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

### Executive Committee

Thursday, April 26, 2018, 8:00 a.m.

Kino Service Center, 3<sup>rd</sup> Floor, Conference Room 323, 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

Sean Lopez

Anna M. Cunes

- I. **Call to Order:** Paul Roughton, Chair, 8:04 a.m.
- II. **Action Item:** To approve 03/22/18 WIB Executive Committee Meeting Minutes. Aric L. Meares motioned to approve; Bruce W. Grant seconded the motion; and all were in favor.
- III. **Action Item:** To approve WIB Member Candidate and Recommend Appointment. Dr. Vaughn E. Croft motioned to approve for Kathy L. Prather to be recommended for appointment to the WIB; Bruce W. Grant seconded the motion; and all were in favor.
- IV. **Action Item:** To approve a motion to elect the First Vice-Chair who also serves as the Performance and Accountability Committee (P&A) Chair. No motion due to lack of candidate. Anna M. Cunes confirmed that the P&A Chair must be a business representative and that Officers serve a two-year term.

The Committee discussed the following possible candidates:

	Member Category	Notes
1	Deron Johnson Business	May be too busy for WIB monthly meetings plus P&A and Executive Committee monthly meetings.
2	Christine Hazen-Molina Business	Resigned from P&A Committee in order to reduce work load.

3	Mark P. Vitale Business	Paul Roughton will reach out to Mark just in case Mary E. Darling is not available.
4	Cristina Castro Harrington Business	Cristina reported during the 04/13 Board Development Committee meeting that she may be leaving Trico.
5	Mary E. Darling Business	Mary is supposed to contact Anna M. Cunes on 04/26 after Mary checks her schedule so Mary may decide if she's available to serve as the P&A Chair or not.
6	James Zarling Business	Jim hasn't been attending WIB nor WIB Youth Council meetings on a regular basis.
7	Marji Morris Business	Marji seems to be too busy; doesn't attend WIB nor WIB Youth Council meetings on a regular basis.
8	Danielle Duarte Business	Paul Roughton will reach out to Danielle just in case Mary E. Darling is not available.
9	Jorge Rivero GECD; TANF; Business	Jorge might also be considered if needed.

Paul Roughton asked Anna M. Cunes to provide contact information to him for Danielle Duarte and Mark P. Vitale so he may ask if either one of them are interested and willing to serve as the P&A Chair.

**V. Workforce Arizona Council 2<sup>nd</sup> Annual Convening - Monday, June 11, 2018:** Anna M. Cunes reported that the date has changed from June 6, 2018 to June 11, 2018 and that Charles Casey made the same announcement during the 04/13/18 WIB monthly meeting. The Committee reviewed the draft Agenda and Paul Roughton suggested that a back up be in place for **Item II. Welcome and Opening:** Richard Elías, Local Chief Elected Official and Chair, Pima County Board of Supervisors, just in case Mr. Elías is not available. The Committee reviewed the Agenda and Anna said that the WIB business representatives will especially be needed to attend this Convening to help with the Breakout Session. Anna also informed Paul that his closing remarks will be prepared for him.

**VI. Pima County WIB Board Certification Update:** Sean Lopez reminded the Committee that during the 03/22/18 WIB Executive Committee meeting that Charles Casey reported that in regards to the WIB Board Certification, Jan Leshar's counterpart in Maricopa County had contacted Jan Leshar and explained how she was asked to be removed from the Maricopa County Local Workforce Development Board. Jan Leshar represents the

Governmental, Economic and Community Development (GECD) and WIOA Title I - Adults, Dislocated Workers and Youth categories on the WIB. The WIB was placed on Conditional Board Certification as of the November 2017 Workforce Arizona Council (WAC) meeting and Charles Casey asked Sean to report today that the WAC has revised their thinking/decision and the WIB should obtain their Final Board Certification status during the 05/30/18 WAC meeting.

## VII. WIB Committee Reports

- A. Planning – Bruce W. Grant reminded the Committee that the Planning Committee did not approve the recent request to add the Pest Control Workers, Pesticide Handlers/Applicator Occupation to the Target Occupations and reported that Charles Casey provided an update on the Pima County Economic Development Plan.
- B. Board Development – Paul Roughton reported that the Committee is reaching out to three possible candidates.
  - 1. Anna M. Cunes reported that she is aware of one person who Jaybee Nickelson reached out to on 04/24/18 - Laura Paredes Oldaker, CEO/Program Administrator, Academy for Caregiving Excellence (offers Vocational Training and their main focus is Healthcare Worker training, such as Assisted Living Caregiver Certification) - who was referred by Lea Márquez Peterson.
  - 2. Lea offered to follow up with Amber Smith, President and CEO, Tucson Metro Chamber who would replace Lori Banzhaf.
  - 3. Note: Paul Roughton will reach out to Jim Tofel, Managing Member – Development, Tofel Dent Construction, to represent the Infrastructure-Construction Industry Sector.
- C. Performance and Accountability – Aric L. Meares reported that the Committee has discussed the idea of inviting the service providers to take turns attending a meeting so they may explain performance data and/or as needed. Anna M. Cunes reported that a few Partners still need to submit their March 2018 data.
- D. Youth Council – Dr. Vaughn E. Croft reported that the 05/08/18 meeting will be at 3:30 p.m. and on the On Board Sun Link, Tucson Modern Streetcar. Council members will meet at Curbside Stop #1 which is at Cushing Street and Avenida del Convento at the El Mercado stop which is on the west side of the Santa Cruz River off West Congress Street. Anna M. Cunes is looking into the Street Car passes. Donovan Durband, M.S., CAPP Administrator, Park Tucson Division, Department of Transportation, City of Tucson, will be presenting the economic update. Michael Keith, CEO, Downtown Tucson Partnership, conducted the Infrastructure Sector and Economic Development presentation on October 14, 2014.

## VIII. Future WIB Meetings:

- A. **05/11/18 - Pima Community College Workforce Development Update and the Centers of Excellence:** Ian R. Roark, Vice President of Workforce Development, Pima Community College and **Infrastructure – Utilities Industry Sector Panel.**

Anna M. Cunes reported that the following employer representatives are confirmed for the Panel:

1. David Peltz, Pima County Regional Wastewater Reclamation Department (RWRD)
2. Brittney Schmidt, Southwest Gas Corporation
3. April Cobb, Human Resources Generalist, Trico Electric Cooperative, Inc.
4. Marji Morris, Program Manager, Talent Acquisition & Workforce Development  
UNS Energy Corporation/Tucson Electric Power Company

The Committee agreed that the four Panel guests will work well and there is no need to invite the Metro Water District and City of Tucson Water.

Sean Lopez shared the draft Questions that Charles Casey is suggesting for the Panel.

**B. 06/08/18 - Automotive Occupations and Career Pathways and Action Item** to approve a motion to elect the nominee for the WIB Chair Position. The Committee discussed the following possible Panel guests:

1. Lee D. Lambert, Pima Community College (PCC) – Lee or someone from PCC should discuss their Applied Technology that includes the purchase of property adjacent to the Downtown Campus that will be the site of their Applied Technology Center of Excellence. The center will focus on Manufacturing/Advanced Manufacturing, Transportation Technology, and Infrastructure. PCC plans to improve upon existing programs, including Automotive Technology, Welding (including robotic welding), Utility and Energy Technology, Mechatronics, HVAC, and Prototyping & Design. They also plan to add new programs and courses in Diesel Technology, Quality Assurance, Optics/Photonics, Autonomous Vehicle Technology, and more. They want to offer thought leadership, services and opportunities in Workforce Development, from short-term and customized training for businesses to seminars and action research on industry trends.
2. Steve Freeman, Linkages – Paul Roughton suggested that Steve can speak about the Linkages and Jim Click programs. Dr. Vaughn E. Croft suggested a person named Darrel Kouple who works in the Jim Click Parts Department.
3. Bob Schlanger, Owner, British Car Service and Volunteer, Southern Arizona Transportation Museum - Dr. Vaughn E. Croft suggested Bob.

Notes:

- ✓ Tucson resident for forty one years and in the automotive business for 35 years.
- ✓ Involved in the Tucson community and with organizations such as Automotive Service Association which is a trade group for independent shop owners.
- ✓ School board member for the Pima County Joint Technical and Education District (JTED).
- ✓ In 2012, Bob worked to secure a \$8,120 grant from the Collectors Foundation to establish a student training program for the Old Pueblo Trolley, Inc. Motor Bus Division.
- ✓ Bob and other Museum volunteers were excited about passing on some of their knowledge to younger people and there are only a handful of bus museums in the United States that are working to preserve a part of automotive history, and having student volunteers join Old Pueblo Trolley will speed up the non-profit's efforts to bring vintage vehicles back for the public to enjoy.

- ✓ Bob initially worked with students from the JTED automotive mechanics program at Flowing Wells High School and JTED's collision repair program at Tucson Magnet High School.
- 4. Paul Roughton will reach out to Patrick at MPG and to Rick or Sean at Jack Furrier if needed.
- 5. Sean Lopez reported that Dorothée Harmon provided an Arizona Career Readiness Credential (ACRC) update to Charles Casey. The One-Stop Partners discussed the ACRC during a recent monthly meeting and Dorothée and Polly Gutierrez, Workforce Unit Coordinator, Pima County Community Services, Employment and Training, met with Trevor Stokes, Workforce Program Manager, Arizona Office of Economic Opportunity (OEO), on 04/20/18 to firm up plans to offer this ACRC in Pima County.

The OEO will provide a training on 05/18/18 that will include:

- A morning overview;
- Offline training in the Kino Service Center Training Room that will be good for Partner staff and Workforce Development Specialists; and
- An afternoon lab and system administration for instructors.

A second 05/25/18 training will include:

- A morning repeat of the system administration; and
- Afternoon proctoring assessments.

Dorothée and Polly both independently proposed that the Pima County “launch” be on 06/08/18 to coincide with the WIB monthly meeting and would like to add the ACRC to the WIB agenda.

Trevor said OEO wants to have the Governor’s ACRC press conference in early June also, so Pima County would be ready for any inquiries generated by that event.

Trevor has already presented to John Moffat’s Regional Economic Developers meeting.

The Committee agreed to add the ACRC item to the 06/08/18 WIB agenda and to provide Trevor Stokes with 10 minutes to brief the WIB and guests about the ACRC.

**IX. Next Meeting:** May 24, 2018, 8:00 a.m.

**X. Adjourned:** 8:50 a.m.