



QUALITY JOBS. QUALIFIED WORKERS.

## MEETING OF THE PIMA COUNTY WORKFORCE INVESTMENT BOARD (WIB)

### Executive Committee

Thursday, March 22, 2018, 8:00 a.m.

Kino Service Center, 3<sup>rd</sup> Floor, Conference Room 301, 2797 E. Ajo Way, 85713

### MEETING MINUTES

#### Members Present

Paul Roughton, Chair  
Aric L. Meares

Bruce W. Grant  
Dr. Vaughn E. Croft

#### Members Absent

Jaybee Nickelson

#### Guests and Pima County Staff Present

Charles Casey                      Anna M. Cunes

- I. **Called to Order:** Paul Roughton, Chair, 8:10 a.m.
- II. **Action Item:** To Approve 02/15/18 WIB Executive Committee Meeting Minutes. Aric L. Meares motioned to approve; Dr. Vaughn E. Croft seconded the motion; and all were in favor.
- III. **Action Item:** To Approve WIB Member Candidate; Dr. Vaughn E. Croft motioned to approve; Aric L. Meares seconded the motion; and all were in favor.
- IV. **ARIZONA@WORK Pima County One-Stop Staff Updates:** Charles Casey
  - A. The Governor has submitted a waiver for the Arizona Health Care Cost Containment System (AHCCCS) and the state is looking at the number of people in each county as to who will be affected. Casey said there may be about 5% who will be affected. Staff has been meeting to discuss ideas on how to address or create part time job referrals.
  - B. Senate Bill if you are unemployed for four weeks and receive UI benefits, you will need to return to work if you are offered a job that is \$240 per week and 20% above that would be \$280 per week, which is not even the minimum wage. This is being discussed and amended and in the State House.
  - C. There is also another Bill in the State Senate is to establish apprenticeships for barbers and cosmetologists.
  - D. On November 2, 2017, the Workforce Arizona Council (WAC) hosted their first Convening Meeting for Key Members of the Arizona Workforce Community that included Local Workforce Development Boards (LWDB). The WAC is in the planning stages for a second Convening that is scheduled for Wednesday, 06/06/18, 10 a.m. to 2 p.m. Cecelia Mata is

the Chair of the Planning Committee and is a WAC member. Charles Casey has suggested that they plan for a Panel of employers similar to how the WIB conducts their Panels. Anna M. Cunes has provided the Planning Committee with example Panel Questions from a few different WIB meetings and a list of possible venues to consider. Charles Casey asked the Committee to “save the date.”

- E. Pima County staff is planning for the 2018-2019 fiscal year and a couple of the Youth Work Programs are going to be eliminated. The more work that is being done under WIOA has made staff and the service providers more aware of the issues such as larger active case loads. The teams will be assembled and will work to move clients to jobs so we can move forward.

The 2016 Performance data is finally coming in. Staff will look at this data to help with planning.

- F. Paul Roughton asked about the status of the Pima County Information Technology (IT) Department assisting the Partners with a common database. Charles Casey reported that staff will draft a letter that will be provided to IT because when first asked, IT replied that they are not able to support the software that was presented and that Jim Mize mentioned that the Pima County IT Department had never requested a copy of the 150 page manual that Yuma offered.

- V. **Pima County WIB and One-Stop Job Centers’ Certifications:** Charles Casey presented a draft letter addressed to Dawn Grove, Chair, WAC. Paul Shannon who used to support the Arizona Office of Economic Opportunity (OEO) is no longer at the OEO. There is now a person from the Arizona Department of Economic Security (D.E.S.). Copies of the letter will be provided to the staff.

Aric L. Meares asked what does Certified mean?

Note, per the State Plan 01.27.17: The State Council, through its standing committees, will examine the state’s policies under the Workforce Investment Act (WIA) to determine which ones should stay in place under the WIOA and ensure that they are compliant with the final regulations. Once policies are developed or updated at the committee level, they will go to the full Council for a vote. One of the policies is the One-Stop Certification Policy.

In regards to the WIB Certification, Charles Casey said that Jan Leshner’s counterpart in Maricopa County contacted Jan and explained how she was asked to be removed from their LWDB. Jan Leshner represents the Governmental, Economic and Community Development (GECD) and WIOA Title I - Adults, Dislocated Workers and Youth categories on the WIB.

Ashley Wilhelm, Manager, OEO, confirmed on 03/19/18 that the WAC reviewed and adopted the final results of the Job Center Certification process during their 03/01/18 meeting. The WAC has the Counties on conditional status for the Job Center Certifications for the Assessment Tool Part II.

## VI. WIB Committee Reports

- A. Planning –

1. Anna M. Cunes reported for Bruce W. Grant that the Committee did not approve the request to add the Pest Control Workers, Pesticide Handlers/Applicator Occupation to the Target Occupations.
2. Charles Casey reported that the modifications for the local Plan may be due in 11/18.

**B. Board Development**

1. Paul Roughton reported that Jaybee Nickelson notified him on 03/20/18 that she is now employed with C3 as a Senior Talent Acquisition Manager.

Note: The WIB By-laws state The Director of CSET, in consultation with the WIB Chair, may recommend that the BOS remove a member if the member no longer possesses the qualifications of membership which were the basis for the member's initial appointment and the member is not qualified to fill a different slot.

2. Paul Roughton reminded the Committee that his term as WIB Chair will end 06/30/18. The WIB will need to vote during the 06/08/18 WIB meeting to approve for a business representative to replace Paul and serve as the WIB Chair as of 07/01/18.

Aric L. Meares is the Chair of the WIB Performance and Accountability (P&A) Committee and is also the First Vice-Chair.

Duties of the First-Vice Chair include:

- ✓ Performing all duties of the Chair in the absence of the Chair;
  - ✓ Fulfilling the assignments of the Chair, delegating to the membership as appropriate; and
  - ✓ Serving as the Chair of the WIB P&A Committee.
3. If Aric is approved by the WIB to serve as the WIB Chair, then another WIB member, who is a business representative, will be needed to replace Aric L. Meares as the WIB P&A Committee Chair. The Committee discussed a few candidates who included:

<b>WIB Member and Category Represented</b>	<b>Notes</b>	<b>Term Expiration Date</b>
Mary E. Darling Business	Charles Casey recommended Mary and the Committee agreed.	September 30, 2018
Dorothy Kret Business	The Committee discussed Dot but she will be removed due to the WAC Policy.	September 30, 2019
Karen King Workforce; Labor Org. Rep. nominated by Local Labor Federation	The Committee considered Karen but the First Vice-Chair must be a member of the private sector.	September 30, 2019
Marji Morris Business	The Committee will consider Marji if Mary is not able to serve as First Vice-Chair.	September 30, 2020
Deron Johnson Business	The Committee will consider Deron if Marji is not able to serve as First Vice-Chair.	September 30, 2018

Christine Hazen-Molina Business	The Committee discussed Christine but Anna M. Cunes informed them that Christine resigned from the P&A Committee.	September 30, 2019
Dr. Mark P. Vitale Business	The Committee discussed Mark and Anna M. Cunes mentioned that he might be better to replace Bruce W. Grant as the Planning Committee Chair.	September 30, 2018
Danielle Duarte Business	The Committee discussed Danielle but her work schedule may not allow her to attend the monthly meetings.	September 30, 2018
Brad McCormick Workforce; Out-of-School Youth Organization	Dr. Vaughn E. Croft mentioned that Brad would do a great job but he is too busy.	September 30, 2018

Note: The WIB By-laws state:

1. First Vice-Chair (Performance and Accountability);
2. Second Vice-Chair (Planning);
3. Third Vice-Chair (Board Development); and
4. Fourth Vice-Chair (Youth Council).

**B. Election and Terms of Office:**

1. One individual will be elected by the membership for each designated office.
2. Each officer will serve a two (2) year term.
3. Elections will be held at the last regularly scheduled meeting before July 1 of each year.
4. Terms of office will begin on July 1 of the year in which the officer is elected.
5. The Chair:
  - a. Must be from the Business Representative group;
  - b. Will be elected by majority vote of the Business Representatives of the WIB;
  - c. May serve no more than two (2) consecutive terms.
  - d. Will be elected in years ending in even numbers.
6. The First Vice-Chair:
  - a. Must be a member of the private sector groups;
  - b. Will be elected by majority vote of the WIB Executive Committee; and
  - c. Will be elected in years ending in even numbers.

C. Performance and Accountability – Aric L. Meares reported that attendance is still good and he is trying to come up with someone to replace him if he is elected to serve as WIB Chair as of 07/01/18.

D. Youth Council – Dr. Vaughn E. Croft reported that the Council discussed some future ideas and there is interest in hosting another Justice Careers Youth Career Expo. Vaughn has a message into Kathleen Eriksen, Chief Executive Officer, Downtown Tucson

Partnership, to check her availability for the Council's 04/10/18 meeting. The Council would like economic development update from Kathleen. The New and Emerging Technologies Industry Sector is also being consider so Vaughn will be looking at Vector and World View as possible locations.

## **VII. Future WIB Meetings:**

- A. 04/13/18 – User Training for New Local Area-Specific Industry and Occupation Projections at <https://laborstats.az.gov/> – Rachael Tashbook, Economist, Arizona Office of Economic Opportunity. Rachael will be scheduled for a 30-minute presentation that will include questions and answers.
  - 1. Workforce Innovation and Opportunity Act (WIOA) Apprenticeships for Job Seekers and Employers – Willie Higgins, State Apprenticeship Program Lead, Employer Engagement Administration, Arizona Department of Economic Security (15 minutes).
  - 2. An appreciation award will be presented to Dr. Alan L. Storm who will be retiring 06/30/18.
- B. 05/11/18 – Infrastructure-Utilities Industry Sector will be the topic and employer representatives will be invited to participate on a Panel from Tucson Electric Power, Southwest Gas Corporation, Metro Water District, City of Tucson Water, Pima County Regional Wastewater Reclamation Department, and Trico Electric Cooperative, Inc.
- C. 06/08/18 – Automotive Technology Industry and Occupations will be the topic.

Aric L. Meares mentioned that when he spoke with Lee D. Lambert, Chancellor, Pima Community College (PCC), Lee said that the PCC Aviation Technology program is going well but PCC is trying to build their Automotive program.

Charles Casey mentioned that PCC's master plan is beginning to be enacted. The Downtown Campus is being renovated to be PCC's Center of Excellence for vocational training. Dr. Vaughn E. Croft suggested that the WIB meeting should be held at the Downtown Campus for this topic.

Charles Casey said there is a lot of new technology in the Healthcare Sector and activity and information to be discussed and shared with the decentralization of the providers and all the new, smaller clinics. The Committee will consider a Health and Bioscience Industry Sector topic for a meeting after July 2018.

**VIII. Next Meeting:** April 26, 2018, 8:00 a.m.

**IX. Adjourned:** 8:59 a.m.