



ISLAND
265 NE Kettle St., Ste. 102
Oak Harbor, WA 98277
360.675.5966

SAN JUAN
540 Guard St., Ste. 160
(PO Box 1696)
Friday Harbor, WA 98250
360.378.4662

SKAGIT
2005 E. College Way
Mount Vernon, WA 98273
360.416.3600

WHATCOM
101 Prospect Street
(PO Box 2009)
Bellingham, WA 98225
360.676.3209

Executive Committee Agenda

October 9, 2024, 12:30pm – 2:00pm

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

Optional: [Join Zoom Meeting](#) / Call In: 253.215.8782 // Meeting ID: 826 9328 4435 // Passcode: 083340

I. Call to Order

II. Minutes

September 11, 2024 Executive Committee Meeting Minutes (*enclosed*) **Action**

III. Board Business

A. Timeline for New Committee implementation

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 (*draft committee check-in templates attached*) to the Council and begin discussions to develop an action plan for each priority task. (*see attached Strategic and Operational Functions of a LWDB; and Executive Committee Populated Tracker*).

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.

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

Executive Committee Membership and Charge

Membership is determined through an election process during the last Full Council meeting of the calendar year. Members include: Board Chair, Chief Local Elected Official (CLEO), 5 members of the board (business majority), and 3 non-voting members: CEO and committee chairs.

Current Executive Committee Membership

Board Chair: Mark Vorobik

CLEO: Executive Satpal Sidhu

Vice Chair/Treasurer: Del McAlpine

Secretary: Lori Province

Tonja Myers

Hart Hodges

Kevin Corrigan

Non-voting members: Marissa Cahill,

QAC Chair, WSC Chair

Executive Committee Charge

Directs and manages the activities, as well as development of financial policies and budgets of the Northwest Workforce Council.

B. November/January Full Council Business

Old Business

New Business

Public Comment

Adjourn

Next Full Council Meeting

Wednesday September 25, 2024 at 1:30pm – 4:00pm