



**WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING MINUTES
February 10, 2022**

EXECUTIVE COMMITTEE MEMBERS PRESENT

Amy Clement – United Power
Londell Jackson – IECRM
Tricia Johnson - FRCC

ABSENT

Peter Brissette - DMD Consulting

STAFF MEMBERS

Jodie Kammerzell – Local Area Director/WBC Administrator
Meg Pickens – Contract 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 3:10 pm.

ADDITION TO THE AGENDA

The following topic was added to the agenda: IT Capital Request Letter of Support

APPROVAL OF MINUTES

Executive Committee members reviewed the minutes from the August 12, 2021, meeting. **MOTION** made to approve the December 9, 2021, meeting minutes and was seconded **MOTION CARRIED**. The minutes of the December 9, 2021, meeting were approved with no corrections.
Trisha Johnson abstained from voting.

INNOVATION RFP

Meg reported that staff are in the process of awarding two proposals for the Innovation Grant. Staff have also redefined the process and the new RFP will be posted on February 11th, 2022.

LETTER OF SUPPORT

Jodie reported that the state is looking to replace our current database, Connecting Colorado and CDLE has gone to the Joint Budget Committee for a financial ask. The state is looking to local workforce development boards to support this ask. A copy of the draft letter of support was sent to the Executive Committee for review prior to the meeting.

MOTION made to approve the Letter of Support for CDLE to ask for financial support to replace Connecting Colorado and was seconded

MOTION CARRIED. The Letter of Support for CDLE was approved with no corrections.

WAGNER-PEYSER UPDATE

Jodie reported on the status of the USDOL regulations around Wagner-Peyser (WP) services to be provided by state merit staff. The state believes in local control, and we have been providing WP services at the local level for the past 20 years. We are still awaiting the final regulations to drop and the board will be informed when this happens.

Londell reported the impact on employees was a topic of discussion at the last CWDC meeting. The state has developed a handout that breaks down the impact on the local workforce regions. Jodie reported that all WBC staff have a part in the services we provide so it will be difficult to separate out WP. She also reported that the county is in support of the WBC and are trying to meet with USDOL in DC.

LOCAL PLAN

Jodie reported that the Local Plan must be revised this year and must be in alignment with the state plan. Staff are working on updating the plan and will have a draft ready for the WDB to review at the March meeting. Once it is approved by the WDB it will be posted for public comment for 30 days.

NEW EXECUTIVE COMMITTEE MEMBER CONSIDERATIONS

Amy reported that there was not response from board members interested in serving on the Executive Committee. At the last Executive Committee meeting members discussed recruiting Patrick Giron as he is a very active board member. Jodie will contact Patrick to see if he is interested.

BOARD MEMBERSHIP

Yvonne reported that Ashley Dunn has resigned from the WDB due to her relocating out of state. Her seat on the board was not a required position so we will not be replacing her. She also reminded the Executive Committee that we must replace Dennis Atencio as he was a business representative from the transportation industry which is required for our board.

FISCAL ANALYSIS (Dashboard)

A copy of the current Dashboard was sent to Executive Committee members prior to the meeting and Yvonne and Greg provided an overview to the Executive Committee.

The challenge of being in and out of the building has impacted the momentum on the WIG progress. The WBC work has been highlighted at the HSC and there are now plans to implement a WIG for the entire department. Staff and the management team are working on the WIG for PY22 and will present it to the board at the May meeting.

Program enrollments are on track, but we are not where we need to be with expenditures. Jodie reported that the Finance department is working hard to ensure expenditures were coded correctly and some adjustments were made that we hope to spend the required 70% of WP and ESF funds. We are unsure of the impact if we do not meet the spending threshold and we have never been in a

position where we have not spent the required amount of our funding. Jodie also reported that the new Senior Fiscal Analyst, Karen Ortiz has experience with this type of budgeting and is working hard to get a handle on it. The Budget and Finance department is recognizing how complex our budget is.

DW spending across the state is low and there are only a couple of counties that are doing well. We are not experiencing any difficulties spending CoResponds and Recover CO disaster grants that have now been extended through August 2022.

SUMMATION AND ADJOURNMENT

The meeting was adjourned at 4:01PM.