

Yavapai County Workforce Development Board Executive Committee January 11, 2024 Meeting Minutes

Attendees	Present/Absent	Number of Absences in 2024
Anita Payne, Chairman	Present	0
Mark Timm, Vice Chairman	Present	0
Garth Bascom	Absent	1
Jacob Tibi	Present	0

Staff: Teri Drew – Executive Director, Leah Cickavage – Operations Manager, Carly Drentlaw – Executive Assistant

I. Call to Order/Welcome/Introductions

Chairman Anita Payne called the meeting to order at 9:05 AM – a quorum was present. Chairman Payne greeted everyone and introductions were made. Carly Drentlaw was introduced as the Executive Assistant to Teri Drew.

II. Approval of the November 2, 2023 Executive Committee Minutes

Chairman Payne called for questions or comments regarding the November 2, 2023 meeting minutes, there were no questions. **Mark Timm made a motion to approve the November 2, 2023 minutes as drafted, seconded by Jacob Tibi. The motion carried unanimously.**

III. Chairman's Updates

Chairman Payne began her report by requesting to move into executive session to discuss legal matters. She called for a **motion and second to move into executive session; so moved by Jacob Tibi, seconded by Mark Timm. The motion carried unanimously.**

Ms. Drew dismissed support staff, and the recording was paused.

The WDB Executive Committee moved into Executive Session, attended by Chairman Anita Payne, Executive Director Teri Drew, Vice Chairman Mark Timm, and Jacob Tibi.

The following matters were discussed and considered at the meeting:

- Title I Provider Performance
- WDB Staffing Agreements

Chairman Payne called for the meeting to return to Public Session. Support staff members Leah Cickavage and Carly Drentlaw returned to the meeting and the recording resumed. There were no members of the public present.

Chairman Payne announced that the Executive Committee will advise the Board to retain legal counsel regarding staff matters.

IV. Member Comments

Chairman Payne called for comments from members. There were none.

V. Public Comments

Chairman Payne called for comments from the public. None present.

VI. Adjournment

Chairman Payne called for a **motion to adjourn; so moved by Mr. Timm, seconded by Mr. Tibi. The meeting adjourned at 9:47 AM.**

Minutes of the Yavapai County Workforce Development Board Executive Committee – January 11, 2024

Approved:

DRAFT