

## Yavapai County Workforce Development Board One Stop Committee May 18th, 2021 Meeting Minutes

Attendees	Present/Absent	Number of Absences in 2021
Craig Lefever, Chairman, Title II	Present	0
Art Askew, Title I	Present	0
Alycia Botkin, Title IV	Absent	1
Leah Cickavage, Title I	Present	0
Kristy Prather, Title III	Absent	2
Linda Bolyard, Title III	Present	0

**I. Call to Order**

Due to the current health situation, committee members agreed to meet remotely for this session. Contact information was made available to the public through the NACOG website. Chairman Craig Lefever called the meeting to order at 10:01 a.m. and welcomed everyone. A quorum was present. The Chairman confirmed that all attendees were able to access the attachments that were sent out with the invitation.

**II. Approval of January 29th, 2021 Meeting Minutes**

Chairman Lefever called for questions or comments on the previous meeting minutes. There were none. Chairman Lefever called for a motion to approve the Minutes as drafted; so moved by Ms.Botkin, seconded by Mr. Askew. The motion carried unanimously.

**III. Chair's Report**

Chairman summarized the current state the IFA/MOU approval process and stressed the importance of completing it in a timely manner. All partners are requested to completed signing by May 20<sup>th</sup>. It was reported that the most recent version of the document had Title II and IV's contribution based on FTE count rather than square footage. Title I approves of the MOU/IFA as written. Chairman Lefever turned the meeting over to Ms. Cickavage to provide further details in the Operator's Report.

**IV. One Stop Operator's Report**

Ms. Cickavage provided more details as to the current state of the IFA/MOU negotiations.

Title I: One Stop Centers will reopen for regular services on 5/24. Virtual services will still be available.

Title II: Yavapai College will move from condition Yellow to condition Green (F2F classes with mask and social distancing).

Title III: Service requests now increasing as “people are looking for work” due to changes from the Governor’s Office. This is expected to increase in the immediate future.

Title IV: Vocational Rehabilitation continues to offer all services virtually, as per administration directives.

Ms. Cickavage discussed the recent “One Stop Assessments” and reported that there were “no findings” that would need to be addressed or corrected. Sites are advised to seek a state of continuous improvement.

Ms. Cickavage then presented details of the Equal Opportunity Training Checklist (attached).

**V. Partner Update/Service Plans**

Chairman Lefever asked each attending Core Partner representatives to give a brief update on their current service activities and platforms. Mr. Askew mentioned that Title I is looking for recruits for their Summer Youth Program. He will send information to all core partners. Chairman Lefever, representing Title II, announced that YC ABE will be extending virtual services to Mohave and La Paz counties during the next fiscal year. Ms. Bolyard once again stated that Title III is on a “back to work” footing.

**VII. Public Comments**

Chairman Lefever called for public comments and there were none.

**VIII. Adjournment**

Ms. Cickavage reminded members that the next meeting is scheduled for September 21<sup>st</sup>. Chairman Lefever adjourned the meeting at 10:49 a.m.