

# MEETING MINUTES

## LOCAL WORKFORCE DEVELOPMENT BOARD

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Date: November 19<sup>th</sup>, 2025,

Time: 11:03 AM

Meeting called to order by: David Miller (Chairman)

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### IN ATTENDANCE

**In-Person:** Kelly Zagrzebski

**Virtual Attendance:** David Miller (Chair), Chris Pasterz, Donald Laughlin, Elizabeth Flake (T), Elizabeth Valdez, Dominic Marcanti, Janet Dean, Billy Smith, Jennifer Fair (T)

Excused: James Bruzzi

Absent: Chad Miller, Steve North, Peter Tims, Derron Hansen

### CONSENT AGENDA ITEMS

Minutes from September 2025 were motioned to approve by Donald Laughlin; seconded by Kelly Zagrzebski, all were in favor, none opposed; motion passed.

### REPORTS

#### OEO Report

- HIT analysis tools' capabilities introduction presented to the board by Janice Garza and Rachael Tashbook, Workforce Arizona Council Staff from the Arizona Office of Economic Opportunity

#### Rapid Response Report (Greg Clark)

- A rapid response event concerning flooding in Gila County had minimal community involvement.
- Fewer job posting requests are being received from employers, which aligns with a national trend of layoffs.
- Success story shared regarding a journeyman electrician
- An LPN completed the nursing program at Gila Community College while being a resident of Maricopa County was discovered during the Monitoring of the files.

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

- Gila County has petitioned to remove itself from Northeastern Arizona Workforce, which is the second time in three years this request has been made. Due to this request, board recertification has been put on hold.
- Recommendations for bringing back the non-voting government representatives from each county's Board of Supervisors, a practice that was changed in the past to include voting status, was made to implement again so each county could have a voice to the board. Discussion of the historical context and the need for regional cohesion preceded a motion to allow the additional non-voting members for all counties to be approved. Motion was made by Chris Pasterz, seconded by Dominic Marcanti, all were in favor, none opposed, motion passed.

### **OSO Report** (Jessica Head)

- Implementation of CACTUS caused some issues, particularly with unemployment assistance, but it is smoothing out now and numbers are expected to increase.
- The referral system is almost done and expected to be implemented in December.
- Monthly impact metrics were provided; average annual income of \$37,168.21; average hourly rate of \$17.87; and 17 job placements.

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

- Kudos were given to the contractors, OSO and Eckerd, for staying on budget during Quarter One.
- Budget figures were presented for Admin, Youth, Adult, Dislocated Worker, and Rapid Response, which had a deficit covered by additional funding provided by DERS upon prior request. Each fund was within budget for Quarter One.

### **OLD BUSINESS**

- Contractual monitoring of the OSO and Title I-B was completed. Findings were minimal. Clerk will email all board members the final monitor letters after meeting adjourns.
- A plan provided during the monitor by Eckerd to fix the WEX (Work Experience) situation was highlighted as very robust and ingenious.
- The board's re-certification as a board has been removed from the agenda of the WAC (Workforce Arizona Council) due to Gila County's request to be removed from the Northeastern Arizona Workforce.

### **NEW BUSINESS**

- The grant for the veteran donation fund was submitted and is believed to be awarded in January 2026. Grant awards \$5,000 per veteran and additional funding for admin costs to help up to 27 veterans.
- Board application for Jamie Ramsey with Capstone Copper in Gila County was reviewed and approved for membership. Motion was made by Elizabeth Flake, seconded by Elizabeth Valdez, none were opposed, all were in favor, motion passed. Welcome packet containing meeting schedule and by-laws will be sent to Jamie Ramsey prior to next meeting.

### **BOARD UPDATES/COMMENTS**

Board members discussed best date and time for stakeholder meeting. Motion was made by Chris Pasterz to hold stakeholder meeting during next full-board meeting in January. Motion

seconded by Kelly Zagrzebski, all were in favor, none were opposed, motion passed. Due to the holidays and members' travel plans, no meetings will be held in December.

## **NEXT MEETING**

Next meeting will be on January 28<sup>th</sup>, 2026, at 11:00 AM at Show Low City Hall located at 180 N. 9th Place in Show Low, Arizona for those who wish to attend in person. A Virtual option is also available; the link will be sent out with next meetings agenda and posted on NEAZ webpage.

Motion to adjourn at 12:26 PM by Elizabeth Flake, seconded by Chris Pasterz, all were in favor, none opposed – motion carried