

Program Directors Meeting  
Wednesday – November 17, 2010  
Desert Diamond Casino Hotel  
7350 S Nogales Hwy  
Tucson AZ 85706

**Directors Present**

Sandy Johnson-Cocopah	Earl Daniel-Quechan
Don Eddy-Colorado River Indian Tribes	Kathy Kline-Salt River Pima Maricopa
Lana Chanda-Gila River	Etta Key-San Carlos Apache
Gail Pahona-Hopi	Cody Juan-Tohono O'odham
Lucille Watahomigie-Hualapai	Marjorie Quade-White Mountain Apache
Linda Valenzuela-Pascua Yaqui (Alternate)	Muriel Vaughn-Yavapai Apache

**Director Absent**

Michel Medrano-Fort Mojave

**NTNWIB Staff**

Ron Trusley-NTNWIB Executive Staff Assistant  
Mimi Hurtado-NTN Consultant

**Guests**

Rich Utzig-DES/WIA Fiscal	Delight Plunkett-Yavapai Apache
Nathan Delores-Tohono O'odham Nation	Tanya Moore-Yavapai Apache
Jose Valenzuela-Tohono O'odham Nation	Samuel Shingoitewa-Hopi Tribe

**I. Call to Order**

AE Chairperson, Cody Juan, called the meeting to order at 9:10 am.

**II. Roll Call**

Ron Trusley conducted roll call of Program Directors, and a quorum was declared present. All Tribes, except Fort Mojave, are represented. Linda Valenzuela is an Alternate for Pascua Yaqui.

**III. AE Updates**

Ron introduced Muriel Vaughn and announced she is the new WIA Program Director for the Yavapai Apache Tribe.

**IV. Introductions**

Each person introduced him/herself and where they are from.

**V. Approval of Minutes**

Gail Pahona moved to approve the August 11, 2010 meeting minutes. Don Eddy seconded the motion. Lucille Watahomigie noted correction of Terra's last name in Item II on the 1<sup>st</sup> page. Minutes were approved as corrected by voice vote.

**VI. AE Chairperson**

Cody reminded Directors there is still one Director vacancy on the SOC and asked if anyone is interested in filling that position. He noted it is an interesting position, and each Director should fill the position at some time. After a short pause, Etta Key volunteered to fill the position, and Directors accepted her volunteering.

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Cody announced that NTNWIIB Chairman Patrick Andrews has appointed Ron Trusley as the official NTN representative to the AAWD (Arizona Association of Workforce Developers). This is because meetings are not always in the same location, and most Directors cannot attend all of the meetings, but it is important that the NTN has representation. Ron will attend meetings and report at Directors' Meetings.

**VII. NTNWIIB Executive Staff Assistant**

The last GCWP Meeting was on October 28, 2010. In the meeting, council members approved the recommendation for the NTNWIIB to continue with performance closely monitored for the next year.

Ron Trusley reported he was told by Connie Fraijo that there is definitely a charge to access the UI wage records, but Connie said she thinks there is another way to access the information. Connie has not provided the additional information, so Ron will follow up with her. Ron is also preparing a MOA between WIA & Education for use by each AE.

The NTN SOC has directed the NTN MIS Task Force to work on determining forms that are used by all AE's and to work toward standardization of these forms. The MIS Task Force will meet on Tuesday, January 11, 2011, and begin this work.

Ron reviewed staff changes at DES & State WIA Offices.

Ron will contact Mark Darmer and request a meeting with him to discuss contract verbiage, fingerprinting, and sanction policies. NTNWIIB Officers, AE Chairperson, and Ron will attend the meeting.

Directors were again reminded of the necessity to submit all required and requested reports and other documents in a timely manner and to ensure all of the information is accurate. This includes responses to all monitoring visits. Sanctions may be imposed for failure to comply.

Discussion ensued about the NAU On-Line Customer Service Training. An access ID was given to each Director to review the program. However, in order to access the program, you must have Internet Explorer 8 or another accepted program. In most cases, Directors cannot upgrade to Internet Explorer 8; they have to go through their respective IT section. Each Director was polled as to how many slots could be used for the training. Ron said this will also be discussed in the NTNWIIB meeting tomorrow to determine if the NTNWIIB will pay for the licenses.

**VIII. Fiscal/Contracts – Rich Utzig – WIA Program Compliance Auditor**

Rich said the delay in getting current contracts out to the different areas was due to the performance sanction clause now included in the contract. Reimbursements can only be made if a signed contract is in place.

He said most of the Tribes did a very good job spending their ARRA money. Tohono O'odham was given an extension till September 30 to spend the youth money and till December 31 to spend the adult money. Tohono O'odham returned \$42,000 ARRA money, but spent \$23,000 PY09 money, and this cannot be reversed.

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Rich reminded Directors to let him know if they want fiscal training for any staff. He also noted PY10 fiscal monitoring has begun.

Rich said he will begin sending monthly allocations remaining reports to Ron for dissemination to the NTNWIB. Expenditure reporting has gotten much better.

DOL recently conducted a review at Salt River, and gave high praise for their program.

Rich said he plans to ask for discussion tomorrow with WIB members about the percentage of admin money retained by the board. Currently 6% of the 10% admin money is retained by the board, and for the board to continue paying for as many activities as they have been, it might be necessary to increase this amount. Rich also said the NTNWIB should request TA money from the State for such things as the NTNWIA Training Academy.

Information on the PY09 incentives should be disseminated within the next couple of weeks.

**IX. NTN Performance Consultant Report**

Mimi Hurtado began by reminding everyone that WIA is not an entitlement program. We have to utilize the required priority of service, and we cannot serve everyone!

Mimi distributed an enrollment report as of October 6, 2010 that shows, by Tribe, the number of adults, older youth, and younger youth currently enrolled. She commented that usually between 650 and 750 individuals are served each year, and already there are 652 enrollments. She recommended that Tribes not concentrate on more enrollments (especially larger Tribes) but rather concentrate on ensuring appropriate services are provided and correct VOS entries.

She also distributed a Performance RECAP Report for the 1<sup>st</sup> quarter of PY2010.

**X. REPAC**

Diana Russell was unable to attend today's meeting, but she submitted a written report which was distributed. For the period of July 1, 2010 to November 12, 2010, there have been 22 dislocated worker enrollments of whom 17 are still active. Five participants have been exited and entered unsubsidized employment at an average hourly rate of \$10.06.

**XI. October 2010 NTNWIA Training Academy**

Between 40 and 50 people attended the academy with participants from the NTNWIB, WIA EO Officers, Directors and staff. There was very good participation, and a cursory review of evaluations show positive comments. A recommendation for the next Academy is to have a presentation on EO Monitoring.

**XII. YAC**

Lana Chanda reported the last YAC Meeting was October 7, 2010. The committee is still trying to figure out the membership. The next meeting will be January 27, 2011. The 10<sup>th</sup> Annual Indian Nations Camp is scheduled for July 18-22, 2011. The ASU Work Readiness Conference held in June was for skill attainment. The YAC is looking into developing training videos on topics such as preventing youth suicide.

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**XIII. SOC**

Cody Juan reported the last meeting was October 29, 2010. Mimi Hurtado presented a written consultant report that was reviewed in detail by the SOC. Don Eddy, Colorado River Indian Tribes, had submitted a request for additional youth money since their PY2010 allocation is overspent by \$17,000.00. Don summarized how the over-expenditure occurred. Rich reviewed the amount of PY09/FY10 money each Tribe has remaining and the date of their last expenditure report that was received.

**XIV. 2010 NTNWIB Annual Conference**

Ron reported that everything is coming together very well, and it is expected that registrations will be around 100. We have received several exhibitor applications.

**XV. Call to Public**

No comments


**XVI. Announcements**

None

**XVII. Adjourn**

Earl Daniel moved to adjourn the November 17, 2010 Directors' Meeting. Lana Chanda seconded the motion. Motion carried by voice vote, and the meeting was adjourned at 3:52 pm.

Respectfully submitted,



Ron Trusley, NTNWIB Executive Staff Assistant