



workforce
SOUTHWEST WASHINGTON

**WSW Executive Board Meeting
WSW – Zoom Conference Call
May 27, 2020 3:30 – 5:00 pm**

AGENDA

3:30	<u>Welcome</u>	Paige Spratt – Interim Chair
3:35	<u>Consent Agenda</u> <ul style="list-style-type: none">• Approval of Executive Committee Minutes• Approval of WorkSource Certification Memo	Paige Spratt – Interim Chair
3:45	<u>Board Business</u> <ul style="list-style-type: none">• Election of Board Officers<ul style="list-style-type: none">○ Paige Spratt – Chair of the Board○ Kelley Foy – Vice Chair of the Board○ Renny Christopher – Treasurer of the Board	Paige Spratt – Interim Chair
3:50	<u>Finance</u> <ul style="list-style-type: none">• Quarterly Reports• PY20 WSW Budget	Barri Horner – CFO
4:00	<u>CEO Report</u> <ul style="list-style-type: none">• Covid-19 Updates	Kevin Perkey – CEO
4:55	<u>Open Discussion / Other Items</u>	Paige Spratt – Interim Chair
5:00	<u>Adjourn</u>	

NOTES



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WSW Executive Board Meeting Minutes
February 26, 2020
3:30 p.m.
Mt. Rainier Board Room, WSW

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

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

WELCOME

Chair Bill Skidmore opened the meeting at 3:32 p.m. and welcomed everyone in attendance.

CONSENT AGENDA

Having reached quorum, Chair Skidmore entertained a motion to approve the Consent Agenda, consisting of the Joint Executive Board and Finance Committee minutes held on January 29, 2020, Contract Memo, Policy Memo, and the WSW Travel Policy Draft. Upon the motion duly made and seconded and with no discussion forthcoming, the Consent Agenda was approved as presented with all in favor.

FINANCE

Chief Financial Officer Barri Horner presented the FY19 Q2 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.

Ms. Horner also presented the Subrecipient Contract Performance Reports, noting no substantial concerns. Questions and comments were invited and addressed by Ms. Horner. Discussion ensued, and Ms. Horner will reach out to the Executive board with her finding on why there was no new enrollments in the WIOA Title I Youth.

WSW's Form 990 was also presented. Ms. Horner provided additional information to the members. A motion was entertained to approve the Form 990 was approved as presented with the provision that on page 1, line 3 and 4 will be changed from 9 to 8 members. Upon the motion duly moved and seconded and with no further discussion forthcoming, the motion passed with all in favor.

CEO REPORT

Mr. Perkey presented the Executive board with some updates on the 2020 NAWB trip, CWWC National Fund Concept Paper, updates on Launchpad developments, and the Youth Employment Summit (YES) that will be held on March 19th. Mr. Perkey also presented his committee structure timeline and how he saw each committee would look moving forward with this new model. Questions and comments were addressed by Mr. Perkey.

TITLE 1 YOUTH RFP

Mr. Perkey walked through the RFP proposals based on the scoring rubric that included four major criteria. Mr. Perkey invited questions and comments on the RFP recommendations. Following discussion, it was agreed that the WSW Executive Board take to the WSW full board, that WSW will invest in the ResCare Arbor Services Consortium for Clark and Cowlitz Counties, and Career Path Services for Wahkiakum County. Upon the motion duly made and seconded and following discussion, the motion carried with all in favor to be put in front of the full board at the March 11th meeting.

GOVERNANCE

Ms. Simmons updated the Executive Board, that she along with Mr. Perkey and Ralph Clark have had a chance to sit down with Michele Mulhern who would replace Bianca Kolle under the WIOA Partners sector. CEO Kevin Perkey, Ms. Simmons and Mr. Clark recommend both Michele Mulhern to be put forward to the full board for nomination. A motion was entertained to approve the nomination of Michele Mulhern for presentation to the full board at the March 11th meeting. Upon the motion duly made and seconded and following discussion, the motion carried with all in favor.

BOARD MEETINGS

The agenda for the March 11th Council meeting was discussed and approved.

EXECUTIVE SESSION

The Board entered into Executive Session at 4:50 p.m.

ADJOURNMENT

With nothing further for the good of the order, Chair Skidmore adjourned the meeting at 5:14 p.m.



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WSW Executive Board Meeting Minutes
March 25, 2020
3:30 p.m.
Conference Call, WSW

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

Staff Members Present: Kevin Perkey, CEO

WELCOME

Chair Bill Skidmore opened the meeting at 3:34 p.m. and welcomed everyone in attendance.

CEO REPORT

WSW COVID-19 Response

- WSW Team Working Remotely – Except for Fiscal Team & CEO to provide access to fiscal system & resource support
- WorkSource & NEXT Closed to Public – Virtual Provision of Services, Cross training of staff for UI Claimant Processing
- Supporting Community Partners – Working to keep provision of services open through our partners (THRIVE, SummerWorks, etc.)
- Biz & Job Seeker Resources – WebEx Sessions for Biz & Employees (multiple held with partners)
- Communications – Organizing & publishing resources as they become available (Website, Social Media, Email, etc.)
- What We're Learning So Far
 - UI system is overwhelmed with requests from both employees and businesses (detailed picture to be released Thursday from State with new UI numbers)
 - First WebEx Biz Session, max at 100, with over 100 in "waiting room". Second session maxed at 75, anticipate increase this week due to Stay Home orders
 - Most inquires are basic (how do I enroll, what does stand-by mean, what is shared work, etc.) Anticipate these to become more complex as more people/biz enroll and face issues in the coming weeks/months
 - WSW creating IMPACT report to document and share what impact we're seeing locally on the system
 - **We're (WSW, WWA, ESD Leadership, NAWB, USCM WDC) share a vision that in times of crisis there is great opportunity. The opportunity in front of us is to**

radically innovate and reorient our workforce development system and ensure we DO NOT snap back to the old normal, rather we fully embrace what will certainly become a NEW NORMAL for all of us.

WWA Leadership & Policy

- State Policy Priorities
 - Waive 1 week waiting period for UI – WWA Led
 - Waive job search for claimants, now optional – WWA Led
 - Postponing Local Planning Requirements – likely 3-6 months
 - Reviewing a host of WIOA & UI State Level policies that would open up flexibility for biz/employees/Boards
 - Statewide Virtual Job Fair – WSW/WWA playing a leading role
- Federal Policies
 - \$100M DWG for States – Application due this Friday – WWA collaborating on – anticipate \$\$ to flow to WA
 - See attached for WWA & NAWB set of policy requests – Many have been enacted, several are being given serious consideration
 - \$360M in \$2T package that will be released today for DOL – Not enough, but another good start – fully anticipate a 4th round which should include more for DOL/Local Boards

WSW Continuing Business

- WSW Strategic Planning Process – Recommend pause for now, pickup in Summer
- WSW Board Committees Launch – Continue with recruitment and development, push first meetings until late April/May
- THRIVE Partners – Made require reevaluation
- Title I Contracting – Full speed ahead
- SummerWorks – Working on alternative model for this Summer

Discussion ensued with questions and comments addressed by Mr. Perkey.

ADJOURNMENT

With nothing further for the good of the order, Chair Skidmore adjourned the meeting at 4:45 p.m.



WORKSOURCE CERTIFICATON MEMO

DATE: MAY 14, 2020
TO: KEVIN PERKEY, CEO
WSW EXECUTIVE BOARD MEMBERS
FROM: NAREK DANIYELYAN, WSW DIRECTOR OF STRATEGIC INITIATIVES
RE: WORKSOURCE AND NEXT SITE CERTIFICATIONS

The Workforce Innovation and Opportunity Act (WIOA) requires that there must be at least one physical one-stop career center in each local area. Additional locations may also provide access to workforce system services and may include specialized centers serving targeted populations, such as youth or dislocated workers.

The three-county region that WSW serves has one Comprehensive One-Stop Center located in Clark County and One Affiliate Center located in Cowlitz County. Both are up for re-certification. In August 2018, WSW opened Next, a youth employment and education center. During this round of certifications, Next has applied to be an Affiliate site on the Comprehensive One-Stop Campus. It is located within the same group of complex's as the Comprehensive One-Stop Center in Clark County.

A review committee of WSW staff, Board members, and other community partners reviewed the applications put forth by WorkSource and Next leadership teams.

The Review Committee recommends that the WSW Executive Board grant re-certification to the WorkSource centers in Clark and Cowlitz County as follows:

- WorkSource Vancouver, Clark County – Certified Comprehensive One-Stop Site
- WorkSource Kelso, Cowlitz County – Certified Affiliate Site

The Review Committee recommends that the WSW Executive Board grant certification to Next as follows:

- Next, Vancouver, Clark County – Certified Affiliate Site, within the One-Stop campus

Certification Applications for all three sites are available upon request.