



**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

March 5, 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: 882 1111 2412 // Passcode: 481747

### I. Call to Order

### II. Minutes

January 15, 2025 Executive Committee Meeting Minutes (*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
- Workforce Solutions Committee
- Business Engagement Strategies Taskforce
- Bylaws Taskforce

### B. New Committee implementation

4<sup>th</sup> & 5<sup>th</sup> meetings (January 15, March 5): Continue work as defined with staff reports on status and challenges, if any, for implementation. (*Strategic and Operational Functions of a LWDB; and updated WSC Populated Tracker enclosed*).

### C. Updated Local Policies for Board Review (N/A)

*\* Per Full Board action, the Executive Committee formally assumed responsibility for reviewing and approving local workforce policies as required under State WIN 0139, Change 1.*

### D. Annual Audit Firm RFQ – 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
- June 25, 2025: Board action on successful bidder

## Next Full Council Meeting

Wednesday March 5, 2025 at 1:30pm – 3:00pm



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**E. NWC as WIOA IB Youth, Adult, and Dislocated Worker Program services provider – Update**

- [Strategic Workforce Plan](#) Revised language under section: *Title I Procurement Process* (p. 89); amendments made at request of State Workforce Board
  - i. [Public Comment](#) Period through 3/8
  - ii. Executive Committee to review any comments received during 3/5 meeting
  - iii. Full Council to formally adopt the amended Plan during 3/19 meeting
- State Workforce Board review & action on NWC's submitted applications to provide WIOA IB Programs services during a special meeting held in April

**IV. System Oversight**

**A. Upcoming Monitoring Activities:**

1. WIOA IB Internal PY24 Q2 Program monitoring 01/13-17/2025 – Update
2. Annual WIOA IB PY24 State Monitoring April 7-11, 2025; Advance items due March 14<sup>th</sup> ([Entrance letter enclosed](#))

**B. Preliminary Budget – Scheduling a Special Executive Committee Meeting in May**

Old Business

New Business

Public Comment

Adjourn

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