

Yavapai County Workforce Development Board Executive Committee September 21, 2022 Meeting Minutes

Attendees:	Present/Absent	Number of Absences in 2022
Anita Payne, Chairman	Present	1
Gary Hassen, Vice Chairman	Present	1
Mark Timm	Present	1
Tony Gauthier	Present	2
Garth Bascom	Present	0

Staff: Teri Drew, Executive Director
Julia Sawyer, Executive Assistant

Guest: Jeffrey Gautreaux, Attorney-at-Law

I. Call to Order/Welcome/Introductions

Chairman Anita Payne called the meeting to order at 10:01 AM – a quorum was present.

II. Approval of the July 14, 2022 Executive Committee Minutes

Chairman Payne called for a review, comments and questions regarding the minutes of the July 14, 2022 WDB Executive Committee meeting; hearing none she called for a **motion and second to approve the minutes as drafted; so moved by Mark Timm, seconded by Gary Hassen. The motion carried unanimously.**

Chairman Payne congratulated Executive Director Teri Drew for being named the recipient of the 2022 Prescott Athena Award at the September 19, 2022 High Tea Event. All congratulated her. Ms. Drew thanked Chairman Payne for the recognition. Chairman Payne noted that she read each of the 10 nominations, and Ms. Drew stood out far above the others. Ms. Drew thanked Julia Sawyer for writing the nomination from her perspective of Ms. Drew's achievements over 45 years.

Chairman Payne turned the meeting over to Ms. Drew.

III. Director's Updates

➤ Membership Considerations

Ms. Drew began her report with a membership update, reporting that she received confirmation that Phil Tovrea received the letter of correspondence from the Executive Committee regarding his resignation from the Board. Vice Chairman Gary Hassen publicly expressed thanks to Mr. Tovrea for all the work he has done over the years on this Board

and wanted to be sure he knows of the Board's appreciation. Ms. Drew agreed that Mr. Tovrea has contributed much to the work of the WDB, and the letter first conveyed the Board's appreciation for his service. Chairman Payne asked if any acknowledgement was received from Mr. Tovrea. Ms. Drew noted that Mr. Tovrea acknowledged in a phone message that he is no longer on the Board. Mr. Timm also expressed appreciation for Mr. Tovrea's service and made a **motion to accept the resignation of Phil Tovrea, seconded by Tony Gauthier. The motion carried unanimously.**

- **Change of Status:**

- **Mark Timm**

Ms. Drew continued with a Change of Status letter from Mark Timm for consideration. Mr. Timm has worked for many years for Dignity Health – Yavapai Regional Medical Center (YRMC), and recently informed the Board that he is no longer with Dignity Health – YRMC, and accepted a position as the Advancement Director of the Trinity Christian School, a private school. Mr. Timm will continue on the Board as an optimum policy maker with approval from the Board. Chairman Payne called for a **motion and second to accept the Change of Status request from Mark Timm; so moved by Garth Bascom, seconded by Gary Hassen. The motion carried unanimously.**

- **Matt Meierbachtol**

Ms. Drew then noted that the Board has undertaken a long-time search for a labor representative to fill the labor vacancy left by Ralph Harris, and reported that Matt Meierbachtol, who recently onboarded as a private sector member of the Board, identified himself as representing the International Brotherhood of Electrical Workers (IBEW) at Arizona Public Service (APS), and is willing to serve a dual role on the Board. Ms. Drew noted that the State rules and policy allows one member to represent two roles on the Board, and Mr. Meierbachtol has received a letter of recommendation from his leadership to that effect. Ms. Drew noted that the dual role will reduce the number of members on the board, which reduces some of the percentage requirements as well. Her recommendation is to consider Matt Meierbachtol as a dual-role member; **so moved by Gary Hassen, seconded by Tony Gauthier. The motion carried unanimously.**

Ms. Drew noted that legal counsel, Jeffrey Gautreaux, has joined the meeting.

IV. Chairman's Updates

Chairman Payne acknowledged that Mr. Gautreaux was present.

- **Consideration to Move Into Executive Session for Legal Updates**

Chairman Payne announced that the WDB Executive Committee would at this time move into executive session to discuss legal updates. Chairman Payne called for a **motion and second to move into executive session; so moved by Garth Bascom, seconded by Mark Timm. The motion carried unanimously.** At this time, Ms. Sawyer stopped the recording.

The WDB Executive Committee convened in executive session to discuss legal updates pertaining to the Request for Proposal processes for One Stop Operator and Youth Council, and other legal matters regarding negotiations with the Northern Arizona Council of Governments (NACOG) leadership. There were no action items for consideration. Following discussion, the public portion of the meeting resumed.

V. Member Comments

Chairman Payne called for Member Comments, there were none.

VI. Adjournment

Chairman Payne called for a **motion to adjourn; so moved by Garth Bascom, seconded by Gary Hassen. The meeting adjourned at 11:00 AM.**

Minutes of the Workforce Development Board Executive Committee – September 21, 2022

Approved:

DRAFT