

## STATE WORKFORCE DEVELOPMENT BOARD GENERAL COMMITTEE MEETING

Draft minutes to be approved by board

**DATE:** January 8, 2026

**TIME:** 1:00 p.m. – 3:00 p.m.

**LOCATION:** DWS South County Employment Center, 5735 S Redwood Road, Taylorsville UT 84123

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#

**MEMBERS  
PRESENT  
SOUTH  
COUNTY:**

Angella Pinna  
Alesha LeMmon  
Gary Harter  
Greg Paras  
Matt Loo  
Megen Ralphs  
Rich Fullmer  
Sarah Brenna  
Stacey Taylor  
Steven Olson  
Tannen Ellis Graham  
Tyler Low

**EXCUSED:**

Casey R. Cameron  
Debra Fiori

**ABSENT:**

Celina Sinclair  
Jeff Worthington  
Kendall Thomas  
Shawn Newell

**QUORUM:** Yes

**MEMBERS  
PRESENT  
(VIRTUAL):**

Deanna Hopkins  
James Jackson  
Jeremy Haslam  
Jordan Leonard  
Laurel Timmins  
Lauren Navidomskis  
Lucio Gallegos  
Michelle Hill  
Shawn Milne  
Sherry Stevens  
Spencer Loveless  
Vic Hockett  
Whitney Harris

**BOARD  
STAFF:**

Elizabeth Carver  
Alexia Murphy  
Amira Mijic  
Lindsay Cropper  
Natalie Garrett  
Nycole Tylka

**OTHER  
ATTENDEES (VIRTUAL):**

Wayne Cederholm  
Indian Training & Education  
Brandon Haslam  
Amy Reynolds  
Chris Williams

**OTHER  
ATTENDEES:**

Amie Graff  
Gwen Keruh  
Heather Mousley  
Helen Hanson  
John Talcott  
Leah Lobato  
Minerva Jimenez  
Weston Miller  
Zac Whitwell

**BOARD  
STAFF  
EXCUSED:**

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**1. Welcome and Opening Business**

**Megen Ralphs**

**A. Acknowledgments and Introductions:**

- i. The meeting was called to order at 1:02 p.m.
- ii. Megen announced that Sarah Jones resigned.
  - i. She let everyone know that they will be working to replace her, along with a few other people, as there are some terms coming up as well as some other vacancies.
  - ii. If anyone has contacts or strong contenders that would be a good fit for the board specifically in: Agriculture, Technology, Energy, and Healthcare please let Megen, Liz or Nycole know.
- iii. Angella Pinna was introduced and welcomed to the group. Angella is our new rep for the Department of Health and Human Services. This is her first board meeting.
- iv. Megen welcomed Cheyenne Wall to the group as the new Administrative Support for the board. This is to replace Natalie Garrett as she took over the vacant position held by Kim Bartel. You will begin to receive correspondence from Cheyenne.
- v. Megen reminded board members about conflict of interest forms. Board members are required to complete conflict of interest forms. Cheyenne will be reaching out to you if you for any outstanding forms.
- vi. Wednesday, 1/14/26 a town hall will be held for the WIOA state plan via zoom at 2:00 p.m.

- i. The state plan needs to be reviewed and updated every two years. Cheyenne will be sending out a calendar invite to everyone on the board. Board members are not required but encouraged to attend.
    - ii. The WIOA plan update was reviewed. The plan has been developed with input from board members through committees. A summary will be created to help board members review main points. The plan is typically submitted at the beginning of March.
  - B. Approval of the draft minutes from the SWDB General Board Meeting held on 10/09/2025.
    - i. Motion to approve the meeting minutes: Tannen Ellis Graham
    - ii. Second: Matt Loo
    - iii. In favor: All
    - iv. Opposed: None
    - v. Motion passed unanimously
- 2. **AJC One Stop Recertification, Lehi Employment Center** **Megen Ralphs**
  - A. Sarah Jones, Steven Olson, Kendall Thomas and Tyler Lowe attended the Lehi one stop recertification.
    - a. Tyler shared his experience with the group. He commented that it was a great experience. The staff were well prepared. He enjoyed the role play aspect of the recertification. He was impressed with those that have been there a while and have great experience.
    - b. Motion to approve: Tyler Lowe
    - c. Second: Sarah Brenna
    - d. In favor: All
    - e. Opposed: None
    - f. Motion passed unanimously
  - B. The next recertification is in Toole in September 2026
    - a. Affiliate offices will also need to be recertified. It was recommended to the operations committee to spread these recertifications out so they are not all due at the same time. The affiliate recertification plan will be presented in April.
    - b. Board members were requested to notify Natalie Garrett of interest in participating in recertifications.
- 3. **State Workforce Development Board Annual Report**  
**Heather Mousley**
  - A. The State Workforce Development Board annual report was reviewed.
- 4. **Youth Apprenticeship Study** **Vic Hockett**
  - A. During the 2024 legislative session a bill was passed to perform a statewide study on the Youth Apprenticeship.

- a. Andrea Rorrer shared that the Utah Education Policy Center (UEPC) conducted the study in partnership with Talent Ready Utah (TRU) and in collaboration with: Utah State Board of Education, Department of Workforce Services and the Governor's office.
- b. Amy Reynolds, the project leader for this study, reviewed the study with the board.
  - i. Dimensions of State Agency Roles and Responsibilities for youth apprenticeship (YA):
    - 1. Leadership, governance, and policy.
    - 2. Program development and standards setting.
    - 3. Stakeholder partnership development.
    - 4. Intermediary functions.
    - 5. Funding and resource management.
    - 6. Data, accountability, and reporting.
    - 7. Program implementation and compliance support.
  - ii. Amy shared the details of the Interagency Alignment for Youth Apprenticeships.
    - 1. They created 3 categories and she went over those differences:
      - a. Areas of strong alignment:
        - i. Shared purpose for YA.
        - ii. Policy development and advocacy.
      - b. Areas of partial alignment:
        - i. Communication and collaboration mechanisms.
        - ii. Stakeholder engagement process.
        - iii. Governance and leadership structures.
        - iv. Shared YA standards.
        - v. Shared definitions of YA.
      - c. Areas with Opportunity for Alignment:
        - i. Role clarity and formal agreements.
        - ii. Funding coordination.
        - iii. Shared data systems and metrics.
    - iii. There are 6 barriers to YA Participation in Utah.
      - 1. Logistical & implementation barriers.
      - 2. Regulatory & policy barriers.
      - 3. Financial barriers.
      - 4. Governance & coordination barriers.
      - 5. Awareness & perception barriers.
      - 6. Participation & opportunity barriers.
  - c. A Framework for Unlocking Opportunities through Youth Apprenticeships in Utah was reviewed.

#### **Performance Outcomes**

**Aaron Thompson, Lindsay Cropper,  
Alesha LeMmon**

- A. The WIOA program outcomes were reviewed.
- B. Each WIOA measure was defined and reviewed.
- C. The Employer measure has changed from previous years. The measure was reviewed.

- a. The employer outcome measures the percentage of participants employed with the same employer in the second and fourth quarter after the participant leaves the program.
- D. Lindsay reviewed several measures.
  - a. Department of Labor works with states to negotiate a target outcome using a statistical adjustment model.
  - b. WIOA youth exceeded all measures this year.
- E. Aaron reviewed vocational rehabilitation outcomes.
  - a. Median wages: Staff are working hard to increase median wages.
  - b. More support has been provided to employers over the past year.
- F. Alesha reviewed Adult Education outcomes
  - a. There has been an increase of 17- and 18-year-olds using services.
    - i. These youth are usually close to HS diploma but do not want to stay in HS

**Workforce Development Outreach Report****Helen Hanson**

- A. The Workforce Outreach Report was reviewed with the board.

**Committee Report Out****Committee Chairs**

- A. Apprenticeships: Whitney Harris, DWS is in the process of hiring a new Apprenticeship Commissioner as well as an Apprenticeship Navigator for the northern part of the state. Talent Ready is currently looking at what data should be collected to help increase employer engagement. Possible expansion to youth is being considered. Apprenticeship opportunities are continuing to expand in the health care industry. Specifically, into rural communities.
- B. Youth: Matt Loo, commented that in 2025 they spent most of the year figuring out who they are. They think they have figured it out for 2026. Matt gave Amie Graff a shoutout regarding the Raising Canes project. Part of their year was learning what other committees do.
- C. Serving Individuals with Disabilities: Steven Olson shared vocational rehabilitation is on an order of selection due to limited funding. Aaron shared that VR can still help the youth. Next month there is an hour-long mentoring opportunity that Steven encourages you to participate in. There were 350 job seekers at the most recent job fair.
- D. Career Pathways: James Jackson commented that the meeting was very engaging and a great presentation. Update from rehabilitation summit that was given.
- E. Operations: Please attend the WIOA State Plan Town Hall if you are available. Cheyenne will send the invite to all board members.

**Public Comment & Closing Business****Megen Ralphs**

Megen reviewed job fairs and calendar for next meetings.

No public comment

Steven Olson motion to adjourn: 2:41 p.m.

**UPCOMING SWDB MEETINGS:**

Thursday, April 9, 2026, 1:00 PM - 3:00 PM

Thursday, July 9, 2026, 1:00 PM - 3:00 PM

Thursday, October 8, 2026, 1:00 PM - 3:00 PM

[jobs.utah.gov/edo/statecouncil/index.html](https://jobs.utah.gov/edo/statecouncil/index.html)

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