

Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: 09-20-2023	PREPARED BY: Erin Meneely
Meeting Date Requested: 10-04-2023	PRESENTED BY: Click here to enter text.
ITEM: (Select One) <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Brought Before the Board <div style="text-align: right;">Time needed:</div>	
SUBJECT: Appointing Andrew Wirkkala to the Mid-Columbia Libraries Board of Trustees to fill an unexpired partial-term ending December 31, 2025.	
FISCAL IMPACT: None – positions are unpaid	
BACKGROUND: The Mid-Columbia Libraries Board of Trustees has a vacancy on its Board due to the resignation of Richa Sigdel. The Library Board advertised this position and completed the interview process. On September 19, 2023, the Library Board unanimously recommended Benton County /Kennewick resident Andrew Wirkkala to fill an unexpired partial-term ending December 31, 2025.	
RECOMMENDATION: Adopt the joint resolution appointing Andrew Wirkkala to the Mid-Columbia Libraries Board of Trustees to a partial-term expiring December 31, 2025.	
COORDINATION: Erin Meneely, Operations Director, on behalf of the Mid-Columbia Libraries Board of Trustees.	
ATTACHMENTS: (Documents you are submitting to the Board) Resolution Letter from MCL Applicant Resume	
HANDLING / ROUTING: Erin Meneely, Operations Director, Mid-Columbia Libraries Benton County Board of Commissioners Original : Clerk of the Board Teresa A. Alvarez	

I certify the above information is accurate and complete.

Name: Erin Meneely

Title: Operations Director

JOINT RESOLUTION

BENTON COUNTY RESOLUTION NO. _____

FRANKLIN COUNTY RESOLUTION NO. _____

BEFORE THE BOARDS OF COMMISSIONERS OF BENTON AND FRANKLIN COUNTIES,
WASHINGTON:

IN THE MATTER OF APPROVING THE APPOINTMENT OF ANDREW WIRKKALA TO THE MID-COLUMBIA LIBRARIES BOARD OF TRUSTEES TO FILL THE UNEXPIRED TERM OF RICHA SIGDEL WHO HAS RESIGNED FROM A TERM EXPIRING DECEMBER 31, 2025.

WHEREAS, Richa Sigdel has resigned as a member of the Mid-Columbia Libraries Board of Trustees, creating a vacancy; and

WHEREAS, The Library Board advertised this position and has completed the interview process; and

WHEREAS, the Board of Trustees of Mid-Columbia Libraries unanimously voted to recommend Andrew Wirkkala to fill the unexpired term; **NOW, THEREFORE**,

BE IT RESOLVED the Boards of Commissioners of Benton and Franklin Counties hereby approve the appointment of Andrew Wirkkala to the Board of Trustees of Mid-Columbia Libraries, with said term expiring on December 31, 2025.

Dated this ____ day of _____, 2023

Dated this ____ day of _____, 2023

BENTON COUNTY BOARD OF COMMISSIONERS

FRANKLIN COUNTY BOARD OF COMMISSIONERS

Chairman of the Board

Chairman of the Board

Chairman Pro Tem

Chairman Pro Tem

Member

Member

**Constituting the Board of County
Commissioners of Benton County, Washington**

**Constituting the Board of County
Commissioners of Franklin County, Washington**

ATTEST:

ATTEST:

Clerk of the Board

Clerk of the Board

cc: MCL; file



Keewaydin Park Branch
405 S. Dayton St.
Kennewick WA. 99336
(509) 586-3156

September 20, 2023

Franklin County Commissioners
Franklin County Courthouse
PO Box 1451
Pasco, WA 99301

Dear Commissioners:

The Mid-Columbia Libraries Board of Trustees has a vacancy on its Board due to the resignation of Richa Sigdel. Ms. Sigdel's resignation leaves a vacancy for an unexpired partial-term ending December 31, 2025.

The Library Board advertised this position and has completed the interview process. On September 19, 2023, the Library Board unanimously recommended Andrew Wirkkala.

The Board of Trustees for Mid-Columbia Libraries is requesting a joint resolution appointing Benton County/Kennewick resident Andrew Wirkkala to the Board to fill an unexpired partial-term ending on December 31, 2025.

Thank you for your consideration of this matter. Please let me know if I can be of further assistance.

Sincerely,

A handwritten signature in blue ink, appearing to read "Erin Meneely", is written over a faint, larger blue ink signature that is partially obscured.

Erin Meneely
Operations Director

cc: Benton County Commissioners

Andrew H. Wirkkala

8601 W. 5th Ave
Kennewick, WA 99336

509-308-2972

Andrew.Wirkkala@msn.com

EXPERIENCE:

Supervisory Contract Specialist

Jul 2019 – Dec 2023

Department of Energy, Richland Operations Office, Richland, WA;

Returned to Hanford from DOE Headquarters, to resume my previous position as Procurement Division Director at the DOE Richland Operations Office (RL). Managed the spectrum of contract administration activities, from acquisition planning to contract closeout;

Supervisory Procurement Analyst

Dec 2015 – Jun 2019

Department of Energy (DOE), Office of Environmental Management (EM), Office of Acquisition and Contract Management, Washington, DC

Managed the DOE-EM Head of Contracting Activity (HCA) process of business clearance review, for contracting actions that exceeded field office procurement authority. Provided contract administration policy guidance to Procurement Directors at the EM field procurement offices. Led compliance reviews of contract administration activities.

Supervisory Contract Specialist

Mar 2010 – Dec 2015

Department of Energy, Richland Operations Office, Richland, WA;

Procurement Division Director, Richland Operations Office (RL); Managed the spectrum of contract administration activities as described in the first item above.

Contract Specialist

Jul 2000 - Mar 2010

Department of Energy, Richland Operations Office, Richland, WA.

Year 2000 (Y2K) Computer Date Change Project Manager

Jul 1998 – Jul 2000

Department of Energy, Richland Operations Office, Richland, WA.

Contract Specialist

Oct 1994 – Jul 1998

Department of Energy, Richland Operations Office, Richland, WA.

Program Analyst

Sep 1986 – Oct 1994

Dept. of the Navy, Naval Air Systems Command; Arlington, VA.

EDUCATION:

- George Mason University; Fairfax, VA; MBA degree, Finance major, 1991.
- University of Washington; Seattle, WA; BA degree, Political Science major, 1979.

PROFESSIONAL DEVELOPMENT:

- Leadership for a Democratic Society, Federal Executive Institute, Charlottesville, Virginia, July 2013.
- Program Management Course, Defense Systems Management College (now Defense Acquisition University), Fort Belvoir, Virginia, June 1992.