

Workforce Investment Board

Request for Proposal (RFP) Review Committee

February 22, 2012 – 2:00 p.m.

Kino Service Center
2797 E Ajo Way, Room 222
Tucson, AZ

MEETING SUMMARY

Committee Members Present:

Noreen Nelson
Duane Bock
Kim Murray
Mike Verbout
Beverly Price
Vaughn Croft
Gregg Johnson
Rose Capono
Chris Hazen-Molina
Judy Clinco
Christine Webb
Rene Gastelum
Maiola Coleman

Staff, Proposers, & Guests:

Charles Casey
Rosemary Cora-Cruz
Eboni White
Daphanie Conner
Maggie Bonjean
Anne Levy
Liz Gulick
Betty Seery
Dot Kret
Kathleen Bibby
Arnold Palacios
Ernest Urias
Barbara Simcoe
Risé Hart

- I. **Call to Order** – at 2:13 p.m. Noreen Nelson chaired the meeting.
- II. **Conflicts of Interest** – Forms were distributed and signed.
- III. **Score Sheet Review** – Provided in packet for reviewers and each reviewer read their scores.
- IV. **Discussions: Proposer Submissions**

Comments from the Reviewers:

1. COPD – Needed to provide more specific examples.
2. Tucson Urban League (TUL) – Very good examples for the industry sectors, Memorandum of Agreement (MOA) for working with SER and Tucson Youth Development (TYD), and personal success story. There was a typing error in the budget.

3. PPEP – Question regarding budget costs. Response - budget included development training for staff and traveling expenses outside the county to attend conferences.
4. DKA – Skillsoft training a plus. More examples would have been beneficial.
5. TYD – Question regarding budget costs for out-of-county expenses. Response - costs were for travel in rural areas. The answer for “How will you assist the candidate who wouldn’t qualify” sounded defensive. Suggested more emphasis on challenges and differences in working in rural areas.
6. SER – Workforce Development Information Criteria 3 for was hard to read. Qualifications were not well defined. Excellent training description.

Questions from Proposers:

1. How are the ratings scored? Charles Casey replied that ratings are averaged by the number of proposers.

V. Action Item: Formulate Recommendations

Noreen Nelson moved to direct staff to prepare the ratings and recommendations. Rene Gastelum seconded the motion. Motion approved unanimously.

Staff will send the total scores and rankings for the committee to review.

The recommendations will be reviewed and approved by the Workforce Investment Board (WIB) Executive Committee and the full WIB at their upcoming meetings.

VI. Adjournment – 4:05 p.m.