



Pima County  
Workforce Investment Board

QUALITY JOBS. QUALIFIED WORKERS.

## Meeting of the Pima County Workforce Investment Board (“WIB”)

### Executive and Planning Committees Joint Meeting

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Executive and Planning Committees and to the general public that the Executive and Planning Committees will hold a joint meeting open to the public on

**Thursday, February 27, 2020, 8:30 a.m.**

**University of Phoenix Southern Arizona, Room 237  
300 S. Craycroft Road, Tucson AZ 85711**

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### Meeting Minutes

#### Executive Committee Members

##### **Present**

Aric Meares, Chair  
Dr. Vaughn E. Croft

##### **Absent**

Dr. Mark P. Vitale  
Bruce W. Grant

#### Planning Committee Members

##### **Present**

Danielle Duarte, Chair  
Laurie Kierstead-Joseph  
Michael Guymon  
Jorge Rivero

##### **Absent**

Molly Gilbert  
Danielle Duarte  
Frank Velasquez, Jr.  
Brad McCormick

#### Joint Executive and Planning Committee Guests

Ian R. Roark	Dan Sullivan
Steve Freeman	Bonnie Bazata
Arnold Palacios	Anna M. Cunes
Marcelino Flores	Aaron Ball

- I. **Called to Order:** Aric L. Meares, Chair, 8:36 a.m.
- II. **ARIZONA@WORK Pima County One-Stop Operator Report:** Jim Mize, SER-Jobs for Progress, Inc. – See Attachment A.
- III. **ARIZONA@WORK Pima County One-Stop Administrative Support Staff Update**
  - A. LWDB Recertification Status – On 03/29/2020, Rachael Tashbook sent email to Anna and said thank you for your patience with the LWDB Recertification package review. The review team was making final edits to the Checklist and plan to send the document to Anna soon. One thing that caught their eye was that the LWDB membership did not meet the 51% business membership requirement at the time of the review. Workforce Arizona Council (“WAC”) Chair

Dawn Groves offered for the WAC to help recruit businesses to join the LWDB. Anna replied to Rachael and told her that the WIB is confident that the business representation will be at 51+% before the next WAC Executive Council meeting on 05/11/2020. They are hoping to finalize the Recertification process this summer.

**B. State Plan Guidance -**

1. Ian said that the State Plan does not clearly state all the information needed for the local area to make decisions.
2. Michael Guymon said that high tech, high wage is Sun Corridor's focus.
3. Bonnie said the WIB needs to look at affordable housing needs to be considered to make sure people have affordable housing when they are looking for employment. Affordable housing and child care are very critical for families' economic health. Working on a report about poverty in Pima County. Opportunity in Tucson report that shows Harvard research from the Census Bureau and the IRS and shows that Tucson's next generation will do worse unless we make changes.
4. Ian said Pima County does rank low in regards to tier 1 jobs. He has a report that he will share. There was a ranking of 300+ cities as an innovation hub and there is a collaboration and Tucson ranked #8 so it loops back to a way to offset and change the ratios of private industry compared to government jobs. Tucson is twice the size it should be for private sector jobs.
5. Michael said it has been mentioned that the four elements should include child care, transportation, housing, and food but the WIB should focus on the workforce solutions.
6. Brad said Michael has a good point and the WIB needs to focus on the sector strategies and build the next generation of staff for the sectors. We must be able to teach the youth to get out and stay out of poverty. Must subcategorize the WIB's sectors so economic development is one.
7. Ian said what the WIB does need to include in the Workforce part of the Plan, is what and how Pima County is going to prepare the workforce for being displaced due to the impact of automation.

**C. 02/26/2020 Webinar Report –** Samantha Briggs, OEO, hosted this webinar to help local areas to identify strategies for selecting in-demand industries and occupations within their local area. She discussed best practices, available resources and updated requirements for the 2020-2023 local workforce plan submissions. Samantha invited staff and any LWDB members interested in a data-driven strategy that will help identify key jobs within the local areas. WIOA Coordinator Rachael Tashbrook was also available during the webinar to answer questions about the local plan. A second session was offered on 03/03/2020 and identical materials will be covered in each.

**IV. March 13 WIB Monthly Meeting:** Danielle Duarte, Chair, WIB Planning Committee

- A. Friday, 03/13/2020, 7:30 a.m. Topic:** Local Workforce Plan Update  
**Location:** 29th Street Coalition Center Learning Center, Aurora Room, 3355 E Aurora, Tucson, AZ 85711

**B. Stakeholder Presentation Guidelines** – presenters will be provided with an outline and time limits.

**V. Executive Committee Action Item:** To approve the 01/23/2020 WIB “Executive Committee” monthly meeting minutes. Vaughn E. Croft motioned to approve; Danielle Duarte seconded the motion, and all were in favor.

**VI. Executive Committee Action Item:** To approve and forward WIB applicants to Pima County Board of Supervisors with recommendation for appointment to the WIB. The Committee reviewed the WIB Application submitted by Frank Velásquez, Jr., Executive Director, JobPath, Inc., and Danielle Duarte motioned to approve; Aric L. Meares seconded the motion; and all were in favor.

**VII. Action Item:** To approve a recommendation for the Director of CSET to notify the Pima County Clerk of the Board and have resignation(s) be effective immediately due to the resignations affecting the required composition of the WIB – none.

### **VIII. Task Force Update and Committee Reports**

**A. Board Development and Engagement** – Danielle and Anna will follow up with Peter Loya and Danielle said Lindsay is a new Exec Director who may be the appropriate WIB member.

Anna and Jim Mize are still waiting to hear from Karen Molina, Raytheon. Danielle’s sister works in HR at Raytheon and she will ask the sister if there is someone else who might work for the WIB.

<http://www.phoenixrelocationguide.com/Top-25-Tucson-Employers-and-Businesses/>

Aric will follow up with Walter, SW Gas, in regards to a SW Gas representative serving on the WIB.

**B. Technology** – The WIB is supposed to develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, and workers and job seekers, by:

1. Facilitating connections among the intake and case management information systems of the one-stop partner programs to support a comprehensive workforce development system in the local area;
2. Facilitating access to services provided through the one-stop delivery system involved, including facilitating the access in remote areas;
3. Identifying strategies for better meeting the needs of individuals with barriers to employment, including strategies that augment traditional service delivery, and increase access to services and programs of the one-stop delivery system, such as improving digital literacy skills; and

4. Leveraging resources and capacity within the local workforce development system, including resources and capacity for services for individuals with barriers to employment.

C. Marketing & Communication – The local board, including standing committees, are encouraged to engage stakeholders in carrying out functions described in WIOA Section 107 and the WIB is also supposed to ensure that workforce investment activities meet the needs of employers and support economic growth in the region, by enhancing communication, coordination, and collaboration among employers, economic development entities, and service providers.

D. Planning – Danielle Duarte reported about the In-Demand Industries and Occupations Recommendations Meeting and that she'd like for Michael Guymon to serve as Co-Chair if possible. He's interested.

E. Youth Council – No meeting in February 2020.

**IX. Next Executive Committee Meeting:** February 27, 2020, 8:30 to 10 a.m.

**X. Adjourn**