



LWDB Bi-Monthly Meeting Agenda

DATE: Wed April 27th, 2022
TIME: 10:00am - 12:00pm MST
LOCATION: Show Low City Hall Cougar Room or Zoom
GROUPS: Board

Join Zoom Meeting

<https://us02web.zoom.us/j/82195630989?pwd=cWdqYTZsNUFMLzdoZHh6ZEsxZExPd09>

Or Dial 669-900-6833, Meeting ID: 821 9563 0989, Passcode: 333291

I. **Call Meeting to Order** 15 mins

Pledge of Allegiance

Roll Call

II. **Consent Agenda** 10 mins

Recommended Action: Approve all items on the Consent Agenda as presented.

1) Ratification of Exec Committee Actions:

- a. **Approved Community Partner MOU's with Stanford Store, OCCAC, and Springerville-Eagar Chamber of Commerce for Mobile Job Center Deployment**
- b. **Approved MOU with Apache County Libraries for Mobile Job Center Deployment**
- c. **Approved Line Item Budget Revision for Health Department Operations Budget for remainder of FY22**
- d. **Approved Transfer of \$195,000 of FY22 DW Funds to FY22 Adult Funds**

2) Approve January 26, 2022 LWDB Meeting Minutes

[LWDB Exec Team Minutes 3.24.22.pdf](#)

[LWDB Exec Team Minutes 4.4.22.pdf](#)

[LWDB Exec Team Meeting Minutes 2.23.22.pdf](#)

[NEAZ LWDB Request for Transfer of FY22 WIOA Funds_3.23.22.pdf](#)

[YTD Budget Report as of 2.28.22_Staff Recommended Revisions.pdf](#)

[MOA - Mobile Job Center Site Apache County Library District.pdf](#)

[MOA - Springerville_Eagar Chamber.pdf](#)

[MOA - OCCAC.pdf](#)

[MOA - Stanford Store.pdf](#)

III. **Budget Report**

5 mins

Review of YTD Budget Summary and Draft FY23 Budget. Recommended Action: Approve YTD Budget Report as of March 31, 2022

[YTD Budget Report as of 3.31.22.pdf](#)

[DRAFT_FY23 Budget_4.21.22.pdf](#)

IV. **One Stop Operator/Partner Reports**

15 mins

[Adult Ed Report Q4 - NEAZ.pdf](#)

[OSO Report March 2022.pdf](#)

V. **Staffing Updates/Revisions**

Discussion and Action: Board Staff Resignations, Recommended Changes to Org Chart, Transition Plan timeframe and scope

Recommended Action: Accept Resignation of Executive Director effective June 30, 2022; Approve revised Workforce Board Staffing Plan/Org Chart as presented; Approve development of a contract for transition implementation/support.

[Org Chart Board Staff Only_Recommendations 4.12.22.pdf](#)

[ED Resignation and Transition Proposal.pdf](#)

[Executive Director Performance Evaluation.pdf](#)

[LWDB Executive Director Job Description_4.2022.pdf](#)

VI. **Title IB Service Provider for FY23**

Discussion and Action: Discuss Executive Team Recommendation to ask Navajo County to conduct a procurement for a Title IB Adult, Dislocated Worker, and Youth Service Provider.

Recommended Action: Approve Request for Proposal Scope of Work and Timeline for a FY23 Adult, Dislocated Worker, and Youth Service Provider and direct staff to coordinate with Navajo County Procurement Officer to conduct procurement.

VII. **One Stop Operator Renewal for FY23**

Discussion and Action: Review One Stop Operator performance and contract renewal option.

Recommended Action: Approve renewal of One Stop Operator contract for FY23 and direct staff to draft revised One Stop Operator scope of work, performance metrics, and monthly report template for review and approval by LWDB.

VIII. **Local Plan Modification - Goals and Strategies**

10 mins

Discussion: Review current plan goals and strategies, assemble work group to draft revised goals and strategies for mid-plan modification.

[Required_Elements_Local_Plans_Modifications_2020-2023.pdf](#)

[LWDB Goals and Strategies_Strategic Initiatives_Status 4.2022.pdf](#)

IX. **Proposed Next Meeting Date: June 8, 2022**

LWDB Full Board Meeting to Discuss/Review/ Approve PY22/FY23 Contracts, MOUs, Budget, etc.