

## I. Call Meeting to Order

Roll Call- The meeting began at 10:40am

The following Board members were in attendance: C. Melvin; Connie Kakavis; David Miller; John Sorenson; Marti Landis Jones; Neil Traver; Woody Cline; Elizabeth Flake; Gary Moore; Gail Campbell; Sherry Condarco.

Staff in attendance: Lisa Grannis; Jeremy Flowers.

Guests in attendance: Trevor Stokes; Anne Mueller.

## II. Update on Executive Director Search

Trevor updated the board on the director search. He had a few applicants with whom he was planning on meeting with Bryan to discuss on Friday.

## III. New Chairman of the Board designation? Reminder of Officer elections in November.

A reminder of the Officer elections in November was given.

## IV. Budget Report

FY23 Budget report July 2022

Need approval

Lisa presented the updated Budget format with the July 2022 expenses being reported. John Sorenson made a motion to approve the July 2022 Budget. Connie made a 2nd Motion to approve the July 2022 Budget. All agreed. Motion approved.

## V. Show Low City Library AZ@Work office space

Should we move out of the City Library Office and request places to put out AZ@Work information?

Request Rooms for occasional AZ@Work informational Meetings at the Library?

Should Staff that currently has office in the Library begin hoteling at Pinetop DES office?

Approval?

Increased signage at the Library was discussed. Neil also asked if there was requirements in the contract. Woody stated we would dig into that. Trevor mention a possibility of having Career centered events and workshops at a regular cadence. The participation could increase. Using the Library as an access point for workforce development is a nationally accepted proactive. Anne stated that the new Library Director seemed willing to work with the Workforce program. Jeremy stated that at this time having the staff office at the library has not been effective for the Workforce or the library. Jeremy stated that discussions had occurred regarding hoteling the library staff at the Pinetop DES. Should we do that? Tyson said the staff at the library is in the Library 2 days a week. Woody suggested giving it some thought regarding the

library, and we will discuss again in the Executive Committee meeting. Marti mentioned that transportation is a problem for many. Those individuals will go to the library before going to the Show Low Job center and the Pinetop DES location. She stated we should give the library a shot before just giving it up.

## VI. Show Low Job Center

- a. Decision to move from Current 1500 S. White Mountain Rd, Show Low to Pinetop DES office?

Woody mentioned the visit to the Show Low Job center. He stated that the Show Low Job center location has lots of issues. His decision is that due to public transit access and other amenities, We should move. Marti stated that her staff also stated that the current location was not adequate and she agreed we should move.

Woody mentioned that our lease will not be up until May 2023. However, we should eat the monthly lease if it means making the move sooner than later. Marti stated the actual co-location annual cost is \$3,279.90. Melissa asked what the address is. The official address is 20East White Mountain Blvd in Pinetop. Gary asked if the Admin would be moved or the Staff. Lisa said that she had asked Tim Tucker about the possibility of moving admin. He stated there was a firewall issue and wouldn't recommend it. Neil made the motion to move the Show Low Job center to the Pinetop DES. Gary made the 2nd motion. All agreed. Motion approved.

1. DES estimation of Co-Location cost annually is \$2,500 - \$3,000.

Our current Lease is \$1,700 monthly.

After co-location reimbursement, our portion is \$625.94 on lease.

2. Public transit stops in Pinetop DES office parking lot.
3. Much better access to internet/phone use.
4. Access to private interview rooms.
5. Access to many other services that might be needed by the participants all in the same location.
6. Can hotel immediately. Will have available for move-in possible by the end of the year.
7. Current Lease does not expire until May 31, 2023.

Approval to begin advertising?

## VII. Admin Offices

Lisa brought up the possibility of dropping the City of Show Low Admin office space. It will be made an agenda item on the executive committee meeting and then brought forward to the next LWDB board meeting. Trevor mentioned that he is working on a comprehensive plan, and he will present that to the Executive Committee meeting.

## VIII. RAFT

Raft Pictograph

Jeremy stated that we had the most contact and referrals this month. He is trying to keep up the technical support.

- a. Updates

The longer we go without upgrades, problems will occur. He received notification that the software developer will need 12 hours of work to keep the program running. Without additional funding, it will start to malfunction after the required upgrades needed in November. Trevor does not have any information in regards to the background. Trevor is concerned about the accuracy and quality of the data we are getting from it. Jeremy stated that RAFT was not intended for data collection. It was a feature of it. The purpose of RAFT is to be a community referral source. Gail reiterated what Jeremy said. From a Title II perspective, it is invaluable to them for giving and receiving referrals. Neil said that his understanding is that the data collection is a byproduct of the referral system. He asked what the contract states. Jeremy stated that we have looked at the contract. We do not have any recourse. We pay them for their time, and what we get is what we get. Jeremy stated that the staff all want the services that RAFT supplies. Jeremy stated that he does believe there are alternatives available to fulfill the function that RAFT provides. Melissa stated that in Globe the referrals were not happening. Woody suggested that Trevor and Jeremy work together for a proposal to present to the Executive committee can discuss. Marti mentioned that since all are moving to the Pinetop DES location, all are in the same building. Gail mentioned that not all partners will be in that building. Neil asked what the objective is. Woody likes to see numbers. Trevor shared that next week we will be working on an asset allocation plan, and we are also doing a data collection and reporting plan to look at everything from a comprehensive perspective. It is important to keep Gail's comment in mind that Title II is getting a lot of benefit in this. Solving the connective tissues between programs is important. Woody suggests to have the executive committee to vote on this in a couple of weeks. Motion to address in the executive committee. John made the motion to have the executive committee discuss in a couple of weeks. Neil made a 2nd motion. All agreed. Motion approved to review and vote on the referral system in the executive committee meeting in a couple of weeks.

## IX. One Stop Operator/Partner Reports

OSO Report August 2022

Lisa overviewed the OSO report with the board.

## X. Strategic Plan

Trevor updated the board on the strategic plan which runs over to the Local Plan modification. There are 21 elements that have to be included. It will start with working with the Executive committee. There will be 3 to 5 strategic goals. Within each goal, there will be 1 to 3 strategies. Within each strategies, there will be 1 to 3 tactics. It will expand beyond the executive committee when we establish values about which the board goes about its business.

## XI. Local Plan Modification - Goals and Strategies

Trevor's update.

## XII. Update on NACRN activities

Lisa let the board know that NACRN was coming together Thursday to make a decision in regards to the Empowerment center contractor issues. Woody requested a copy of the MOU between NACRN and LWDB. Anne stated that

all the gates are now closed and locked. At least the security aspect is important at this point. He asked for a text update after the meeting is over.

### XIII. Next Meeting Date: ??

Our next Meeting was scheduled for Nov. 23. We are off on Thanksgiving Holiday. Would you rather meet the week before or After? Which day?

Anne suggested November 16th from 10-12. Marti mentioned 30th was good. Gary & Melissa- 16th; Gary agreed he could chair the meeting if Woody can't make the 16th. Woody stated to go for the Nov. 16th at 10am for the LWDB Bi-Monthly meeting.

The meeting adjourned at 12:15pm.