



QUALITY JOBS. QUALIFIED WORKERS.

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

Performance and Accountability Committee

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Performance and Accountability Committee and to the general public that the Performance and Accountability Committee will hold a regular meeting open to the public on

Wednesday, October 16, 2019, 8:30 a.m.

University of Phoenix, 300 S. Craycroft Road, Tucson, Arizona 85711

Meeting Minutes

Members Present

Dr. Mark P. Vitale, Chair Glenda Roark
Laurie Kierstead-Joseph Maria S. Sopher

Members Absent

Kari Hogan
Rose Grijalva

Guests Present

Dan Sullivan Michael Gates
Marcelino Flores Anna M. Cunes
Bhavin "Bryan" Kapadia

- I. **Called to Order:** Dr. Mark P. Vitale, Chair, 8:36 a.m.
- II. **Action Item:** To approve the 09/18/19 WIB "Performance and Accountability Committee" Meeting Minutes. Maria S. Sopher motioned to approve; Glenda Roark seconded the motion; and all were in favor.
- III. **2nd Annual Innovation + Opportunity Conference:** 2020 – Attendees discussed ideas for topics, breakout sessions, dates, time frame, and guest list.
- IV. **ARIZONA@WORK Pima County One-Stop Staff Report:** Anna and Marcelino reported on the following:
 - A. On 09/23/2019, Marcelino Flores, Anna M. Cunes, Arnold Palacios, and Gabe Loyola met to review the "Recertification Compliance Requirements" that are due on 09/30/19.
 - B. 09/24/2019, Marcelino, Anna, and Arnold made a follow up call to Aric L. Meares regarding the WIB Recertification requirements.
 - C. 09/30/2019, Arnold reviewed the "Recertification Checklists" with Anna.

- D. 10/01/2019, CSET staff attended a Pima County Procurement Department training session for Requests for Proposals and processes. The Delegation of Procurement and Special Authority provides the Community Services, Employment and Training Department (CSET) authority to procure department unique professional and general services related to their respective department's missions and grant-funded programs, as delegated by the Procurement Director.
<http://intranet.pima.gov/procurement/procurementmanual.html>
- E. 10/02/2019, Anna spoke to DES staff about the WIB Recertification and need for the Pima County WIB needing to execute a legally binding agreement that allows CSET to be one of the Title 1-B service providers.
- F. 10/10/2019, Anna met with Karen Friar, Pima County Attorney, regarding the WIOA Shared Governance Agreement revisions needed in order to be consistent with the WIB By-laws, Local Plan, and to add the agreement needed as mentioned above.
- G. 10/11/2019 is the Fred G. Acosta Job Corps Center 40th Anniversary Celebration.

- V. **Review and Compare Arizona Job Connection (AJC) and Participation Tracking System (PTS) Quarterly Data for ARIZONA@WORK Pima County One-Stop Service Providers for Program Years 2017-2018 and 2018-2019:** March 2018 and March 2019 reviewed.

- VI. **Review AJC and PTS Fiscal Year Data for ARIZONA@WORK Pima County One-Stop Service Providers:** 07/01/18 to 06/30/19 reports reviewed.

- VII. **Review AJC and PTS Monthly Data for ARIZONA@WORK Pima County One-Stop Service Providers:** August 2019 report reviewed.

- VIII. **ARIZONA@WORK Pima County One-Stop Title I-B September 2019 Monthly Reports** reviewed.

- IX. **ARIZONA@WORK Pima County One-Stop Partners' Monthly Report(s) – Required Core Program Partners, Required Other Partners, and Optional Additional Partners.** Mary K. Boegemann, MA, CRC, Region II Program Manager, Rehabilitation Services Administration (RSA), provided the RSA data for July through September 2019.

- X. **Next Meeting:** Wednesday, November 13, 2019

- XI. **Adjourned:** 9:32 a.m.