



QUALITY JOBS. QUALIFIED WORKERS.

Meeting of the Pima County Workforce Investment Board (WIB)

Performance and Accountability Committee

Wednesday, February 13, 2019, 8:30 a.m.

University of Phoenix Southern Arizona Campus, 1st Floor Classroom 116
300 S. Craycroft Road, Tucson, Az 85711

Meeting Minutes

Members Present

Mark P. Vitale, Chair Michael Gates
Laurie Kierstead-Joseph Peggy Castano
Maria Sopher

Members Absent

Kari Hogan
Glenda Roark

Guests and Staff

Anna M. Cunes Arnold Palacios
Dalila Perez Bonnie Bazata

- I. **Called to Order:** Dr. Mark P. Vitale, Chair, 7:41 a.m.
- II. **Action Item:** To Approve the 01/16/19 WIB “Performance and Accountability Committee” Meeting Minutes. Peggy Castano motioned to approve; Michael Gates seconded the motion; and all were in favor.
- III. **Performance and Accountability Committee ARIZONA@WORK Pima County One-Stop “Innovation + Opportunity Conference 2019”** – February 27, 2019, 8:30 a.m. to 12:30 p.m., University of Phoenix, Southern Arizona Campus, 300 S. Craycroft Road, 85711

Mark reported that there were 87 registrations as of 02/12/19 and another email invitation will be sent during the week of 02/18/19.

Arnold will look at the Pima County Economic Development Plan’s Workforce section to find information to use for Chuck Huckelberry’s remarks or whomever will be the Key Note Speaker.

Bonnie Bazata mentioned that the Evidence-Based Practices might be a good resource.

Mark reviewed the Draft Agenda with the Committee:

Continental Breakfast will be offered in Classroom 115.

All attendees will be listen to Laurie’s information about Performance and Anna M. Cunes will take notes.

After a 15-minutes break, attendees will break out into four (4) groups:

1. Ian Roark will present on the Future of Workforce Development
2. Maria Sopher and Dalila Perez will present on “Strengthening Referrals and How to Utilize Current Tools and Resources and How can we Innovate and do better?”
3. Michael Gates will have WDS’ to present on “Best Practices on Assisting Clients.”
4. Bonnie Bazata for Bridges Out of Poverty; working with adults;

Each group session will last one hours and 15 minutes and have attendees’ notes collected by a Committee member.

Attendees will have assigned seating and/or encouraged to sit with people who are not from their organization.

Arnold Palacios will provide the closing remarks.

The P&A Committee’s original goal for this Conference was to help the service providers to achieve their performance goals.

Laurie Kierstead-Joseph went through her PowerPoint presentation and information that will be presented such as asking the group about chores at home; who does their share; which family members believe they do more chores?; if you had data on chores, etc.

WIOA Performance Measures & Timelines for each Core Program Partner.

All Partners’ Monthly Report will be reviewed.

Bonnie suggested that Arnold should address the last item in his closing remarks.

Maria Sopher said she and D.E.S. staff will focus on what constitutes a good referral and what makes a good referral. Must identify the clients need first, map out what is their desired outcome, and also how will staff communicate with the agency. What is the referring agencies’ process? (i.e., after referring a client for rental assistance – does the staff member know if the agency still has funds available?). Ongoing communication among the organizations is very important. Having a point of contact is also very important. One hours and 15 minutes.

Mark suggested a University of Phoenix faculty staff person to talk about ideas to support Maria’s presentation.

Bonnie Bazata said she will be presenting “Working with Under Resource Adults” and how do we get a better view and relationships do matter. Building relationships are very important. She will be presenting information about the recent federal government layoff. Scarcity and stress and what it does to body behavior. How to assist people with preparing. She will also have a set of questions for her group in relationship to working with clients. Mark said this will be a combination of innovation and evidence-based practices.

Michael Gates said he has identified 2 Adult and 2 Youth representatives who will be on the Panel. They will speak about best practices for successful Performance Outcomes such as methods used to collect data, time management for inputting data, and establishing a good relationship with clients in order to obtain information needed.

Anna M. Cunes will check the current registration list and if one person has registered for multiple attendees, she will obtain names.

Anna will email the agenda to each of the pre-registered attendees so they may know about their Breakout Session choices before 02/27/19.

Mark confirmed that the University of Phoenix Operations Team will be available on each floor during the Conference.

Mark confirmed that water and snacks will be available in the hallways of the 1st and 2nd floors.

Laurie will find a Success Story to be used right after Arnold's closing remarks. Mark suggested that if the person is available to share their success in person, it will have a stronger impact.

The Partners are meeting at 12:30 p.m.

The Committee will access to the rooms on 7 a.m.

2 - "Check In" tables in lobby with name tags provided by University of Phoenix and (2) Pima County staff at the tables.

2 – Greeters at each entrance (Committee members?).

Plenty of parking in the garage; enter lower level on east side of building – closest to Craycroft entrance or enter upper level on west side of building.

- IV. ARIZONA@WORK Pima County One-Stop Partners' Monthly Report(s)** – Required Core Program Partners, Required Other Partners, and Optional Additional Partners: The Committee did not review the January 2019 Report. Several Partners still need to submit data.
- V. ARIZONA@WORK Pima County One-Stop Job Centers' Monthly Report:** The Committee reviewed the January 2019 Reports.
- VI. Next Meeting:** April 16, 2019 - Wednesday, February 27, 2019 is the Conference and the Committee agreed to not meet in March.
- VII. Adjourned:** 9:50 a.m.