



Pima County  
Workforce Investment Board

QUALITY JOBS. QUALIFIED WORKERS.

**Virtual Zoom Meeting of the Pima County Workforce Investment Board (“WIB”)**

**Performance and Accountability (“P&A”) and Planning Committees**

**Thursday, July 16, 2020, 8:30 a.m.**

Join Zoom Meeting: <https://phoenixedu.zoom.us/j/99644803117>

Find your local number: <https://phoenixedu.zoom.us/u/auq0OLLc>

**Unique Meeting ID:** 996 4480 3117

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**Meeting Minutes**

**Performance Members Present**

Dr. Mark P. Vitale, Chair	Glenda Roark
Maria S. Sopher	Michael Gates
Jenifer Darland	Aric L. Meares
Michael Gates	Glenda Roark
Ginny Seltenright	

**Performance Members Absent**

Chuck Tiller  
Daphanie Conner  
Peggy Castano  
Kari Hogan

**Planning Members Present**

Danielle Duarte, Chair	Jorge Rivero
Brad McCormick	Laurie Kierstead-Joseph
Molly Gilbert	Liz Gulick
Aric L. Meares	Barbra Coffee
Michael Guymon	Abra McAndrew
Bev Price	Cari Burson
Dr. David Doré	Ian R. Roark
Laura M. Oldaker	Susan Hyatt Dumon

**Planning Members Absent**

Kathy Prather  
Stephanie Bermudez

**Guests Present**

Liane Hernandez	Marcelino Flores
Anthony Gimino	Nils Urman
Dalila Perez	Amanda Abens
Anna M. Cunes	Mary K. Boegemann
Aaron Ball	

- I. **Called to Order:** Dr. Mark P. Vitale, Chair, Performance and Accountability Committee and Danielle Duarte, Chair, Planning Committee, 8:35 a.m.
- II. **Zoom Meeting Protocols and Chat Moderator:** Marcelino Flores, Special Staff Assistant – Senior, Pima County Community & Workforce Development Department (“CWD”), reminded attendees about turning off computer microphones and telephone ringers; please

enter name and organization name in the Chat feature; and feel free to ask questions in the Chat and/or use the “raise hand” feature.

**III. Governance:** Mark explained how the WIB has policy and support objective framework to be applied. The state and local EPTL tools are available for the WIB.

**A. Local Workforce Development Plan 2020-2023 –** In-Demand Industries and Occupations need to be updated per results of data analysis and local area needs.

**B. WIB Committees’ and Staff Roles**

1. Marcelino reminded the Committee members that P&A oversees the required and other partners’ performance; the development of Requests for Proposal (“RFP”); and reviews/evaluates Eligible Training Provider List (“ETPL”) requests; and the ETP’s Performance.
2. Designate a coordinator; submit reports.
3. Technology-based learning and; outreach and marketing ARIZONA@WORK.
4. Training Provider Process of Applying to ETPL; it can take up to 30 days for the process to be completed. The checklist will be emailed to the Committee members.

**C. Pima County Eligible Training Providers List (“ETPL”) Guidelines 2017 –** reviewed and discussed for possible update needs.

**D. Pima County Career Pathway Guidelines 2020 –** reviewed and discussed for possible update needs.

**IV. Pima County Performance Measures and Analysis/Data Gaps**

**A. Eligible Training Providers (“ETP”) –** The Performance Committee should continue to review performance and the Planning Committee should review and confirm that the ETPs are offering trainings for the WIB’s in-demand occupations.

**B. ARIZONA@WORK Pima County One-Stop Service Providers –** The P&A Committee reviews and reports all WIOA Service Providers’ performance who are the contracted organizations approved by the WIB to provide career services for One-Stop WIOA clients.

**V. Next Meeting(s)**

Danielle Duarte said that she will ask the WIB Planning Committee to work to define the WIB’s Target Industry Sector Emerging Technologies and look at where there is room ad opportunities for training providers to be added to the Pima County ETPL.

Mark said the Performance Committee will continue oversight and try to work closer with staff. If another joint meeting is needed, both Chairs will communicate to staff and their Committees.

**VI. Adjourned:** 9:35 a.m.