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Quality Assurance Committee Agenda

November 6, 2024, 9:00am – 10:00am

WorkSource Skagit NWC Boardroom: 2005 E. College Way, Mount Vernon WA 98273

Optional: [Join Zoom Meeting](#) / Call In: 253.215.8782 // Meeting ID: 834 8868 2531 // Passcode: 058858

I. Call to Order

II. Minutes

October 9, 2024, Quality Assurance Committee Minutes (*enclosed*) **Action**

III. Board Business

A. Quality Assurance Committee Implementation Timeline:

1st meeting (September 11): Familiarize with the charter, begin to prioritize approach to the tasks defined in the charter. Begin discussion on what needs to be accomplished around each Priority Task.

2nd meeting (October 9): Develop a check-in report to the Council and begin discussions to develop an action plan for each priority task.

3rd meeting (November 6): Keep working on priority action plans; staff reports on status of execution of priorities to date for which direction was given by the committee. (*Strategic and Operational Functions of a LWDB; and updated QAC Populated Tracker enclosed*).

4th & 5th meetings (January 15, March 5): Continue work as defined with staff reports on status and challenges, if any, for implementation.

B. Draft 2025 WorkSource Certification Application (*Draft application enclosed*) **Action**

C. Preparing Processes Necessary to Secure Youth, Adult, and Dislocated Worker Program service Providers; Request to provide WIOA IB Youth, Adult, and Dislocated Worker Program services directly (*Briefing Note, and associated draft materials enclosed*) **Action**

D. NWC Equal Opportunity PY 2023 Internal Monitoring Report (*Report and associated materials enclosed*)

Old Business

New Business

Public Comment

Adjourn

Next Full Council Meeting

Wednesday November 20, 2024 at 1:30pm – 3:30pm