

Yavapai County Workforce Development Board Nominations Committee Notice of Meeting and Agenda

Pursuant to
ARS 38.431.01

Monday, June 10, 2019 • 10:00 AM • Teleconference # (800) 747-5150 Access Code 7781422

- I. **Call to Order/Welcome/Introductions**
Elaine Bremner, Chairman
(Information/Discussion)
- II. **Review of WDB Bylaws**
Teri Drew, Regional Director
(Information/Discussion)
- III. **Slate of Officers**
 - **Chairman**
 - **Vice-Chairman**Elaine Bremner, Chairman
(Information/Discussion/Action)
- IV. **Member Comments**
(Information/Discussion)
- V. **Public Comments**
Individuals may address the Board for up to 5 minutes, per the Chair's discretion, on any relevant issue within the Board's jurisdiction. Pursuant to ARS §38-431.01(H), Board members shall not discuss or take action on matters raised during the call to the public. The Board may direct staff to study the matter or direct that the matter be rescheduled for consideration at a later date.
(Information/Discussion)
- VI. **Adjournment**
(Action)

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This Agenda is subject to revision no less than 24 hours prior to the meeting.

Yavapai County Workforce Development Board Nominations Committee Meeting June 10, 2019 Meeting Minutes

Attendees:	Present/Absent
Elaine Bremner, Chairman	Absent
Rick Duff	Present
Nancy Jensen	Present

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

I. Call to Order/Welcome/Introductions

The meeting was called to order at 10:01 AM. Executive Director Teri Drew opened the meeting with introductions of attendees. A quorum was present.

II. Review of WDB Bylaws

Ms. Drew reviewed the Workforce Development Board (WDB) Bylaws at they pertain to the election of officers. The Bylaws state that there is an annual election and the current officers may be renewed to their post. The Officers of the WDB are Chairman and Vice Chairman. The Officers sit on the Executive Committee of the WDB along with other Board of Supervisors-appointed members, to represent each of the 5 supervisorial Districts in Yavapai County.

Ms. Drew suggested that it is advisable to recommend Executive Committee members to take the seats of Chairman and Vice Chairman, and have a succession. She noted that Anita Payne has served the last two terms as Chairman. Ms. Drew reported that, prior to this meeting, Elaine Bremner made phone calls to the current officers and other Executive Committee members to ask if they were willing to continue or to serve as Officers.

Ms. Drew noted the other Executive Committee members who would be eligible to serve as Officers, including Gary Hassen of Kiva Architecture, Mark Timm of Yavapai Regional Medical Center, Steve Silvernale of Prescott Transit Authority and a Public Sector voice, Mel Ingwaldson, who would not be eligible to election as an Officer. Private Sector members of the general Board who would be eligible are Elaine Bremner, CEO for Life Matrix; Kurt Greaves, Regional Advertising Sales Manager for Cable One; Dee Jenkins, COO of Quintus, Inc.; Ginger Johnson, Custom Training Solutions; Trista Mac Vittie, Director of Communications for Northern Arizona Health Care – a brand-new member.

Ms. Drew noted that she spoke with Chairman Anita Payne, who indicated that she is happy to continue serving, but is encouraging to have someone else assume her post. Ms. Drew noted the weight of responsibility the Chairman has, and that not many are able to take that position due to their own business responsibilities. She commended Chairman Payne’s perseverance and Vice Chairman Phil Tovrea’s willingness to serve “anywhere he is needed”.

Ms. Drew opened the floor for discussion. Nancy Jensen asked for more information about Gary Hassen. Ms. Drew noted that Mr. Hassen is the owner of the construction company Kiva Architecture, and also has an interest in Rodgers Academy cosmetology school. Rick Duff suggested maintaining the current officers for the sake of continuity. Some discussion followed regarding Chairman Payne's difficulties juggling out-of-state work and the WDB, which she has been able to resolve at this point. Ms. Drew noted that the U.S. Department of Labor visited Arizona recently, and interviewed some of the local boards, although not Yavapai County. The reports were less than flattering regarding local board chairs who were not abreast of laws and policies. Ms. Drew commented that Chairman Payne is very well-versed regarding WIOA and policies and has accompanied Ms. Drew to Washington DC during her tenure for national workforce conferences, to Yavapai County's credit. Mr. Duff suggested that it would be prudent to maintain that knowledge in electing the Chairman of the WDB. He also noted that both Phil Tovrea and Gary Hassen would qualify well as Vice Chairman. Ms. Drew noted that it would be good for the Vice Chairman to accompany the Chairman at meetings in order to groom the Vice Chairman to succeed Chairman Payne at some point.

Nancy Jensen agreed with Mr. Duff's line of thought regarding the continuation of experience on the Executive Committee, noting that there is so much going on at the Federal level and it would be beneficial to the local board to stay with a Chairman that does possess knowledge of Federal policy, at least until things at the Washington level settle. Ms. Drew agreed that it is important.

Ms. Drew noted that, with a consensus of the Committee, a formal motion should be made. **Rick Duff made the motion to continue with the current officer, seconded by Nancy Jensen.**

III. Slate of Officers

- **Chairman – Anita Payne**
- **Vice Chairman – Phil Tovrea**

IV. Member Comments

Ms. Drew called for additional member comments. Mr. Duff noted that the idea that Ms. Drew proposed to have the Vice Chairman attend meetings that would be most educational was a good idea, based on recommendations from Chairman Payne and Ms. Drew. He noted that this would promote an on-going and steady workforce system. Ms. Drew commented that the process would be for Ms. Bremner to make recommendations to the full Board in August, and ask for nominations from the floor, and elections to follow. She asked for any other comments, there were none.

V. Public Comments

Ms. Drew called for comments from the public, noting that there was no one from the public present at the meeting.

VI. Adjournment

Ms. Drew called for a motion to adjourn, **so moved by Nancy Jensen and seconded by Rick Duff. The meeting adjourned at 10:16 AM.**