. The process for partner input is disrupted to some extent by COVID-19 shutdowns, but will continue via virtual meetings. The final plan will be presented in June for elected officials' approval.

*Pablo Villareal moved and Michelle Price seconded to approve the draft Regional Workforce Plan as presented. The motion carried.*

Karl Ruether announced that the apprenticeship program underdevelopment with the Washington Hospitality Association will be tabled for the foreseeable future as the Education Foundation staff have been laid off during the coronavirus crisis and will likely not reconvene within the next 18 months.

Two business vacancies (one in Chelan/Douglas and one in Grant/Adams) exist; Dave requested recommendations from the board.

Dave explained that the next board meeting locations and date will be announced at a later day.

Meeting adjourned at 5:27 pm.

**Present:**

Tad Hildebrand  
Roni Holder-Diefenbach  
Alberto Isiordia  
Ken Johnson  
Michelle Price  
Terry Leas  
Irasema Ortiz-Elizalde  
Michelle Price  
Karl Ruether  
Pablo Villareal  
Peggy Vines

County Commissioner:  
Bob Bugert (Chelan)

**Not Present:**

Decorah Anderson  
John Butler  
Crystal Gage  
Dimitri Mandelis  
Brant Mayo  
Stephen McFadden  
Heidi Myers  
Jim Richardson  
Danny Robbins  
Lavonne Roy  
Erik Swanson  
Teresa Stokes

**Staff Present:**

Dave Petersen  
Lisa Romine  
Laura Leavitt  
Aaron Parrott  
Emily Anderson  
Yolanda Rios  
Mary Hinger