

# Local Workforce Development Board Executive Committee Meeting

## MINUTES

### WELCOME

5 minutes

Call to Order: by Bruzzi Vineyard on  
Wednesday, June 26<sup>th</sup>, 2024 at 11:03 AM.

Roll call: James Bruzzi, Ryleigh Aubuchon,  
Adam Garrard, Rochelle Shanta, Sunny Han,  
Steve North, Briony Buchholz, Jeremy  
Flowers, David Miller

### RAPID RESPONSE REPORT

10 minutes

- Business service and layoff aversion activities update from Adam Garrard
- - Program is looking good

### DIRECTOR'S REPORT

5 minutes

- General update on department activities
- - Working with Briony to One-time Funds allocation, spent 450k of 647k awarded. Received extensions for 50k marketing, consulting fiscal policies, 2 new vehicles. Successfully utilized OTF award with purchases of kiosks that will be placed throughout the county to bring services to people where they are at.
- - NC is doing 360 review of program to help improve communication and management
- Business services funding and hiring plans
- - move business service funding to local areas 325k last year awarded, 475k awarded this year. Making difference for SBO locally through these funds.

- - Plan to hire Apache County BSR and with Lori cover Gila County and the mines, new staff will be Navapache covering North end of each County to focus on the power plant, Adam will cover White Mountain Area (South end of each County). NEAZ is leader in the industry for Business Services. Intend to hire the new BSR immediately with the understanding of it being a 1-year contract with the possibility of extending if funding is secured.

## OLD BUSINESS

10 minutes

### Data Subscription Renewal

Update on status of Lightcast, Atlas, and Transfr. All approved and renewed or in the process of being renewed through finance.

Update on Administrative Policy and Job Center Policy consulting contracts (Workforce180); (Pathway2Careers). Both agencies have interviewed and visited in-person and should be submitting their take and suggestions for improvement soon.

## NEW BUSINESS

20 minutes

### 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.

- James Bruzzi Vineyard – community involvement is big. Director gave example used at last year’s Rural Policy Forum that helped the local businesses and economy with local arts.
- David Miller – Agreed on how important local buy in is in Springerville. Director stated that targeting connections with small operations and non-profits in rural areas because they have limited resources in their area. JF suggested making WIOA aware of local businesses who are needing help in getting the word out to the communities. Our department can help by engaging more.

### Review Procedures for Upcoming Elections / Board Term-Renewal

- James and David remember Executive Committee Members being appointed by main board staff through the Election process. Bylaws state 2-year term which is not up until January 2025.

The staff team is not proposing any new board actions at this time.

## CLOSING

5 minutes

Next meeting: August 28<sup>th</sup> 2024, at 11:00 AM

Meeting adjournment: David (Chair) motioned to adjourn,  
James motioned, seconded by David Miller at 11:33 AM.