

MARCH 12, 2021  
Systems Alignment Committee  
*Draft Minutes*

Committee Members Present (virtual): Princess Ayers-Stewart, Ligaya Domingo, Kristen Fox

Chief Local Elected Officials' Representatives Present (virtual): Ashton Allison, Nancy Yamamoto

Board Members Present (virtual): Berit Eriksson

Staff Present (virtual): Shelan Aldridge, Beth Blanchard, Ericka Cox, Vey Damneun, Mike Davie, Marta Kidane, Marie Kurose, Sean Morrin, Bryan Pannell, Jason Petrait, Aara Shaikh, Jeff Sikora, Marisol Tapia Hopper, Huey Yeh

Guests Present (virtual): John Chamberlin, Jack Chapman, John Glynn, Seth Klein

Materials Distributed:

- March 12, 2021 Draft SAC Agenda
- January 8, 2021 Draft SAC Meeting Minutes
- The CLEO Role Under Workforce Innovation & Opportunity Act (WIOA)
- WIOA Governance Roles and Responsibilities Matrix
- March 12, 2021 PowerPoint Slides

**I. Introductions**

Chair Kristen Fox welcomed the committee and guests and asked for introductions.

**II. Action Items**

**A. 1 & 2. Consent Agenda and Minutes**

Mr. Jason Petrait reviewed the January 8, 2021 draft minutes. Ms. Princess Ayers-Stewart made a motion to approve; Ms. Kristen Fox gave second. The motion was unanimously approved.

**III. WDC Governance**

John Chamberlin reviewed the proposed governance structure where Chief Local Elected Officials (CLEOs) designate the fiscal agent and the Local Workforce Development Board (LWDB) leads regional strategy and all committees and workgroups. The Executive Committee would govern the Workforce Development Council of Seattle-King County (WDC), thus replacing the current Systems Alignment Committee.

The LWDB will develop and submit the Local Plan in collaboration with CLEO's, in addition to serving as a convener, developing career pathways, promoting promising practices, program oversight and selection of providers. Workgroups staffed by the WDC will establish and measure performance for strategic goals. Day-to-day budget management, oversight and disbursement of grant funds would be the WDC's responsibility. The WDC Board of Directors will be the LWDB Executive Committee.

Mr. Chamberlin offered to have his team meet with the Full Board at the March 25, 2021 meeting. The fiscal agent is selected by both CLEO's and must execute contracts and subsequent funding. Strategic planning must be supported by community input and flexible funding.

**IV. Full Board Preparation**

The March 25, 2021 Full Board meeting will include an audit update, policy approval, Youth RFP approval and Board officer nominating committee. Ms. Nancy Yamamoto shared that Board Officer interest will be determined by survey.

**V. Adjourned 11:00am**