



QUALITY JOBS. QUALIFIED WORKERS.

Meeting of the Pima County Workforce Investment Board (WIB)

Executive Committee

Friday, April 5, 2019, 8:30 a.m.

Kino Service Center, 3rd Floor, Conference Room 323, 2797 E. Ajo Way, 85713

Meeting Minutes

Members Present

Dr. Mark P. Vitale, 1st Vice Chair
Dr. Vaughn E. Croft, 4th Vice Chair
Danielle Duarte, 3rd Vice Chair

Members Absent

Aric L. Meares, Chair
Bruce W. Grant, 2nd Vice Chair

Guests Present

Anna M. Cunes Marcelino Flores
Arnold Palacios

- I. **Called to Order:** Dr. Mark P. Vitale, Vice Chair, 8:40 a.m.
- II. **Action Item:** To approve 02/28/19 WIB “Executive Committee” Meeting Minutes. Dr. Vaughn E. Croft motioned to approve the Minutes; Danielle Duarte seconded the motion; and all were in favor.
- III. **Action Item:** To review and approve WIB Application(s) to be forwarded to the Pima County Board of Supervisors with Recommendation for Appointment to the WIB.

Anna M. Cunes reported that there are two WIB Applications that will be received from two potential WIB members and a third WIB Application for a Replacement member.

1. Natalya V. Brown, CPA, Beacon Group – to fill vacancy created by Jay M. Slauter in the Workforce category and the subcategory that states: *May include one or more 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.*
2. Frank Grijalva, 7th District International Representative, International Brotherhood of Electrical Workers (IBEW) will be added to the Workforce category and Labor Organization subcategory, upon approvals. The current vacancy created by Doug Jones in the Business category will be moved to the Workforce category, also upon approvals. This will help the WIB to meet the composition requirements that state: *Must include two or more representatives of labor organizations or Must include one or more representatives of a joint labor-management.*
3. Barbra Coffee, Director of Economic Initiatives, City of Tucson, will be applying to replace Juan Francisco Padrés who has decided to pursue another opportunity in the private sector. His last day at the City of Tucson was 03/15/19.

The Committee discussed that it may be beneficial to first invite individuals to serve on a WIB Committee and then after they are engaged and familiar, if they would like to be considered to be Appointed to the WIB, they may be better prepared to join the WIB.

- IV. Action Item:** To review and approve Danielle Duarte's WIB Application to remain on the WIB under her new employer. Danielle Duarte is no longer employed by Nescoe and is now employed by Hospitality Staffing Solutions, LLC and would like to continue to serve on the WIB.

Vaughn E. Croft motioned to approve Danielle Duarte; Mark P. Vitale seconded the motion; and all were in favor.

To be forwarded to the Pima County Board of Supervisors, if required, with Recommendation for Reappointment to the WIB.

- V. Action Item:** To review and approve WIB Youth Council Candidate Applications for Appointment to the WIB Youth Council

VI. ARIZONA@WORK Pima County One-Stop Administrative Support Staff Update

The Career Pathways Resource Guide draft will be available on 04/11/19 and it will be distributed to the Planning and Executive Committees for review before the following meetings:

Planning 04/18/19
Executive 04/25/19

- VII. ARIZONA@WORK Pima County One-Stop Operator Report:** Jim Mize, SER-Jobs for Progress, Inc.

VIII. WIB Committee Reports

- A.** Performance and Accountability – Mark reported that the Committee didn't meet in March. They will meet 04/16/19.
- B.** Planning – Danielle reported that during the 02/14/19 Committee meeting, the Committee reviewed the draft Resource Guide and provided feedback.
- C.** Board Development – retreat, orientation

Section C: List the balance of the LWDB membership, which must include: 1. At least one eligible provider administering adult education and literacy activities under WIOA title II, nominated from these entities if there is more than entity; 2. At least one representative from an institution of higher education providing workforce investment activities, including community colleges, nominated from these entities if there is more than one entity; 3. At least one representative from economic and community development entities; 4. At least one representative from the state Employment Service Office under the Wagner-Peyser Act serving the LWDA; 4. At least one representative from the programs carried out under title I of the Rehabilitation Act of 1973.

- D.** Youth Council – Vaughn reported that the Council will be meeting on 04/09/19 and they will discuss the idea of having one community-wide job fair or career fair as one county-wide youth workforce recruitment event.

IX. Future WIB Meetings:

A. 04/12/19, Friday – Agenda Item: 03/23–03/26/19 National Association of Workforce Boards Forum – Leadership Academies, Policy Chat, Board Governance, Workshops, Roundtables

Mark P. Vitale said there were 3 high level take-aways.

- ✓ Continued focus on alignment of stakeholders and efforts for increased;
- ✓ Development of internships and apprenticeships; and
- ✓ Onboarding and mentoring for board mentoring and how keep board members engaged.

The Board Development Committee needs to get back to scheduling orientations and assigning a mentor.

Dr. David Doré was in the new board member session and the Executive Committee agreed to invite him to share the information during the 04/12 WIB meeting.

Ron Painter would like to visit Tucson in June and Arnold will speak to Ian about asking Mr. Painter to attend the WIB meeting.

The WIB Executive Committee agreed to plan a WIB Retreat to be scheduled for the 08/09/19 WIB meeting, 7:30 to 11:30 a.m.

The Agenda will have Mark, Danielle, and Arnold's highlights and end with Aric announcing the WIB's future activities, focus, and the announcement of the 08/09 WIB Retreat.

The Committee discussed the idea of wanting to be a presenter for the next Forum. Frequency Once in 5 years [Next edition likely in Mar 2024](#) [Interested](#)

B. 05/10/19, Friday – Agenda Item: Pima County Career Pathways Analysis and Resource Guide

X. Next Meeting: April 25, 2019, 8:30 a.m.

XI. Adjourned: 9:59 a.m.