

**Workforce Development Council
Board Meeting Minutes
September 20, 2016**

Debi Clark called the meeting to order at 6:05pm via video conference locations in Omak, Moses Lake and Wenatchee.

June 7, 2016 Board Meeting Minutes

Linda Martin moved and Mike Bolander seconded to approve the June 7, 2016 meeting minutes as they are. The motion passed.

Committee Reports

Okanogan – Roni Holder – Diefenbach summarized the Okanogan Committee meeting. Committee members were updated on ESD's new Customer First initiative and Workforce Investment year-end performance. Also announced was the upcoming competitive selection of Okanogan service delivery effective 7/1/2017. Finally, the committee reviewed the 2016-2020 Regional Workforce Plan.

Grant/Adams – Mike Bolander reported the Adams County Commissioners have extended a 5 year lease option on the facility in Othello for \$1 per year. The committee discussed and recommended signing on a procurement agent so that SkillSource could bid on the youth services program. The committee also reviewed and recommended approval of the direct service request for Adult & Dislocated Worker.

Stephen McFadden moved and Wayne Johnson seconded to approve the Othello Lease renewal. Motion passed.

Chelan/Douglas – Jim Richardson reported that committee members were provided an update on the Alcoa layoff; how many have been served and how it is going. A special Rapid Response grant was received for the Area in most part due to the Alcoa closure. The committee also discussed structuring the youth procurement so that SkillSource could bid and the direct delivery application for Adult/Dislocated Worker services. Both the youth procurement and direct delivery application were recommended for approval.

Adult/Dislocated Worker Direct Delivery Application -

This action requests continuation of approval to directly deliver (not engage a subrecipient) career services to adults and dislocated workers. Historically request and approval was accomplished via the Five Year Plan. But this year Olympia created a new rule requiring a local Board submit a formal application to the State Board justifying its request to allow Board employed staff to deliver services in Chelan, Douglas, Grant & Adams Counties.

Roni Holder-Diefenbach moved and Wayne Johnson seconded to approve the Adult/Dislocated Worker Direct Delivery Application. Motion passed.

Youth Services Procurement Plan

Under this proposed action an independent procurement manager that is qualified and experienced at conducting competitive procurements will be engaged. We will solicit procurement manager

applicants from other Workforce Development Areas around the State. Staff will write the manager solicitation. Current or retired administrators will submit their information to a committee comprised of Board Members who will work with staff to engage a procurement manager. This action will authorize the committee to select a procurement manager not approve the service provider.

Wayne Johnson moved to approve the youth services procurement plan. Mike Bolander seconded. Motion passed.

Roni Holder-Diefenbach asked that the committee be given a not-to-exceed amount for the procurement manager within limits established in the bylaws.

Mike Bolander moved to establish a committee to supervise the engagement of a procurement manager with a budget for that procurement process not to exceed \$10,000. Steve McFadden seconded. Motion passed.

Peggy Vines, John Butler, and Steve McFadden volunteered to serve on the procurement manager committee.

Dave thanked Mike Bolander for his many years of service on the North Central Workforce Board. Mike is retiring from Lineage Logistics and building a new house on the outskirts of Spokane. He will be missed but is expected to join us next spring at the Planning Retreat for an official farewell.

The meeting adjourned at 6:40 pm.

Members Present:

Mike Bolander
John Butler
Craig Carroll, Marcia Henkle alternate
Debi Clark
Roni Holder-Diefenbach
Duane Johnson
Wayne Johnson
Terry Leas
Linda Martin
Rich McBride
Stephen McFadden
Heidi Myers
Irasema Ortiz-Elizalde
Jim Richardson
Lavonne Roy
Theresa Stokes
Peggy Vines

Members Absent:

Tom Boyd
Oscar Garza
Ken Johnson
Dimitri Mandelis
Sarah Matzen
Michelle Price
Danny Robins
Jim Wood

Staff Present:

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