



## Pikes Peak Workforce Center Consortium Executive Board

**Date:** Monday, December 16, 2024

**Time:** 12:30 – 1:30 PM (Mountain Time)

**Meeting Format:** In Person and Virtual

**Location:** 200 S Cascade Ave, Colorado Springs, and Microsoft Teams

**Virtual Meeting Information:** [Click here to join the meeting](#)

### Minutes

**Board Members in Attendance:** Commissioner Bob Campbell and Commissioner Stan VanderWerf.

**Attendees:** Debbie Miller, Steve Klaffky, and Clarke Becker

**PPWFC Staff in Attendance:** Traci Marques and Andreanna Trujillo

**Quorum:** All three commissioners are present. Commissioner Bob Campbell established a quorum.

**Public Comments:** None

The meeting was called to order at **12:35 PM**.

#### **Board Action Items:**

- **Approval of November 25, 2024, meeting minutes:**
  - Pass on the board minutes, as they are not included in the board documents, will review/approve at next board meeting
- 2025 Citizen Service Center (CSC) Common Area Maintenance (CAM) Lease
  - Motion by Commissioner VanderWerf, seconded by Commissioner Bremer. Motion carried.
- Notice of Funds Available – NFA 24-015 FY25 WIOA Adult & DW Funds \$30,000 (pending)
  - Not included because we don't have the documents, as it is still pending
- Notice of Funds Available – NFA 22-009 QUEST Recover DWG Funds \$30,000 Grant Extension
  - Motion by Commissioner Bremer, seconded by Commissioner VanderWerf. Motion carried.
- New WDB member slate
  - Heather McBroom (business & community-based organization)
  - Melissa Scruggs (business)
  - Niki Cicak (business)
  - Rob Hanni (CDLE – WIOA Mandatory Partner)
  - Wendy Swearingen (Adult Education -WIOA Mandatory Partner)
  - Jessica Maiorca (CWDC – WIOA Mandatory Partner)
    - Motion by Commissioner Bremer, seconded by Commissioner Campbell. Motion carried.

## Organizational Updates – Traci Marques, Executive Director/CEO

- New Connecting Colorado Update
  - No major updates
  - Identified internal staff members to participate in configuration and beta testing
  - Ideally will begin training for our staff in the spring
  - Marketing campaign update will be presented at the Executive Directors meeting this week
- Statewide Branding Update
  - Workforce centers can have a consistent brand as all state workforce centers, as a system.
- PY23 Audit Letter received that stated a decision the result outcome.

## Financial Updates – Traci Marques, Executive Director/CEO

- Financial will be sent out electronically

**New business:** N/A

The meeting was adjourned at **1:08 PM**.

<b>Meeting minutes submitted by:</b>	<b>Meeting minutes reviewed by:</b>
{Signature on file}	{Signature on file}
Andreanna Trujillo, PPWFC Executive Assistant	Commissioner Stan VanderWerf, Board Secretary