

MEETING MINUTES
Forum of County Commissioners
(North Central Workforce Development Area/SkillSource)

WEDNESDAY, June 25, 2025

2:00 PM

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Via ZOOM

Commissioners in attendance: Jay Weise, Dan Sutton, Nick Timm

Staff: Lisa Romine, Laura Leavitt

1. Call to Order

Lisa called the meeting to order and welcomed attendees

2. Chair Election

Commissioner Branch held the previous Chair position and has since retired. The Forum discussed and nominated Adams County Commissioner, Jay Weise.

Dan Sutton moved and Nick Timm seconded to elect Jay Weise for the Chair position. Motion passed.

3. Meeting Minutes: December 18, 2024

Dan Sutton moved and Nick Timm seconded to approve the December 18, 2024 meeting minutes. Motion passed

4. Workforce Area Budgets 2025-26

Preliminary Area wide executive and service delivery budgets for 2025-26 were presented. The SkillSource Board approved all four preliminary budgets at their June meeting. The budgets are preliminary as final allocations for all funds have not yet been received. Final budgets will be presented to the SkillSource Regional Workforce Board in September and will be brought to the Forum for action as well.

All three Commissioners in attendance concurred with the SkillSource board decision to approve preliminary budgets..

5. Memorandum of Understanding/Infrastructure Funding Agreement

The Area's MOU/IFA must be updated every three years. The MOU outlines the services each partner provides through the One Stop/WorkSource Centers, while the IFA delineates each partner's share to cover costs of the infrastructure (facility & technology). Lisa provided an overview of the document. Commissioner Sutton and Weise requested more time to review the document before taking formal action. Lisa will follow up to answer any questions and secure signature.

6. Meeting Adjourned at 3:05 pm