

Minutes

LWDB Executive Committee Meeting

 Wed July 29th, 2020

 10:00am - 12:00pm MST

 Show Low City Hall/Zoom

 **In Attendance**

Call Meeting to Order

Meeting called to order at 10:00 AM by Woody Cline.

LWDB Executive Committee Board Members in attendance via Zoom Teleconference: Woody Cline, Gail Campbell, Gary Moore, Elizabeth Flake.

Staff in Attendance via Zoom Teleconferene: Stephanie Ray, Kathleen Smith, Anthony Burgan

Budget Report

Review of PY19/FY20 Year-End Budget/Expenditures

Stephanie provided updates, explained YTD Budget Report and the Final FY21 Budget.

Review MOU/IFA

Discussion: MOU/IFA Status

Key Issues: New Job Center, Payson DES Office Move, Title III changing its service delivery model, Eagar DES Office (move job center? consider mobile-only services in Apache County?)

Stephanie provided updates including presenting the MOU Draft, and explaining the IFA. Title III Partners will no longer have a physical representative in Apache County. Discussion ensued about the possible need to change to a virtual / in person contact for participants, so money can be saved. Research is being completed to find ways to better mobilize the operation and serve the participants. More will be discussed at the Board Retreat. Stephanie presented an updated floor plan, then went over allocated costs.

Job Center Certification

Discussion on Process and Timeline for Fall Certification

Volunteers for Certification (Feb Meeting):

Woody Cline, John Sorensen, Jeri Byrne

Need one more volunteer to form two teams

Stephanie explained what needed to be completed to complete the job center certifications in each location. Stephanie requested to have a fourth volunteer. Elizabeth Flake volunteered to assist. Future discussions will be taken at the Board Retreat.

LWDB Certification

Discussion on process/checklist for fall certification: Need Business Representatives, Review Board Composition and Proposed Change

Stephanie provided explanation on how certification is obtained and requirements for board membership. Stephanie recommends looking at equitable representation, based on population for each county, or go to 2-year terms instead of 3, and rotate the fourth seat so that equal representation is achieved. Discussion ensued, including possible future representatives. More will be discussed at the Board Retreat.

Review Proposed Strategic Initiative - Success Coach Pilot

Recommended Action: Place Success Coach Pilot on the Priority List for Strategic Initiatives and Direct Staff to Negotiate an MOU and Budget for the project.

Stephanie provided an explanation of what the position would entail. This position would be tested in the Show Low office, and if it is successful, will be expanded to other offices. Stephanie then presented the current budget for the position. This will be discussed more during the Board Retreat. Stephanie recommended to place the Success Coach Pilot on the Priority List for the Strategic Initiatives and then direct Staff to negotiate on the MOU and budget for the project.

Decision:

Gail Campbell made a motion to place the Success Coach Pilot on the Strategic Initiatives priority list and instruct staff to negotiate an MOU and budget. Gary Moore seconded the motion. Unanimous Vote. Motion Carried.

Board Retreat Planning

Discuss Survey Monkey results including location, venue, and agenda

Stephanie requested recommendations on where to have the retreat. Discussion took place, a recommendation was made to rotate to different locations in the future. Research will be completed to look at venues in Payson. Discussion ensued on agenda items to be presented at the Retreat.

Next Meeting Date: LWDB Executive Committee August 26, 2020

Discussion: Hold regularly scheduled meeting for final preparation before retreat?

It was discussed whether to have the next meeting on August 26th, or to wait until the retreat. It was agreed to have the next meeting on August 26th to finalize things.

Parking Lot

Meeting was adjourned at 11:22 PM.