



workforce
SOUTHWEST WASHINGTON

WSW Board Meeting Minutes
March 12, 2024
4:00 p.m.
Zoom Conference Call

Board Members Present: Jen Baker, Adam Blackwell, Mike Bridges, Renny Christopher, Monte Constable, Karin Edwards, Brent Freeman, Corey Giles, Bob Gustainis, Suba Jagannathan, Corie Dow-Kramer, Mandy Kipfer, Nick Massie, Ebony Price, Bill Sauters, Matt Seimears, A.D. Simmons, Stacey Smith, Paige Spratt, Mark Tishenko, Jasmine Tolbert, John Vanderkin, Adrienne Watson, and Nathan Webster.

Board Members with Absences: Tracy Doriot and Ted Sprague.

Guests Present: Sam Mitchell, Liza Morehead, Barbara Burkart, Michelle McClanahan, Alyssa Simmons, and Janel Hoyt.

Staff Members Present: Miriam Halliday, Mando Antonino, Barri Blair, Linda Czech, Kali Dugan, Denise Elliott, Marnie Farness, Amy Gimlin, Darcy Hoffman, Alyssa Joyner, Kari Kollander, Lyn Love, Julia Maglione, Sean Moore, Joseph Tijerina, Tamara Toles, Traci Williams, and Nolan Yaws-Gonzalez.

Welcome, Introduction of Members, Guests, and Staff

Interim Chair A.D. Simmons opened the meeting at 4:00 p.m. and welcomed everyone in attendance. Members and staff introduced themselves.

CONSENT AGENDA

Interim Chair Simmons entertained a motion to approve the Consent Agenda, consisting of the minutes from the Council meeting held on December 12, 2023, Contract Memo, Policy Memo; which included WSW Procurement Policy #1003-5, WSW Stevens Amendment Requirements Policy #2011-1, WSW Data Privacy (PII) and Security Requirements Policy #2010-1, WSW Supportive Service Policy #3005-11, and WSW THRIVE – State Incentives Policy #3502, Quarterly Report Memo, and the MOU/IFA Modification Memo.

Bob Gustainis moved to approve the Consent Agenda as presented, second by Corey Giles. Motion carried.

FINANCE

Treasurer, Renny Christopher went over the Treasurer's Memo with the Full Board and gave an update on the annual financial audit for the fiscal year ending June 30, 2023 was completed and the audit report was presented to the Finance and Executive Committee on January 24, 2024. It was a clean unmodified report. A copy of the report is available to WSW board members upon request. Also shared was that procurement for an auditing firm to perform annual ongoing financial statement audits is currently taking place. Responses to the published Request for Quotes are due April 29, 2024.

GOVERNANCE

Governance Committee member, Nathan Webster gave an update on WSW's current open board seats consisting of 1-private sector Clark County, 1-private sector Cowlitz County, and 1-labor sector Cowlitz County. Recruitment is ongoing and interested individuals can fill out the board application on the website or reach out to CEO Halliday. Shoutout to Kari Kollander and Alyssa Joyner on setting up a CRM dashboard that will track board engagement. Also, a shoutout to board member, Mark Tishenko for shadowing our youth investments and partners. Board members interested in joining the Governance Committee please reach out to Miriam.

SECTOR ANALYSIS PRESENTATION + DISCUSSION

Worksystem's Research and Data Analyst, Liza Morehead, PhD gave a presentation to the WSW Board on the Target sector selection process, local infrastructure, opportunity, and labor market information. The proposed sectors are Advanced Manufacturing; spotlight on Semiconductors, Clean Energy, Construction, and Healthcare & Social Assistance; spotlight on Early Childhood Education and Behavioral Health. Questions and comments were addressed by Liza Morehead and CEO Halliday.

WSW's Business Team: Darcy Hoffman, Alyssa Joyner, and Sean Moore gave a presentation to the WSW Board on how the earlier sector analysis helps determine the industries where WSW will be focusing moving forward. The Business Team gave updates on the industry engagement framework along with what is currently happening in each sector and where they see things headed in the future. Questions and comments were addressed by Darcy Hoffman, Alyssa Joyner, and Sean Moore.

STRATEGIC PLANNING

Strategic Plan Taskforce member, Jasmine Tolbert gave updates on the taskforce members and timeline. The Strategic Planning Facilitator RFQ is open and to share out to the board members' networks. Responses to the published Request for Quotes are due March 15, 2024. May 29th will be the WSW board retreat where the selected strategic planning facilitator will be working with the full board on strategic planning.

CEO REPORT

CEO Halliday called out the open grants and funding opportunities; Strategic Planning Facilitator RFQ, Economic Security for All (EcSA) RFP, and the Financial Audit Services RFQ that can be found on the WSW website and to share out. EcSA was codified into law this legislative session and a huge shoutout the WSW board members that went up to Olympia with CEO Halliday to advocate. The local Workforce Plan is out for public comment.

PUBLIC COMMENT

Public comments were invited but none were forthcoming.

ADJOURNMENT

With nothing further for the good of the order, Interim Chair Simmons entertained a motion to adjourn the meeting at 5:46 p.m.

Monte Constable moved to adjourn the meeting at 5:46 p.m.