



**WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING MINUTES**

December 8, 2022

EXECUTIVE COMMITTEE MEMBERS PRESENT

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

ABSENT

Angela Atkinson, Small Business Development Center

STAFF MEMBERS

Yvonne Castillo, WBC Coordinator/OSO
Belia Chavez, WBC Case Manager Lead
Jodie Kammerzell, Local Area Director/WBC Administrator
Greg McBoat, Administrative Analyst
Karen Ortiz, Fiscal Grants 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 October 13, 2022, meeting.

MOTION made to approve the October 13, 2022, meeting minutes

MOTION CARRIED. The minutes of the October 13, 2022, meeting were approved.

EXECUTIVE COMMITTEE MEMBERSHIP

Amy reported that Angela Atkinson is stepping down from the Executive Committee due to scheduling conflicts. Her replacement will be discussed at the next full board meeting.

QUEST GRANT

WBC Case Manager Lead, Belia Chavez provided an overview of the new QUEST grant that we have been awarded. The grant will run from 9/26/22 through 9/30/2024. Other workforce regions involved with this grant include Arapahoe/Douglas, Denver, Boulder, Pikes Peak, Larimer, Weld, and the Rural Consortium. The targeted populations of this grant include:

- Individuals temporarily or permanently laid off as a consequence of the COVID-19 pandemic

- Long-term unemployed individuals who have been unemployed 27 or more consecutive weeks
- Dislocated workers
- Self-employed individuals who became unemployed or significantly underemployed due to the pandemic

The grant also requires us to focus on target industries in our area that include manufacturing, construction, transportation/distribution, and healthcare. There is more flexibility with this grant as opposed to WIOA funding and we are awaiting the Notice of Funding Agreement from CDLE.

NEW WBC POSITIONS

Jodie reported that the WBC is hiring for three new staff positions that were posted to the county website last week:

- Business Development Representative
- Grants Administrator
- Grants Case Manager

2023 New Year Virtual Job Fair

Jodie announced that the ACWBC will be holding a Virtual Job Fair on Wednesday January 11th from 11am to 1pm on the Premier Virtual platform. Employers are registering their open positions with the workforce center and we are hoping to have around 40 employers and 200 open positions for job seekers to explore. The virtual platform will allow for private verbal and visual communication as well as options for video resumes and links to applications.

DASHBOARD

Jodie reported that we are at 32% of where we need to be in the WIOA Adult program. The Dislocated Worker (DW) program is lagging behind which is generally the case year over year. The ACWBC has submitted a request to CDLE to transfer funds from the DW program to the Adult program. We are slightly behind in our Wagner-Peyser spending but are not concerned at this time. Other programs are on track with spending. Greg provided an update on the WIG and reported that September was a record month which put us a quarter of the way above where we need to be. There was a decline in October and November and staff are reviewing trends to try to identify what factors contributed to the decline. Yvonne provided an update on program enrollments. We are behind in our total DW enrollments, but we will adjust the total goal once the transfer of funds from DW to the Adult program happens. We are still working on trying to get our work based learning enrollments up, but all other programs are doing well. Greg then presented other data on economic and labor force impacting our area.

SUMMATION AND ADJOURNMENT

The meeting was adjourned at 3:35PM