



workforce
SOUTHWEST WASHINGTON

WSW Executive Board Meeting Minutes
June 24, 2020
3:30 p.m.
Conference Call, WSW

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

Staff Members Present: CEO Kevin Perkey, Amy Gimlin, and Traci Williams.

WELCOME

Interim Chair Paige Spratt opened the meeting at 3:38 p.m. and welcomed everyone in attendance.

CONSENT AGENDA

Having reached quorum, Chair Spratt entertained a motion to approve the Consent Agenda, consisting of the Executive Board minutes held on May 27, 2020, and Contract 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 DEVELOPMENT

Mr. Perkey gave the Executive Board an updated spreadsheet with a view of the current board list. The list was color coded based on what role each member placed and what county they represent, and all current open seats were also listed.

Mr. Perkey also addressed the Importance of being intentional about how we are considering equity and inclusion on our board, how and where we are soliciting potential members. Questions and comments were addressed by Mr. Perkey. Discussion ensued and next steps The Executive board agreed that

Next steps include squaring up WSW's bylaws and policy and procedures to align with the current practice with board member nominations. The Governance board is also making a matrix of skill sets for future nominations and a brief survey will go out to current board members to track their technical skills that will benefit the board. The last step will be to open recommendations for potential members that will be considered and evaluated by the Governance Committee. Questions were answered and addressed by Mr. Perkey, Mr. Clark, and Ms. Simmons.

FINANCE

- **Authorized Fiscal Signer Resolution:**

A motion was entertained to approve the removal of Past Chair Bill Skidmore and Past Treasurer Jim Lucey as authorized fiscal signers on the WSW checking account. The Resolution also calls for the addition of Board Chair Paige Spratt and Treasurer Renny Christopher as authorized signers on the account.

Discussion ensued about adding a third signer, due to the unknown circumstances that COVID might bring and having an additional signer will help having someone always available. It was agreed that Vice Chair Kelley Foy would also be added as an authorized fiscal signer on the WSW checking account. Upon the motion duly made and seconded and with no discussion forthcoming, the motion carried with all in favor.

CEO REPORT

Mr. Perkey updated the Executive Board on a grant request with GPI in the 11-12M range. WSW reached out to all the Ports in southwest Washington, with the Port of Ridgefield agreeing to join WSW on the regional application for the Discovery Ridge Project. WSW would be the sub-contractor for the Port of Ridgefield and take the lead on training and hiring. WSW will be submitting the application by the end of this week and will know the results by the end of July, early August. Questions were answered by Mr. Perkey.

The WSW/CREDC staff will continue to work remotely, with meetings being conducted via Zoom. Mr. Perkey shared the WSW/CREDC office reopening plan, which showcased the Phase 1-5, for which employees would be able to work in the office, along with what PPE would be required and the precautions taken for in office work.

Mr. Perkey presented the Executive board with the idea of the Executive board leading a group Zoom call to the business community, in order to forecast out the need that businesses see that they will need moving forward with the COVID struggles. There would be breakout rooms for different industries for key takeaways in moving forward. Discussion ensued, with the Executive board agreeing that this would be a great community outreach. Mr. Perkey will follow up with the Executive Board at the next meeting.

ADJOURNMENT

With nothing further for the good of the order, Chair Spratt adjourned the meeting at 4:39 p.m.