

Northeastern Arizona Local Workforce Development Board



LWDB Exec Team Meeting Minutes

Apr 4th, 2022 9:00 am - 10:00 am

I. Call Meeting to Order

Pledge of Allegiance

Roll Call

Board Members in attendance: Woody Cline, Gail Campbell, Gary Moore, Bryan Layton.

Staff Members in Attendance: Stephanie Ray, Lisa Grannis, Jeremy Flowers.

II. Budget Report

Review of YTD Budget Summary with Staff Recommended Changes to Title IB/Operations Budget Line Items. Recommended Action: Approve YTD Budget Report (as of February 28, 2022) and Revised Title IB/Operations Budget for the balance of PY22FY23.

The Program salaries were overstaffed. Stephanie is working with the Health Dept. Director to approach this issue after June. These dollars are coming from other expenditures that are not fully expended.

Stephanie has been working with the Health Dept. Director to increase Youth WEX expenditures to meet our 20% this year. She is working on their training and understanding of the Youth Program. Program Salaries will be revised for the next Program Year. Gail makes the motion to accept the staff recommendation on the adjustment to the Program salary adjustment for the current year. 2nd by Gary. Motion accepted.

III. Funds Transfer from FY22DW Allocation to FY22Adult Allocation

Review Request to transfer \$195,000 FY22 DW funds to FY22 Adult funds. Recommended Action: Approve Funds Transfer Request as Presented.

Request for Transfer of Title 1-B grant funds was explained by Stephanie. Gary Made the Motion to transfer the funds from the Dislocated Worker to the Adult Funds. Gail made the 2nd motion. Motion approved.

IV. Upcoming Deadlines

Discussion: Review of Upcoming Deadlines - and discuss how LWDB Staff should prioritize tasks.

Stephanie explained that depending on the outcome of decisions to be made, she would like discussions concerning how to move forward at this point. Stephanie asked for direction on moving forward. The Exec Team directed staff to wait for outcome of April 8th meeting before moving forward on tasks outside of those necessary to ensure day-to-day operations are not interrupted.

V. Next Meeting Date: Tentative April 8, 2022

Combined meeting with Representatives from DES, OEO, and 3 Counties' Supervisors/Admin Staff to discuss IGA