

Northeastern Arizona Local Workforce Development Board



LWDB Bi-Monthly Meeting Minutes

Jan 26th, 2022 10:00 am - 12:00 pm

I. Call Meeting to Order

Pledge of Allegiance

Roll Call

The meeting was called to order by John Sorenson at 10: 05 am. Chair Woody came in after roll call.

Board members in attendance: Steve North; Neil Traver; John Sorenson. Members in attendance remotely: Connie Kakavas; David Miller; Gail Campbell; James Bruzzi; Malissa Buzan; Marti Landis Jones; and Sherry Condarco. Staff in attendance: Stephanie Ray; Stephen Morris; Lisa Grannis. Staff in attendance remotely: Jeremy Flowers.

II. Consent Agenda

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

1) Approve September 23, 2021 LWDB Meeting Minutes

Gail Campbell motioned to approve with exception of some spelling. 2nd by John Sorenson

Decision | All approved motion passed.

III. Budget Report

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

Stephanie explained the YTD Budget Report. Audit fees allocated are based on grant allocations. Woody asked about the Youth percentages. Stephanie explained that the Health dept. now has a Youth specialist which will help. She also meets monthly with Sue regarding the Youth strategies.

Decision | Motion to accept the YTD Budget Report by Malissa, 2nd by Connie. All approved and Motion to approve the YTD Budget report was accepted.

IV. Board Reports

Review LWDB Reports

Stephanie explained the Raft report regarding employment and utilization. Neil asked for the criteria for Dislocated Worker. Dislocated Worker criteria is displaced homemaker or displaced worker. Gail asked about the Adults in outgoing referral. Stephanie thinks that it should be the 3 enrolled in the Title 1b program that had been referred to other programs. She will make certain that the program will define consistently using the same definition. Youth employment exit does include return to education. Malissa asked if Adult education includes apprenticeships? It is included in the Credentials attainment. Marti asked about the outgoing referrals and Stephanie stated she will confirm with Tyson that all are reporting consistently.

. Woody asked about Program for service veterans grant. Stephanie thinks the Total contacts may include all contact with the person several times. He suggested we should specify the contacts as individual people not amount of contacts. Neil really likes the Dashboard. Woody agrees. It helps a lot.

V. Review and Discussion of Strategic Initiatives

a. RAFT Implementation

Review report on RAFT usage to date

Stephanie explained the Raft report regarding Referrals. Neil asked about the received referral. Stephanie explained that the supervisor receives the referral until it is acted upon. Woody likes the graphs.

b. Business Recruitment and Retention Project

Review and Discuss Project Progress and Work Plan including Possible Convening Locations

Stephanie discussed she is working with Local First on the Work Plan. Any feedback on the March 7-16 event dates? Locations could be the community college or the Chamber for Payson. Globe location could use the Union Hall.

c. Mobile Job Center - Apache County Pilot

Discuss Implementation Action Plan and Report on Outreach to Potential Sites

Stephanie overviewed the Mobile Job Center. Apache County was excited, Stephen to go out with the MOU for Springerville & Concho. Woody thought it would be beneficial to touch base with the Apache County Board.

VI. 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) finalize IGA

Stephanie explained the subscription services and the costs. Hopes are to share costs with Pinal county. An IGA has been drafted and reviewed by Jason Moore. It has been approved by Jason. A Purchase request has also been drafted. Gail stated that EMSI is the best product for the money. This is a year to year contract.

Decision | Gail motions to move forward to Approve the IGA and the expenditure request. 2nd by Malissa. All approved. The Motion is approved.

VII. MOU Between LWDB and NACRN

The LWDB Exec Team and NACRN Board held a work session on January 5, 2022 and upon review of the current MOU between the LWDB and NACRN, it was recommended that edits be made to the MOU. Recommended Action: Approve MOU with NACRN with revisions as presented.

Stephanie explained the LWDB and NACRN work session recommendations for changes. Gail commented that NACRN makes the workforce board more nimble. It is important to have that flexibility. Stephanie explained the current funding streams of NACRN.

Decision | John Sorenson Motioned to approve MOU with NACRN with revisions as presented. David - 2nd motion. All approved except Woody Cline whom apposed. Motion passed.

VIII. Local First Arizona Request for Grant Application Support Letter

Review Summary of Local First Arizona's application for EDA Good Jobs Challenge Funding. Recommended Action: Approve sending Local First Arizona a letter of support for this proposal.

Stephanie explained Local First Arizona Grant Application support letter. They need the backing of the board for it to be competitive. Woody states if it doesn't benefit all 3 counties, he doesn't think it is a good thing. Malissa agreed. Neil agreed. Steve agreed.

Decision | No motion to approve sending Local First Arizona a letter of support for the Grant proposal was made.

IX. Next Meeting: LWDB Bi-Monthly Meeting March 23, 2022

Meeting Adjourned 11:24am.