Larimer County Workforce Development Board (WDB) Meeting

November 13, 2019

7:45 – 9:30 a.m.

200 West Oak Street, Fort Collins, CO

MEETING MINUTES

1. Networking and Breakfast

2. Welcome (Eric Lea)
   a. Roll call and verification of a quorum

Members Present (16):

- Teri Brogdon
- Carol Cochran
- Debbie Glasco
- Ann Hutchison
- Eric Lea
- Heather Lelchook
- Tracy Mead
- Steve Moos
- Mike O’Connell
- Nancy Patton
- Sylvia Robinson
- Jean Runyon (proxy)
- Joyce Saffel
- Beth Sowder
- Deb Spotts
- Margie Wagner

Members Absent (10):

- Julie Cila
- Miranda DeZwarte
- Bill Dowling
- Stacy Evans
- Steve Johnson
- Richard Martinez
- Miki Roth
- Jackie Sindelar
- Derek Strader
- Grant Thayer

Associate Members, Guests and CDLE Staff Present (12)

- Kristen Batalden
- Jesus Borrego
- Heather Cure
- Cheryl DeGrave
- Paulette Hansen
- Eric Hottenstein
- Mark Johnston
- Warrell Mouton
- Nancy Murray
- David Slivken
- Ariel Steele
- Lee Wheeler-Berliner

b. Review agenda

c. Public comment on topics not on the agenda
d. Announcements
   i. December Gala Gala!
   ii. 2020 WDB Planning: Survey via email
   iii. November is Apprenticeship Month!

   1. Columbine Health Award: 2019 Colorado Employer Apprenticeship Award
   2. LCEWD Intern Award

Eric Lea congratulated Columbine Health Services on receiving a Governor’s Summer Job Hunt award for supporting young people. Please join us for the 2019 WDB Gala Gala in Loveland for an amazing event.

3. Larimer County High Performing Board Recognition (Lee Wheeler-Berliner)
   Lee Wheeler-Berliner presented Eric Lea, on behalf of the entire WDB, a certificate honoring the WDB for achieve high performing board status.

4. Election of 2020 Officers (Eric Lea)
   a. Nominating committee report
   b. Nominations from the floor
   c. Election of officers *vote*

   The Executive Committee served as the 2020 officer nominating committee. The following WDB members have been nominated to serve as 2019 WDB officers.

   - Chair: Joyce Saffel
   - Chair-Elect: Sylvia Robinson
   - Secretary/Treasurer: Nancy Patton

   Eric called for additional nominations, with no additional nominations offered, the slate of officers was unanimously approved. The term for officer positions is January 1, 2020 to December 31, 2020.

5. Employee Retention
   a. Essential components of a retention plan
      i. Benefits
      ii. Work life balance
      iii. Professional development
      iv. Culture
   b. Local employers with good retention
      Invited Panelists:
      c. Kristen Batalden, Human Resources Manager, Kaufman & Robinson
d. Paulette Hansen, Director of Career Development, Neenan Construction  
e. Warrell Mouton, Human Resources Manager, Motherlove Herbal Company

Moderator:  
Eric Lea, Vice President/Branch Manager, Professional Staffing Services, Robert Half

c. Employee Retention Questions and Answers  
d. Next Steps

Panelists provided an overview of their organization and recruitment and retention practices. Some key takeaways shared by the panelists.

• Transparency is most important from the top down. Financials and sales information is regularly shared with all staff.  
• We listen to and seek input from staff. When we have a staff suggestion, it’s brought to the table and discussed.  
• We encourage team members to learn new skills and grow professionally.

6. Adjourn (Eric Lea)

The meeting adjourned at 9:13 a.m.