



Minutes

LWDB Bi-Monthly Meeting

 Wed June 8th, 2022

 10:00am - 12:00pm MST

 Show Low City Hall Cougar Room_Zoom Option

 **In Attendance**

I. **Call Meeting to Order**

Meeting called to order at 10:00am,

Board members in attendance: Woody Cline, Gail Campbell, John Sorenson, Steve North, Marti Landis Jones, Bryan Layton, Melissa Buzan, David Miller, Neil Traver, Sherri Condarco.
Quorum

Guests: Stacy Faulkner, Ann Mueller, Nancy Meeden,. Chevera Trillo, Tim Tucker

Staff in attendance: Stephanie Ray, Lisa Grannis, Jeremy Flowers, Tyson Knudsen

II. **Consent Agenda**

Discussion/Action: Minutes from April 27, 2022 LWDB Meeting. Recommended Action: Approve Minutes from April 27, 2022 LWDB Meeting.

The meeting minutes motion to approve by David Miller. 2nd motion by . Motion to approve the 04/27/2022 LWDB meeting minutes was passed.

III. **OSO_Director_Partner Reports**

a. **Title IB Performance Review and Reports**

Information/Discussion: Review PY19 Final Performance with Adjustment; PY20 Performance (without statistical adjustment model); and PY22PY23 Final Negotiated Performance Measures

Stephanie explained the PY20 and PY 21 Performance targets and reported measures.

b. Report on Board Member Term Expirations/Vacancies

Information/Discussion: The following board member terms are expiring 6/30/22: Neil Traver, Sherry Condarco, Malissa Buzan, Marti Landis-Jones. LWDB Staff have reached out to these members and provided each with an application for reappointment.

Remaining board vacancies include: (2) Apache County Business Reps, (1) Gila County Business Rep, (1) Business Rep Rotating Seat (can be filled by rep from any of the 3 counties), and (1) Workforce Rep

Stephanie mentioned the Term renewals for terms expiring June 30. All seem to be renewing. The board will try to fill the vacant Board memberships.

c. OSO YTD Report

Stephanie mentioned that Jeremy had reported a graph on the OSO report.

d. RAFT YTD Report

IV. Budget Report

Review of YTD Budget Summary and FY23 Budget.

Stephanie stated that we will be having to revert funds back at year end, but that the budget was much larger this year. Stephanie thinks that the service provider with experience and the increased staff training will increase our service projections.

Motion to approve the budget was made by . 2nd was made by David Miller. All agreed. Motion to approve the FY22 Budget passed.

Stephanie explained the PY22/FY23 Budget.

Melissa motioned to approve the PY22/FY23 Budget. Gail made the 2nd motion. All agreed. Motion to accept the PY22/FY23 Budget passed.

V. Title IB Procurement and Award Determination

Stephanie reviewed the process and the RFP submitted by Chicanos Por La Causa, Inc as the WIOA service provider. Gail recommended the board staff to begin the negotiations with Chicanos Por La Causa, Inc. They would only be negotiations as suggested by the LWDB Exec Team/Proposal Scoring committee. Motion to accept the scoring committee's recommendation to accept the RFP submitted by Chicanos Por La Causa and to have the staff perform the negotiations by Melissa Buzan and 2nd by Gail. Motion Passed.

VI. FY23 MOU's, Sub-Contractors, Partnerships

Discussion/Action: Review MOA with NACOG (space share for Community Action Program Staff) One Stop Operator Agreement and MOA for NPC Learning Assistants. Recommended Actions: (1) Approve MOA with NACOG as Presented; (2) Approve One Stop Operator Agreement as Presented; (3) Approve NPC MOA as presented

Stephanie explained the NPC MOA. Motion to accept the NPC MOA by John, 2nd made by All agreed, with the exception of Gail Campbell who abstained from this vote. Motion approved.

VII. Officer Elections

Current officer terms expire June 30, 2022; Recommended Action: Extend current officer terms until December 31, 2022 to ease transition to new Director.

Woody would like to relinquish the position as Chair since he is on BOS. If someone is willing to step up to be Chair. Gail suggested Woody to stay steady at least until December to have continuity. Melissa agreed.

VIII. Executive Consulting Contract Update

Information/Discussion/Action: Presentation/ Discussion facilitated by Anne Mueller regarding Executive Consulting work with board and staff to date and recommendations for scope of work/contract moving forward.

Possible Action: Approve Executive Consulting Proposal for Sept 2022 - June 2023 as presented. (Note: Budget has been adjusted to allow for contract if approved.)

Anne explained the amendment which will extend the contract with no additional cost to August 31, 2022 to help with the Director Transition. Bryan stated that the County managers are meeting 06/09 to go over 8 applicants. They would like to comprise the interview panel of 3 County Managers and 4 members of the board.

For the new year's proposal, until the new director is in place, Anne will host the Quarterly LWDB and NACRN board meetings. Support for the new Director will occur when they are hired.

Motion to accept the Executive Consulting contract made by Gail and 2nd by Melissa. All agreed. Motion passed.

IX. Executive Director: Hiring Updates

Bryan stated that the County Managers will be meeting tomorrow to review the 8 applications. They will be setting up a panel comprised of 3 County Managers and 4 Board members.

X. Next Meeting Date: TBD

Neil suggested Executive meeting at the end of June to accept the contracts.

Meeting adjourned at 11:19 am.