



**WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES  
November 12, 2020**

**WORKFORCE DEVELOPMENT BOARD (WDB) MEMBERS PRESENT:**

Moses Alvarez, Colorado Contractors Assoc  
Emily Atencio, Centura Health  
Peter Brissette, DMD Consulting  
Amy Clement, United Power  
William Dowling, CDLE

Londell Jackson, IECRM  
Mark Miller, Pipefitters Local 208  
Cathy Pellish, FRCC  
Maureen Rudy, Metro State University  
Mike Williams- International Union of Painters

**WDB MEMBERS ABSENT:**

Dennis Atencio, Apex Transportation INC.  
Meghan Greene, DVR  
Anita Guevara, ACME Distribution  
Michael Martinez, Brighton Economic Dev.

Janet Renden, Bollman Tech  
Erika Rodriguez, Colo. Laborers & Contractors  
Erika Sidles, Cintas Corporations Fire Protection  
Andy Shaw, Tru-Check

**GUESTS:**

Britta Blodgett, CWDC  
Judy Emery, CUWA

Meagan Gallegos, DVR-Northglenn

**STAFF MEMBERS:**

Yvonne Castillo, WBC Coordinator  
Jodie Kammerzell, Local Area Director/WBC  
Administrator  
Greg McBoat, Administrative Analyst  
Rita McGirr, WBC Manager

Joel Parriott, WBC Supervisor  
Sonia Rodriguez, WBC Manager  
Brett Schager, WBC Supervisor

**INTRODUCTIONS AND QUORUM**

A quorum of members was present, and the meeting having been duly convened, was called to order at 8:05 am, by WDB Chair Amy Clement.

**APPROVAL OF MINUTES**

Board members were asked to review the minutes from the September 10, 2020 meeting.

**MOTION** made to approve the September 10, 2020 meeting minutes and seconded.

**MOTION CARRIED.** The minutes were approved with no corrections.

**YOUTH UPDATES**

MSU/College Works program - WBC Supervisor Brett Schager presented on the program's challenges due to COVID, changes to the program and successes. The full write-up on this program was previously e-mailed to all board members.

Site Visit for Modernization Grant - As part of our Apprenticeship Expansion and Modernization Fund (AEMF) grant for Opportunity Youth, the WBC will host a virtual "site visit" from our coaches through the National Association of Workforce Boards and Jobs for the Future. We have planned several sessions open to our youth-serving organization partners, apprenticeship program partners, businesses, opportunity youth, and WBC staff. The opening is to explain the grant and our goals for the sessions. The debrief will be to discuss takeaways from the sessions. The second session will have an overview of Registered Apprenticeships for those wanting to learn more about them generally. The third session will cover various funding sources for apprenticeships. The fourth session will be for businesses that are interested in developing apprenticeship programs. Board members were encouraged to participate.

Youth Provider List – Board members were provided with an updated list which included the following changes: 1 vendor had a name change and 1 vendor requested to be removed from the list.

**MOTION** made to approve the revised Youth Provider List and seconded.

**MOTION CARRIED.** The Youth Provider List was approved.

### **HIGH PERFORMING BOARD DESIGNATION**

Britta Blodgett from the CWDC made the following announcement:

*Performance Incentive Funds (PIF) awards and High Performing Board designations were recently announced on the reports for PY2019 which ended in July. PIF are provided for exemplary performance on local performance measures, regional cooperation among local workforce development boards, and local coordination of program activities. The categories that were scored included work based learning (WBL) activities connected to career pathway programs, business engagement enhancement WIOA services, and local board performance. For the WBL activities connected to career pathways, in order to receive the highest score you needed to show that the local area had embedded WLB into career pathways programs. WBC submitted a best practice around the cross regional cohort model for registered apprenticeships. For business engagement enhancement WIOA services, in order to receive the highest score you need to show proven effectiveness and share best practices as well which you did around the Youth Employment Collaborative Action Network and the deployment of new WBL opportunities. Then the third category was local board performance. In 2017 the CWDC collaborated with local areas to create a Colorado definition of High Performing Workforce Boards. Boards are designated as High Performing Board when they receive a 9 or 10 out of the 10-point rubric. Adams County Workforce Board received 2 on each of the first two categories and was also designated as a High Performing Board. Congratulations to you all on that!*

*As we know 2020 has been an unusual year and workforce boards and workforce centers have played and will continue to play a critical role in our recovery from the economic impacts of the pandemic. On behalf of the CWDC, I would like to extend congratulations on being designated as a High Performing Board for PY2019 and thank you for all of the work that you do to strengthen the economy, provide opportunities for job seekers, and help businesses access the talent they need. The impacts of your work are obviously felt by those in Adams County but also through your regional partnerships and the best practices, you are impacting the Colorado public workforce system and the statewide Talent Found Network. Thank you and congratulations.*

Jodie announced that this is now two years in a row that the WDB has been designated as a High Performing Board.

Yvonne announced the High Performing Board changes for upcoming year. The CWDC has agreed to lower the participation percentage to 50% from 80% in two of categories the board is scored on.

Board members were reminded to notify Yvonne of any activities in the following two areas:

1. attend a community event while representing the local workforce development board, increasing confidence in the workforce system.
2. attend or otherwise support one talent development system program activity, aside from a board meeting, in the program year. (could include any event hosted by or supporting DVR, Workforce, Adult Ed programs, etc.)

### **LOCAL PLAN INITIATIVE**

Joel provided a presentation on High Performing Board/Local Plan.

### **EXECUTIVE COMMITTEE VACANCY**

Jodie announced that board member Cathy Pelish from Front Range Community College (FRCC) will be retiring in January 2021. Cathy stated that FRCC is still very interested in holding a seat on the board and they are working to identify her replacement. Cathy also serves on the Executive Committee which will leave an empty seat on the committee. Board members who are interested in serving on the Executive Committee should submit their interest to Yvonne by November 30, 2020.

### **FISCAL ANALYSIS (Dashboard)**

Dashboard - The board reviewed the Dashboard. Spending and program enrollments are on track to meet the goals for PY20.

CDLE Funding History – The board was provided a copy of WBC CDLE Funding Action History spreadsheet which shows the changes to WIOA funding that have occurred from 2011 to present. Jodie provided an overview to the board of these changes.

### **SUMMATION AND ADJOURNMENT**

The meeting was adjourned at 9:30 AM.