



**WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING MINUTES
October 13, 2022**

EXECUTIVE COMMITTEE MEMBERS PRESENT

Peter Brissette, DMD Consulting
Amy Clement, United Power
Tricia Johnson, FRCC

ABSENT

Angela Atkinson
Dennis Atencio, Apex

STAFF MEMBERS

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

INTRODUCTIONS AND QUORUM

A quorum of members was present, and the meeting was called to order by WDB Chair Amy Clement at 3:03 P.M.

APPROVAL OF MINUTES

Executive Committee members reviewed the minutes from the August 11, 2022, meeting. There were two grammatical changes made by the committee.

MOTION made to approve the August 11, 2022, meeting minutes with the identified corrections and was seconded.

MOTION CARRIED. The minutes of the August 11, 2022, meeting were approved with two corrections.

BOARD MEMBERSHIP

Amy reported that Erika Manuel from Centura Health has been appointed to the WDB to replace Emily Atencio. Lisa Hough from the Adams County Regional Economic Partnership and Michael Allen from Amazon have agreed to serve on the WDB. Staff are working with them on the application process. Staff are also still trying to recruit a representative from Serta Simmons.

PY22 REGIONAL AND LOCAL PLANS

Amy reported that the Regional and Local Plans have been approved and signed by the BoCC and have been submitted to CDLE.

WIOA PARTNER UPDATE

Yvonne provided a WIOA partner update. Highlights from the report included:

- 67 Adult Ed students from MSU received Chromebooks from the WBC
- 23 WBC customers were enrolled in classes at Front Range Community College
- 84 MSFW customers from WBC were referred Rocky Mountain SER
- 17 students from the MSU Adult Ed program toured the WBC Resource Room
- The WBC One-Stop Operator worked with the JVSG representatives to develop a process map to improve the referral process
- The WBC training staff provided an onsite resume workshop to MSU Adult Ed students

ONE-STOP OPERATOR MONITORING

Yvonne reported that the completion of the monitoring for PY21 was missed and we will be cited on the final audit report, but monitoring was completed as soon as we were made aware. We partner with Weld County to perform the monitoring of each other's One-Stop Operator. They were accommodating to complete their review and approve it in a timely manner. She also informed the committee that we are now required to have a formal MOU with Weld County and we are working with them to put this in place. Yvonne reviewed the monitoring report with the Executive Committee.

The Executive Committee members reviewed the PY21 One-Stop Operator Monitoring report.

MOTION made to approve the PY21 One-Stop Operator Monitoring report was seconded.

MOTION CARRIED. The PY21 One-Stop Operator Monitoring report was approved.

MSFW PROGRAM UPDATE

Jodie provided an update on the MSFW program. A large part of the Notice of Proposed Rule Making (NPRM) stated that MSFW Outreach Workers need to be full-time outreach and will not be allowed to provide office coverage and can no longer conduct housing inspections or field checks. USDOL has instructed us to implement this change even before the NPRM has been approved. The challenge for us is that our MSFW Outreach Worker is part of the staff in the Brighton office so we will need to work out coverage for that office. It is recommended by the state that we train our Business Services team members to conduct the field checks. The workforce center does not receive any additional funding for this position but is part of the funding through Wagner-Peyser. Jodie has asked for clarification on the formula calculation for those areas that are considered significant areas. Does the calculation provide enhanced funding for implementing MSFW to those areas?

DASHBOARD

Jodie provided a fiscal update. We have hit the ground running and have spent 33% of the WIOA Adult funding. We are pausing this program for a little while to allow us to transfer Dislocated Worker funding to the Adult program. We are trying to get a better handle on reporting the discretionary funding as they are multi-year grants, but we are on track with the spending.

Greg provided data on the impact of the WBC and reviewed the Wildly Important Goal data which is now tracking year over year changes. Staff continue to meet and exceed the goal. Yvonne provided an update on the program enrollments. New payments for the Adult program have been put on hold

and the strategy is to try to qualify Adult customers under other grants, especially the RUN grant. There are customers who are only eligible for the Adult program and we will need to start a waitlist or have them check with other counties. The cap for this program has been changed from \$10,000 at the end of PY21 to \$5,000 and this program is still almost fully expended. Staff are working to co-enroll into the Apprenticeship State Expansion and Innovation, Diversity, Equity in Apprenticeship grants with the Adult program as much as possible to capture the Work Based Learning.

SUMMATION AND ADJOURNMENT

The meeting was adjourned at 4:00 P.M.