



**WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES
May 14, 2020**

WORKFORCE DEVELOPMENT BOARD (WDB) MEMBERS PRESENT:

Dennis Atencio, Apex Transportation INC.
Emily Atencio, Centura Health
Peter Brissette, DMD Consulting
Amy Clement, United Power
William Dowling, CDLE
Anita Guevara, ACME Distribution
Londell Jackson, IECRM

Michael Martinez, Brighton Economic Development
Cathy Pellish, FRCC
Jessie Perez, Adams 14
Janet Renden, Bollman Tech
Erika Sidles, Cintas Corporations Fire Protection
Tom Tuttle, United Association of Pipe Fitters #208
Mike Williams- International Union of Painters

WDB MEMBERS ABSENT:

Moses Alvarez, Colorado Contractors Assoc
Meghan Greene, DVR

Erika Rodriguez, Colorado Laborers & Contractors
Andy Shaw, Tru-Check

STAFF MEMBERS:

Yvonne Castillo, WBC Coordinator
Jodie Kammerzell, Local Area Director/WBC
Administrator

Joel Parriott, Business Services Supervisor
Sonia Rodriguez, WBC Manager

GUESTS:

Jesus Borrego, CDLE
Judy Emery, CUWA
Tami Grant, Employment Services of Weld County

INTRODUCTIONS AND QUORUM

A quorum of members was present, and the meeting having been duly convened, was called to order at 8:09 am, by WDB Chair Amy Clement.

ONE-STOP OPERATOR PROCUREMENT

*** Local Director/WBC Administrator, Jodie Kammerzell was not in attendance for this portion of the meeting.***

Tami Grant was invited to join the board meeting to discuss the One-Stop Operator procurement process. According to WIOA every four years a One-Stop Operator must be selected through the local procurement process. Both Adams and Weld County went through the process back in 2017 but have both decided to go through this competitive process now in 2020. The benefits of doing it early is to be in alignment with the four-year plan. There are firewalls that are required with a clear separation of duties which requires the WDB to help direct this process. Weld and Adams County have teamed up and agreed to be part of the review team for one another. Tami will work with the Adams County procurement office and Jodie Kammerzell will work with the Weld County procurement office. The review team for Adams will include Tami, Amy Clement, Chair of WDB, and

Ray Gonzalez, County Manager for Adams County. Board members are encouraged to submit their questions to Tami.

Jodie Kammerzell joined the meeting once the One-Stop Operator procurement discussion ended.

APPROVAL OF MINUTES

Board members were asked to review the minutes from the May 14, 2020 meeting.

MOTION made to approve the May 14, 2020 meeting minutes and seconded.

MOTION CARRIED. The minutes were approved with no corrections.

PY20-23 Local and Regional Plan

The board reviewed the goals that are listed in the draft PY20-23 Local plan. Board members agreed the goals were sufficient to set the direction of the board. There were recommendations to include information on lessons learned through COVID-19. As things continue to change due to the pandemic most of this will fall under Continuous Improvement while staff and the WDB discover areas for improvement. There were no changes to the WDB goals in the Local Plan.

MOTION made to approve the PY-20-23 Local plan and seconded.

MOTION CARRIED. The PY-20-23 Local Plan was approved with no changes.

BOARD BYLAW REVISIONS

Board members reviewed the recommended revisions. It was recommended that specific Partners not be listed in case partners change to avoid future revisions to the bylaws. Jodie reported that the partners listed are the WIOA mandatory partners who require an MOU.

MOTION made to approve the Board Bylaw Revisions and seconded.

MOTION CARRIED. The Board Bylaw Reviews were approved with no changes.

FISCAL ANALYSIS (Dashboard)

The board reviewed the Dashboard. Staff reported that employers are still seeking services and hiring, but the types of job openings have changed due to COVID. Spending and program enrollments are on track.

WDB CHAIR AND VICE-CHAIR APPOINTMENT

MOTION made to appoint Amy Clement as the WDB Chair and seconded.

MOTION CARRIED. The appointment of Amy Clement as the WDB Chair was approved.

MOTION made to appoint Londell Jackson as the WDB Vice-Chair and seconded.

MOTION CARRIED. The appointment of Londell Jackson as the WDB Vice-Chair was approved.

BOARD MEMBER REPORTS

- Anita Guevara - ACME Distribution is hiring drivers and operators and applicants must have a CDL
- Peter Brissette – he is working with the City of Westminster and Adams County Economic Development to help businesses apply for Economic Disaster Loans Paycheck Protection program
- Michael Martinez – he is coordinating with the interim City Manager of Brighton to work with Adams County and they have partnered with the Colorado Enterprise Group to assist small businesses affected by COVID.

SUMMATION AND ADJOURNMENT

MOTION made to adjourn the meeting; motion seconded

MOTION MOVED. The meeting adjourned at 9:11 AM.