



ARIZONA TRIBAL WORKFORCE

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ARIZONA TRIBAL WORKFORCE DEVELOPMENT BOARD (ATWDB)

MEETING MINUTES

January 6, 2026

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 1:37 pm

II. Roll Call - Connie Fraijo, ATWDB Executive Director

Connie Fraijo conducted a roll call; a quorum was present

Members' Present: Neil White, Anissa Patch, Erin Pazos, Crystal Banuelos, Bernadette Kniffin, Wendy Begay, Genevieve Datsi, Kelli Patton, Chris Kawabata

Members' Absent: Samantha Molina, Angelina Flores, Ronald Quasula, Aaron Brown, Wallin Gustin

Staff Present: Connie Fraijo and Nadine Talayumtewa

III. Approval of the November 2, 2025, Meeting Minutes. Motion made by Erin Pazos to approve the November 2, 2025, meeting minutes. Seconded by Bernie Kniffin. Motion carried.

IV. Call to Public – None

V. New Business – Crystal Banuelos, ATWDB Chair

- a. Arizona Tribal Workforce Recaptured Funds Summary PY23/FY24 – AZ Council had 2 meetings that we were a part of the discussion on what funds were returned. A total of 1.5 million was the unspent funds for PY23/FY24 program years. This does not look very good. Wendy wanted to remind everyone that we did not have enough time to expend those funds. We also did not have a fiscal agent in place. (Reallocation Chart presented)

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- b. WIOA Dislocated Worker Failed Performance Summary – As a consortium we have failed the DW program for 2 consecutive years, we may be on a corrective action plan. We are tracking our PY25 performance to ensure we don't fail a 3rd year. We will be looking to make some improvements in this area. We will also be looking at enrollments.
- c. ATWDB Local Plan Consultant Service Agreement Approval – We are looking at getting board approval to contract a consultant to work on the ATWDB 4 year local plan which is overdue and part of the recertification. Connie worked with OEO on the agreement and SOW that was previously approved by the board. The SOC committee had the opportunity to review and provided input. Motion was made by Wendy Begay to approve the hiring and seconded by Chris Kawabata. Motion carried.

VI. Old Business – Crystal Banuelos, ATWDB Chair –

- a. Status of IGA – 13 tribes are on the amendment through June 30, 2026. We will do business as usual. Last IGA has a lot of changes, responsibilities that were not part of the prior IGA.
- b. ATWDB Memorandum of Understanding Amendment Approval – Another document that will need to be approved for recertification. Connie explained the revisions that included the name change, change in locations of offices, other changes that were requested by Voc-Rehab and Adult Ed and some signature pages were updated. Chair request for a motion to approve; motion was made by Erin Pazos to approve and seconded by Bernie Kniffin. Motion carried.

VII. ATWDB Reports

- a. ATWDB Chair & Vice Chair Updates – Crystal Banuelos and Wendy Begay. Vice-Chair had no further updates. Wendy spoke to the IGA that we have been discussing as a large task. Hopefully we can get this done. I want to say thanks to Crystal and Connie for the work done on this. We all must understand it so when we present it to our tribal chairs so we can get it passed and signed off on.
- b. Special Operations Committee Chair Linda Valenzuela – ATWDB Staffing Discussion and Approvals. Interviews were conducted by a panel and candidates were selected. The SOC recommended to approve the Business Service Representative, Deborah Slater and Compliance Specialist, Sherri Placencio. The board assistant was made an offer but declined the position. A motion was made to hire the Business Service Rep and Program Compliance Specialist position for a 2 ½ year contract (January 2026 through June 30, 2028). Motion was made by Erin Pazos to approve, seconded by Wendy Begay. Motion carried.

The next motion was to approve current ATWDB staff agreement extensions. Motion was made by Erin Pazos to approve a 6-month extension through June 30, 2026, and seconded by Bernie Kniffin. Motion carried.

Update on new ATWDB staff agreements was tabled and will be revisited in July by the SOC committee and will be brought back to the board for approval.

- c. ATWDB Executive Director Updates – Connie Fraijo – Administrative: Hopi has announced that they have a new Chairperson, Lamar Keevam. White Mountain still has one vacancy to the board, we have been following up on the status. Currently working on finalizing the RFP for the One-Stop Operator that will be released soon. Thank you for approving the consultant agreement for the local plan, OEO will begin setting her up as a vendor. Regarding the board recertification we will continue to work on the documents, the MOU was one that now approved can satisfy that requirement and soon the local plan. Monitoring continues for PY25 from the state and the board, we are working with them to close out the reports. We continue to monitor enrollments they are increasing. Performance for Youth, Adult and DW are also being tracked, we are meeting some targets and other not quite yet. We also have planned a MIS and Directors meeting in February to focus on moving up our targets. . Still working out the logistics, we will update you at the next meeting.

VIII. Next meeting will be in February, the first Tuesday of the month...

IX. Adjournment – Motion was made to adjourn meeting by Chris Kawabata, seconded by Anisa Patch. Meeting adjourned at 3:13 pm.

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