



workforce
SOUTHWEST WASHINGTON

WSW Executive/Finance Committee Meeting Minutes
November 16, 2022
3:30 p.m.
Zoom Conference Call/WSW Rainier Board Room

Executive Committee Members Present: Paige Spratt, A.D. Simmons (via Zoom), Ralph Clark, Monte Constable, Councilor Rylander, and Ted Sprague.

Finance Committee Members Present: John Vanderkin, Paige Spratt, and Bob Gustainis (via Zoom).

Executive/Finance Committee Members Excused: Renny Christopher

Staff Members Present: CEO Miriam Halliday, Amy Gimlin, Barri Horner, and Traci Williams.

WELCOME:

Chair Paige Spratt opened the meeting at 3:35 p.m. and welcomed everyone in attendance.

APPROVALS:

Having reached quorum, Chair Spratt entertained a motion to approve the Consent Agenda, consisting of the Finance Committee minutes held on August 17, 2022 and Policy Memo containing; WSW Monitoring Policy #2003 Rev 4.

Ted Sprague moved to approve the Consent Agenda as presented, second by John Vanderkin.

CEO REPORT:

CEO Miriam Halliday shared the December Board of Directors meeting draft agenda and shared the Connecting the Dots breakout groups. It was brought to attention that the date on the agenda needs to be changed from the 14th to 13th. Miriam also mentioned that WSW will now have a full team after hiring a new Program Manager, Armando who starts November 29th and the new Director of Programs, Marnie who will start January 4th. Questions were addressed by Miriam Halliday.

FINANCE:

Chief Financial Officer, Barri Horner presented the PY22 Q1 financial reports, which included the WIOA Formula Grant Fund Obligations report for WIOA Adult, WIOA Dislocated Worker, and WIOA Youth. Last year's WIOA Formula grants have been fully obligated at 100%. Financial reports on operations, subcontracts, and grant spending were presented, noting that WSW is on track with spending for PY22 Q1 and no major concerns.

Chief Financial Officer, Barri Horner presented the highlights of the revised WSW PY22 annual budget. CFO Horner presented all the revisions that were made as noted on the budget memo for the PY22 budget revision. Questions and comments were invited with no questions forthcoming.

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Monte Constable moved to approve the recommendation of the budget revision to the full board for final approval at the December board meeting as presented, second by Ted Sprague. Motion carried.

GOVERNANCE:

Governance Co-Chair Ralph Clark gave a brief overview of new potential board members, Adam Blackwell, Co-Founder for Molecular Testing Labs under Private Sector Clark County; Rodney Seales, HR Generalist for WestRock under Private Sector Cowlitz County; Brent Freeman, Superintendent for Wahkiakum School District under Private Sector Wahkiakum County; and Tennille Johnson, Deputy Regional Administrator for ESD under Public Sector/WIOA Partner. The Governance Committee and CEO Miriam Halliday recommends that Adam Blackwell, Rodney Seales, Brent Freeman, and Tennille Johnson be put forward to the full board for nomination. A motion was entertained to approve the individuals listed above to the full board at the December 13th meeting.

Ralph Clark moved to approve Adam Blackwell, Rodney Seales, Brent Freeman, and Tennille Johnson to the December 13th board meeting for final approval, second by Monte Constable. Motion carried.

Governance Co-Chair Ralph Clark shared that the Governance Committee from now to March 2023 will be focused on leadership development, striving to fill all private sector seats on the Executive Committee by March 2023. CEO Halliday and Chair Spratt will work with the new members to assess their interest and availability to serve on the Executive Committee in the coming months.

NEW BUSINESS / OTHER ITEMS

Monte Constable congratulated Miriam on her WWA closing statement.

ADJOURNMENT:

With nothing further for the good of the order, Chair Spratt entertained a motion to adjourn the meeting at 4:27 p.m.

Ted Sprague moved to adjourn the meeting at 4:27 p.m.