



Kenda Robinson  
Workforce Development Board  
Chairperson

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**ACTION AGENDA**

**NOTICE OF PUBLIC MEETING OF THE  
MOHAVE/LA PAZ WORKFORCE DEVELOPMENT BOARD  
APRIL 25, 2024 - 10AM  
MOHAVE COUNTY COMMUNITY SERVICES DEPARTMENT  
SAGUARO CONFERENCE ROOM  
700 W. BEALE ST, KINGMAN AZ 86401**

**TEAMS MEETING ID: 281 710 961 451 PASSCODE: Tbcn6  
CALL IN PHONE NUMBER: +1(623) 473-7231 CONFERENCE ID: 700 323 439#**

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**PURSUANT TO A.R.S. §38-431.02(H), THE PUBLIC WILL HAVE PHYSICAL ACCESS TO THE MEETING PLACE FIFTEEN (15) MINUTES PRIOR TO THE MEETING.**

**MEMBERS OF THE WORKFORCE DEVELOPMENT BOARD WILL ATTEND EITHER IN PERSON OR BY TELEPHONE CONFERENCE CALL.**

**PRESENTATION- RACHAEL TASHBOOK -OEO**

**PRESENTATION- JASON GEE -MCC**

**10:00 AM MEETING CALLED TO ORDER  
WITH PLEDGE OF ALLEGIANCE ROLL CALL/INTRODUCTION.**

**WORKFORCE DEVELOPMENT BOARD AGENDA:  
(ITEMS 1-27)**

1. Discussion and Possible Action Re: Approval of January 25, 2024, Workforce Board Meeting Minutes  
**Vote: 14/0 – Unanimous**
2. Discussion and Possible Action Re: Review of Mohave/La Paz Workforce Development Board Attendance, Resignations, Requests for nominations to join the WDB, New/ Renewal Appointments by the Board of Supervisors.
  - a. Attendance- No Issues to Report
  - b. Resignation- Lisa Van Ella, Casey Haaker
  - c. New Appointment-None**Vote: 14/0 – Unanimous**
3. Discussion and Possible Action Re: Receive Volunteers or Nominations for vacant Executive Committee seat  
**Vote: 14/0 – Unanimous**
4. Discussion and Possible Action Re: Discussion of the One Stop Operator Contract  
**Vote: 14/0 – Unanimous**
5. Discussion and Possible Action Re: Creation of One Stop Operator RFP Evaluation Team  
**Vote: 14/0 – Unanimous**
6. Discussion and Possible Action Re: Review Title II Grant Applications  
**No Action Taken**

- 7.** Discussion and Possible Action Re: Review and Accept 2024-2025 Meeting Calendar for Performance Review Committee, Executive Committee and Workforce Development Board.  
**Vote: 14/0 – Unanimous**
- 8.** Discussion and Possible Action Re: Review and Accept 2024-2025 Conflict of Interest  
**Vote: 14/0 – Unanimous**
- 9.** Discussion and Possible Action Re: Review and Accept 2024-2025 CLEO  
**Vote: 14/0 – Unanimous**
- 10.** Discussion and Possible Action Re: Review and Accept 2024-2025 By-Laws  
**Vote: 14/0 – Unanimous**
- 11.** Discussion and Possible Action Re: 2023-2025 MOU/IFA Quarterly Updates  
**Vote: 14/0 – Unanimous**
- 12.** Discussion and Possible Action Re: Review and accept 2024 Job Center Certification Reports  
**Vote: 14/0 – Unanimous**
- 13.** Discussion and Possible Action Re: Review 2024-2025 Job Center Certification letter of completion and grant Madam Chair Robinson and WDA Director Smith approval to sign.  
**Vote: 14/0 – Unanimous**
- 14.** Discussion and Possible Action Re: Review updates to 2024-2025 Job Center Observations  
**Vote: 14/0 – Unanimous**
- 15.** Discussion and Possible Action Re: Review and accept Local Plan Workgroup Update  
**Vote: 14/0 – Unanimous**
- 16.** Discussion and Possible Action Re: Ratification of signed letter of commitment to work with the Arizona Office of Economic Opportunity (OEO) on the Employment and Training Administration (ETA) Grant opportunity, Apprenticeship Building America, Round 2 (ABA2), FOA-ETA-24-04.  
**Vote: 14/0 – Unanimous**
- 17.** Discussion and Possible Action Re: Ratification of One Time Funding Opportunity  
**Vote: 14/0 – Unanimous**
- 18.** Discussion and Possible Action Re: Local First Grant Updates  
**No Action Taken**
- 19.** Discussion and Possible Action Re: Review and accept Revised OJT Policy  
**No Action Taken**
- 20.** Discussion and Possible Action Re: Review and accept OJT contract with Kingman Regional Medical Center (Julius Pearson)  
**No Action Taken**
- 21.** Discussion and Possible Action Re: Review and accept IWT & WEX opportunities with Environment Waste Solutions (Michael Kelly), Kingman Regional Medical Center (Julius Pearson), and Ant Farm Construction (Davy Spurlock)  
**No Action Taken**
- 22.** Discussion and Possible Action Re: Review and accept MCC ETPL addition of OSHA 30  
**No Action Taken**
- 23.** Discussion and Possible Action Re: Review and accept Title IA Closure Letter Q1  
**No Action Taken**
- 24.** Discussion and Possible Action Re: Review and accept PY22 WIOA Adjusted Performance Levels  
**No Action Taken**
- 25.** Discussion and Possible Action Re: Review and accept Data Validation PY23 Closure Letter  
**No Action Taken**
- 26.** Discussion and Possible Action Re: Review and accept PY23 Finding and Observation Closure Letter  
**No Action Taken**

**27. Discussion and Possible Action Re: Review and approve WIOA Title IB Adult, Dislocated Worker and Youth Requests for Payment for December 2023-January 2024**

No Action Taken

## REPORTS

- Madam Chair's Report- Kenda Robinson
- Director's Report- Director Michael Smith
- Performance Committee Reports/ Recommendations- Tommy Taylor
- One Stop Operator Report- Chicano Por La Casa
- Youth Services Standing Committee Report- Amy West
- Economic Development Update
  - Bennett Bratley-City of Kingman
  - Casey Haaker- La Paz County
  - Tami Ursenbach- Mohave County
- WIOA One Stop Partners Reports
  - Title IB Current Priority List-Sara Ungaro
  - Title IB Programs:
    - Adult/Dislocated Worker- Amber Kant-Wood
    - Youth- John Binkinz
    - Business Services- Joe Throneberry
  - Title II Adult Education and Literacy-Craig Lefever
  - Title III Wagner- Peyser Programs (Employment Services) and Veterans Services-John Diemer
  - Title IV: Vocational Rehabilitation- Brandi Rowe

## WORKFORCE DEVELOPMENT BOARD ANNOUNCEMENTS

At this time any Workforce Development Board Member who wishes to share information can come forward with their announcements.

## CALL TO THE PUBLIC

Pursuant to ARS 38-431.01(H) a public body may make an open call to the public during a public meeting, subject to reasonable time, place, and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

## ADJOURNMENT

With no other topics needing to be discussed, The Chair will adjourn the meeting.