

## **NOTICE OF PUBLIC MEETING OF THE YAVAPAI COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Yavapai County Workforce Development Board and to the public that the Yavapai County Workforce Development Board will hold a meeting open to the public on:

**Thursday, January 8, 2026 - 10:00 AM to 12:00 PM**

***Location: Yavapai County Administration Building  
1015 Fair Street, BOS Board Room (1st Floor), Prescott, AZ 86305***

**Virtual Meeting: Microsoft Teams - [Join the meeting now](#)**

**Meeting ID: 270 247 812 877 21**

**Passcode: vJ6ph7ds**

**Dial in by phone**

**[+1 480-939-4892](#), USA, Phoenix**

**[Find a local number](#)**

**Phone conference ID: 947 109 394#**

**Join on a video conferencing device**

**Tenant key: [brfairst@m.webex.com](mailto:brfairst@m.webex.com)**

**Video ID: 117 923 063 5**

**[More info](#)**

### **Agenda**

- I. Call to Order**  
Garth Bascom, Chairman
- II. Roll Call**  
WDB Staff
- III. Welcome, Introductions, Opening Remarks**  
Garth Bascom, Chairman  
(Information/Discussion)
- IV. Approval of Previous WDB Meeting Minutes (11/6/2025)**  
Garth Bascom, Chairman  
(Information/Discussion/Action)

***Agenda continued on the next page***

**Page 1 of 3**

**Thursday, January 8, 2026 - 10:00 AM to 12:00 PM Agenda Continued**

- V. ARIZONA@WORK High Impact Training (HIT) Dashboard training (25 min)**  
Rachael Tashbook, Deputy Administrator, Arizona Office of Economic Opportunity
- a. Presentation (20 min.)
  - b. Questions (5 min.)
- VI. Director's Report**  
Craig Lefever, Workforce Director  
(Information/Discussion/Action)
- a. ARIZONA@WORK Security Workgroup/Representative (DES)
  - b. Bylaws Committee Report
  - c. Executive Committee Formation
  - d. MOU/IFA Update
  - e. One-Stop Certification Committee Formation
  - f. YCWDB Membership Compliance
- VII. Yavapai County Workforce Development Board Membership Items**  
Garth Bascom, Chairman  
(Information/Discussion/Action)
- a. Post-Secondary Education/Workforce Training Position (PUBLIC/Education)
    - i. Dr. Brett Watts, appointment
  - b. Accepting applicants for PRIVATE/Business Representative
- VIII. Eligible Training Provider List (ETPL).**  
Garth Bascom, Chairman  
(Information/Discussion/Action)
- a. Discussion and possible action regarding the revision and update of the YCWDB Eligible Training Provider List (ETPL).
    - i. Renewed ETPL program(s)
    - ii. New ETPL program(s)
    - iii. Ending ETPL program(s)

***Agenda continued on the next page***

**Thursday, January 8, 2026 - 10:00 AM to 12:00 PM Agenda Continued**

**IX. Youth Council Report – Mel Ingwaldson, Youth Council Chairman**  
(Information/Discussion)

**One Stop Committee Report – Alycia Botkin, One Stop Committee Chairman**  
(Information/Discussion)

**X. One Stop Operator Update – Karen Jones, Interim One-Stop Coordinator**  
(Information/Discussion)

a. Introduction by Craig Lefever

**XI. Next Meeting – March 12, 2026, Yavapai College, 1100 E Sheldon St, Bldg. 1, Rm 225, Prescott, AZ 86301**

**XII. Call to the Public**

Individuals may address the Board for up to three (3) minutes on any relevant issue within the Board's jurisdiction. Pursuant to A.R.S. §38-431.01(H), Board members shall not discuss or take action on matters raised during the call to the public. The Board may direct staff to study the matter or direct that the matter be rescheduled for consideration at a later date.

**XIII. Adjournment**

Garth Bascom, Chairman  
(Information/Discussion/Action)