



Pima County Workforce Investment Board

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PIMA COUNTY WORKFORCE INVESTMENT BOARD (WIB) Executive Committee

Wednesday, April 22, 2015, 8 a.m.

Kino Service Center, Conference Room 301
2797 E. Ajo Way, Tucson, AZ 85713

Meeting Minutes

Members Present

Paul Roughton, Chair
Hank Atha
Vaughn E. Croft

Rose Capono
Gregg Johnson
Beverly Price

Members Absent

Dorothy Kret
Peg Harmon

Guests and Pima County Staff

Charles Casey
Anna M. Cunes

Kate Harrison

- I. **Called to Order:** Paul Roughton, Chair, 8:06 a.m.
- II. **Action Item:** 03/25/15 Meeting Minutes approved. Gregg Johnson motioned to approve, Vaughn E. Croft seconded the motion, and all were in favor.
- III. **Pima County Staff Report:** Charles Casey, Pima County Community Services, said he will provide copies of some of the Workforce Innovation and Opportunity Act (WIOA) Regulations to WIB Committee members such as those related to the Pima County One-Stop System Plan and WIB membership. A local board member is allowed to represent more than one entity. It is the State board that may not represent more than one category. At the 05/08/15 WIB meeting, Charles Casey would like to talk about Request for Proposals (RFPs). Charles Casey would like to suggest a two-step process. If an organization wants to be a Provider, they would need to pass an initial risk assessment that may include the organization's list of their board of directors, financial statements and article of corporation. Charles Casey would also like to suggest that it be an electronic RFP process. Charles Casey also said that Paul Roughton may want to appoint a By-laws Advisory Committee because the current WIB By-laws need to be revised to meet WIOA requirements.

Discussion and action can occur on any agenda item.

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IV. WIB Committee Updates

- A. Planning – Beverly Price reported that the 05/21/15 meeting had guest speaker Paul Shannon who presented information about Arizona and Pima County's Short Term Industry and Occupational Employment Projections. Gregg Johnson reported that Paul Shannon spoke about the jobs by sector and by job. And the forecast for where we are at and what the forecast is for the next three to five years for either growth or non-growth. Gregg Johnson said that Paul Shannon is a good and interesting presenter and suggested that Paul Shannon should present this Economic Forecast at a WIB Monthly Meeting. Gregg also said Paul may not need a long time to present. Charles Casey confirmed that MSA stands for Metropolitan Statistical Area. Charles Casey reminded the Committee that the WIB needs to tell Paul Shannon's office what information the WIB needs and wants. Paul's office is mandated under WIOA to be responsive to the WIB's needs. Gregg Johnson said the WIB should be aware that the most significant job growth in our MSA is in the hospitality industry (restaurants and resorts). Bev Price said the Forecasts showed how obvious it is that Pima County does not have enough large businesses. Hank Atha said that because it is a small economy, especially for technical jobs, one larger company coming in, can change that fairly significantly, if Pima County can get the larger company here. Vaughn E. Croft asked if we continually determine what these companies need to expand? Gregg Johnson said when he spoke to the CEO at Sargent Controls, the CEO said he could run a 24/7 operation if he had the skilled employees. Bev Price said that she believes that it is important to support the positions in call centers, resorts and retail, because they provide jobs and even if they do not pay the best, they do allow a person to be employed while going to school. The call centers do offer tuition reimbursement for their employees who want to go to school and advance their education. Hank Atha said there was a time when the County did not work with staffing agencies and now we want and need to. Charles Casey said he and Nils Urman have talked about having a Staffing Agency Panel at a future WIB meeting and the Executive Committee agreed. Hank Atha said Tucson Regional Economic Opportunities (TREO) may be making some announcements in the near future and one is about Home Goods coming to Tucson and they say they may bring 800 jobs. Gregg Johnson said the University of Arizona, Tech Parks Arizona was selected for the 04/22/15 Health and Bioscience Industry Sector Partnership Meeting but then it was decided that there were too many questions and not enough answers for that group, so now we are bringing groups together so Conveners can be determined at a 2 p.m. meeting also on 04/22/15. The 11:30 a.m. lunch meeting for the Bioscience Sector Partnership has been cancelled. Gregg Johnson said he and Lindsey Woolsey are meeting with Mayor Rothschild this morning regarding Sector Partnerships. Paul Roughton mentioned that his 03/11/15 letter to the Mayor stated "I would like to express the Workforce Investment Board's appreciation and support for the three priorities recently identified by your Poverty Commission: living-wage jobs, college/career readiness, and better access to resources for people experiencing poverty. The WIB will look at dedicating a meeting in the Fall to these priorities, including findings and recommendations from the Mayor's Commission on Poverty, particularly as they impact employers. I think we all believe that addressing poverty is a wise economic investment – whether at the company or community level." The Mayor responded to Paul's letter and Paul will be responding back to the Mayor.

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Paul asked Gregg Johnson to relay the message to the Mayor that the WIB does want to work as one, on the Sector Partnerships and Poverty issues.

- B. Board Development - Charles Casey mentioned that the 06/12/15 WIB meeting will include the elections for the three Vice-Chair positions that will expire on 06/30/15. Rose Capono confirmed that she would like to continue as the Performance and Accountability Chair. Charles Casey confirmed that a WIB member may represent more than one category under WIOA and Dot Kret, Chair, has been informed. Board members serve three year terms currently and may also remain three year terms under WIOA but the term end dates need to be staggered under WIOA. The current terms end 09/30/15.
- C. Performance and Accountability – Charles Casey mentioned that there should be an Ad Hoc Committee so the Providers can sit down and review the WIOA reporting standards, and determine what type of information needs to be reported and to who. The Ad Hoc Committee should include Provider representatives such as New Horizons Computer Learning Center, HDS Trucking, Pima Community College and the International Brotherhood of Electrical Workers (IBEW) Local 570. Mike Verbout would be the IBEW representative or he may want Karen King to be the Committee member. The Providers need to be aware of the WIOA and make sure they can be a part of it. Fred from the State Council may need to also be included. Pima County staff should also be involved with the Committee. Charles Casey will ask Cynthia Burrell, Pima County Community Services, who assists current Providers with the Arizona Job Connection (AJC) online application, and Peggy Castano, Supervisor, Pima County One-Stop, to also assist the Committee. There will be a Memorandum of Understanding with the Partners and it will probably be included in the Plan.
- D. Youth Council – Vaughn E. Croft reported that Kate Harrison, Pima County Communications, did send a news release for the 05/06/15 Youth Career Expo that will run 3 to 6 p.m. Anna M. Cunes will email the current confirmed Exhibitors' list to the WIB and Youth Council members. Misa Gonzales will be the Keynote Speaker. Kim Murray, Universal Avionics Systems Corporation, and WIB member, has been very generous and helpful with her time and with the use of their facility. Hank Atha said that if needed, Christina Rheubottom, Pima County Kino Stadium, may be a resource and a sound system may be available through the Communications or Information Technology Department. Vaughn E. Croft also mentioned that as of 07/01/15, his hours will be reduced to 20 hours per week.
- V. **04/10/15 WIB Annual Board Retreat** – Charles Casey is going to recommend to the WIB that the WIB move forward on some of the WIOA regulations that were shared at the Retreat.
- VI. **2015 WIB Meeting Dates, Locations, Agendas** – Rose Capono confirmed that Charles Casey has been in contact with the seven Workforce Investment Act (WIA) Agencies who are One-Stop Partners and who will be the 05/08/15 Panel participants. Rose Capono will be the Facilitator and will email her draft questions to the Executive committee for approval. The final questions will be provided to the Agencies prior to 05/08/15. The Executive Committee decided that each Agency will answer the same questions, taking around 5 minutes each to answer all the questions; each Agency will be provided with an opportunity to provide one PowerPoint slide that will be displayed during their 5 minutes; and each Agency may provide

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a handout that will be included in the meeting packets. Gregg Johnson suggested that one question should be "What is the most significant program or service that you provide to Pima County One-Stop clients?"

The 06/12/15 WIB meeting will feature a Health and Bioscience Industry Sector Panel and Charles Casey suggested Julia Strange, TMC HealthCare, to be the Facilitator. The focus will be in the Healthcare fields.

The 08/14/15 WIB meeting will be at Precision Shooting Equipment (PSE), 2727 N. Fairview Avenue, Tucson, AZ 85705. Anna M. Cunes and Paul Roughton are working with PSE to confirm logistics.

VII. Next Meeting: May 27, 2015

VIII. Adjourned: 9:09 a.m.

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