





Minutes

LWDB Executive Team Meeting

 Wed December 22nd, 2021

 10:00am - 12:00pm MST

 Zoom Meeting: <https://us02web.zoom.us/j/88590101731?pwd=TVV4MHF6eExkYnRRdG94cDFjdFFyQT09>

In Attendance

I. Call Meeting to Order

LWDB Executive Board Members in attendance: Gary Moore, Gail Campbell, Elizabeth Flake.

Staff in attendance: Stephanie Ray, Lisa Grannis, Jeremy Flowers, Stephen Morris.

Meeting called to order at 10:04am by Gary Moore.

II. Budget Report

Review of YTD Budget Report. Recommended Action: Approve YTD Budget Report

Decision: Stephanie reviewed the YTD budget as of October 31, 2021. November financials just finished up so no report completed at this time. We are still low on the Youth WEX. Motion to approve the Oct 2021 YTD Budget by Gail Campbell, Second by Elizabeth Flake. Motion Approved.

III. Review and Discussion of Labor Market Subscription Service

Review bids and comparative analysis of LMI subscription services and proposed partnership/shared subscription with Pinal County LWDB. Recommended Action: Approve joint purchase with Pinal County of EMSI subscription and direct staff to 1) submit capital

expenditure request to DES and 2) coordinate with Pinal County and Navajo County attorney to finalize draft IGA.

Decision: Stephanie explained the Bids and subscription services proposed. EMSI, JOBSEQ, GISP. are the bids compared. We are looking for a regional option. If we are able to cost share, Our cost will be \$12,500. We are looking for approval to move forward with an expenditure request. Gail Campbell makes motion to approve the Capital expenditure request and coordinate with Pinal County and Navajo County attorney to finalize draft IGA. Second by Elizabeth Flake. Motion Approved.

IV. **NACRN Board Liaison**

Recommended Action: Designate an LWDB Executive Team Member to fill the NACRN Board - LWDB Liaison Seat for January 2022 through June 2023.

Stephanie brought to the board to make a recommendation of which Executive Team member should assume that role. John Sorensen has held that role since NACRN's founding in 2019. Gary and Liz expressed an interest but each also indicated work conflicts that would prohibit meaningful engagement. Gail believes it is really important to have an active member designated for this role. Gail is willing to fill this position if needed. Gary and Liz support Gail in filling this position with John's participation as available. Gary made a motion to designate Gail Campbell as NACRN Board Liaison with second by Elizabeth Flake. Motion Approved.

V. **Data Reporting**

Discussion: Review sample board reporting infographics and make recommendations on priority of data sets and presentation of data.

Stephanie discussed the NEAZ LWDB Data Collection and Reporting. She explained where board staff is headed in gathering and setting up the Data Collection and Reporting. She displayed some various report formats. Gary thought it would be great to report to all 3 County's BOS. Gail stated any graph is helpful in understanding the Data. Stephanie stated that having actual numbers, the Board will have a better understanding on how to present. Gary stated it would be great to display on Social Media. Elizabeth agreed with Gary and Gail. She stated it would be beneficial also for Job Seekers.

VI. **Work Session with NACRN Board January 5, 2021**

Discussion: Review Draft Agenda

Stephanie presented the draft agenda for the work session with the NACRN board scheduled for January 5, 2022. She wants to make LWDB and NACRN boards roles and staffing more specific in MOUs to build up NACRN to increase the Workforce system and how will we develop in the future. Elizabeth has not really ever understood the delineation of the Boards, but looks at it as a partnership to amplify the benefit to the Community. Gail agrees with Elizabeth in the formation of NACRN and that it would have to evolve to meet needs of the Community. NACRN was trying to work towards a global community Service entity. This is an opportunity to clarify the roles of NACRN and to showcase it and how it is able to serve the community in a way that Workforce can not do alone. Stephanie stated the necessity of clarification of the roles of the two boards. Gary agrees completely with all. We need to be as transparent as we can.

VII. **Adjourn Meeting**

Gary Moore adjourned the meeting at 10:46am.