

<p style="text-align: center;"><b>MEETING MINUTES SPOKANE WORKFORCE COUNCIL EXECUTIVE COMMITTEE</b></p>	<p style="text-align: center;"><b>November 30 27, 2022</b> Meeting held via Zoom</p>
---	--

**MEMBERS PRESENT:**

Kelley Charvet	Christina Vigil Gross	Robert Duron
Dan Evans	Tina Morrison	Diana Wilhite
Steve MacDonald		

**MEMBERS ABSENT:**

Comm. Josh Kerns	Ron Valencia	Scott Simmons
Mayor Nadine Woodward		

**OTHERS PRESENT:**

None

**STAFF PRESENT:**

Mark Mattke – Chief Executive Officer

---

*Chair Kelley Charvet called the meeting to order at 10:32 a.m. with a quorum of members present.*

**ITEM #1 - GRANTS AND CONTRACTS**

**Employment Recovery Dislocated Worker Grant Increase**

We have been operating a COVID-19 Dislocated Worker response grant since August 2020 called Employment Recovery. This is a statewide grant, and several areas ended their contracts between April and June of 2022, while Spokane took advantage of an extension opportunity. Areas that ended their contracts early have returned some funding, and Spokane has the opportunity to receive \$102,134 in

additional funding, to be spent by June 30, 2023. We have already met or exceeded performance targets for this grant, so we are able to deploy all of this funding to support staff time at the Talent Solutions Team, which was not fully funded by WIOA Formula grants this year. This funding is going to support and enhance our work with the skilled trades industries by rounding out our staffing for the TradeUp to Construction initiative, as well as supporting grant management at the SWC.

Staff are seeking approval to accept the additional funding and subcontract up to \$95,000 of it to the WorkSource Consortium. The entire award since the contract began will be \$1,184,645.

### **QUEST Dislocated Worker grant update**

In October, the Executive Committee voted to bring in \$1,021,809 for the QUEST Dislocated Worker grant. One of the 12 workforce development areas in the state has pulled out of the project, and their award has been redistributed among the remaining 11 areas. Our award has been increased by \$6,792 for a new total of \$1,028,601. The additional funding will allow us to provide additional direct client services.

*(This is advisory only and does not require a vote from the Executive Committee. )*

### **EXECUTIVE COMMITTEE ACTION**

Voted to authorize the SWC to accept \$102,134 in ER-NDWG funds from Employment Security Department and subcontract up to \$95,000 to the Consortium (Career Path Services, ESD, Goodwill).

### **FINANCIAL IMPACT**

Addition of \$108,926 to the PY22 operating budget.

### **REQUESTED COUNCIL ACTION**

None.

### **ITEM #2 – CEO EVALUATION**

#### **SUBJECT**

CEO Evaluation.

#### **BACKGROUND**

The Board Chair convened the Compensation Committee to discuss the performance of the SWC CEO for the program year July 1, 2021 – June 30, 2022, and share the results of the review and recommendations for a discretionary annual performance bonus.

#### **EXECUTIVE COMMITTEE ACTION**

Voted to approve Compensation Committee recommendations.

#### **FINANCIAL IMPACT**

None.

#### **REQUESTED COUNCIL ACTION**

None.

---

*Kelley Charvet adjourned the meeting at 10:59 a.m.*