


## Minutes

### **LWDB Bi-Monthly Meeting**

 Wed November 17th, 2021

 10:00am - 12:00pm MST

 [https://us02web.zoom.us/j/82195630989?  
pwd=cWdqBTZsNUFMLzdoZHh6ZEsxZExPdZ09](https://us02web.zoom.us/j/82195630989?pwd=cWdqBTZsNUFMLzdoZHh6ZEsxZExPdZ09)

#### **In Attendance**

#### **I. Call Meeting to Order**

Pledge of Allegiance

Roll Call

Meeting called to order at 10:04 by the Chairman.

Roll Call - Members in Attendance: James Bruzzi, Gail Campbell, Woody Cline, Elizabeth Flake, Marti Landis-Jones, David Miller, John Sorensen

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

NO QUORUM ESTABLISHED

#### **II. Consent Agenda**

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

##### **1) Approve September 23, 2021 LWDB Meeting Minutes**

Not enough members were in attendance for a Quorum. No approval on items above at this time.

#### **III. Budget Report**

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

Board reviewed YTD budget but no action taken due to lack of Quorum.

#### IV. **Board Reports**

Review OSO and Partner Reports and Discuss Data Points/Board Priorities for Data Gathering/Reporting

Stephanie explained that the OSO and Partner reports will help with employer engagement numbers and more specific data for decision making purposes. The Health department supplies some data on the report . Woody stated he believed we were headed in the right direction regarding the data to collect. Gail asked for an example of Job center traffic and enrollments and the columns at this point. Stephanie explained that the past column under Employer engagement should be in the future column. Marti asked if numbers were important to have in report? Woody said this is usually on reports supplied by Stephanie to BOS. Stephanie explained that the numbers will be quantifiable . The data point report is only what we want to collect, then the board will be asked how they would like to see those numbers presented. Woody mentioned the Monthly One-Stop Operator Report will be beneficial in addition to the numbers. The Career Readiness credentials data collection has not currently been collected.

#### V. **Review and Discussion of Strategic Initiatives**

##### a. **RAFT Implementation Progress and Plan**

Review Implementation Plan Updates

Stephanie stated we are having great success with the beta testers and we have received good feedback from the partners . If Jeremy cannot be of assistance, he has been reaching out to the software developer. Marti asked if the training would be periodic? Stephanie answered "Yes" . She explained that it will be a continuous training.

##### b. **Business Recruitment and Retention Project**

Review and Discuss Project Progress and Work Plan

Stephanie stated Local First will begin within the next week or two. She asked board members to review the outreach planning Google sheet so we can make sure we have all captured employers they wanted in order to have a broad outreach.

##### c. **Mobile Job Center - Apache County Pilot**

Discuss Implementation Action Plan and Potential Sites for deployment

Stephanie has reached out to Apache County to have their input, but we probably won't wait to reach out to partners in the community. We have commitments from the partners to participate in staffing the van. The van

retrofit should be completed this week and send it in to get it re-wrapped. We hope to get it on the road at the first of the year. Woody said he thought it would be great for Apache County. All in attendance liked the photo of the van. It was asked if there would be an awning. Stephanie stated that there is a section of storage which will contain an awning, tables, laptops, and other necessities. Marti asked about the cold weather and what can help with the people under the awning. Stephen said they will have a heater. There have been discussions that during cold weather, we would like to work with libraries for instance to help with cold weather days for after the one on ones.

Stephanie mentioned we were using the van to pull the float for the Christmas parade, and that we could use for any areas as it is a walking bill 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) coordinate with Pinal County and Navajo County attorney to draft an IGA.

Stephanie mentioned that Jeremy has been comparing data subscription services. Since it is a large cost, we have looked to Pinal county for sharing costs and services. As Jeremy compared, he weeded out GSP as a viable option. EMSI is \$25,000 yearly or with a discount for a multi year contract. Staff would like to begin working to put together an IGA with Pinal County to share the costs and 10 licenses after approval by the board. REALAZ may also have an interest in partnering on this effort.

Not enough members were in attendance for a Quorum. No approval on items above at this time.

#### **VII. NACRN Board Liaison**

Recommended Action: Designate an LWDB Executive Team Member to fill the NACRN Board - LWDB Liaison Seat for November 2021 through June 2023.

No Discussion

#### **VIII. Discussion of 2022 Board Meeting Calendar**

Discuss proposed 2022 Board Meeting Calendar. Recommended action: Approve 2022 proposed Board Meeting Calendar

Stephanie suggested posting a poll to get a consensus of meeting times. All members in attendance was in agreement with that.

Woody wished everyone a Happy Thanksgiving. Woody adjourned the meeting at 10:55am.