



workforce
SOUTHWEST WASHINGTON

WSW Joint Finance Committee & Executive Board Meeting Minutes
January 27, 2021
3:30 p.m.
Zoom Conference Call, WSW

Executive Board & Finance Committee Members Present: Chair Paige Spratt, Kelley Foy, John Vanderkin, Ralph Clark, Renny Christophe, A.D. Simmons, and Councilor Karen Bowerman.

Staff Members Present: CEO Kevin Perkey, CFO Barri Horner, and Traci Williams.

Guests Present: Cora Kenworthy and Jeremy Fogelquist from Johnson, Stone & Pagano, P.S.

WELCOME

Chair Paige Spratt opened the meeting at 3:36 p.m. and welcomed everyone in attendance. All Executive Board, Finance Committee, and staff introduced themselves due to this being Councilor Bowerman's first meeting.

AUDIT:

Cora Kenworthy and Jeremy Fogelquist of Johnson, Stone & Pagano, P.S. (JSP) joined the meeting to present the findings from their recent fiscal audit of WSW held last November. Chief Financial Officer Barri Horner provided additional information to the members.

Ms. Kenworthy and Mr. Fogelquist reported that JSP performed the Uniform Guidance Single Audit, which focuses on compliance related to the use of federal funds. A clean audit resulted, with no negative findings with the design and/or performance of WSW's fiscal procedures.

Ms. Kenworthy and Mr. Fogelquist reported that WSW's financial statement audit, as a whole is an unmodified, clean opinion; the internal controls for financial statements and the internal controls and compliance for the federal awards were all clean and unmodified, qualifying the organization as a low-risk auditee. Questions were invited and addressed by Ms. Kenworthy and Ms. Horner.

John Vanderkin moved to approve the audit draft report as presented and forward to the full board at the upcoming March Board meeting, second by Paige Spratt. Motion carried from the Finance Committee.

Mr. Perkey acknowledged the great fiscal work of Barri Horner, Kathy Ashley, Denise Elliott, and Linda Czech in this process.

CONSENT AGENDA

Having reached quorum, Chair Spratt entertained a motion to approve the Consent Agenda, consisting of the Executive Board minutes held on November 18, 2020, Contract Memo, Policy Memo; containing

the WSW Supportive Services Policy #3005 and WSW Trade Act and Dislocated Worker Co-Enrollment Policy #3036.

John Vanderkin moved to approve the Consent Agenda as presented, second by Ralph Clark. Motion carried.

CEO REPORT

Mr. Perkey updated the Executive Board on WSW's strategic planning process, with a March final adoption of the Strategic Plan. A draft of the new Strategic Plan will go to the Executive Board at the upcoming February meeting. Mr. Perkey also informed the Executive Board that yesterday was Narek Daniyelyan's last day working at WSW and that WSW is close to hiring the two new positions of Program Manager and Program Coordinator in early February. Mr. Perkey also mentioned that today was Suzi Levine's last day at ESD before she leaves to start her new position with the Biden/Harris Administration, more news to follow. He also mentioned the WSW Governance Committee is actively recruiting for the six open seats on the board and Mr. Perkey has had 1:1 discussions with three of the candidates. Questions were answered by Mr. Perkey.

ADJOURNMENT

With nothing further for the good of the order, Chair Spratt adjourned the meeting at 4:37 p.m.