



ARIZONA TRIBAL WORKFORCE

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ARIZONA TRIBAL WORKFORCE DEVELOPMENT BOARD (ATWDB)

MEETING MINUTES

November 4, 2025

1:30 am – 3:30 pm

Virtual Meeting

Prepared by: Nadine Talayumtewa

I. Call to Order – Crystal Banuelos, ATWDB Chair

Chairwoman Banuelos called the meeting to order at 1:35 pm

II. Roll Call - Connie Fraijo, ATWDB Executive Director

Connie Fraijo conducted a roll call; a quorum was present. Connie also explained to the board that we would not have minutes to approve, the October 7<sup>th</sup> meeting was not an official meeting.

Members' Present: Angelina Flores, Erin Pazos, Crystal Banuelos, Wendy Begay, Genevieve Datsi, Wallin Gustin, Kelli Patton, Chris Kawabata

Members' Absent: Neil White, Anissa Patch, Samantha Molina, Ronald Quasula, Aaron Brown, Bernie Kniffin

Staff Present: Connie Fraijo and Nadine Talayumtewa

III. Chair Report – Crystal Banuelos, ATWDB Chair.

Ratification of Prior Actions: Chair provided the reason for ratification of these actions were due to Agenda for October which was not posted 24 hours in advance according to AZ Open Meeting requirements.

- A call for ratification of ATWDB Bylaws, a motion was made by Wallin Gustin, seconded by Erin Pazos was approved. Motion carried.
- A call for ratification of ATWDB Conflict of Interest, a motion was made by Erin Pazos, seconded by Wallin Gustin was approved. Motion carried.
- A call for ratification of ATWDB Training Services Policy, a motion was made by Wallin Gustin, seconded by Chris Kawabata was approved. Motion carried.

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities.

TTY: 7-1-1

- A call for ratification of the PY24/FY25 ATWDB budgets need to be approved they were approved during an executive session on August 5, 2025. Crystal calls for a motion to approve. Motion was made by Wallin Gustin and seconded by Angelina Flores. Motion carried.
- A call for ratification of ATWDB staff agreements that were approved during executive session of the August 5, 2025 meeting. The motion was to extend the staff agreements thru December as written. A motion to approve staff agreements was made by Erin Pazos, seconded by Wallin Gustin. Motion carried.

#### Proposed IGA update

- We had a discussion with OEO our Fiscal Agent, provided a summary of the proposed changes and sections that may need clarification. We will be getting those clarifications address with DES fiscal and AZDES for input. We have some challenges and are hopeful.
- Local Workforce Development Board Recertification Update  
This has been moving along and have made good progress on the requirements. We are getting the policies approved today and board membership complete except for one Tribe and that is White Mountain. Connie spoke with the Vice-Chair and will give them to the end of the month, but he is confident that they will get this filled.

#### Financial Discussion

- Connie wanted to let the board and Directors know that there are three tribes who have drawn down. Work with your financial departments to get them submitted prior to closing out on 6/26/25. Connie has requested a Cost Allocation remaining report to be sent out.

IV. Special Operations Committee (SOC) Report – Linda Valenzuela. SOC Chair. Voted on policies for Adult/Veterans policy. This went out for responses; Wendy Begay was the only one who responded. Discussed positions that are currently open with board staff. We received 8 resumes which Connie and Linda will screen. The other discussion included the conference which we hope to have at the beginning of next year. A meeting is being planned to convene a committee to work on this.

V. Executive Director Report Connie Fraijo, ATWDB Executive Director –

- Connie updated the board on a newly appointed President at Quechan, Mr. Johnathan Koteen. As mentioned before we have one vacancy from White Mountain. The board will be requesting a waiver for that vacancy. We can report that Erin Pazos has been reappointed for Pascua Yaqui. Connie has met with MOU partners, and made name change amendments, this has been routed to DES for approval. The ATWDB website is being updated, and some things have been deleted. Connie is working with OEO on Local Plan Consultant contract that will be finalized soon, she is also working with OEO on the RFP for the OSO.

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- Operational Updates – WIOA performance – We will be meeting this week to discuss the final outcome of the PY24 measures. We are meeting on November 17<sup>th</sup> to discuss the PY25 measures, this will be a virtual meeting to look at new guidance which has come out and to start tracking PY25 performance. We are also meeting with tribal areas to address any findings/observations from the State. Technical Assistance was provided to Hopi last week, it was very productive. Gila River and WMAT have also requested TA. Nadine and I believe that the one on one TA is very effective, we learn a lot about the services provided in their areas and review the material that they use and provide recommendations to improve and meet the requirements. A lot of questions have been asked about the clients that are receiving SNAP and if we could help them. This concern was addressed at the ARIZONA@WORK meeting and what was said was if we have a policy and we do we could help them. It's in our board's supportive service policy. The State has stated that it is permitted.

- VI. Call to Public – Jonathan Rios asked if there is going to be a conference this year. Connie stated that the conference is in the works right now and she will report on the progress. Donovan thanked the board staff for all the help that was given for them, it was very helpful and great assistance.
- VII. Next Meeting December 9, 2025 – 1:30 to 3:30 pm
- VIII. Adjournment – Motion was made to adjourn meeting, seconded by Wallin Gustin. Meeting adjourned at 2:29 pm