



# Strategic Performance and Finance Committee

## Meeting Minutes

Wyoming Workforce Development Council  
Jul 19, 2023 at 1:30 PM MDT

### **Attendance**

#### **Present:**

Members: Tina Conley, Michael Kercher, Robert Short, Charlie Wilson

Guests: Kari Eakins, Tom Grogan, Trevor Mansfield, Robin Martin, Brittany Radenbaugh, Denise Rodriquez, Tyler Stockton, Kristy Tyrney, Christina West, Jennifer Wilch

#### **Absent:**

Members: Ryan Berger, Travis Lawrence, Stacy Strasser

#### I. Convene

Presenters: Robert Short

Meeting called to order at 1:47pm

#### II. Roll Call

Presenters: Jennifer Wilch

Jennifer Wilch called attendance and noted there is a quorum.

#### III. Approval of June Minutes

Presenters: Robert Short

#### **Motion:**

Approval of June Minutes

Motion moved by Michael Kercher and motion seconded by Tina Conley. Approval of the minutes passed.

#### IV. OnBoard Training

Presenters: Jennifer Wilch

Jennifer Wilch presented OnBoard Software Training to members and guests, which included reviewing how to sign in, the dashboard, how to join meetings, the contents inside a meeting, how minutes are recorded, where to locate documents and resources, and how to make individual annotations.

#### V. Expenditures and 2024 Budget

Presenters: Brittany Radengbaugh

Brittany Radengbaugh provided updates on the state budget expenditures which included what has been paid for and the amounts remaining.

## Local Funding Data

Presenters: Brittany Radenbaugh

Brittany Radenbaugh asked committee members for feedback on continuing to provide local funding data to the committee. Committee members provided feedback that local funding data is helpful information for the committee to have during meetings.

### **Motion:**

Reallocation recommendation of the remaining \$30,000 for staff training to be a placeholder for required staff training.

Motion moved by Tina Conley and motion seconded by Michael Kercher. Approval to recommend reallocation of \$30,000 for staff training to required staff training.

### **Motion:**

Motion to approve proposed 2024 Council Budget with recommended staff training change.

## VI. Lift Wyoming Grant Application

Presenters: Jennifer Wilch, Tom Grogan

Lift Wyoming is a Conference that is held in Casper, Wy and has grown into surrounding areas of the state. Lift Wyoming aims to reach youth in hopes of supporting our academically and skilled young individuals to seek out employment opportunities in Wyoming by expanding workforce opportunities available to them. The Lift Wyoming grant application requests funds to support further expansion of the program such as having a social media manager, supplies, equipment, as well as recruiting and outreach efforts. Casper College has said they would provide a facility and council member Eric Trowbridge has been supportive of the program. It is a great opportunity for collaboration between employers and Wyoming's young population. Speakers range from a diverse part of the workforce such as health, oil & gas, marketing, business, to the non-profit sector.

### **Motion:**

Approve 2024 budget and expenditures with staff training amendment

Motion moved by Charlie Wilson and motion seconded by Tina Conley. Approval of 2024 budget and expenditures with staff training amendment was passed

### **Motion:**

Approve Lift Wyoming Grant Application

Motion moved by Tina Conley and motion seconded by Charlie Wilson. Approval of Lift Wyoming Grant Application

VII. Adjournment

Presenters: Robert Short

Meeting adjourned at 2:43pm