



NINETEEN TRIBAL NATIONS

Innovative Workforce Solutions

SPECIAL OPERATIONS COMMITTEE (SOC)

ZOOM Meeting

Friday – July 31, 2020

Members Present: Rachel Hilgefard, Kathlene Sumatzkuku, Lana Chanda, Diana Russell, Kim Booth, Jonathan Rios, Leon Ghahate, and Ron Trusley (non-voting)

Guest Present: Moriah Robles

Call to Order

SOC Chairperson Rachel Hilgefard called the meeting to order at 10:08 pm.

Approval of Minutes

Diana Russell moved to approve minutes of the May 15, 2020 SOC Meeting. Leon Ghahate seconded the motion. Motion carried.

Fiscal Agent Update

Ron reported that a new Fiscal Agent Agreement has been signed with Pascua Yaqui. The Agreement is for three Program Years (PY20, PY21, and PY22) with a pay amount of \$54,000 per year.

NTN Staff Agreements

The current for the Executive Director, Program Operations Coordinator, Dislocated Worker Program Manager, and Dislocated Worker Program Coordinator ended June 30, 2020. Ron asked if the SOC wants to recommend to the NTNWDB continuation of the Agreements. After discussion, Leon moved that the SOC recommend to the NTNWDB to continue the four Agreements as they are currently written for one year (PY20) and then advertise the positions for 2-year contracts. Lana seconded the motion. Motion carried.

Board Membership

On July 20, 2020 the state notified us that Johnson Fisher-Colorado River Indian Tribes, Crystal Banuelos-Salt River Pima-Maricopa Indian Community, Bernadette Kniffin-San Carlos Apache Tribe, and Winifred Begay-Tohono O'odham Nation are eligible to be board members as business representatives. Diana Navarro-Cocopah Indian Tribe, Jessica Mills-Fort Mojave Indian Tribe, Lana Chanda-Gila River Indian Community, Kathlene Sumatzkuku-Hopi Tribe, and Leon Ghahate-Hualapai Tribe are not eligible for board membership because they oversee the WIOA Title I-B Programs. Ron said he sent a follow-up email to Moriah Robles on July 27, 2020 asking if Lana and Kathlene could not be considered as eligible board members since they oversee multiple programs in addition to the WIOA Title I-B Programs. On July 28 Moriah responded Lana and Kathlene are not eligible because they are WIOA Title I-B Adult and Youth Providers.

Excluding the above listed individuals, board vacancies at this time are Pascua Yaqui Tribe, Quechan Indian Tribe, White Mountain Apache Tribe, and Yavapai-Apache Nation. The WAC Policy requires vacancies to be filled within 120 days, but a waiver from this requirement can be requested. Ron was directed to submit such a waiver request to Ashley Wilhelm, WAC Manager.

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Ron will also send letters to the CEO's of the tribes that currently have a WIOA Program Director as their board representative explaining who is eligible for board membership and requesting a replacement appointment.

The SOC also asked Ron to submit a request asking permission for Kathlene and Lana to continue as NTNWDB Chair and Vice Chair until board vacancies are filled.

Lana suggested that we should work on a "new board member" packet.

PY20-PY23 Local Plan

Ron reported that he had submitted an extension request to submit this Plan. An extension was approved until August 15, 2020.

Shared Governance Agreement

The current proposed Shared Governance Agreement requires a Fiscal Agent Committee. In previous discussions, it seems that the consensus is that a Fiscal Agent Committee would not be feasible. It was suggested that a meeting/call be scheduled with David Steuber to discuss the Fiscal Agent issues and concerns and to determine exactly everything a Fiscal Agent would be required to do. Also, we need to clarify that Pascua Yaqui Tribe could continue acting as Fiscal Agent in their current capacity and responsibilities. Rachel will contact Mr Steuber to schedule the meeting with her, Kathlene, and Lana.

PY20 & PY21 Performance Targets

The state previously sent a document that shows state proposed targets for PY20 and PY21. Each local area was required to send their proposed targets to the state by July 15. Ron reported, that due to no scheduled meetings and the deadline to submit our proposed targets, he talked with Lana to agree on proposed targets for Adult and Youth and with Diana to agree on proposed targets for Dislocated Workers. The state will schedule a meeting to negotiate final performance targets.

Ron will send the document with our proposed targets to all NTNWDB Members and Directors and ask for their comments and suggestions.

PY20 Allocations

Ron reviewed an excel spreadsheet he prepared that lists the allocations, by funding stream and by program year and fiscal year, to each tribe, the NTN admin allocations, and the Dislocated Worker Program allocations.

NTN Annual Conference

Ron said he had previously talked with Kathlene about the 2020 NTN Annual Conference. Considering the current COVID-19 pandemic, tribal office closures, travel restrictions, etc., it did not seem feasible to even consider planning the conference for December 2020. The contract with Prescott Resort was never signed. Ron contacted the Director of Sales and asked about possible open dates in January 2021. The weeks of January 3, January 17, and January 24 are open.



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After discussion, the concurrence was due to so many uncertainties, it would not be feasible to plan a conference in January 2021. It was suggested that we might be able to plan the conference for later in 2021 or perhaps plan a virtual conference.

SOC Membership

Ron reminded SOC Members that there is still one board vacancy on the SOC and all current members' terms end 07/31/21. The NTN Bylaws state SOC composition as:

Current Board Chairperson

Current Board Vice Chairperson

Two board members appointed by the Board Chairperson

Three Program Directors selected by the Program Directors

NTN Dislocated Worker Program Manager

Current SOC Members are:

Kathlene Sumatzkuku – NTNWDB Chairperson

Lana Chanda – NTNWDB Vice Chairperson

Rachel Hilgeförd – NTNWDB Member

Kim Booth – Program Director

Jonathan Rios – Program Director

Leon Ghahate – Program Director

Diana Russell – NTN Dislocated Worker Program Manager

Since Kathlene and Lana cannot continue as Board Chair and Vice Chair, it will be necessary to update the SOC membership as soon as possible.

Next Meeting

The next SOC Meeting was scheduled from 9:00 am – noon on Thursday – October 22, 2020.

Adjourn

Chairperson Hilgeförd adjourned the July 31, 2020 SOC Meeting at noon.