**MEETING MINUTES**

**Larimer County Workforce Development Board Meeting**

May 13, 2020

8:00 – 9:30 am

Zoom Video Conference

1. **Welcome (*Joyce Saffel)*** 
   1. Roll call and verification of a quorum
   2. Review agenda
   3. Public comment on topics not on the agenda
   4. Announcements
      1. WDB Member Updates
      2. Deb Spotts Retirement

Joyce welcomed everyone to the meeting. Jacob shared two WDB member updates. Miki Roth passed away on Saturday, April 18, 2020. Miki was one of our longest serving WDB members. Prior to joining the WDB she served on the Youth Council. Dep Spotts is retiring. Deb has been instrumental in guiding our work with her insights and unique expertise. Everyone joined Jacob in thanking Deb for her dedicated service.

1. **Meeting Process (Jacob Castillo)**
   1. Submitting comments
   2. WDB member poll voting

Jacob reviewed the Zoom meeting voting process.

1. **Larimer/Weld Regional Meeting (*Joyce Saffel*)**
   1. Opportunities to collaborate
   2. Next steps

Regional collaboration efforts will focus on improving alignment in the system.   
COVID-19 may impact how we move forward with the collaboration.

1. **WIOA Operations \*Vote\*** 
   1. Larimer Area Local Plan (Jacob Castillo)
      1. Purpose of the Plan
      2. Overview
      3. Priorities
      4. Performance Measures
      5. Budget
      6. Public Comment
      7. Questions, Comments, and Feedback
      8. Larimer Area Program Year 2020 Local Plan \*vote\*(Joyce Saffel)
   2. Updated Policies \*Vote\* (Mark Johnston)
      1. Policy: P&P-00-101 Internal Subrecipient Monitoring
         1. Vote on policy (Joyce Saffel)

Jacob provided an overview of the Workforce Innovation and Opportunity Act (WIOA), LCEWD funding, performance measures and budget. WIOA is designed to connect employers with the skilled workers they need to compete in the global economy and to help job seekers access employment, education, training and support services. WIOA requires workforce areas submit a plan to outline service delivery strategies to support the local workforce. Mark outlined the changes to the Internal and Subrecipient Monitoring policy.

After verification of a quorum both the Larimer Area Local Plan and Policy P&P-00-101 were unanimously approved.

1. **WDB Member Updates (All)** 
   1. Impacts of the pandemic on your organization
   2. COVID-19 Resources

WDB members shared impacts of the pandemic on their organization. A few highlights:

* The Center for Adult Learning has converted to online classes. Students have been very creative adapting to the new learning environment. Unfortunately, testing centers remain closed and students are unable to test for High School Equivalency. Unfortunately, CAL had to close services in Loveland. In 2021 service delivery in Loveland will be reevaluated.
* Salud Family Health Center has had to furlough and layoff many, many staff. Whenever possible they are trying to help repurpose and even upskill employees.

1. **Adjourn (*Joyce Saffel)***

Joyce thanked the board for their insights. The meeting adjourned at 9:31 a.m.