



Executive Committee Meeting
April 11, 2017
4:00 p.m.
SCWDC/WebEx

Minutes:

Board Members Present

Carolyn Dresker, Chair
Linda Kaminski
Dennis Flabetich
Barbara Cosner, WebEx

Jonathan Smith, WebEx
Mark Todd
Leanne Liddicoat, WebEx
Kathy Rheame, WebEx

Staff Present:

Patrick Baldoz
David Gonzales

Amy Martinez
Tim Hoerner

Justin Merrell
Amy Garcia-Hernandez, Minutes

Guests:

Madelyn Carlson
Cindy Maib-Robinson

Yessenia Rodriguez
Brad Hill

Mike Perry

Call to Order

Carolyn Dresker called the meeting to order at 4:12 p.m. and welcomed everyone. Introductions were made.

Approval of Minutes

Carolyn called for a motion to approve the Board of Directors minutes from March 14, 2017 meeting minutes:

Dennis Flabetich moved to approve the March 14, 2017 Executive Committee meeting minutes, seconded by Mark Todd. Motion carried.

Consent Agenda

Carolyn Dresker called attention to the consent agenda items (noted below) and asked if there was any items that needed to be pulled for discussion. Hearing no response she asked for approval of the consent agenda.

16-04-01- February 2017 Financial Statements

Linda Kaminski moved to approve the items on the Consent Agenda as presented, seconded by Dennis Flabetich. Motion carried.

New Dislocated Worker Rapid Response Funds

Justin Merrell shared from the provided memo. The SCWDC is eligible to receive \$147,296 in Rapid Response Dislocated Worker funding, that is part of \$1.7 million being released to WDC's. The purpose of the funding is to increase the number of

dislocated workers who receive services and find jobs. South Central is proposing to increase dislocate worker enrollments by 15 and place 12 of these workers in jobs above its program year 2016 targets and to allocate funds as outlined in the provided memo.

Jonathan Smith moved to approve the staff recommendation for the additional dislocated worker participant targets and the allocation of funds outlined in the provided memo, seconded by Dennis Flabetich. Motion moved.

Upskill/Backfill

Justin Merrell gave an update and explained that the SCWDC application to the state had been deferred for approval. He shared that there was an issue within the RFP guidelines about to what extent labor would be involved in the project. He has been working with the Central Labor Council to modify the SCWDC original application.

Open House

Amy Garcia gave an update to the planning of the SCWDC and the WorkSource open house that is scheduled for May 9th, 2017. Invitations to guest will be sent out on Monday, April 17, 2017. There is currently a budget of \$400 combined with WorkSource.

SCWDC Polo Shirt

Patrick shared that staff has been looking into ordering a SCWDC logo polo for Board members. If the Board approved, staff would use unrestricted funds to pay for the shirts. Shirts would be worn for job fairs, events to represent the WDC.

Dennis Flabetich moved to approve to use unrestricted funds to purchase WDC embroidered logo shirts for Board members, seconded by Mark Todd. Motion carried.

Governor's Summit

Patrick Baldoz shared that the Governors Summit will be held next month on May 31, 2017, in Redmond. SCWDC will be able to send a few Board members and pay their fees if Board members would like to attend.

Directors Report

Patrick gave an update regarding the Columbia Gorge Training Project. He shared that we have been trying to reestablish adult basic education and skilled training. WDC awarded Lisa Nisenfeld a contract to work with the local community. As the project progresses, he will update the Board members.

He let the committee members know that the Personnel committee met yesterday and discussed a few issues. He shared that he will be retiring this fall and one of the primary topics at the meeting was how they were going to recruit and hire for his position. The methodology that has been used to hire for his position is that the agreement between the Board and the local elected officials, says that the Board will oversee the staff and the supervision along with the hiring. However, hiring for the

position of the Executive Director of the WDC the recommendation must be taken to the Consortium of County Commissioners. They have the right to accept or reject the recommendation. A memo was drafted that will be sent out to the Commissioners of the four counties, explaining what the current plan is in searching for the new Executive Director. It is a provision of the Joint Powers Agreement, and for WDC would like to know how in depth they would like to be involved with the hiring. The target date to start recruitment will begin in May. The call for applications and resumes will be through the end of May. The Personnel Committee is asking for staff to collect, review and to set up interviews in June and be completed at the end of July, having a successful candidate. Although Patrick has a target of September, he is flexible to stay depending on how the process goes. There will be a preliminary step of three interviews and then a final interview with the Executive officers of the Board. There has yet to be talk about the final offer. Board members would like there to be a meet and greet prior to the final decision.

Other Business: Minimum Wage Scale Adjustment

The Personnel Committee approved of a pay adjustment for the Office Technician wage scale. Minimum wage increased 16%, which put the starting wage slightly above minimum wage. WDC Staff would like to increase the scale by 16%.

Linda Kaminski moved to approve to staff recommendation to adjust the wage scale of the MIS staff members, seconded by Dennis Flabetich. Motion carried.

The meeting was adjourned at 4:36 p.m.