



STATE WORKFORCE DEVELOPMENT BOARD
DRAFT MINUTES PENDING BOARD APPROVAL
GENERAL BOARD MEETING

DATE: January 12, 2023 **LOCATION:**
TIME: Google Meet: meet.google.com/enu-ixea-vko
1:00 p.m. – 3:00 p.m.
Phone: (US) +1 516-268-6796 PIN: 240 363 432#

MEMBERS PRESENT:	Deanna Hopkins Greg Paras James Jackson III Jared Brydson Jared Haines Joey Gilbert Megen Ralphs Michael Lanoue Sarah Dansie Jones	Stephanie Patton	EXCUSED:	Alexis Bucknam Casey Cameron Gary Harter Jennifer Saunders Jim Boyd Nikki Walker Lorene Kamalu Sarah Brenna
MEMBERS PRESENT (VIRTUAL):	Dale Curtis Dan Walker Debra Fiori Leah Lobato Lisa Angotti Shawn Newell Tannen Ellis Graham Tonya Hales Tommy Montoya	Tonya Hales	ABSENT:	Anthony Martines Bruce Rigby Colette Cox Cory Maloy David Gray Jared Haines Jeff Worthington Matt Loo Shawn Milne Tracy Gruber Wayne Cederholm
QUORUM:	Yes			



**BOARD
STAFF:**

Elizabeth Carver
Heather Mousley
Kimberley Bartel

Lindsay Cropper
Natalie Garrett
Aaron Thompson

BOARD STAFF (EXCUSED)
Christina Davis

**OTHER
ATTENDEES:**

Alexia Murphy
Allison Keller
Amira Mijic
Christine Andersen
Helen Hanson
John Talcott

OTHER ATTENDEES (VIRTUAL)

Andrea Woodring
Brian Smith
Darren Hotton (DHHS)
David Busk
Leah Lobato
Lisa Spencer (Clearfield Job Corps)
MarJean Elder
Robbyn Scribner
Stafford Pamieri
Tashina Williams
Zac Whitwell

1. Welcome and Opening Business

Megen Ralphs

- A. Acknowledgments and Introductions
 - a. Reviewed the governor's budget and legislative process for funding appropriations.
 - b. No questions from the group
- B. [Approval of the October 6, 2022 Minutes](#)
 - a. Motion to approve: Joey Gilbert
 - b. Second: Michael Lanoue
 - i. Minutes approved unanimously

2. Operations Committee

Kim Bartel for Gary Harter

- A. Spanish Fork and Lehi Recertification
- B. Recertification evaluation of Spanish Fork Employment Center completed by James Jackson, III, Michael Lanoue, Debra Fiori, and Gary Harter.
- C. James Jackson, III and Debra Fiori reviewed highlights from the recertification.
- D. Motion to approve Spanish Fork: James Jackson III, second by Joey Gilbert.
 - a. Recertification approved unanimously
- E. Recertification evaluation of Lehi Employment Center completed by Wayne Cederholm, Lisa Angotti, Sarah Dansie Jones, and Gary Harter.
- F. Motion to recertify Lehi by Sarah Danise Jones Second by Deanna Hopkins.

- a. Recertification approved unanimously
- G. AJC Certification Criteria
 - a. Reviewed certification change recommendations.
 - i. Motion to approve: Deanna, second: Jared Haines.
 - ii. Approved unanimously

3. Business Highlights

- A. Utah Electrical JATC- Michael Lanoue
 - a. Michael provided an overview of training programs provided including on-the-job as well as classroom training. JATC helps trainees connect with employment.
 - b. JATC provides a specific training program for veterans. This program allows military service members to complete their first year while they are still enlisted.
 - c. Currently exploring pre-apprenticeship options for high school students to complete the first year while still in high school. Interest expressed by Stephanie Patton with Adult Education to collaborate more with this program.
- B. Utah Black Chamber of Commerce- James Jackson III
 - a. Overview of program and exponential growth provided by James Jackson, III.
 - b. The program is coordinating with the NBA for the upcoming NBA all star weekend. James is working with the non-profit arm and how to develop partnerships to provide mentoring for 8th grade students..
 - c. Partnership with United Way and East High school to help with a pathway for social sciences and career fairs, corporate tours, internships for college students, and identifying companies that will hire someone below the age of 18 for an internship.
 - d. If you are interested in participating or volunteering with the Black Chamber of Commerce, please contact James Jackson, III.
- C. Business Highlights for SWDB Meeting in April 2023
 - a. The board needs a volunteer to highlight their business at the meeting in April, please contact Megen Ralphs or Natalie Garrett.

4. SWDB Annual Report

Megen Ralphs

- A. Reviewed the SWDB Annual report and accomplishments over the past year.

5. WIOA Performance Measures & Annual Narrative

**Lindsay Cropper, Aaron
Thompson, Stephanie Patton**

- A. Reviewed WIOA Performance measure definitions with the board.
- B. Adult Education, VR, and WIOA staff reviewed outcomes for programs for the past year.
- C. Employer measures- All core programs report as one entity for the state of Utah. Explanation of the employer engagement rate and the number of employers in relative comparison to the number of staff working with employers. (approximately 123,000 employers and 16 staff ratio).

6. Workforce Development Outreach Report

Helen Hanson

- A. Reviewed events and efforts outlined in the report.
- B. Virtual Job fairs are continuing to grow. Please encourage those in your network to participate.

7. Committee Report Out

Committee Chairs



A. Apprenticeship Committee

- a. Annual apprenticeship report was completed in October 2022.
- b. Apprenticeship job fair and summit held at WSU Davis Campus in November 2022.

B. Youth

- a. Videos- short sponsored by employers to highlight best practices, resume tips, job interview, networking, 30-40 seconds. Deer Valley, Proctor & Gamble. If your company is interested in participating, please contact Tommy. Would like to have at least 4 per year.

C. Individuals with Disabilities

- a. [Better Your Business Seminar, January 31, 2023](#) - Economist Mark Knold presenting.
- b. [Flash Mentoring Event- Seasonal Burnout and Depression, February 1, 2023](#)
- c. [Lunch and Learn, Tuesday, February 14, 2023](#)
- d. [Work Ability Career Fair seeker, April 11, 2023](#)
- e. [Work Ability Job Fair on April 11th- Sanderson Center](#)- Employer Registration
- f. 49th annual Golden Key Awards, scheduled for Sept 21, 2023.

D. Career Pathways

- a. No new business

E. Operations

- a. No new business

8. Comments from Deputy Director

Greg Paras

- A. Thank you for the service and for the feedback for helping with the AJC and for publicly recognizing all the centers who have been certified. Recognized staff who have met all the measures.
- B. Health of economy: If you are aware of layoffs or those in your networks, please refer your partners to those at DWS that you know that can help them by engaging with employment activities. Refer to Lindsay Cropper and Heather Mousley.
- C. Expressed gratitude to the board for the assistance with employment.

9. Public Comment

- A. No public comment

10. Adjournment

- A. Motion to adjourn the meeting: Joey Gilbert
- B. Meeting adjourned at 2:39 PM

UPCOMING SWDB MEETINGS:

April 13, 2023 1:00 P.M. – 3:00 P.M

jobs.utah.gov/edo/statecouncil/index.html