



Spokane Area WORKFORCE DEVELOPMENT COUNCIL

SAWDC Staff Composition

Workforce Investment Act Policies and Procedures

POLICY #: 100

Revised: October 22, 2010

The Spokane Area Workforce Development Council (SAWDC) staff composition relation to policies:

<u>Staff</u>	<u>Responsibility</u>	<u>email</u>
Mark Mattke, Director	Approval Authorization	mmattke@wdcspokane.com
Dawn Karber, Assistant Director of Workforce Operations	<ul style="list-style-type: none"> • Management & Technical Oversight for Programs, Centers, and Affiliates • WorkSource System Policies 	dkarber@wdcspokane.com
Lori Meakin, Program Specialist	<ul style="list-style-type: none"> • Policy Manager, • Policy Review & Implementation, • SKIES Technical Assistance, • MIS and Policy Guidance, • SKIES Access Approver 	lmeakin@wdcspokane.com
Seth Dyson, Program Professional	Policy Review & Implementation	sdyson@wdcspokane.com
Anne Lockwood, Secretary	<ul style="list-style-type: none"> • Interim Property Manager • Website Updates 	alockwood@wdcspokane.com
Michelle Hughes, Accountant	Fiscal oversight	mhughes@wdcspokane.com

SUPERSEDES

March 1, 2010 version

DIRECT INQUIRES TO:

(As referenced in SAWDC Staff Composition Policy #100)

Policy Manager
 Spokane Area Workforce Development Council Administration
 808 W. Spokane Falls Blvd.
 City Hall, Room 606
 Spokane, Washington 99201
 Telephone: 509-625-6210
 Fax: 509-625-6929