



workforce  
SOUTHWEST WASHINGTON

**WSW Joint Finance Committee & Executive Board Meeting Minutes**  
**November 18, 2020**  
**4:00 p.m.**  
**Zoom Conference Call, WSW**

**Executive Board & Finance Committee Members Present:** Chair Paige Spratt, Kelley Foy, John Vanderkin, Ralph Clark, and Renny Christopher.

**Staff Members Present:** CEO Kevin Perkey, Amy Gimlin, Barri Horner, Denise Elliott, and Traci Williams.

**WELCOME**

Chair Paige Spratt opened the meeting at 4:09 p.m. and welcomed everyone in attendance.

**FINANCE**

Chief Financial Officer, Barri Horner presented the PY20 Q1 financial reports, which included operations, internal expenses and special projects, noting that WSW is on track with spending in for PY20 Q1 and no major concerns.

Ms. Horner also presented the Contracts Dashboard as of 9-30-2020 and detailed contract reports for contracts that have expired, noting no substantial concerns. Ms. Horner noted all the revisions that were made on the PY20 budget revision summary reports spreadsheet, which included nine new grants awarded to WSW. Questions and comments were invited and addressed by Ms. Horner and Mr. Perkey.

**Paige Spratt 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 John Vanderkin. Motion carried.**

**CONSENT AGENDA**

Having reached quorum, Chair Spratt entertained a motion to approve the Consent Agenda, consisting of the Executive Board minutes held on September 23, 2020, Contract Memo, Policy Memo; containing the WSW Fraud and Incident Reporting Policy #1005 Rev2.

**Renny Christopher moved to approve the September 23, 2020 Executive Board meeting minutes, second by John Vanderkin. Motion carried.**

**John Vanderkin moved to approve the Contract Memo and the Policy Memo; containing the WSW Fraud and Incident Reporting Policy #1005 Rev2, second by Kelley Foy. Motion carried.**

Finance Committee meeting minutes will be approved at the next Finance Committee Meeting due to quorum.

**GOVERNANCE**

No new updates to report. Still working on setting up initial interviews with potential board members.

**CEO REPORT**

Mr. Perkey updated the Executive Board on WSW's strategic planning process, with a March final adoption of the Strategic Plan. Mr. Perkey also highlighted on some of the takeaways from the two Community Convening sessions that were held that week. Questions were answered by Mr. Perkey.

**EXECUTIVE SESSION**

The Executive Board entered Executive Session at 5:14 p.m.

**ADJOURNMENT**

With nothing further for the good of the order, Chair Spratt adjourned the meeting at 5:45 p.m.