



QUALITY JOBS. QUALIFIED WORKERS.

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

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

University of Phoenix, Southern Arizona Campus, Classroom 115  
300 S. Craycroft Road, 85711

---

---

**Meeting Minutes**

**Members Present**

Danielle Duarte, Chair	Barbra Coffee
Michael Guymon	Bev Price
Abra McAndrew	Liz Gulick
Cari Burson	Dr. David Doré
Jorge Rivero	Laura M. Oldaker
Laurie Kierstead-Joseph	Susan Hyatt Dumon

**Members Absent**

Aric L. Meares, Past WIB Chair  
Ian R. Roark  
Kathy Prather

**Guests Present**

Anna M. Cunes	Marcelino Flores
Stephanie Bermudez	Liane Hernandez

- I. **Called to Order:** Danielle Duarte, Chair, 8:37 a.m.
- II. **Action Item:** Motion to approve the 11/21/19 Meeting Minutes. Liz Gulick motioned to approve; Dr. David Doré seconded the motion; and all were in favor.
- III. **Preparations for Timeline and Development of Workforce Innovation and Opportunity Act (“WIOA”) Local Workforce Development Plan 2020-2023 (“Local Plan”)**
  - A. Must support State Workforce Development Plan 2020-2023 – Anna and Marcelino reminded attendees reminded that the Local Plan must support the Arizona Plan, goals, and four-year strategy for the State’s workforce development system.
  - B. May require revising WIB Target Sectors based on Labor Market Information (“LMI”) – The WIB is required to obtain current economic and labor data and tools are provided by the Arizona Office of Economic Opportunity (“OEO”) that will be used.
  - C. Must include workforce development activities to be carried out in the local area which may include determining and prioritizing activities, and developing strategies based on suggestions from key stakeholders during 2019:

1. Staff Professional Development and Cross-Trainings – feedback obtained from the attending staff;
2. WIB Retreat – RFP Committee established, members encouraged to join a WIB Committee if not already a member, or to join a different WIB Committee;
3. WIB NAWB Listening Tour;
4. WIB Planning Committee Center for the Future of Arizona;
5. WIB Planning Committee Career Pathways Phase II; and
6. WIB Annual Meeting.

**IV. Pima County WIB Career Pathways Convening:** March 2020, 8:30 to 10 a.m., University of Phoenix (March 11, 2020 WIB Performance Committee Innovation + Opportunity Conference) – Committee will work with staff to come up with an invitation list.

**V. Next Meeting:** February 20, 2020, 8:30 to 9:30 a.m., University of Phoenix

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