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Executive Committee Agenda

June 11, 2025, 10:00 – 11:30 am

WorkSource Skagit NWC Boardroom

2005 E. College Way, Mount Vernon WA 98273

Optional: [Join Zoom Meeting](#)

Optional Call In: 253.215.8782 // Meeting ID: 874 2758 6625 // Passcode: 925117

I. Call to Order

II. Minutes

March 5, 2025 Executive Committee Meeting ([enclosed](#)) **Action**

May 28, 2025 Special Executive Committee Meeting ([enclosed](#)) **Action**

III. Board Business

A. 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.*

- Quality Assurance Committee
 - i. Annual Audit Firm – Selection and Recommendation (Action Item III.E below)
- Workforce Solutions Committee
 - i. Updated Regional Business Services Plan (2025)

B. Updated Local Policies for Board Review and Action ([Memo enclosed](#)) **Action**

1. Draft NWC Policy WIOA 01-22, Rev 2: Property Management and Inventory ([enclosed](#))

C. One-Stop System Operator (OSSO) Performance/Monitoring Review ([briefing note and evaluation enclosed](#))

D. Annual Audit Firm – Update

- February 3, 2025: RFQ Released
- February 3-28, 2025: Q&A Period
- March 7, 2025: Responses Due to NWC
- March 17-21, 2025: Evaluation Team receives and reviews Quotes
- **April 21, 2025: Evaluation Team makes recommendation to Executive Committee** ([Memo & Auditor Proposals enclosed](#)) **Action**
- June 25, 2025: Board action on successful bidder

E. WIOA PY 2025: Washington State's IB Annual Allocations for 1) Adult, Dislocated Worker, and Youth (Young Adult), and 2) Wagner Peyser (ESD) Programs, NWC Budget Funding Distribution, and PY 2025 Preliminary Operating Budget **Pending receipt of finalized Local allocations* ([draft memo budget enclosed](#)) **Action**

F. Board Membership and Recruitment

IV. System Oversight

A. WIOA Northwest Workforce Performance Reports

*As the operator for WIOA IB Programs: Youth, Adult, Dislocated Worker, the NWC provides quarterly data on performance as part of system oversight. **

1. WIOA IB Programs (Operated by NWC)

- WIOA Grant Summary YTD (*enclosed*)
- Non-WIOA Grant Summary YTD (*enclosed*)
- Statement of PY24 Q3 Revenue/Expenses (7.1.24 - 4.30.25) (*enclosed*)

B. Monitoring Activities underway/upcoming

1. WIOA IB Internal PY24 Q3 Program monitoring scheduled for 06/5-10/2025
2. Annual WIOA IB PY24 Monitoring April 7 - April 21, 2025; Exit Meeting conducted May 1, 2025 (*final report pending*)

Old Business

New Business

Public Comment

Adjourn

Next Full Council Meeting

Wednesday June 25, 2025 at 1:30pm - 3:00pm