



QUALITY JOBS. QUALIFIED WORKERS.

**Zoom Meeting of the Pima County Workforce Investment Board
Virtual and Teleconferencing Attendance**

Friday, May 15, 2020, 7:30 a.m.

Zoom Meeting Link:

<https://azbil.zoom.us/j/94396379401?pwd=V1BCNjUwWmNlVjNBNG1paW84ZCt1dz09>

Unique Meeting ID: 943 9637 9401

Password: 253154

Zoom Meeting Teleconference:

Use one local number: [+16699006833](tel:+16699006833), [94396379401#](tel:+194396379401) or [+12532158782](tel:+12532158782), [94396379401#](tel:+194396379401)

Unique Meeting ID is required to join and joining via telephone, you must use the **teleconferencing number** provided above.

Meeting Minutes

Members Present

Gina Pleas – on phone
Dustin Williams – on phone
Aric L. Meares, Chair
Barbra Coffee
Brad McCormick
Bruce W. Grant
Christine Hazen-Molina
Danielle Duarte
Dr. Vaughn E. Croft
Dr. David Doré
Dr. Margaret A. Higgins
Dr. Mark P. Vitale, Vice Chair
Frank Grijalva
Jim Zarling
Jorge Rivero
Karen King

Kathy Prather
Laura Oldaker
Laurie Kierstead-Joseph
Lea Márquez Peterson
Maria S. Sopher
Marji Morris
Mary E. Darling
Mary K. Boegemann
Michael Guymon
Molly Gilbert
Natalya Brown
Paul Stapleton-Smith
Ramon Serrato
Steve Freeman
Susan Hyatt Dumon
Kari Hogan

Members Absent

Cristina Castro-Harrington
Carol Stewart
Alex Horvath
Deron Johnson
Jeannetta “Jaybee” Nickelson
Fabian Sandez
Clarence Boykins

(39) Guests Present

- I. **Called to Order:** Aric L. Meares, Chair, Pima County WIB, 8:33 a.m.
- II. **ZOOM Meeting Etiquette:** Mark P. Vitale, Chair, Pima County WIB Performance and Accountability Committee, provided the following overview:
 - Log in early to avoid technical issues
 - MUTE your phone/computer microphones
 - Do not place your phone on “HOLD”
 - Replace meeting ID with your first and last name

- Action Item votes will be taken by names sent via Chat
- Reminders: Only members may vote, no proxies nor substitutes;

III. The Pledge of Allegiance: All

IV. Roll Call: Anna M. Cunes, Administrative Support Staff, Pima County WIB

V. Chair Message: Aric L. Meares, Chair, Pima County WIB, thanked the WIB's many partners, staff, employers, and all key stakeholders for all their workforce efforts. The WIB sincerely appreciates the programs and activities provided by all for the ARIZONA@WORK Pima County One-Stop workforce development system. On behalf of the WIB, thanks to all of you for being available this morning, and I hope you and your family and friends are safe and healthy.

- A. Thank you if you had time to review the Pima County Workforce Development Plan 2020-2023 and apologies for not providing the Target Sectors and Occupations sooner than 05.14.2020. The WIB will need to approve or not approve the six WIB Target Industry Sectors and descriptions and 129 Target Occupations today.

And again thank you to Danielle Duarte, Chair, Pima County WIB Planning Committee, for working on the sectors, descriptions, and occupation. Danielle will be presenting after Arnold Palacios but I would like to take this time to especially thank the following individuals for their time and effort with assisting the Planning Committee and revising the WIB Six Target Industry Sectors' descriptions that will be included in the Plan 2020-2023:

Aerospace and Defense

1. Susan Hyatt Dumon
2. Ian Roark
3. Mary Darling

Emerging Technologies

1. Laura Oldaker
2. Mary Darling
3. Danielle Duarte

Logistics

1. Liz Gulick
2. Brad McCormick
3. Danielle Daurte

Health and Bioscience

1. Laura Oldaker
2. Michael Guymon
3. Danielle Duarte

Natural and Renewable Resources

1. Mark Vitale
2. Danielle Duarte

Infrastructure

1. Kathy Prather
2. Frank Velasquez Jr.
3. Christine M. Hill
4. Danielle Duarte

And thank you to Key Stakeholders for your Plan input up until now:

Arizona D.E.S. Rehabilitation Services Administration, Vocational Rehabilitation
Pima Community College
Pima County Adult Probation
Pima County CSET Staff

- VI. Action Item:** To approve the 04/17/2020 WIB Monthly Meeting Minutes. Steven C. Freeman motioned to approve; Dr. Margaret Higgins seconded the motion; and all were in favor.
- VII. ARIZONA@WORK Pima County One-Stop Staff Report:** Arnold Palacios, Director, Pima County Community Services, Employment and Training (CSET) – PowerPoint report available at <https://webcms.pima.gov/cms/One.aspx?portalId=169&pageId=25216>.
- VIII. Pima County Workforce Development Plan 2020-2023:** Danielle Duarte, Chair, Pima County WIB Planning Committee - see Attachment A.
- IX. Action Item:** The Workforce Investment Board (WIB) Planning Committee recommends that the Pima County WIB approve the revised Pima County Career Pathways Guidelines; and give the WIB Executive Committee authority to (1) make technical amendments based on feedback from the State and Key Stakeholders; and (2) based on further guidance received from the U.S. Departments of Labor and Education. Brad McCormick motioned to approve; Dr. David Doré seconded the motion; and all were in favor.
- X. Action Item:** The Workforce Investment Board (WIB) Planning Committee recommends that the Pima County WIB approve the six WIB Target Industry Sectors and descriptions; the 129 Target Occupations; and to give the Pima WIB Executive Committee authority to 1) make technical amendments based on feedback from the State and Key Stakeholders; and 2) based on further guidance received from the U.S. Departments of Labor and Education. Kari Hogan motioned to approve; Dr. David Doré and Jorge Rivero seconded the motion; and all were in favor. Mary Darling abstained and would like time to review and add new technology job sectors.

Anna M. Cunes thanked the two WIB members, Frank Grijalva and Ramon Serrato, for volunteering to review the two Arizona Department of Adult Education Request for Grant Applications. The following is a summary of WIOA guidance provided by Patrick C. Brown II, M.Ed, WIOA Title II Workforce Development Specialist, Arizona Department of Education, Adult Education Services, for their role as a reviewer:

WIOA says that the Board must review the Title II applications. The process the Board uses to conduct the review is up to the Board. For example, in areas where there are several applications to review, the Board may decide to form a sub-committee to conduct the more in-depth review of the applications and develop the comments and recommendations...and then have this sub-committee report the review results to the entire Board to vote on before submitting. A sub-committee may not be necessary if there are only one or two applications to review. The determination for how the board conducts the review process is up to the Board.

An important note about the review process is that it must not include any Board member where there is a conflict of interest. For example, if the Title II representative on the Board is also affiliated with an entity that has applied for Title II funding in the area and its application is being reviewed, that Board member must recuse him/herself from the review process.

XI. Action Item: To approve the two Arizona Department of Adult Education Request for Grant Applications reviewed and commented by two Pima County WIB members as required under WIOA. All comments provided by the WIB were a component in the evaluation of grant applications as described in Title II of WIOA Sections 231 and 232 and the Adult Education Specific Section of the Arizona Unified Workforce Development Plan. Danielle Duarte motioned to approve; Mary Darling seconded the motion; and all were in favor. Laurie Kierstead-Joseph and Dr. David Doré abstained.

XII. ARIZONA@WORK Pima County One-Stop Operator Report: Jim Mize, One-Stop Operator, SER-Jobs for Progress, Inc. – report emailed to WIB members on 05/15. See Attachment B.

XIII. Next Meeting: Friday, June 5, 2020, 7:30 a.m.

XIII. Adjourned: 9:05 a.m.