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## STATE WORKFORCE DEVELOPMENT BOARD

### Approved Meeting Minutes GENERAL BOARD MEETING

DATE: Thursday, April 4, 2024  
TIME: 1:00 p.m. – 3:00 p.m.  
LOCATION: Utah Electrical Training Alliance  
7466 S Redwood Road, West Jordan, UT 84084  
Google Meet: [meet.google.com/enu-ixea-vko](https://meet.google.com/enu-ixea-vko)  
Phone: (US) +1 516-268-6796  
PIN: 240 363 432#

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**MEMBERS  
PRESENT:**

Casey Cameron  
Deanna Hopkins  
Greg Paras  
James Jackson III  
Jared Haines  
Jeremy Haslam  
Jordan Leonard  
Kendall Thomas  
Lauren Navidomskis  
Megen Ralphs  
Michael Lanoue  
Sara Jones  
Sarah Brenna  
Shawn Milne  
Stacey Taylor  
Stephanie Patton  
Tannen Ellis Graham  
Tonya Hales

**EXCUSED:**

Bruce Rigby  
Dan Walker  
Gary Harter  
Joey Gilbert  
Matt Loo

**ABSENT:**

Cory Maloy  
David Gray  
Jeff Worthington  
Matt Loo  
Nikki Walker  
Shawn Newell  
Wayne Cederholm

**QUORUM:**

Yes

**MEMBERS  
PRESENT  
(VIRTUAL):**

Dale Curtis  
Debra Fiori  
Jennifer Saunders  
Sherry Stevens  
Spencer Loveless



**BOARD  
STAFF:**

Elizabeth Carver  
Aaron Thompson  
Amira Mijic  
Heather Mousley

Kimberley Bartel  
Lindsay Cropper  
Natalie Garrett  
Stacie Smith

**OTHER ATTENDEES (VIRTUAL)**

David Busk  
Leah Lobato

**OTHER  
ATTENDEES:**

Allison Keller  
Helen Hanson  
Kevin Burt  
John Talcott

Tashina Williams  
(ITEC)  
Weston Miller  
Zac Whitwell

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**1. Welcome and Opening Business**

**Megen Ralphs**

- a. Acknowledgments and Introductions
  - i. Meeting called to order 1:03 PM
  - ii. Introductions of new board members:
    1. Kendall Thomas, Tooele County Councilman
    2. Jordan Leonard, Emery County Commissioner
    3. Lauren Navidomskis, Executive Director of Lantern House in Ogden
  - iii. Introduction of Scott Romney, Commissioner of Apprenticeships.
  - iv. If members of the board do not know whom to contact in the Department of Workforce Services, please contact Administrative Assistant Natalie Garrett at [ngarrett@utah.gov](mailto:ngarrett@utah.gov).
- b. Approval of January 11, 2024 Meeting Minutes
  - i. No discussion
  - ii. Motion to approve: Tannen Ellis Graham
  - iii. Second: Jeremy Haslam
  - iv. In Favor: All
  - v. Opposed: None

**2. Department Update**

**Casey Cameron, DWS Executive Director**

- a. Provided an update regarding housing and information about the funding that will be coming to the department for the housing and community development division of the department due to the most recent legislative session.
- b. Department has been busy with unwinding the pandemic funding that was received. Medicaid and Childcare programs received additional funding to support families and that is winding down as well as recertifying all medicaid cases in the Eligibility Services Division.
- c. The Department is hiring staff across the state, particularly in rural Utah in support of Governor Cox's initiatives.
- d. Provided an update on the Office of the Legislature General Audit that will be conducted as a normal business process audit over the next eight to twelve months.

**3. Legislative Update**

**Kevin Burt, DWS Deputy Director**

- a. DWS Deputy Director Kevin Burt presented an overview of the 2023 Legislative Session as well as the most recent Legislative Session. The slide show will be shared with the board members.
  - i. Question from Tannen Ellis Graham regarding HB460 and who proposed and wrote the law for the Government Employee Conscience Program.
    1. An employer would have to reasonably accommodate an employee. It was clarified that this particular bill applies to government employees.
    2. An example was given that if an employee does not want to drive to work because of environmental reasons, an employer may have the option to provide a bus pass.



3. Group discussion regarding employee and employer interpretation of undue hardship, and conscience. Kevin clarified that this particular law applies to employees of government agencies.

#### 4. One Stop Certifications

##### a. Provo Employment Center

- i. Jared Haines, Wayne Cederholm, Nikki Walker, Jeff Worthington
- ii. Jared Haines provided an update of the experience with the Provo Employment Center staff and their knowledge of the resources available in their area.
- iii. Need some appropriations for a better sign- difficult to find the office
- iv. Motion to approve recertify the Provo Employment Center
  1. Motion Jared Haines
  2. Second: Shawn Milne
  3. All in favor: Yes
  4. Opposed: None
  5. John Talcott expressed appreciation for the board members to spend time volunteering in the center and providing feedback to their staff.

#### 5. Committee Report Out

#### Committee Chairs

##### a. Apprenticeship Committee (Mike Lanoue, Co-Chair)

- i. Welcome to Scott Romney, newly appointed Commissioner of Apprenticeships
- ii. National Youth Apprenticeship Week is the first week of May. The Department of Labor (DOL) is planning a few activities during that week. Mike Lanoue has been invited. Will send an update when they have more information. Pat Miller with the Office of Apprenticeship is leading this initiative.
- iii. The Committee is targeting high schools since the beginning of the year. The Committee has gone to 14 schools and a lot of building trades has been working to get a lot done on pathways and showing them the pathways. Leading into youth apprenticeship week and been pushing a lot of outreach activities. Having an open house at Utah Electrical Training Alliance during the Youth Apprenticeship Week and will be participating in the activities across the state.
- iv. Jared Haines extended congratulations. There are a lot of amazing activities going on with Talent Ready Utah and they are really trying to explore other occupations besides the traditional trades. They will be working on starting some Work Based Learning (WBL) opportunities on an ongoing basis.
  1. Megan Ralphs would like to have Talent Ready Utah come to present at a future board meeting.

##### b. Career Pathways (Committee Chair Jennifer Saunders, Ph.D.)

- i. Committee has met a couple of times and is working on a work plan that can be useful for the whole state. A consistent theme on how to pay attention to supporting rural Utah and exploring possibilities and some things that are more unique as well as those that are more consistent.
- ii. Employers are more consistently giving feedback that there is opportunity for pathways for handoff to tech colleges or higher education. Also discussed students who go immediately to employment and how to help with them. What are the tools and resources and what is useful?
- iii. Recurring theme is that so much of this work needs to be how to support local schools and local employers. Committee would like to focus on how to be helpful and useful to the entire state and resist any tendency to focus on the Wasatch Front.

##### c. Youth (Presented by Lindsay Cropper on behalf of Matt Loo)

- i. Focusing on how to increase enrollment in programs
- ii. Partnering with Vocational Rehabilitation and Adult Education and Job Corps to increase education assistance, as well as partnering with those that assist for helping migrant seasonal workers.
- iii. Working on how to increase awareness of these programs and what strategies can be done to improve.



- d. Serving Individuals With Disabilities (Committee Chair Deanna Hopkins)
    - i. Business Relations Team - Actively engaged with employers. Just hosted their employer workshop on March 9th. If you are an employer who has not attended one of those, please attend one of the workshops.
      - 1. Contact a member of the Business Relations Team:
        - a. Leah Lobato: [leahlobato@utah.gov](mailto:leahlobato@utah.gov)
        - b. Ben Baldonado at [bjaldonado@utah.gov](mailto:bjaldonado@utah.gov)
        - c. Joshua Rodeback: [jrodeback@utah.gov](mailto:jrodeback@utah.gov)
    - ii. Provided information on [EPAS](#) (Employment Related Personal Assistance Services) .
      - 1. Individuals with disabilities who are eligible for certain Medicaid Waivers. For more information, please contact [epas@utah.gov](mailto:epas@utah.gov)
    - iii. Golden Key Awards, Disability IN Summit will be held Sept 26 at the Zion's Technology building. Honor employers who go above and beyond in hiring individuals with disabilities and also award [scholarships](#). For more information, please email Leah Lobato: [leahlobato@utah.gov](mailto:leahlobato@utah.gov).
  - e. Operations (Kim Bartel on behalf of Gary Harter)
    - i. Board members are invited to participate in future re-certifications of One-Stop centers.
      - 1. To participate, please email Nycole Tylka at [ngtlka@utah.gov](mailto:ngtlka@utah.gov) or Natalie Garrett at [ngarrett@utah.gov](mailto:ngarrett@utah.gov).
      - 2. Logan: May 22, 2024, 9:00 AM - 1:00 PM
      - 3. Cedar City: June 2024
      - 4. Clearfield: August 2024
      - 5. South County/Taylorsville: September 2024
      - 6. Metro: November 2024
    - ii. This committee is also supporting the WIOA plan and the WIOA partner agreements.
    - iii. Heather Mousley provided a brief update on the Job Seeker and Employer Surveys.
6. **Workforce Development Outreach Report** **Helen Hanson**  
a. Workforce Development Division Service Area Director, Helen Hanson, provided a summary of the Outreach Report.
7. **Public Comment** **Megen Ralphs**  
a. No public comment  
b. Meeting adjourned at 2:17 PM. A tour of the Utah Electrical Alliance was provided by the staff of the center following the meeting.

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**UPCOMING SWDB MEETING:**

Thursday, July 11, 2024, 1:00 PM - 3:00 PM  
Department of Workforce Services, South County Employment Center  
5735 South Redwood Road, Taylorsville, UT 84123  
[jobs.utah.gov/edo/statecouncil/index.html](https://jobs.utah.gov/edo/statecouncil/index.html)