



workforce
SOUTHWEST WASHINGTON

WSW Executive Board Meeting Minutes
May 27, 2020
3:30 p.m.
Conference Call, WSW

Executive Board Members Present: Interim Chair Paige Spratt, A.D. Simmons, Kelley Foy, John Vanderkin, Ted Sprague, and Renny Christopher.

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

WELCOME

Interim Chair Paige Spratt opened the meeting at 3:30 p.m. and welcomed everyone in attendance.

CONSENT AGENDA

Having reached quorum, Interim Chair Spratt entertained a motion to approve the Consent Agenda, consisting of the Executive Board minutes held on February 26, 2020 and March 25, 2020, and the WorkSource Certification Memo. Upon the motion duly made and seconded and with no discussion forthcoming, the Consent Agenda was approved as presented with all in favor.

BOARD BUSINESS

- **Board Officers**

The Executive Board approved the following slate of officers for a final vote at the June board meeting: Paige Spratt, Board Chair; Kelley Foy, Vice Chair; and Renny Christopher, Treasurer.

A motion was entertained to approve the slate of board officers for presentation to the full Board at the June 10th meeting. Upon the motion duly made and seconded and following discussion, the motion carried with all in favor with each elected officer abstain from their own motion.

- **Board Member Term Expirations**

Discussion ensued regarding the five Board members whose terms will expire as of June 30, 2020, including the following: Paige Spratt, Kelley Foy, Bob Carroll, Robert Gaffney, and Denise Smith. Governance Co-Chair A.D. Simmons and Mr. Perkey informed the Executive Board that Ms. Spratt, Ms. Foy, and Mr. Carroll all accepted the nomination to continue serving for another three-year term on the WSW Board of Directors. Mr. Gaffney and Ms. Smith declined the nomination to continue serving on the WSW Board of Directors.

A motion was entertained to approve the three board members for presentation to the full Board at the June 10th meeting. Upon the motion duly made and seconded and following discussion, the motion carried with all in favor with each elected officer sustaining from their own motion.

FINANCE

Chief Financial Officer Barri Horner presented the proposed budget for PY20. Ms. Horner invited questions and comments on the proposed budget with discussion following. A motion was entertained to recommend approval of the PY20 budget to the full board as proposed with all in favor.

Ms. Horner presented the FY19 Q3 financial reports, including special projects and internal expenses, noting no major concerns. WIOA adult, WIOA dislocated worker, and WIOA youth are all on track for spending. Questions and comments were invited and addressed by Ms. Horner.

Treasurer Renny Christopher went over the Treasurers Memo presented some highlights for the proposed budget for PY20. WIOA funding has increased 13% over PY19 per preliminary allocations received from Employment Security. Ms. Christopher also acknowledged that the Finance Committee recommends no increase in subcontract funding at this time due to the uncertainty in the economic environment as a result of Covid 19 pandemic. Questions and comments were invited and addressed by Ms. Christopher and Ms. Horner.

CEO REPORT

Mr. Perkey presented the Executive board with some updates on the WSW staff, with WSW ending their employment relationship with Melissa Boles and starting to put together a description for a new Program Manager Role. Mr. Perkey also talked about what the reopening of WorkSource and Next with possible virtualization of services and what that might look like. He also updated the Executive Board on the ESD unemployment benefits and that the 2020 NAWB conference registration will be rolled over to next year. Mr. Perkey also noted that WSW has hired Denise Elliott as a Staff Accountant II position and will start the middle of June. Mr. Perkey will also send out the agenda to the upcoming June board meeting later this week. Questions and comments were addressed by Mr. Perkey.

ADJOURNMENT

With nothing further for the good of the order, Interim Chair Spratt adjourned the meeting at 4:38 p.m.