

I. Welcome

a. Call to Order

Chair called meeting to order at 11:01am

b. Attendance

Executive Committee Members in attendance: David Miller, Rochelle Shanta, Ryleigh Aubuchon

Staff in Attendance: Jeremy Flowers, Lisa Grannis

Guests: Jason Moore, Sherri Davis

Quorum exists.

c. Approval of Meeting Minutes

David made motion to approve, Rochelle made a 2nd motion. Approval of Meeting minutes Passed.

Jason pointed out that Roberts Rules do often conflict with the Open meeting law, so the Robert's rule should be only used as a guideline only.

d. Consent Agenda

Ryleigh motions to approve the consent agenda items. Rochelle made the 2nd motion. The Consent agenda items have been approved.

1. Subscription to RingCentral digital phone tree service for ongoing yearly cost of \$5,136 per year, to create a central phone number for the department.

e. Welcome and Introductions

1. Sherri Davis Program manager- successes

Sherri shared some general successes:

The CDL program has been successful. Many Apache County homeless have been helped to train to receive their CDL license. One of the CDL trainees have started at \$23 hourly. One of the homeless needed repairs to car in order to transport him to the CDL school.

A current Participant attending COCC to get her basics to be able to attend the nurse's program. She was contacted for follow up. She told she was behind on rent, and etc. She had been wearing same scrubs for 2 years. She was told what support that she could receive even though COCC was not an eligible provider.

A Young mom in nursing school is taking the medical assisting program. In 2 years after completion, she will be making enough money to support the family of 4 after overcoming the English language challenges.

Electrical apprentices - By the end of the program, they will be a Journeyman making at least \$75 hourly. One youth started the program right out of high school. He graduated the program at 23 years of age making really good money and getting ready to buy a house.

WEX program - Camp Grace - Many of the youth did not qualify for our program as they were ISY and did not qualify as low income.

Jessica is regularly going to the Holbrook schools.

II. Reports

a. CEO/Executive Director

1. OSO Discussion

Alternative to OSO restructure project: hiring independent board-managed contractor to serve as OSO rather than agency.

Jeremy's research has learned of alternatives to an RFP and trying a new 5th agency or changing the OSO. He believes there is a middle ground in which the contract amount would be much less than \$140,000, but the oversight may be by Navajo County. CPLC have been very helpful and they have referred us to others, recruiting for a local OSO who would replace the temporary OSO and potentially become an LLC and contracted OSO. This would avoid going through the Governor for approval. and special permission from AZDES. Jeremy requested input from the committee. Jeremy would like to draft the OSO contract and propose to the LWDB meeting in September for approval.

Ryleigh is concerned with the HR bandwidth to make certain the OSO will follow the scope of work. Jeremy stated that this would be a contract and not reporting to Board staff, but accountable to the board. Jason commented to be careful with hiring with them as an independent contractor as they could not be managed by HR. Ryleigh mentioned allocating the workload between the 4 partners. Jeremy clarified that the Contracted OSO would be reportable to the Board.

b. General report

Community Health Assessment, the Health department will be a guest speaker to explain the reports at the September LWDB meeting.

Worked based Learnings - We have access to more funding if we use our allocated Worked Base Learning funding. This will free up the funding we would be spending on this to be used for other Trainings like Nursing and Trucking. Levy construction & Broadband projects could use this funding.

Board staff updates - ready to wrap up Business engagement. We Have good pool of candidates for Policy & Compliance.

Boardable - we are transitioning to Google.

III. Old Business

a. Atlas - approved by BOS.

b. Review of first board member training session.

IV. New Business

a. Incumbent Worker Training

We need clear procedures and processes for incumbent worker along with a LWDB/Employer contract template.

OJT contracts have been attached as examples.

b. CPLC Title 1B Adult training funding increase -\$50,000

Ryleigh raised concerns about why this continues to happen. Jeremy explained that this part of the program was underfunded to begin with.

Motion was made by Ryleigh, Rochelle made the 2nd motion to increase the CPLC Title 1B Adult training funding by \$50,000.

c. Review: Board member attendance/executive review policy and discussion of how this can be implemented.

Jeremy recommended that we approach the Board members that are not attending regularly.

V. Closing

a. Action Items

Jeremy will draft a new OSO contract proposal to present at the full LWDB meeting in September.

Lisa will email out the Incumbent worker information to draft a process and procedure, and an employer contract.

VI. Adjournment

The Chair made the motion to adjournment at 12:31. Ryleigh made a 2nd.