

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, May 7th - 10:00 AM to 12:00 PM

***Location: YRMC – Dignity Health
Bauman Boardroom
1003 Willow Creek Rd, Prescott, AZ 86301***

**Virtual Meeting: Microsoft Teams -
<https://teams.microsoft.com/meet/28423447356768?p=xp9IPlyuVv9W1MFo3E>**

Meeting ID: 284 234 473 567 68

Passcode: fy37KG7c

Dial in by phone

[+1 480-939-4892](tel:+14809394892), USA, Phoeni

[Find a local number](#)

Phone conference ID: 621 512 439#

Video ID: 111 333 604 2

Join on a video conferencing device

Tenant key: brfairst@m.webex.com

[More info](#)

Agenda

- I. Call to Order**
Justin Teclaw, Acting Chairman

- II. Roll Call**
WDB Staff

Agenda continued on the next page

Page 1 of 5

Thursday, May 7, 2026 - 10:00 AM to 12:00 PM Agenda Continued

III. Welcome, Introductions, Opening Remarks

Justin Teclaw, Acting Chairman
(Information/Discussion)

IV. ELECTIONS

Justin Teclaw, Acting Chairman
(Information/Discussion/Action)

- a. Description of the election process
- b. Questions
- c. Election of Chair
- d. Election of Vice Chair, if needed

V. Approval of Previous WDB Meeting Minutes (March 12, 2026)

Justin Teclaw, Acting Chairman
(Information/Discussion/Action)

VI. Director's Report

Craig Lefever, Workforce Director
(Information/Discussion/Action)

- a. Contract Amendment, SGA (Shared Governance Agreement)
- b. Standing Committees Overview
 - a. Finance Committee
 - b. Youth Committee
 - c. One Stop Committee
 - d. Executive Committee
- c. Executive Committee Formation
- d. MOU/IFA Update
- e. One-Stop Certification Team Report
- f. Local Plan Update/Timeline

Agenda continued on the next page

Page 2 of 5

Thursday, May 7, 2026 - 10:00 AM to 12:00 PM Agenda Continued

VII. Yavapai County Workforce Development Board Membership Items

Justin Teclaw, Acting Chairman/ Craig Lefever, Workforce Director
(Information/Discussion/Action)

- a. PUBLIC/Government Economic Development
 - i. John Heiney, resignation
 - ii. Tricia Lewis, application
- b. PUBLIC/Workforce Organized Labor
 - i. Mel Ingwaldson, resignation
 - ii. REPLACEMENT, also YOUTH COUNCIL Chair
- c. Renewals: Bascom, Teclaw, Meierbachtol, McCollum – 2 years
Botkin – 4 years

VIII. Yavapai College Title I-B/One-Stop Operator Presentation (20 min)

Yavapai College Staff

(Information)

- a. Staff introductions
- b. Title IB Success Stories and Program Impact
- c. OSO Intro
- d. “Last Dollar In”
- e. Work Experience (WEX)

IX. Eligible Training Provider List (ETPL).

Justin Teclaw, Acting Chairman

(Information/Discussion/Action)

Discussion and possible action regarding the revision and update of the YCWDB

Eligible Training Provider List (ETPL).

- i. New ETPL program
 - 1. Integrated Laser Solutions/ [Certified Laser Technologist 40 Hour Didactic Course](#)
 - 2. Artificial Intelligence and Machine Learning Certificate/ [Download Progression Plan - Artificial Intelligence and Machine Learning](#)

Agenda continued on the next page

Thursday, May 7, 2026 - 10:00 AM to 12:00 PM Agenda Continued

- X. Granite Mountain Training, Funding Exception**
Joseph Au, WDB Business Member, Granite Mountain Training
(Information/Discussion/Action)
 - a. ETP Funding Request Exception, \$6,000 to \$6,500
 - i. Kristen Murphy
 - ii. Lukas Becker

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

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

 - XIII. One Stop Operator Update – Tara Matusik, One-Stop Coordinator**
(Information/Discussion)

 - XIV. Arizona Open Meeting Law Training (30 min)**
Craig Lefever, Workforce Director
(Information/Discussion)
 - a. Video Presentation (25 min.) [Annual Open Meeting Law Training - April 9th 2026](#)
 - b. Questions (5 min.)

 - XV. SCHEDULING for PY2026**
Justin Teclaw, Acting Chairman (Information/Discussion/Action)
- Next Meeting – July 9th, 2026 Yavapai County Building, 1st Floor – BOS Boardroom, 1015 Fair Street, Prescott AZ**

Agenda continued on the next page

Thursday, May 7, 2026 - 10:00 AM to 12:00 PM Agenda Continued

XVI. 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.

XVII. Adjournment

Justin Teclaw, Acting Chairman
(Information/Discussion/Action)