

## Yavapai County Workforce Development Board Executive Committee January 9, 2019 Meeting Minutes

Attendees:	Present/Absent	Number of Absences in 2019
Anita Payne, Chairman	Present	0
Philip Tovrea, Vice-Chairman	Absent	1
Steve Silvernale	Present	0
Mark Timm	Absent	1
Gary Hassen	Present	0
Mel Ingwaldson	Present	0

**Guests:** Leah Cickavage, NACOG Operations Manager

**Staff:** Teri Drew, Executive Director  
Julia Sawyer, Executive Assistant

**I. Call to Order/Welcome/Introductions**

Chairman Payne called the meeting to order at 9:09 AM. A quorum was present. Chairman Payne asked for introductions around the table, all introduced themselves.

**II. Approval of the November 7, 2018 Minutes**

Chairman Payne called for a motion to approve the minutes of the November 7, 2018 meeting. **Steve Silvernale made the motion to approve.** Mel Ingwaldson seconded the motion, however as a point of order, Executive Director Teri Drew reminded the Committee that Mr. Ingwaldson, as the Public Voice Representative, may not move for action or vote. Ms. Drew offered clarification on the rule regarding the non-voting status of the Public Voice, noting that the Private Sector leads the actions of the WDB Executive Committee and the Public Sector has a voice. Ms. Drew also noted that this does not apply to the full Board actions, only the Executive Committee. **Chairman Payne then seconded the motion and called for a vote. The motion carried unanimously.**

**III. Chair's Report**

Chairman Payne reported that she received a decision from Chris Fetzer acknowledging and approved Ms. Drew's role as Executive Director of the WDB and the recommended salary increase of 7% retroactive to July 1, 2019. Chairman Payne noted that she sent Mr. Fetzer a letter of thanks for supporting the WDB's position, and noted that Ms. Drew's accomplishments in the community and Yavapai County truly warranted the assignment. Chairman Payne shared some background with the Committee regarding the start of this process stemming from her last visit to Washington DC for the National Association of Workforce Boards, where she noted all of the other Directors were Executive Directors. She decided that Ms. Drew should also have a comparable title in her role as the Yavapai County Director. With that, she closed her report and turned the meeting over to Executive Director.

#### **IV. Director's Report**

Executive Director Teri Drew began her report with an expression of gratitude and appreciation to the Executive Committee, each individually, and to Mr. Fetzer, noting that going forward the Board will be moving into more of a Board of Director's role; this is a considerable change both for the Board and for NACOG. Going forward, the Board must adhere to NACOG policies because the Board is not an entity.

##### **➔ Program Update**

Ms. Drew shared a note from outgoing Yavapai College President Penny Wills, which reflected appreciation for the partnership with NACOG. Ms. Drew noted this to be a great milestone with our partnership with the College.

Ms. Drew noted a strong membership on the Board, and noted that labor representative Ralph Harris has been out of contact with the Board. She asked Mel Ingwaldson to reach out to Mr. Harris and to seek out a possible new member to replace Mr. Harris. Another resignation was received from Tracie Schimikowsky, and Supervisor Garrison is reaching out to the Verde Valley Medical Center for a replacement for District 3.

Ms. Drew reported the WDB Certification is still pending, noting the large application that was sent to the State. DES did not recommend certification to any of the Arizona boards at this time. She noted that Yavapai County application needed some wording changes from Yavapai County to WDB; the language has to reflect that the Workforce Board was to be designated for data collection, etc. Also, labor was referenced in membership but we needed to identify an apprenticeship representative, which will be Mel Ingwaldson. Ms. Drew expects the Board Certification to be completed by the end of February.

Ms. Drew reported that she will be meeting with the DES Director Michael Trailor next week and plans to address board re-certification and One Stop certification. Mel Ingwaldson suggested that the Yavapai County Board is doing well and trying to move forward, but it seems the local areas are being held back by the State from finalizing certifications. On a positive note, Ms. Drew reported that Yavapai County will be the only county in the state with a written agreement with Title II after today. Discussion followed regarding decades of trying to get other partners to contribute to the One Stops.

Ms. Drew also noted that she and a few colleagues from AWA will be meeting with Dawn Grove, the Chairman of the Workforce Arizona Council, to have a listening forum with her and the Executive Committee to look to the future for policy implementation that works for everyone, as well as other topics.

Ms. Drew discussed a Department of Labor initiative regarding potential waivers for funding that would allow exceptions for service outside of WIOA law, citing examples of youth eligibility requirements that make it prohibitive to spend designated youth dollars. She noted that Art Askew is working with the Yavapai County Construction Association (YCCA), the construction trades and United Way for a construction boot camp program, funded by United Way. NACOG will be providing job placement and case management support services. Twenty-nine youth participants have enrolled and the course will continue daily for 3 weeks. Ms. Drew noted that NACOG will also provide the Arizona Career Readiness Credential (ACRC) training. Sixteen construction company owners came to the first class to meet the students and to encourage them to complete the program. Ms. Drew noted that Yavapai County continues to be resilient and continues to serve and demonstrate innovative service approaches.

One Stop Operator procurement has been completed; NACOG was approved by the Board of Supervisors as the One Stop Operator for Yavapai County. All has been turned over to the State for final review of the process. Ms. Drew noted that other local areas are having difficulty in getting bidders for their Requests for Proposals. She noted that part of her discussion with the DES Director would include the need for training opportunities for the policies that DES issues. Some discussion followed regarding the lack of interest in One Stop operations by some entities.

Ms. Drew then reported that the One Stop certification is also still pending; the State has decided to not approve any of the Local Area One Stops, noting that all One Stops have areas that could be improved. She reflected on past practices, and reported that Yavapai County has satisfied all of the requirements from the State's report, and should be brought to the Workforce Arizona Council (WAC) again in February. She noted plans to develop a coordinated effort for private sector voices to speak out for the workforce areas at a future WAC meeting. Chairman Payne suggested that this idea should be put on the next Executive Committee agenda for discussion.

Ms. Drew reported on a statement made by Yavapai County Supervisor Jack Smith, who is the Legislative Representative for Yavapai County, regarding the very first bill introduced in the State House, which proposes taking authority away from the Boards of Supervisors for federal funding coming into the State of Arizona. Discussion followed regarding the impacts of this pending bill and the authority of the Boards of Supervisors.

Ms. Drew continued to report, noting that the revisions to the Plan have been completed and have been sent, first to the Board of Supervisors for approval, then to the State for final review and approval. As the Chairman of the Arizona Workforce Association, Ms. Drew had asked as for a representative from one of the local areas to be placed on the review committee. The response she received was that DES has a Title I representative that will represent the local areas. The Workforce Arizona Council (WAC) is replacing members on the Council, which opens opportunity to share information with the new members. Ms. Drew noted that she has a standing agenda item with the WAC. She is rotating the other local area Directors to present that standing agenda item to the WAC in order to expand visibility and knowledge of the local areas. Ms. Drew noted that the WAC has recognized all of the Directors with a "thank you for your leadership" plaque, and Ms. Drew was grateful to have received one.

➤ **Title II IFA/MOU Addendum A Review/Approval**

Ms. Drew introduced the next agenda item, the agreement between Title II and the Board through an addendum to the Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA) has been completed and is an action item for approval today. Ms. Drew highlighted the document points which outline the commitment from Title II to contribute a "fair share" to the WDB Budget and Operations. The total amount committed is \$14,913 and includes a presence at the One Stops. Ms. Drew complimented Craig Lefever, Yavapai County Title II Representative, and Dr. Nicholas DelSordi, Education Program Specialist for the Arizona Department of Education, as well as NACOG staff for the hours of work toward this end, and recommended approval from the Executive Committee with a recommendation to the full Board for approval. Discussion followed regarding this accomplishment. Ms. Drew noted that this addendum will expire June 30, 2019, and negotiations for July 1, 2019 will begin right away. She noted that this will be the first IFA agreement with Title II in the state. Chairman Payne asked for comments, motion to approve. **Steve Silvernale made the motion to approve the Title II Addendum to the MOU/IFA, seconded by Gary Hassen. The motion carried unanimously.** Ms. Drew asked for other discussion, and, following brief comments, concluded her report. Positive comments followed.

**V. Member Comments**

Chairman Payne called for member comments. There were none.

**VI. Public Comments**

Chairman Payne called for public comments, there were none.

**VII. Adjournment**

Chairman Payne called for a **motion to adjourn, so moved by Steve Silvernale, seconded by Gary Hassen. The meeting adjourned unanimously at 9:54 AM.**

*Minutes of the Workforce Development Board Executive Committee – January 9, 2019*  
*Approved: March 14, 2019*