



Innovative Workforce Solutions

**YUMA COUNTY WORKFORCE DEVELOPMENT BOARD -  
FINANCE AND PERSONNEL COMMITTEE**

Yuma Private Industry Council, Administration Building  
3834 W. 16<sup>th</sup> Street, Yuma, AZ 85364

Meeting Link:

<https://us06web.zoom.us/j/84109708501?pwd=T28yTjFEeTVdZzZDYW5GZTY4S2Zkdz09>

Meeting ID: 841 0970 8501, Passcode: 331405

Phone: +1 719 359 4580 US

August 24, 2023

4:00 p.m.

**MINUTES**

**I. CALL MEETING TO ORDER**

Samuel G. Loveless called the meeting to order at 4:12 p.m.

**II. PLEDGE OF ALLEGIANCE**

Patrick Goetz led the Pledge of Allegiance.

**III. ROLL CALL**

The roll was called, and those present and absent were:

<b>Members Present (In Person)</b>	<b>Members Absent</b>
1. Samuel G. Loveless	1. Maria Chavoya
2. Laura Wisniewski	2. Antonio Zuniga
3. Steve Barba	3. Daniel P. Corr
4. Nidia Herrera	
5. Patrick Goetz	
6. Adriana McBride	

**Thereby a quorum was established.**

**Staff Present (In Person)**

Ana Garcia, Program Services Manager  
Miriam Amaya, Human Resources Assistant  
Beatriz Aguilar, Clerk of the Board

**IV. DISCUSSION ITEMS**

**1. Revisions to the Yuma Private Industry Council’s Policy No. 110  
“Compensation Administration” to include merit incentives as an option  
in lieu of pay increases**

Adriana McBride presented the Compensation Administration Policy. A conversation took place regarding incentives, increases and retaining staff options.



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Laura Wisniewski asked, what do employees expect every year regarding increases. Adriana McBride explained to the committee that increases are based on budget approval, funds must be available, a percentage is authorized and approved for the year. Employee's performance on the evaluation must be at a 3 or higher in order to receive an increase.

After a brief discussion on compensation studies, Mr. Loveless asked Board staff to consider a leeway after an employee reaches their mark. Mr. Loveless asked Board staff to present this item to the full Board for discussion and to provide percentages to see if it would be sustainable.

**2. Increase the Pay Range for the Youth Specialist Positions as recommended by the Compensation Study**

Adriana McBride informed the committee, based on the compensation study the only position that received a recommendation to increase the actual pay range was for the Youth Specialist position. The pay range increase would be about 15%.

**3. Review the Proposed FY 2023/2024 Yuma County Workforce Development Board Budget**

Steve Barba presented the Proposed FY 2023/2024 Yuma County Workforce Development Board Budget. Mr. Barba shared the amount that must be spent by June 2024. Per State policy there will be a 20% reserve for next year. A conversation took place regarding ideas and resources (projects, internships, work experiences, etc.) to further assist and benefit the community to spend Youth funds.

Agenda items will be added to the next Workforce Development Board agenda for full Board approval.

**V. GOOD OF THE ORDER**

There were no comments for the Good of the Order.

**VI. ADJOURNMENT**

Samuel G. Loveless made a motion to adjourn the meeting; Seconded by Laura Wisniewski.

The meeting adjourned at 4:56 p.m.

**Respectfully submitted by Beatriz Aguilar, Clerk of the Board.**