



Strategic Performance and Finance Committee

Meeting Minutes

Wyoming Workforce Development Council
Feb 21, 2024 at 1:30 PM MST

Attendance

Present:

Members: Tina Conley, Michael Kercher, Travis Lawrence, Robert Short, Charlie Wilson
Guests: Nikki Baures, Jennifer Cassidy, Tony Glover, Lacey LaVake, Trevor Mansfield, Michael Moore, Brittany Redenbaugh, Denise Rodriguez, Tyler Stockton, Kristy Tyrney, Christina West, Jennifer Wilch

Absent:

Members: Ryan Berger

I. Convene (Presenters: Robert Short)

Meeting called to order at 1:33 pm

II. Roll Call (Presenters: Jennifer Wilch)

Jennifer Wilch took attendance and noted there is a quorum.

III. Approval of Dec Minutes

Presenters: Robert Short

Motion:

Approval of December Minutes

Motion moved by Travis Lawrence and motion seconded by Charlie Wilson. Approval of the minutes passed.

IV. Expenditures

Presenters: Brittany Redenbaugh

Regarding local funds, 100% of 2021 and 2022 grant funds have been spent, and 50.88% of 2023 grant funds have been spent with \$2,438,785 remaining. Regarding WWDC expenditures, as of the end of January 47.21% of 2022 grant funds have been spent with \$279,734 remaining. \$476,413 of 2023 grant funds remain in the budget. An additional \$25,000 of expenditures will be reflected in next month's report including \$15,000 for the Next Gen Sector Partnership Academy budget, and the grant to Tri-County Healthcare partnership for their hiring and retention research project.

Motion:

Approval of Expenditures

Motion moved by Tina Conley and motion seconded by Travis Lawrence. Approval of Expenditures passed.

V. ETPL

Presenters: Lacey LaVake

Lacey recommended approval of cost changes for two existing programs with projected growth in Wyoming, 160 Driving Academy and Sage Truck Driving Schools. She also recommended approval of Independent Electrical Contractors of the Dakotas with projected growth in Wyoming. Nightingale College will be adding six new programs, due to Wyoming having a reciprocity agreement with Utah.

Motion:

Approval of ETPL Provider List

Motion moved by Michael Kercher and motion seconded by Charlie Wilson. Approval of Eligible Training Provider List passed.

VI. OnBoard Contract Extension

Presenters: Jennifer Wilch

Jennifer presented the one-year renewal expenditure of \$21,111.30 to continue the contract with OnBoard. Each year a renewal will include a six percent increase to allow for upgrades to the system and general cost increases. Jennifer meets with OnBoard regularly and can provide suggestions for new items, features, and the software package. OnBoard's business model is to continue innovation and improvements to the software they provide.

Motion:

Approval of OnBoard Contract Extension

Motion moved by Charlie Wilson and motion seconded by Tina Conley. Approval of OnBoard Contract Extension passed.

VII. Adjourn

Presenters: Robert Short

Meeting adjourned at 1:54 pm