

# MEETING MINUTES

## LOCAL WORKFORCE DEVELOPMENT BOARD

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Date: June 25<sup>th</sup>, 2025,

Time: 11:05 AM

Meeting called to order by: David Miller (Chairman)

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### IN ATTENDANCE

David Miller (Chair), James Bruzzi (Vice-Chair), Chris Pasterz, Janet Dean, Elizabeth Valdez, Steve North, Jennifer Fair, Billy Smith, Kelly Zagrzebski, Josh Drake

Excused: Elizabeth Flake

Absent: Ryleigh Aubuchon (Secretary), Chad Meier, Stephanie McCarthy, Dennis Cox, Peter Tims, Derron Hansen, Tabitha Stickel, Dominic Marcanti

### CONSENT AGENDA ITEMS

Minutes from May 2025 were approved.

- Motion to approve by Chris Pasterz
- Second by Elizabeth Valdez
- All were in favor

### REPORTS

#### Rapid Response Report (Adam Garrard)

- Zenni Homes has a hiring event today; Greg is attending
- Loves Truck Stop hired 114 people from hiring event – a big success
- 546 job openings being handled by Business Service Team
- Greg is focusing on increasing referrals
- DES laid off 460 people; NEAZ is supporting in any way possible
- Cannabis Farm shut down laying off 53 people

#### OSO Report (Jessica Head)

- May - 28 job placements making an average of \$36,673.37 annually (\$17.63/hr.) and a total annual income created of \$376,126.97
- Working on establishing a Google-based referral system to replace ATLAS

- Transition of contractors is operating smoothly but requires innovative processes due to limited staff

### **Director's Report** (Adam Garrard)

- Job Center co-location opportunities must include Title III; they cannot stand alone
- NEAZ is focusing on participation in ONLY those Chambers that utilize our partnership and offer referrals and not just to be a member
- PY25/FY26 Budget was approved by CEO (Jason Whiting) at Navajo County (Fiscal Agent)

### **Financial Report** (Briony Buchholz)

- July 2024 – January 2025 expenses have been submitted for reimbursement totaling \$953,948.73
- Reimbursed monies received to date \$566,548.30
- One-Time Funding expended to date \$155,157.18
- \$1,110,301.70 is the Total Expended to date; per fund as follows:
  - o Youth - \$370,882.29
  - o Adult - \$594,042.16
  - o Dislocated Worker - \$155,157.18

## **OLD BUSINESS**

- Title 1B and OSO RFPs/Contracts have been signed by B.O.S. and is fully executed
- Title 1B, OSO, and NEAZ will be receiving regular monitoring as part of the agreement for NEAZ's additional funding
  - o T1B will be monitored monthly
  - o OSO will be monitored at least annually
  - o NEAZ will be monitored quarterly
- IFA/MOU has received slight adjustments to split costs between Title partners for the OSO contract; partners are aware, and negotiations are taking place
- 4-year plan is ready to go out for public comment
- NEAZ Admin Team is still working on the Board Recertification process

## **NEW BUSINESS**

- NEAZ LWDB Chairperson term is expiring; nomination for Chairperson put before the board
  - o James Bruzzi nominated David Miller for another term as Chairman
  - o Janet Dean seconded nomination
  - o All were in favor, none opposed, accepted by David Miller, motion carried
- Gila County Private Sector Employer Vacancy needs to be filled; suggestions were made of who might fill the vacancy that has influence over policy and hiring; the business service team will reach out to employers in Gila County to fill the vacancy before July's meeting
- IFA/MOU is still on hold due to Gila County and NEAZ being unable to reach an agreement on a new lease. NEAZ cannot support the current lease due to budget cuts; NEAZ suggests the board withdraw from the current lease with 30-day written notice (see Exhibit A); the board opened floor for a motion to withdraw from lease for the Gila Community Center lease after 30-day notice
  - o Chris Pasterz motioned to approve discontinuation of lease mentioned above
  - o Steve North seconded this motion
  - o All were in favor, none opposed, motion carried
- NEAZ is negotiating with DES for a possible affiliate site in Globe to follow other job centers which are in DES sites

## **BOARD UPDATES/COMMENTS**

No updated by board members

## **NEXT MEETING**

Next meeting will be on July 23<sup>rd</sup>, 2025, at 11:00 AM at Show Low City Hall located at 180 N. 9<sup>th</sup> Place in Show Low, Arizona for those who wish to attend in person  
Virtual option is also available; the link will be sent out with next meetings agenda and posted on NEAZ webpage.

Motion to adjourn at 12:17 PM by Steve North

Seconded by Janet Dean

All were in favor, none opposed, motion carried

David Miller Chair, ARIZONA@WORK Northeastern Arizona Local Workforce Development Board 180 N Street Show Low, AZ 85901 [chair@neazwork.org](mailto:chair@neazwork.org) 928-853-3935 June 25, 2025

Gila County 5515 S. Apache Ave Globe, AZ 85501

Good Afternoon,

I am writing to formally notify you that the ARIZONA@WORK Northeastern Arizona Local Workforce Development Board has decided to terminate the lease agreement for the Globe Community Center. This decision has been necessitated by our current budget constraints, making it increasingly unfeasible to maintain the lease.

Following the terms of our agreement, Section 7, this is our 30-day notice that this lease will officially conclude on July 25, 2025. We wish to assure you that we remain open to discussing alternative arrangements moving forward. Importantly, we will continue to provide all current services to Gila County during this transition period for Title 1.

We value our partnership and would like to explore future opportunities and solutions that can accommodate both parties' needs. Should you have any questions or wish to discuss this matter further, please do not hesitate to reach out.

Thank you for your understanding.

Sincerely,



David Miller Chair, ARIZONA@WORK Northeastern Arizona Local Workforce Development Board

David Miller

