



QUALITY JOBS. QUALIFIED WORKERS.

Meeting of the Pima County Workforce Investment Board (WIB) Planning Committee

Thursday, October 17, 2019, 8:30 a.m.

University of Phoenix, Southern Arizona Campus, Classroom 237
300 S. Craycroft Road, 85711

Meeting Minutes

Members Present

Danielle Duarte, Chair Brad McCormick
Liz Gulick Molly Gilbert
Brad McCormick Michael Guymon

Members Absent

Regina Suitt Dr. David Doré
Susan Hyatt Dumon Laura Oldaker
Patti Greenleaf

Guests Present

Anna M. Cunes Marcelino Flores

- I. **Called to Order:** Danielle Duarte, Chair, 8:36 a.m.
- II. **Action Item:** To Approve the 04/18/19 Meeting Minutes and review the 09/19/19 Meeting Summary. Liz Gulick motioned to approve the Minutes; Molly Gilbert seconded the motion; and all were in favor. The Summary was reviewed.
- III. **ARIZONA@WORK Pima County One-Stop Staff Report:** Pima County Community Services, Employment and Training (CSET) Staff. Anna and Marcelino reported on the following:

09/23/2019 - Marcelino Flores, Arnold Palacios, Gabe Loyola, and Anna M. Cunes met to review the "2020-2021 LWDB Recertification" compliance requirements that were due to the State on 09/30/19.

09/30/2019 - Anna and Arnold reviewed the "2020-2021 LWDB Recertification" checklists before submitting to the State on behalf of the WIB.

10/01/2019 - Staff attended a Pima County Procurement Department RFP training and it was offered to the two Pima County Departments (CSET and CDNC) that have delegated procurement authority.

10/02/2019 - Anna met with DES staff regarding the “2020-2021 LWDB Recertification” to clarify the requirement for the Pima County WIB to execute a legally binding agreement in regards to CSET being one of the local area Title I-B service providers.

10/04/2019 - Anna met with Karen Friar and Risé regarding the revised WIOA By-laws and Agreement; and the “2020-2021 LWDB Recertification” Conflict of Interest Checklist.

10/04/2019 - Anna joined the ARIZONA@WORK Communications Call with the ARIZONA@WORK Communications Team. Ben Flores provided a new calendar invite for the meetings. Nothing changed, they just had to create a new series. There will be no call in September, so the first meeting was October 4. Attendees were asked to refer to the invite anytime to reference the current branding guide and video. Attendees were asked to share the branding information with anyone who handles ARIZONA@WORK communications.

<https://www.facebook.com/ARIZONAatWORK/?ref=bookmarks> <https://twitter.com/ARIZONAatWORK>
<https://www.linkedin.com/in/arizona-at-work-364abb132/>

IV. In Demand Industries and Occupations in Pima County: Samantha Briggs, Economist, Arizona Office of Economic Opportunity (OEO), presented the following information:

- A. What is an “In-Demand” Industry? ♣ An industry that has a substantial current or potential impact on the state, regional, or local economy, and contributes to the growth or stability of other supporting businesses, or the growth of other industry sectors.
- B. What is an “In-Demand” Occupation? ♣ An occupation that currently has or is projected to have a number of positions in an industry sector to have a significant impact on the state, regional, or local economy.
- C. In-Demand Industries are all Private Sector.
- D. In-Demand Industries are important for local areas to:
 - 1. Determine workforce board membership
 - 2. Focus employer engagement efforts
 - 3. Support development of targeted career pathways for all WIOA program participants
 - 4. Help determine educational programs included on the eligible training provider list
- E. Variables used to rank In-Demand Industries:
 - 1. Current employment and wage levels
 - 2. Historic employment and wage changes
 - 3. Projected employment growth
 - 4. Employment and wage advantages (location quotient)
- F. Top 10 Industries in Pima County – OEO Model

Industry Title	Overall Rank
Manufacturing	1
Construction	2
Health care and social assistance	3
Administrative and waste services	4
Other services	5
Real estate and rental and leasing	6
Information technology	7
Professional and technical services	8
Transportation and warehousing	9
Finance and insurance	10

OEO suggests Pima County's in-demand industry choices link industries and occupations. While OEO does have data behind these recommendations, it's up to the WIB and staff to decide what industries and occupations to focus on.

- V. Pima County WIB Career Pathways Convening:** November 21, 2019, 8:30 to 10 a.m., University of Phoenix, - see Attachment A.
- VI. Next Meeting:** November 21, 2019, 8:30 to 10 a.m., Pima County WIB "Planning Committee" Career Pathways Convening, University of Phoenix, So Az Campus, 1st Floor, 300 S. Craycroft Road, Tucson, AZ 85711
- VII. Adjourned:** 9:36 a.m.