

# Northeastern Arizona Local Workforce Development Board



## LWDB Executive Committee Meeting Minutes

Apr 21st, 2021 10:00 am - 12:00 pm

### I. Call Meeting to Order

Meeting called to order at 10:06 a.m by Chairman Woody Cline  
LWDB Members in attendance via Zoom teleconference: Chairman Woody Cline, Gail Campbell, Elizabeth Flake and John Sorensen  
Staff in attendance via Zoom teleconference: Stephanie Ray and Kelly Rael

### II. Budget Report

Stephanie Ray provided updates on YTD Budget Summary

### III. LWDB Recertification

The Executive Committee reviewed Local Workforce Development Board Recertification Submission Requirements for program years 2020 & 2021. Stephanie provided information the recertification process and timeline changes proposed by the Arizona Workforce Council Subcommittee to have recertification completed in June.

**Decision** | Gail Campbell made a motion to recommend approval of the Local Workforce Development Board Recertification Submission Requirements 2020 which is to be signed by the chairman of the board. John Sorensen seconds the motion. The motion passed unanimously.

## II. Show Low Library Youth Affiliate Site

**Discussion/Possible Action: Designate a portion of the Show Low City Library as an Affiliate (Youth) Job Center and approve capital expenditure request**

Stephanie proposed to designate the new addition of the Show Low City Library as a Youth Job Center. Stephanie provided a floor plan including the proposed programs and activities to be provided by the library. The proposed agreement will include WIOA providing furniture and equipment in exchange of designating the new addition to the library as a Youth Job Center. Explained the overall goal is to allow a space for the WIOA Youth Program Specialist to engage with job seeking youth.

**Decision** | Elizabeth Flake made a motion to designate a portion of the Show Low City Library as an Youth Job Center. John Sorensen seconded the motion. The motion was passed unanimously.

**Decision** | Gail Campbell made a motion to approve the capital expenditure request for furnishings and equipment for the Show Low City Library. John Sorensen seconds the motion. The motion was passed unanimously.

## III. NAWB Forum

A discussion ensued regarding the NAWB Forum scheduled June 24-26 in Washington D.C. , which included board member availability and option of participating virtually or in person.

## IV. Next Meeting Date: Combined LWDB/CEO Annual Meeting May 26, 2021

Meeting adjourned at 10:48 a.m.