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Executive Committee Agenda

January 15, 2025, 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: 884 3415 4886 // Passcode: 794466

I. Call to Order

II. Minutes

November 6, 2024 Executive Committee Meeting Minutes (*enclosed*) **Action**

III. Board Business

- A. 2024 Annual Single Audit and Financial Statements- Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (formerly A-133 Audit) with Gilbert Plascencia of Alegria and Co. Re: NWC's completed PY23 audit (*Draft Financial Statement for 2023 & 2024, Draft Audit Committee and Management Letters - enclosed*)
Action to Recommend Full Council Approval
 - Committee Chair to report at Council Meeting (January 29); Alegria will also be available to attend
- B. Committee Report-outs **Committee Chairs (or designees) are invited to report to the Executive Committee any notable or actionable items that took place during their most recent meetings.*
- C. Updated Local Policies for Board Review
 - Draft NWC Policy: EcSA 01-22, Rev 3: Incentive Payments for State Funded EcSA Participants (*briefing note and policy enclosed*) **Action**
- D. Solicitation Packet for Firm to Conduct Annual Audit (*letter & RFQ enclosed*) **Action**
- E. Board Bylaw update (*briefing note and proposed edits to board bylaws enclosed*) **Action to Recommend Full Council Approval**
- F. New Committee implementation
4th & 5th meetings (January 15, March 5): Continue work as defined with staff reports on status and challenges, if any, for implementation.

Next Full Council Meeting

Wednesday January 29, 2025 at 1:30pm – 3:30pm



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IV. System Oversight

A. Upcoming Monitoring Activities:

1. WIOA IB Internal PY24 Q2 Program monitoring scheduled for 01/13-17/2025
2. Annual WIOA IB PY24 State Monitoring April 7-11, 2025

Old Business

New Business

Public Comment

Adjourn

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