

Local Workforce Development Board Executive Committee Meeting

Minutes

WELCOME

5 minutes

Call to Order: 11:03 AM by Chair (David)

Roll call: Jeremy Flowers, Adam Garrard, Steve North, Briony Buchholz, Sunny Han, Chris Pasterz, David Miller, James Bruzzi, Steve Zachary

RAPID RESPONSE REPORT

10 minutes

- Business service and layoff aversion activities update from Adam Garrard
 - Welcome New Hire (Steve Zachary)
 - WARNS are above 50 employees vs. Non-WARN which is under 50 employees. Had 2 Non-WARNS this month one was Big Lots in Payson that shutdown with 12 individuals impacted – had large event to engage individuals. All filed through AJC.
 - Need to focus on layoff aversion to be ahead of closures.
 - AJC numbers have increased. Workman’s comp has been an issue, but employers are attempting to cover it themselves.
 - Showcased area with green energy in Maryland at the Business Service Academy
 - Prepared but waiting for notice from Cholla Power Plant before able to move forward but it is on the Business Service Team’s radar.

DIRECTOR'S REPORT

5 minutes

- General update on department activities
 - Last 2-mos have been closing out program year, bookkeeping to catch up on, success was supplemented by 160k, ATLAS was purchased and paid for in completion, reached vision goal for technical infrastructure for sustainability

- Budgeting is in progress and have a plan for this year with fundraising to broaden funding sources.

OLD BUSINESS

10 minutes

- Update on MOU/IFA
 - Out of date/expired last year
 - Made changes to new MOU to remove RAFT language and collected feedback
 - Draft will go out this month and hope to finalize it at next board meeting in September before the entire Board

NEW BUSINESS

20 minutes

- **Update on Area Local Plan 2024**
 - Draft presentation
 - Summary of stakeholder outreach
 - Requested extension
 - Plan will span from 2024-2028
 - An extension has been requested by Jeremy F. with the Local Workforce Development Council that will require approval with the board and signed agreement(s) by the Director (JF) and the board chair (DM).
 - Most of the document is standard but requires our response on how we are going to reach the aims in the documents vision.
 - Chris suggests asking for extension until the end of the calendar year instead of a one-month extension to allow for more feedback and adjustments to the document.
- **Service provider contract extensions**
 - Summary of contracting status
 - Proposal:** extend job center Title 1B management contract for additional 2-year period.
 - Proposal:** extend one-stop operator management contract for final 1-year period before RFP is required.
 - Adult/Youth/DW with T1B proposal is requested to be extended without changing any terms within the contract. There is a 60-day notice in the contract for termination if needed. Contractor has stated they are willing to negotiate the costs to bring them down for AZ@Work and Jeremy is willing to explore this option before deciding to replace the contractor.
 - **No motion to approve but no opposed so motion carried by Chair (DM)**
 - OSO for job center management but there are budget modifications that are needed. Extension requested for approval contains same terms and amount funded for \$ 140,016.60 for one more additional year. Three years were allowed, and this is the third time it will be extended. Will have to go to RFP in June 2025.

- Steven North motioned to approve; seconded by Chair (David Miller); motion carried.

- **Movement of funds from Dislocated Worker to Adult program**

Summary of funding status

Proposal: Request DES transfer of unspent PY24 Dislocated Worker funds to PY24 Adult program.

- Adult/DW/Youth/Rapid Response funds allocated for the year, but some funds can be moved from one fund category to another. DW program funds are able to be moved to Adult funds.
- Rapid Response funds can be moved to DW funds once DW funds have been depleted.
- System costs must be billed according to formula so Adult funds are depleted quickly and need supplementation.
- Jeremy requests motion to move DW to Adult now and then to move RR to DW most likely in Q4 – **No motion to approved and none opposed so Chair (DM) carried motion.**

Discussion: Local issues relevant to executive committee members

Committee members are encouraged to discuss trends, events, and concerns about recent development in the community to explore how we can address them as a workforce area.

CLOSING

5 minutes

Next meeting: October 23rd, 2024, at 11:00 AM

Meeting adjournment: motion carried by Chair at 12:08 PM