Pima County
Workforce Investment Board

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PIMA COUNTY WORKFORCE INVESTMENT BOARD (WIB)
Executive Committee

Wednesday, June 17, 2015, 7:30 a.m.

Kino Service Center, Conference Room 123, 2797 E. Ajo Way, Tucson, AZ 85713

Meeting Minutes

Members Present
Paul Roughton, Chair
Bev Price
Dot Kret
Vaughn E. Croft
Peg Harmon
Gregg Johnson

Members Absent
Rose Capono
Hank Atha

Guests and Pima County Staff
Charles Casey Anna M. Cunes

I. **Called to Order:** 7:40 a.m., Paul Roughton, Chair

II. **Action Item:** 04/22/15 Meeting Minutes approved. Gregg Johnson motioned to approve, Bev Price seconded the motion, and all were in favor.

III. **Pima County Staff Report:** Charles Casey, Pima County Community Services, reported that several contracts were approved at the 06/16/15 Board of Supervisor's meeting and most were for the Community Services Block Grant (CSBG) funds and there may not have been any under the Workforce Investment Act (WIA). We are moving forward as we continue to prepare for the transition from WIA to the Workforce Innovation and Opportunity Act (WIOA).

IV. **WIB Committees**

A. Executive – 2015-2016 Monthly Meetings Calendar reviewed and topics discussed.

1. 08/14/15 WIB meeting confirmed to be at Precision Shooting Equipment (PSE), 2727 N. Fairview Avenue, 85705. 30-minute tours will be offered for anyone who wants to see the facility. PSE requests that tours be conducted in groups of 8. The Committee needs to determine whether the tours will begin at 8:30 a.m. during the

WIB meeting or at 9:00 a.m., immediately following the WIB meeting so RSVPs can be organized into groups prior to 08/14/15. The meeting room will have displays of PSE's old and new bows that have been manufactured at their facility.

2. 09/11/15 WIB meeting may be related to Homeland or Cyber Security. Gregg Johnson mentioned that he is organizing the Aerospace and Defense (A&D) Industry Sector Partnership with Molly Gilbert and Alex Rodriguez. They started with a meeting on 06/16/15 and they are working on organizing it in conjunction with the Innovation Frontier Southwest (IFS) grant that Molly and Alex are working on for defense and security. Pima County staff participated actively over the past two years in the development of a regional Asset Inventory, Supply Chain Profile, and Industry Workforce Needs Analysis for IFS under a U.S. Department of Commerce Economic Development Administration planning grant awarded to Tech Parks Arizona on behalf of the Arizona/New Mexico border regional consortium. The project has helped create a platform for development of the security-technology manufacturing sector via a data center that will be housed by Pima Association of Governments and a regional planning council going forward. The A&D Sector Partnership may be appropriate to present at this meeting since the Partnership's emphasis may be more on security rather than defense. Gregg Johnson will look into the possibilities as the Partnership develops.

3. 10/09/15 WIB meeting will feature a Sector-related Panel either with organizations who have defined Sectors that are in common with the WIB or the champion organization leading the actual Sector Partnership, if they are ready and organized for this meeting.

   The organizations who have defined Sectors may include UA Tech Parks Arizona, Sun Corridor Inc., Southern Arizona Leadership Council (SALC), Arizona Commerce Authority (ACA), and City of Tucson. Each organization should say a few words about which Sectors they are working with and say what they are bringing to the table to address the Sectors.

   Gregg Johnson suggested that if the WIB would rather have an Industry Sector Partnerships Panel at the 10/09/15 WIB meeting, the Mayor and other organizations will probably have launched the Healthcare Sector Partnership, the A&D Partnership should be off the ground, the Infrastructure-Construction Sector Partnership will still be going, there is SAMP and there is a strong possibility that the Bioscience Partnership will be launched before the October meeting. It would be good to have each Sector Partnership to give a 5 minute report that would include who they are partnering with which would probably include the organizations mentioned above for the Sector-related Panel.

4. 11/13/15 WIB meeting will feature veterans and possibly defense. Paul Roughton said he would like to have a Color Guard. Suggestions included the Tucson Fire Department, University of Arizona ROTC, Air Force, Cholla High School, or Flowing Wells High School. For space reasons, the Color Guard may require the meeting to be held at the Pima Community College (PCC), Downtown (DT) Campus, 1255 North Stone Avenue, Tucson, AZ, 85709, which has a large

5. Amethyst Meeting Room. Anna M. Cunes will check availability of the Amethyst Meeting Room.

6. 12/11/15 WIB meeting will feature updates on the Poverty Advisory Committee that may include success stories, what the WIB is doing or has done, and remarks from the Mayor.

B. Planning – At the 05/21/15 Planning Committee meeting, the Committee the discussed the idea of a Meeting or Symposium, hosted by WIB, with organizations that have defined Sectors that are in common with the WIB. The organizations could include Sun Corridor Inc.; University of Arizona Tech Parks Arizona; Southern Arizona Leadership Council, Arizona Commerce Authority, PCC, WIB, Pima County, City of Tucson, and the United Way of Tucson and Southern Arizona. Gregg Johnson mentioned that he will be presenting an Introduction to Sector Partnerships at the 06/19/15 Metropolitan Pima Alliance (MPA) meeting. Rob Lamb, GLHN Architects and Engineers, will present about the status of the Construction Sector and Manny Valenzuela, Sahuarita Unified School District, will present about the Mining Sector and the partnerships they have with the mines to benefit their students. Charles Case suggested that this Symposium could happen as a Panel at the 10/09/15 WIB meeting.

C. Board Development

1. The Executive Committee reviewed and discussed the current vacancies shown on the WIB Roster that will take affect 07/01/15 under the Workforce Innovation and Opportunity Act (WIOA). **Vacancies** include the following required representatives:

   a) **Workforce - Labor Organization Member or Training Director from Joint Labor-Management Apprenticeship Program**. Charles Casey said Art Eckstrom is recommending a member from the United Food and Commercial Workers Union.

   b) **Education and Training - Adult Education and Literacy Activities**. Charles Casey confirmed that Regina Suitt, Dean of Adult Education, PCC, was recommended by the Sheryl Hart, State Director, Title II funding in Arizona, and that he suggested to Regina to confirm with the Chancellor that she may apply to serve on the WIB. Pima County staff will ask Sheryl Hart if the Chancellor Lee D. Lambert, who currently represents Higher Education, will be able to represent this category also.

   c) **Governmental, Economic, and Community Development (GECD) - Title I Vocational Rehabilitation**. Anna M. Cunes said Mary K. Boegemann, Region II Assistant Program Manager, Rehabilitation Services Administration, Arizona Department of Economic Security, will be submitting an application.

   d) **GECD – Temporary Assistance for Needy Families (TANF)**. Jorge Rivero, Operations Manager, ResCare Workforce Services, AZ, to be approved at today's meeting.

e) **Business -** Carld Rosborough (Workforce) and Jorge Rivero (GECD) are also Business Representatives. They complete the WIOA requirement for the WIB to have the majority of its membership representing Businesses as members #23 and #24 on the WIB Roster.

When Clarence Boykins resigns in January 2016, the Committee may want to fill his vacancy with a representative from the City of Tucson Economic Development Department.

2. 2014-2015 WIB Monthly Meeting Attendance Sheet reviewed and discussed for the 11 WIB meetings held 08/08/14 to 06/12/15. Wilette C. Diggs has missed 7; Jill Pearson has missed 10; and Pamela K. Sutherland has missed 7. Jill and Pamela may need to be notified that they will be replaced as their 09/30/15 End Date approaches due to lack of participation and failing to meet WIOA requirements. Wilette C. Diggs, Raytheon, meets the requirements but lacks in attendance. The Committee would like to continue to have Raytheon represented. Dot Kret said she knows Wilette's supervisor Kay Thompson and Paul Roughton said he will contact Wilette. Paul Roughton spoke to Lea Márquez-Peterson who has missed 6 meetings. Lea said she will be returning to meetings. She missed meetings due to the Governor's committee that she is serving on and some of her Trade Mission Trips. Gregg Johnson asked Anna M. Cunes to provide a list of WIB members and the committees that they serve on.

3. WIB applications for potential new members were reviewed and discussed along with Industry Sectors that the WIB may need or want to have represented.

   a) Hospitality – Paul Roughton reported that Kim Murray is working on Canyon Ranch and had no reply from her contact as of 06/12/15. Charles Casey will contact the Southern Arizona Lodging & Resort Association (SALARA) Executive Director to try and get one of their business members to represent their business on the WIB. Gregg Johnson said Starr Pass, J.W. Marriott Starr Pass, 3800 W. Star Pass Blvd., Tucson, AZ 85745, 520-791-6000, is a solid organization and he will contact Jennifer Martin, Director, Human Resources (HR). Starr Pass is a SALARA member. Vaughn E. Croft said he has had positive results when working with the HR at the Doubletree Hotel (SALARA member) and Tucson El Conquistador. Peg Harmon said having hospitality industries does help those in Poverty. The nonprofit organizations who are serving those in poverty, need the hospitality jobs to help the clients get their first jobs.

   b) Temporary or Recruiting Agency - Paul Roughton said there is a difference between the temporary and the recruiting agencies and asked which agency does the Committee want represented on the WIB. Vaughn E. Croft suggested that the agency should be selected by who the WIB has a good relationship with. Paul Roughton said that Danielle Duarte, Area Manager, Nesco Resource, is a WIB Candidate and she has been attending WIB meetings and working with the Pima County One-Stop Business Services Team. Nesco offers their clients and employees services ranging from Temporary Staffing, Permanent Placement, HR Outsourcing and much more and they support Engineering and

Information Technology, Clerical and Light Industrial, and Accounting and Finance specialties. Charles Casey said that temporary agencies do offer an opportunity for those in poverty to get a job and to move up. Paul Roughton asked if the WIB wants to have more than one agency because some agencies focus on certain careers or industries. Dot Kret said that Remedy's focus is on clerical and warehouse. Gregg Johnson suggested that the WIB should have only one temporary or recruiting agency represented on the WIB. Bev Price said she works with several of the agencies including Will Rivera, Branch Manager, Adecco Engineering & Technology, who is a WIB Candidate. Will has passion and would love to serve on the WIB and he has been attending WIB meetings. Bev also mentioned that she knows Garrett Kowalewski, Owner, Staff Matters, Inc. who is the President of the Society for Human Resource Management of Greater Tucson (SHRM-GT). Paul Roughton said Garrett is also involved with the Arizona Tech Council and is concerned that Garrett may not have enough time to dedicate to the WIB. Dot Kret said that she had been approached by Remedy and Temp Connection who said they would like to join the WIB but she had not invited them to attend WIB meetings.

c) Call Center - Gregg Johnson suggested that the WIB should have someone representing the call centers and now we have distribution centers such as Home Goods and Target. GEICO, AFNI, and CITI were discussed. Gregg Johnson will ask Molly Gilbert if she can provide a CITI contact because they are located at UA Tech Parks Arizona and he will contact AFNI. Charles Casey said that Vera Westerman may have a Convergys contact. APAC is another call center and their contracts include UPS, Aetna and Home Depot. Charles Casey said the WIB used to have call centers represented in the past and Bev Price said she used to represent Convergys when she first joined the WIB.

d) Community-Based Organizations - Paul Roughton said he met the Executive Director, Easter Seals Blake Foundation, who is very interested in serving on the WIB. Easter Seals and its affiliate organizations are 501(c)(3) nonprofit organizations. They have 850 employees and are the third largest non-profit employer in Southern Arizona. *Note:* Not less than 20 percent of the members of each local board must be representatives of the workforce within the local area, who may include representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities.

e) Infrastructure-Mining - Paul Roughton mentioned that the Hudbay Human Resources (HR) Director is still interested in serving on the WIB. They have 100 employees and spend $1,000,000 per month. She has attended a few WIB meetings. Paul said he had no luck with Freeport. Gregg Johnson said that if a mining representative is interested, and the mine is going to be around for a long time, a mining representative would be a good idea.

f) Infrastructure-Communications and larger industries that are missing from the WIB include Century Link, Direct TV, Dish, Honeywell, CAID Industries, UPS

g) and Sargent Controls. Paul Roughton will speak to CAID. Gregg Johnson will speak to Lisa from COX Communications. Gregg Johnson mentioned that Guy Gunther is no longer the Chair of Tucson Regional Economic Opportunities (TREO) and Gregg will ask Guy if he is still interested in serving on the WIB when he sees him on 06/19/15. Paul Roughton said he tried to connect with Mike Levine, Port of Tucson, and he never did return his WIB application. Gregg Johnson said the Desert Diamond Casino's CEO joined the Boys and Girls Club of Tucson Board of Directors and Kim Van Amberg joined the Community Food Bank's Board of Directors when she was in HR at the Casino del Sol Resort. She was very active until she was promoted to her current CEO position.

4. Charles Casey mentioned that there are five current WIB members who may not meet the local board criteria under WIOA Section 107(b)(2):

   1. Sandra L. Abbey
   2. Pamela K. Sutherland
   3. Frank J. Watts, Jr.
   4. Jill Pearson
   5. Chris Hazen-Molina

   which requires the following criteria for the local workforce development board (the WIB):

   COMPOSITION: Such criteria must require that, at a minimum:

   A majority of the members of each local board must be representatives of business in the local area, who:

   - Are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;
   - Represent businesses, including small businesses, or organizations representing businesses described in this clause, **that provide employment opportunities that**, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area, and
   - Are appointed from among individuals nominated by local business organizations and business trade associations.

   Vaughn E. Croft suggested that the five WIB members' Appointment End Date which is 09/30/15 could be used if they do not meet the WIOA requirements. Pamela and Jill might be replaced due to lack of attendance. Frank will remain due to his involvement and dedication to the WIB and Board Development Committee. If necessary, he will be moved to the Other category.

4. WIB Roster under WIOA – There are some WIB members resigning and they are being replaced. Lori Banzhaf will replace Steve Banzhaf once her application is received and approved. Charles Casey said the State still needs to confirm whether Chambers can represent Business or should they represent GECD. The

Committee agreed to continue having current Chambers to represent GECD for now. Blake Foundation/Easter Seals 850 employees and 3rd largest nonprofit

D. Youth Council – Vaughn E. Croft reported that at the 06/09/15 Youth Council Retreat, Council members discussed how they will address Out-of-School Youth under the WIOA and a career event that will be organized and held at TMC. Julia Strange, TMC HealthCare, suggested a career event at TMC because of the wide range of careers that are available at TMC. Julia will engage TMC's HR Department and it could be advertised as different career paths available at TMC. The event may take place in TMC's auditorium that can accommodate four breakout groups. Group rotations may include an HR component that would include actual job interviews with HR and another might include Employability Skills (dress codes, resume writing, soft skills). The Youth Council discussed different industry sectors and organizations that need to represented on the Council under the WIOA. Expos have had an average of 100 youth attend annually and the Council receives positive feedback from the attendees. Liz Gulick and Deborah Embry provided some good feedback and all Council members said they do not want to stop organizing the Expos.

V. Action Item: WIB Applicants Approved for Appointment by Board of Supervisors.

A. Danielle Duarte, to replace Duane Bock, and represent Business; not Other Category that Duane was under. Dot Kret moved to approve, Gregg Johnson seconded the motion, and all approved.

B. Jan Lesher, to replace Hank Atha, and represent Governmental, Economic, and Community Development (GECD). Dot Kret moved to approve, Gregg Johnson seconded the motion, and all approved.

C. Deron Johnson, to replace Rose Capono, and represent Business. Gregg Johnson moved to approve, Dot Kret seconded the motion, and all approved.

D. Jay M. Slauter, to replace Arnold Palacios, and represent Workforce – Organization Serving Out-of-School Youth. Dot Kret moved to approve, Gregg Johnson seconded the motion, and all approved.

E. Lori Banzhaf, to replace Steve Banzhaf, and represent GECD; not Business Category that Steve was under. Gregg Johnson motioned to approve, Dot Kret seconded the motion, and all were in favor.

F. Jorge Rivero, to fill GECD - TANF vacancy and also represent the 24th Business Representative. Carld Rosborough represents the 23rd Business Representative. Dot Kret motioned to approve, Bev Price seconded the motion, and all were in favor.

VI. Action Item: WIB Roster approved for forwarding to Board of Supervisors. Dot Kret motioned to approve, Gregg Johnson seconded the motion, and all approved.

VII. Next Meeting: Monday, July 27, 2015, 11 a.m., Kino Service Center, 3rd Floor

VIII. Adjourned: 8:54 a.m.