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Workforce Development Board
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Meeting Minutes

NOTICE OF PUBLIC MEETING OF THE
MOHAVE/LA PAZ WORKFORCE DEVELOPMENT BOARD
JULY 23, 2026 – 9:00 AM – 12:00PM
MOHAVE COUNTY COMMUNITY SERVICES DEPARTMENT
SAGUARO CONFERENCE ROOM
700 W. BEALE ST, KINGMAN AZ 86401
TEAMS MEETING ID: 249 645 230 450 22 PASSCODE: Ke2Zw28q

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 VIRTUAL CONFERENCE CALL.

Board Members: Chairman Zafer Genc, Vice Chair Nancy Campbell, Secretary John Diemer, Adam Rodriguez, Amy West, Bennett Bratley, Brandi Rowe, Chonna Marshall, Chandra Johnson, Lisa Brownfield, Davy Spurlock, Jason Gee, Jean Bishop-Larkin, Jerry Hardy, John Bennett, Lonnie Lewis, Matt Hall, Michael Kelly, Mike Quinn, Mitzi Esgro, Steve Queen, Tami Ursenbach, Tommy Taylor, Vicki De Los Reyes

Vice Chair Nancy Campbell called the meeting to order at 9:00 am. Roll call was performed, and a quorum was determined to facilitate the meeting.

In attendance (in-person): Vice Chair Nancy Campbell, Secretary John Diemer, Adam Rodriguez, Amy West, Bennett Bratley, Davy Spurlock, Jason Gee, Jerry Hardy, Mike Quinn, Mitzi Esgro, Tami Ursenbach, Tommy Taylor, Vicki De Los Reyes. **(virtual):** Brandi Rowe, Chonna Marshall, Matt Hall, Michael Kelly

Guests: Supervisor Travis Lingenfelter, Director Michael Smith, Sara Ungaro, Amber Kant-Wood, John Binkinz, Lauren Smith, Amanda Coronado, Donna Davis, Amy McReynolds. (virtual) Attorney Tingwei Chavez, Jeremy Smith, Randy Hartless

WORKFORCE DEVELOPMENT BOARD AGENDA
(ITEMS 1-31)

1. **Discussion and Possible Action Re: Approval of April 23, 2026, Workforce Development Board Meeting Minutes**
   - Board members reviewed the April 23, 2026 Workforce Development Board meeting minutes that had been distributed prior to the meeting. Vice Chair Nancy Campbell asked whether any corrections, revisions, or additions were necessary.
   - No amendments were requested by Board members.

   Board Action:
   Motion: T. Taylor moved to approve the April 23, 2026 Workforce Development Board meeting minutes.
   Second: V. De Los Reyes **Vote**: Motion carried unanimously (17/0)

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 - John Bennett
   b. Resignation - Chandra Johnson, Lisa Brownfield
   c. New Appointment - None
   d. Renewals (Due Quarter) - None

- Director Michael Smith reviewed current Workforce Development Board membership and attendance.
- John Bennett was acknowledged regarding attendance and remains an active member of the Board.
- Director Smith announced the resignation of: Chandra Johnson and Lisa Brownfield.
- He explained that staff is actively working with the affected partner organizations to identify qualified replacement representatives so sector representation can be maintained.
- No new appointments or renewals were presented for Board action during this meeting.
- Discussion then shifted toward future recruitment efforts. Vice Chair Campbell emphasized the importance of encouraging qualified business leaders to participate on the Workforce Development Board.
- Director Smith explained that recruitment efforts are intentionally focused on maintaining balanced representation across the workforce sectors identified within the Local Workforce Development Area. As vacancies occur, recruitment efforts will target individuals representing those same industry sectors to preserve the Board's required composition.
- Director Smith advised that Board members are encouraged to recommend qualified employers and community partners who may be interested in serving.

Board Action:
Motion: B. Bratley moved to accept the attendance report and approve the resignations presented.
Second: M. Quinn **Vote:** Motion carried unanimously (17/0)

Board Direction:
- Continue recruiting new Board members from targeted industry sectors.
- Work with partner organizations to identify replacement representatives for vacant positions.
- Board members were encouraged to submit recommendations for prospective members representing workforce priority industries.

3. **Discussion and Possible Action Re: Review and reconsider the 50% in-person attendance requirement and explore more flexible virtual participation as well as possible change of meeting dates.**
- Director Smith presented recommendations previously reviewed by the Executive Committee regarding Board attendance expectations and future meeting scheduling.
- The Executive Committee recommended maintaining the current policy because in-person participation continues to produce stronger discussion, collaboration, and engagement among Board members.
- Director Smith acknowledged that virtual participation remains an important accommodation, particularly for partners traveling from remote areas. The recommendation was to continue allowing virtual attendance when appropriate while encouraging members to attend in person whenever reasonably possible.
- Director Smith presented the proposed 2026-2027 Workforce Development Board calendar.

Discussion included:
- Moving the July Board meeting to August to better align with fiscal year closeout activities.
- Adjusting quarterly meeting dates to improve scheduling.
- Moving the January Meeting to February to improve participation following the holiday season.
- Reviewing holidays and other scheduling conflicts before finalizing the calendar.
- Maintaining current meeting times while adjusting dates and locations as necessary.
- Board members agreed the revised schedule would improve operational planning while maintaining regular oversight responsibilities.
- Because the calendar proposal directly addressed Agenda Item 9, Vice Chair recommended approving both items simultaneously to eliminate duplicate discussion later in the meeting.
- No objections were raised.

Board Action:
Motion: J. Diemer moved to maintain the current attendance policy while approving the proposed 2026-2027 Workforce Development Board meeting calendar.
Second: T. Taylor **Vote**: Motion carried unanimously (17/0)

Board Direction:
- Maintain the existing 50% in-person attendance expectation.
- Continue offering virtual participation options when appropriate.
- Implement the revised 2026-2027 Board meeting schedule.
- Agenda Item 9 would later be acknowledged as previously approved under this action.

Workforce Development Board Consent Agenda Items 4-8

The following items listed under CONSENT AGENDA will be considered as a group and acted upon by one motion with no separate discussion of said items unless a Board Member so requests. In that event, the item will be removed from the CONSENT AGENDA for separate discussion and action.

- Vice Chair Campbell advised that any Board member could request removal of an item for separate discussion prior to voting.
- Director Smith requested one modification to the Consent Agenda before consideration.
- Director Smith informed the Board that the ETPL addition for Regional Center for Border Health – Medical Office Specialist program had not received all required supporting documentation prior to the meeting. Because approval was contingent upon receipt and review of the outstanding documentation, he recommended removing that program from consideration until the requirements are satisfied.
- No Board member requested removal of any additional Consent Agenda item.
- The remaining Consent Agenda items were considered appropriate for approval as presented.

4. **Discussion and Possible Action Re: Review and approve WIOA Title IB Adult, Dislocated Worker and Youth Requests for Payment for March-May 2026.**
   - The Board reviewed the payment requests for Adult, Dislocated Worker and Youth programs. No concerns or questions were raised.

   Approved as part of the Consent Agenda

5. **Discussion and Possible Action Re: Data Validation closure letter**
   - The Board reviewed the Validation Closure letter documenting completion of required validation activities.
   - No discussion was requested.

   Approved as part of the Consent Agenda

6. **Discussion and Possible Action Re: Review and approve WIOA Grant Billing Timeliness and Fiscal-Year Closeout Policy**
    - The Board reviewed revisions to the Grant Billing Timeliness and Fiscal-Year Closeout Policy.
    - Director Smith explained that the policy establishes expectations for timely fiscal processing and year-end grant reconciliation to ensure compliance with state and federal requirements.
    - No additional discussion occurred.

    Approved as part of the Consent Agenda

7. **Discussion and Possible Action Re: ETPL monitoring**
    - The Board reviewed the ETPL monitoring activities completed during the reporting period.
    - Monitoring demonstrated continued compliance with program requirements and no concerns requiring Board action identified.

    Approved as part of the Consent Agenda.

8. **Discussion and Possible Action Re: ETPL additions**

- The Board reviewed proposed additions to the Eligible Training Provider List
- Director Smith recommended approval of the following program:
  Mohave College – Emergency Medical Technician (EMT)
- Director Smith further recommended postponing action on:
  Regional Center for Border Health – Medical Office Specialist (Hybrid)
  Because required documentation had not been received before the meeting. He advised that the program could be brought back to the Board for future consideration once all documentation requirements were satisfied.
- Board members agreed with recommendation.

Board Action:
Motion: J. Diemer moved to approve Consent Agenda Items 4-8 with removal of the Regional Center for Border Health ETPL addition.
Second: T. Ursenbach **Vote**: Motion carried unanimously (17/0)

Board Direction:
- Staff will continue working with Regional Center for Border Health to obtain the required documentation
- The proposed ETPL addition may be presented for Board consideration at a future meeting once all requirements have been met.

<u>Workforce Development Board Regular Agenda</u>

9. **Discussion and Possible Action Re: Review and approve new proposed meeting dates and locations for committees, WDB meetings for Program Year 2026.**
    - Vice Chair Campbell noted that the proposed meeting calendar had already been thoroughly reviewed and approved during Agenda Item 3 because it directly related to the discussion regarding attendance requirements and Board scheduling.

      No additional discussion was necessary.

Board Action:
- The Board acknowledged that this item had been approved under Agenda Item 3.

10. **Discussion and Possible Action Re: Review and accept Program Year 2024 Statistical Adjustment Model (SAM) Levels of Performance**

- Director Smith presented the Program Year 2024 Statistical Adjustment Model (SAM) Levels of Performance received from the Arizona Department of Economic Security. He explained that the SAM establishes the performance benchmarks used to evaluate local workforce programs and accounts for economic conditions and participant characteristics when measuring outcomes.
- Director Smith reported that the Mohave/La Paz workforce system successfully met or exceeded performance expectations across all required indicators.
- Vice Chair Campbell commended staff for consistently achieving strong performance outcomes and noted that seeing positive performance indicators reflected the dedication and effectiveness of the workforce team.
- Board members expressed appreciation for the continued success of the program and acknowledged the work required to consistently meet state and federal performance expectations.
- No concerns were raised.

Board Action:
Motion: D. Spurlock moved to accept the Program Year 2024 Statistical Adjustment Model Levels of Performance.
Second: J. Diemer **Vote**: Motion carried unanimously (17/0)

Board Direction:
- The Board recognized staff for achieving successful performance outcomes and encouraged continued focus on maintaining or exceeding state-established performance measures.

11. **Discussion and Possible Action Re: Negotiated Levels of Performance Program Year 2026-Program Year 2027.**

- Director Smith presented the negotiated performance levels for Program Year 2026-2027. He explained that these performance goals are negotiated annually with the State of Arizona and establish the expected outcomes for Adult, Dislocated Worker and Youth programs.
- Director Smith reviewed the negotiation process, explained that local staff evaluate historical performance, labor market conditions, participant demographics, and anticipated economic factors before proposing achievable performance levels to the State.
- He further noted that the proposed performance levels had already been reviewed with the Chief Local Elected Official and Workforce Development Board leadership before being presented for final Board approval.
- Vice Chair Campbell acknowledged the significant effort involved in negotiating realistic performance goals while continuing to pursue continuous improvement in program outcomes.
- Board members expressed confidence in staff’s ability to meet or exceed the negotiated goals based on the program’s strong history of performance.

Board Action:
Motion: J. Diemer moved to approve the negotiated Program Year 2026-2027 Levels of Performance.
Second: D. Spurlock **Vote:** Motion carried unanimously (17/0)

Board Direction:
- Staff will submit the Board-approved negotiated performance levels to DES for final acceptance.

12. Discussion and Possible Action Re: Review and accept Adult, Dislocated Worker and Youth, Program Services Contract Renewal

- Director Smith presented the proposed renewal of the Adult, Dislocated Worker, and Youth Services contracts administered through Mohave County Community Services.
- Director Smith discussed the department's successful operation of the Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth programs over the past four years, emphasizing the organization's ability to remain responsive to changing workforce needs while maintaining compliance with state and federal requirements.
- The Board discussed the continued growth of workforce partnerships throughout Mohave and La Paz Counties, noting increased collaboration with employers, educational institutions, community organizations, and economic development partners to expand workforce opportunities for job seekers.
- Director Smith highlighted the department's continued focus on operational excellence, fiscal accountability, and program flexibility, allowing services to adapt to changing labor market demands while maintaining strong performance outcomes.
- Board members expressed support for renewing the contracts and acknowledged the department's continued success in administering workforce programs and strengthening regional partnerships.

Board Action:
Motion: J. Diemer moved to approve the renewal of the Adult, Dislocated Worker, and Youth Program Services contracts under the operation of the Mohave County Community Services Department.
Second: T. Ursenbach **Vote:** Motion approved unanimously (17/0)

Board Direction:

- Continue administering Adult, Dislocated Worker, and Youth services under the renewed contracts.
- Continue strengthening partnerships and expanding workforce services throughout Mohave and La Paz Counties.
- Maintain operational excellence and responsiveness to evolving workforce and employer needs.

13. Discussion and Possible Action Re: Review and approve projecting and forecasting the Fiscal Year 2026 Administrative and Program Budgets

- Director Smith presented the proposed Fiscal Year 2026 Administrative and Program Budgets for the Mohave/La Paz Workforce Development Area.
- Director Smith reviewed anticipated revenues, projected expenditures, and budget planning assumptions for the upcoming program year. Discussion included the use of available carryover funds to maximize service delivery while maintaining fiscal responsibility.
- Director Smith noted that prudent fiscal management during prior program years has positioned the workforce system to continue providing quality services despite funding uncertainties.
- Board members discussed the importance of forecasting expenditures based on anticipated participant demands and maintaining sufficient flexibility to respond to changing workforce priorities throughout the year.
- The Board acknowledged the department's sound fiscal stewardship and expressed confidence in the proposed budget projections.

Board Action:
Motion: J. Gee moved to approve the Fiscal Year 2026 Administrative and Program Budgets.
Second: D. Spurlock **Vote:** Motion carried unanimously (17/0)

Board Direction:

- Staff will administer Fiscal Year 2026 funding in accordance with the approved budgets.
- Continue monitoring expenditures throughout the program year and provide periodic fiscal updates to the Board.

14. Discussion and Possible Action Re: Review and accept Board Member Participation in OJT (On-the-Job Training)

- Director Smith reviewed the Conflict of Interest requirements governing Workforce Development Board member participation in the On-the-Job Training (OJT) Program.
- The Board discussed the importance of maintaining transparency while allowing eligible employers representing the Board to participate in workforce programs when all applicable conflict-of-interest procedures are followed.
- Director Smith identified the following Board member employers as potential OJT participants:
    - Davy Spurlock – Ant Farm Construction
    - Mike Quinn – Service General HVAC
    - Adam Rodriguez – DOT Foods
- Director Smith advised that any future Board member employer requesting participation in the OJT Program would require Board review and approval prior to participation.
- Board members agreed that the established process maintains program integrity while supporting employer engagement.

Board Action:
Motion: J. Diemer moved to accept the Conflict of Interest statement and authorize OJT participation for the identified Board member employers.
Second: T. Taylor **Vote:** Motion carried unanimously (17/0)

Board Direction:

- Continue administering OJT participation in accordance with Conflict of Interest requirements.
- Present any future Board member employer participation requests for Board approval.

15. Discussion and Possible Action Re: Review and accept LWDB (Local Workforce Development Board) Program Year 2026 Funding Allocations

- Director Smith presented the proposed Program Year 2026 funding allocations for the local Workforce Development Board.
- Discussion focused on reduced federal workforce funding and the continued need to maximize available resources while maintaining quality workforce services throughout Mohave and La Paz Counties.
- Director Smith discussed strategies to leverage grant opportunities and partner resources to supplement available WIOA funding and continue addressing regional workforce priorities.
- Board members acknowledged the importance of directing available resources toward occupations in demand while maintaining flexibility to respond to changing economic conditions.
- The Board expressed support for the proposed funding strategy and recognized the department’s effort to maximize available resources.

Board Action:
Motion: J. Diemer moved to approve the Program Year 2026 LWDB Funding Allocations.
Second: B. Bratley **Vote:** Motion carried unanimously (17/0)

Board Direction:

- Implement the approved funding allocations.
- Continue pursuing additional grant opportunities and partnerships to supplement

workforce funding.

16. Discussion and Possible Action Re: Review and accept One Stop Operator Contract Renewal.

- Director Smith presented the proposed renewal of the One-Stop Operator (OSO) Contract.
- Director Smith reviewed revisions to the contract, including updated hours of service and responsibilities intended to better align with the operational role of the One-Stop Operator within the local workforce delivery system.
- Discussion included the importance of maintaining clear oversight responsibilities while ensuring effective coordination among workforce partners and service providers.
- Board members agreed the proposed modifications better reflect the current operational needs of the workforce system.

Board Action:
Motion: T. Taylor moved to approve the One-Stop Operator Contract Renewal.
Second: D. Spurlock **Vote:** Motion carried unanimously (17/0)

Board Direction:

- Execute the renewed One-Stop Operator Contract.
- Continue evaluating contract performance and operational effectiveness throughout the contract period.

17. Discussion and Possible Action Re: Review and accept Supportive Services Policy Updates

- Director Smith presented proposed revisions to the Supportive Services Policy.
- Director Smith explained that the policy updates incorporate program modifications implemented during the COVID-19 pandemic and formalize practices that have proven effective in supporting participant success.
- Discussion included expanded allowable supportive services while maintaining compliance with Workforce Innovation and Opportunity Act (WIOA) requirements and Arizona Department of Economic Security policy guidance.
- Board members discussed the importance of reducing barriers to employment by providing appropriate supportive services that assist participants in completing training and obtaining employment.
- The Board agreed the proposed revisions strengthen program flexibility while maintaining accountability and regulatory compliance.

Board Action:
Motion: J. Gee moved to approve the Supportive Services Policy Updates.
Second: J. Diemer **Vote:** Motion carried unanimously (17/0)

Board Direction:

- Implement the revised Supportive Services Policy.
- Continue evaluating participant needs and policy effectiveness to ensure supportive services remain responsive to workforce barriers.

18. Discussion and Possible Action Re: Review and Accept Incentives Policy Updates

- Director Smith presented proposed revisions to the Workforce Innovation and Opportunity Act (WIOA) Incentives Policy.
- He explained that the updates align the policy with current program operations by removing incentive categories that have seen little to no utilization while retaining incentives that have demonstrated measurable participant success.
- Discussion highlighted the continued value of providing incentives for participants who successfully obtain their GED credential, recognizing education as a critical milestone

toward long-term employment and career advancement.
- Board members agreed the revisions simplify policy administration while continuing to encourage participant achievement through meaningful incentive opportunities.

Board Action:
Motion: J. Diemer moved to approve the Incentives Policy Updates
Second: T. Taylor **Vote:** Motion carried unanimously (17/0)

Board Direction:
- Implement the revised Incentive Policy.
- Continue evaluating participant outcomes to ensure incentives remain effective and aligned with workforce program goals.

19. Discussion and Possible Action Re: Review and accept WEX (Work Experience) Policy Updates

- Director Smith presented revisions to the Work Experience (WEX) Policy designed to reflect current wage rates, funding limitations, and participant eligibility requirements.
- Discussion included updates to ensure participant compensation remains consistent with current labor market conditions while maintaining compliance with WIOA regulations.
- Board members discussed the importance of work experience opportunities in preparing participants for unsubsidized employment by providing meaningful workplace training and skill development.
- The Board agreed the proposed revisions improve program consistency while ensuring responsible fiscal management.

Board Action:
Motion: J. Gee moved to approve the WEX Policy Updates
Second: D. Spurlock **Vote:** Motion carried unanimously (17/0)

Board Direction:
- Implement the revised Work Experience Policy.
- Continue monitoring participant outcomes and funding utilization to ensure program effectiveness.

20. Discussion and Possible Action Re: Review and accept OJT (On-the Job-Training) Policy Updates

- Director Smith reviewed proposed revisions to the On-the-Job Training (OJT) Policy.
- He explained the updates clarify the relationship between OJT activities and supportive services, ensuring participants receive coordinated assistance throughout their training period.
- Discussion emphasized maintaining flexibility to meet employer and participant needs while preserving compliance with state and federal workforce regulations.
- Board members agreed the revisions strengthen program consistency and improve coordination between workforce services.

Board Action:
Motion: J. Gee moved to approve the OJT Policy Updates.
Second: T. Taylor **Vote:** Motion carried unanimously (17/0)

Board Direction:
- Implement the revised OJT Policy.
- Continue coordinating supportive services with OJT activities to improve participant success.

21. Discussion and Possible Action Re: Conflict of Interest Agreement between Mohave/La Paz Workforce Development Board and Mohave County and revised Chief Local Elected Officials (CLEO) Agreement between the Chief Local Elected Officials for Mohave County and La Paz County and the Mohave/ La Paz Workforce Development Board.

- Director Smith presented the annual updates to the Conflict of Interest Agreement between the Mohave/La Paz WDB, Mohave County, and the revised Chief Local Elected Official (CLEO) Agreement.
- He explained the revisions primarily reflect routine annual updates necessary to maintain compliance with WIOA governance requirements.
- Board members reviewed the agreements and confirmed the updates maintain appropriate governance, transparency, and accountability for Workforce Development Board operations.
- No substantial changes requiring additional discussion were identified.

Board Action:
Motion: T. Taylor moved to approve the revised Conflict of Interest Agreement between Mohave/La Paz WDB, Mohave County, and CLEO Agreement.
Second: J. Diemer **Vote:** Motion carried unanimously (17/0)

Board Direction:
- Execute the updated agreements.
- Continue annual review of governance documents to maintain compliance.

22. Discussion and Possible Action Re: Review and accept Proposed Program Suggestions from Performance Review Committee

- Secretary John Diemer presented recommendations from the Performance Review Committee regarding expansion of Business Services collaboration.
- Discussion focused on creating an additional Business Services Workgroup to improve communication and coordination among workforce partners serving employers throughout Mohave and La Paz Counties.
- Board members discussed the opportunity to better align employer outreach, business engagement, and workforce development initiatives through a centralized collaborative structure.
- The Board agreed the additional workgroup would strengthen coordination while supporting regional workforce priorities.

Board Action:
Motion: B. Bratley moved to approve the creation of the Business Services Workgroup.
Second: M. Quinn **Vote:** Motion carried unanimously (17/0)

Board Direction:
- Staff will begin development of the Business Services Workgroup.
- Continue coordinating employer outreach among workforce partners.

23. Discussion and Possible Action Re: Review and accept Funds applied based on Sector Strategies for OID (Occupations in Demand)

- Director Smith reviewed the local Occupations in Demand (OID) sector strategy and corresponding funding allocations.
- Discussion highlighted Healthcare, Manufacturing, Construction, Transportation and Logistics, and Mining as priority industry sectors within the local workforce area.
- Director Smith reminded the Board of the previously approved authority allowing the Workforce Development Manager to reallocate up to 15% of sector funding throughout the program year when workforce demand shifts between industries.

- Board members agreed maintaining limited funding flexibility allows staff to respond quickly to employer needs while continuing to support Board-approved sector strategies.

Board Action:
Motion: J. Gee moved to approve the Sector Strategies funding allocations.
Second: J. Hardy **Vote:** Motion carried unanimously (17/0)

Board Direction:
- Continue implementing sector-based funding strategies.
- Utilize approved funding flexibility, when necessary, to address changing workforce demand.

24. Discussion and Possible Action Re: Review and accept Local Workforce Groups Reports

Each workforce sector provided updates regarding current initiatives and regional workforce activities.

- ***Construction***
    - Vice Chair Nancy Campbell reported the Lake Havasu High School Pre-Apprenticeship Program is scheduled to begin August 3, 2026.
    - She discussed the extensive collaboration between AZ@WORK, local employers, educational partners, and community organizations to launch the pilot program, with the long-term goal of expanding similar initiatives throughout Mohave and La Paz Counties.
- ***Healthcare***- Zafer Genc – no report given
- ***Manufacturing***
    - Tami Ursenbach reported on ongoing efforts within the Kingman Area Manufacturing and Management Association (KAMMA) to revise organizational bylaws allowing Workforce Development Board representation on the KAMMA Board.
    - Discussion focused on strengthening collaboration between workforce development and manufacturing employers as industry growth continues throughout the region.
- ***Transportation/Logistics***
    - Director Michael Smith discussed current fluctuations affecting Commercial Driver's License (CDL) training participation and workforce demand.
    - Staff continue working with CDL training providers to better understand market conditions and employer needs.
    - Additional discussion explored the close relationship between Transportation/Logistics and Manufacturing workforce initiatives, including the possibility of combining the workgroups to improve collaboration and employer engagement.

Board Action:
Motion: T. Taylor moved to accept the Local Workforce Group Reports.
Second: B. Bratley **Vote:** Motion carried unanimously (17/0)

Board Direction:
- Continue supporting sector workgroups.
- Evaluate opportunities to improve collaboration between Manufacturing and Transportation/Logistics initiatives.

25. Discussion and Possible Action Re: Review and discuss IT (Information Technology) relevance and AI (Artificial Intelligence) advancement within all Occupations in Demand (OID).

- Board members participated in a broad discussion regarding the growing role of Artificial Intelligence across workforce sectors.
- Discussion included current business applications, workforce training needs,

cybersecurity considerations, and the rapid pace of technological advancement.
- Members shared both positive experiences and concerns regarding AI implementation, including data privacy, employee training costs, and responsible use of emerging technologies.
- While recognizing AI will likely continue influencing administrative, healthcare, logistics, and warehouse occupations, members agreed skilled trades and other hands-on occupations will continue requiring significant human expertise.
- The Board emphasized the importance of preparing the future workforce to effectively utilize AI while maintaining appropriate safeguards.

Board Action:
No action taken. Discussion only.

26. Discussion and Possible Action Re: Review and accept ratification of July 2026 through June 2029 MOU-IFA (Memorandum of Understanding – Infrastructure Financial Agreement) updates.

- Director Smith presented the updated Memorandum of Understanding and Infrastructure Funding Agreement covering July 2026 through June 2029.
- He explained the revisions reflect the routine renewal of agreements governing share responsibilities among workforce system partners.
- No additional revisions or concerns were identified by Board members.

Board Action:
Motion: J. Diemer moved to approve the July 2026-June 2029 MOU-IFA.
Second: J. Hardy **Vote:** Motion carried unanimously (17/0)

Board Direction:
- Execute the updated MOU-IFA.
- Continue coordinating infrastructure funding responsibilities among workforce partners.

27. Discussion and Possible Action Re: Review and accept the 2027 Local Plan modification draft and timeline.
- Director Smith presented the Executive Summary and proposed timeline for the 2027 Local Plan Modification.
- He explained the modification process ensures continued alignment with Workforce Innovation and Opportunity Act (WIOA) requirements while incorporating regional workforce priorities and stakeholder input.
- Board members reviewed the proposed schedule and expressed support for moving forward with the Local Plan modifications.

Board Action:
Motion: T. Taylor moved to approve the 2027 Local Plan Modification.
Second: B. Bratley **Vote:** Motion carried unanimously (17/0)

Board Direction:
- Proceed with the 2027 Local Plan Modification.
- Return the completed plan for future Board review and approval.

28. Discussion and Possible Action Re: Mohave County Community Services Department grant applications:
- Director Smith informed the Board of two grant opportunities the department intends to pursue:
    - Rapid Reskill National Dislocated Worker Grant
    - PRO Housing Grant
- Discussion focused on expanding workforce services for dislocated workers and

supporting housing stability initiatives through down payment assistance, home rehabilitation, and potential reinstatement of the Green Team youth community revitalization program.
- Board members expressed support for pursuing additional grant funding to expand workforce and community development opportunities.

Board Action:
No action taken. Discussion only.

29. Discussion and Possible Action Re: Listening Session in Mohave/La Paz Counties
- Director Smith informed the Board that the Arizona Office of Economic Opportunity requested a regional listening session following discussions at the Workforce Arizona Council Conference.
- The session is scheduled for September 2, 2026, at Mohave College in Lake Havasu City.
- The listening session will provide regional stakeholders an opportunity to discuss workforce challenges, economic trends, and future workforce priorities.

Board Action:
No action taken. Discussion only.

30. Discussion and Possible Action Re: Northern Arizona Good Jobs Network (NAGJN) Updates – Director Tami Ursenbach
- Director Tami Ursenbach provided an update regarding ongoing collaboration between the Northern Arizona Good Jobs Network and Mohave College.
- Discussion highlighted regional workforce initiatives designed to strengthen employer partnerships, expand training opportunities, and improve workforce development throughout Northern Arizona.
- Vice Chair Nancy Campbell noted this item was presented earlier in the meeting to accommodate Director Ursenbach's schedule.

Board Action:
No action taken. Discussion only.

31. Discussion and Possible Action Re: Northwest Attainment Meeting Updates – Donna Davis

- Donna Davis presented an overview of Northwest Attainment's current workforce initiatives, noting the organization's transition from Ability360.
- Discussion included services supporting workforce readiness, educational attainment, participant success metrics, and collaborative efforts with regional workforce partners.
- Board members expressed appreciation for Northwest Attainment's continued partnership in expanding employment and educational opportunities throughout the region.

REPORTS

- **Chair's Report – Zafer Genc**
  - Vice Chair Campbell advised that Chairman Zafer Genc was unable to attend the meeting.
  - No Chair's Report was presented.

- **Director's Report- Director Michael Smith**
  - Director Smith provided an overview of the recent Workforce Arizona Council (WAC)

Conference attended by workforce staff.
- Discussion included statewide workforce initiatives, collaboration among local workforce development areas, and emerging best practices being implemented throughout Arizona.
- Director Smith highlighted demonstrations of the ATLAS platform and discussed its potential to enhance customer engagement, workforce service delivery, and data-driven decision making throughout the AZ@WORK system.
- He noted the department will continue evaluating innovative technologies and statewide initiatives that improve service delivery while maintaining compliance with Workforce Innovation and Opportunity Act requirements.

- **Performance Committee Reports/ Recommendations- John Diemer**
  - Secretary Diemer provided an update on recommendations developed by the Performance Review Committee.
  - Recommendations from the committee were previously considered and acted upon by the Board during Agenda Item 22.

- **Youth Services Standing Committee Report- Amy West**
  - Amy West provided an update on the continued development of the WAVE facility in partnership with the City of Kingman.
  - Discussion highlighted the facility's anticipated role in expanding access to workforce development, educational resources, career exploration, and youth employment services.
  - The committee anticipates the project will improve awareness of available workforce resources while strengthening collaboration among youth-serving organizations throughout the region.

- **Economic Development Update**
  - **City of Kingman – Bennett Bratley**
    - Bennett Bratley provided an update regarding economic development activities within the City of Kingman.
    - Discussion included continued commercial and industrial growth, updates to the City's Economic Development website, and ongoing land development opportunities intended to attract new business and employers to the region.
    - Board members acknowledged the continued economic expansion occurring within Kingman and its positive impact on future workforce opportunities.

  - **Mohave County – Tami Ursenbach**
    - Tami Ursenbach provided an update on countywide economic development initiatives and continued collaboration between Mohave County, regional employers, educational institutions, and workforce partners.
    - Discussion emphasized maintaining strong partnerships to support business recruitment, industry expansion, and workforce development efforts throughout Mohave and La Paz Counties.

WORKFORCE DEVELOPMENT BOARD ANNOUNCEMENTS

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

- Vice Chair Nancy Campbell invited WDB members to share announcements or information of interest to the Board.
- No announcements were made by Board members.

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.

- No member of the public requested to speak.
- No public comments were received.

ADJOURNMENT

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

- There being no additional discussion, the Vice Chair adjourned the meeting at 11:23 am**.**