

Yavapai County Workforce Development Board Executive Committee May 31, 2022 Meeting Minutes

Attendees:	Present/Absent	Number of Absences in 2022
Anita Payne, Chairman	Absent	1
Gary Hassen, Vice Chairman	Absent	1
Phil Tovrea	Present	0
Mark Timm	Present	0
Tony Gauthier	Present	1

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

I. Call to Order/Welcome/Introductions

Mark Timm called the meeting to order at 1:14 PM. He identified those in attendance. A quorum was present.

II. Approval of the April 4, 2022 Executive Committee Minutes

Mr. Timm called for a motion and second to approve the minutes of the April 4, 2022 Executive Committee, so moved by Phil Tovrea, seconded by Mark Timm. The motion carried unanimously.

III. Chairman’s Updates

Executive Director Teri Drew reported on behalf of Chairman Anita Payne, who was absent. Ms. Drew noted that there is no action required of the Executive Committee for the following recommendations for the Chairman’s appointments for PY 2022-23 regarding Committee Chairs and Public Voice appointments. Ms. Drew reported that she and Chairman Payne have discussed potential appointments, and that Chairman Payne will make the appointments at her next meeting.

➤ **PY 2022 Appointments**

Ms. Drew identified the recommendations for the following appointments.

- **Committee Chair – One Stop Committee – Craig Lefever.** Ms. Drew noted that Mr. Lefever has been the Committee Chair for the last few years and has done a good job.
- **Committee Chair – Youth Council – Mel Ingwaldson.** Ms. Drew also noted that Mr. Ingwaldson has been Chair of the Youth Council for many years and has also done a good job.

- **Executive Committee – Public Voice Representative – Tony Gauthier.** Ms. Drew reported that, because of Mr. Gauthier’s knowledge of current Executive Committee discussions, Chairman Payne is favorable to re-appoint him as Public Voice Representative for another year. Mr. Gauthier accepted the recommendation for appointment.

- **Consideration to Move Into Executive Session for a Discussion of Legal Matters** Mr. Timm suggested that the Executive Committee convene into executive session for the purpose of a brief update on legal matters. He called for a **motion to go into executive session, so moved by Phil Tovrea, seconded by Tony Gauthier. The motion carried.** Executive Assistant Julia Sawyer stopped the recording and exited the meeting.

The executive session discussion included a year-to-date update on legal matters between the WDB and NACOG, including recent in-person negotiations between leadership from each party and their attorneys. Following the brief discussion, Mr. Timm resumed the public portion of the meeting.

IV. Director’s Updates

- **Quarter 2 Board Recertification Audit**

Ms. Drew reported that an audit of the Board recertification documents for Quarter 2 was conducted by the State, and there were no findings.

- **Member Resignation – Nancy Jensen, Education Sector**

Ms. Drew announced that Nancy Jensen has submitted her resignation following her departure from Northern Arizona University (NAU) and expressed her appreciation for the WDB and the opportunity to serve. Ms. Drew noted that the WDB will continue to seek out partnership with NAU as an education partner.

Ms. Drew reported that the vacancy from Kurt Greves’ resignation has been filled by Jacob Tibi at Founding Fathers Collective. The Board of Supervisors appointment is expected on Wednesday, June 1, 2022.

Ms. Drew noted that the vacancy on behalf of the labor sector still needs to be filled, although potential candidates have been identified, none have submitted an application for membership. She noted that the timeframe allowance for filling the vacancy is coming to an end and encouraged assistance in finding a replacement with optimum policy making authority. Mr. Gauthier offered to follow up with possible candidates.

- **One Stop Operator & Title I Program Operator Service Extension Consideration**

Ms. Drew reported that, as discussed in executive session, NACOG service contracts are being proposed to be extended until December 31, 2022. The State of Arizona has agreed to extend the current contracts and procurement process

to the end of the year, however the Board must submit minutes identifying a vote of support from the WDB. Mr. Timm called for a **motion and second to approve the extension of the NACOG contracts until December 31, 2022; so moved by Phil Tovrea, seconded by Tony Gauthier. The motion carried unanimously.**

Ms. Drew noted that she will submit to the State these minutes along with the minutes from the NACOG Regional Council Executive Committee, who met last week and approved the extension as well. She gave a brief overview of the Regional Council minutes, identifying good support from the Regional Council Vice Chairman especially, Tusayan Vice Mayor Brady Harris, who made the motion for NACOG to continue. The minutes identified the NACOG Executive Director Chris Fetzer has the authority to continue, but the purpose of the vote is for the support of the NACOG Board of Directors to continue NACOG EWD Title I services to Yavapai County. Ms. Drew noted that the Board of Supervisors will prepare a proclamation to extend the Contracts at the June 15, 2022 meeting.

➤ **PY 2022-23 Performance Measures**

Ms. Drew reported that the annual process of Title I Performance Measures negotiations are underway, and the final measures are required to be approved by the WDB. Ms. Drew noted that this year funding will be reduced by approximately \$240,000, and subsequently the negotiated Performance Measures are lower than last year's measures. Members reviewed the PY 2022-23 proposed changes. She noted one minor challenge to her submitted median wage expectation amounting to a 1% increase, which was agreed to and split by half a percent for adults and half a percent for dislocated workers. Ms. Drew concluded and paused for action on this item. **Mr. Timm called for a motion and second to approve the Title I Performance Measures as negotiated and agreed; so moved by Tony Gauthier and seconded by Phil Tovrea. The motion carried unanimously.**

V. Member Comments

Mr. Timm called for member comments, there were no comments.

VI. Public Comments

Mr. Timm called for comments from the public, there was no public present.

VII. Adjournment

Mr. Timm called for a **motion to adjourn; so moved by Phil Tovrea, seconded by Tony Gauthier. The meeting adjourned at 1:36 PM.**