



Pima County
Workforce Investment Board

QUALITY JOBS. QUALIFIED WORKERS.

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

Planning Committee

Thursday, June 18, 2020, 8:30 to 9:30 a.m.

Zoom Meeting Links:

Find your local number: <https://us02web.zoom.us/j/89278049227>

Online Meeting URL: <https://us02web.zoom.us/j/89278049227>

Unique Meeting ID: 892 7804 9227

Meeting Minutes

Virtual and Teleconferencing Attendance

Members Present

Susan Hyatt Dumon
Danielle Duarte
Patricia Greenleaf
Stephanie Bermudez

Members Absent

Michael Guymon
Laurie Kierstead-Joseph
Ian R. Roark

Guests Present

Anna M Cunes Dr. Mark P. Vitale
Liane Hernandez Tamara Nicolosi
Julie Hecimovich Brad McCormick

- I. **Called to Order:** Danielle Duarte, Chair, 8:33 a.m.
- II. **Zoom Meeting Protocols and Chat Moderator:** Marcelino Flores reminded attendees to mute microphones, enter names and organization names in the Chat, and to enter comments in the Chat.
- III. **Pima County Career Pathways Guidelines - Occupational Groups and Occupations:** Marcelino Flores reviewed the revised Guidelines and the Occupational Groups and Occupations. He also shared information about One-Stop clients.

Chat From Ian Roark- Pima CC : For the 47, please be advised that many training programs already exist, there seems to have been procedural gaps for them not being included.

IV. Pima County Eligible Training Providers List (“ETPL”): Marcelino Flores presented information about the following:

A. Standard Occupational Classification (“SOC”) System - The 2018 SOC system is a federal statistical standard used by federal agencies to classify workers into occupational categories for the purpose of collecting, calculating, or disseminating data. All workers are classified into one of 867 detailed occupations according to their occupational definition. To facilitate classification, detailed occupations are combined to form 459 broad occupations, 98 minor groups, and 23 major groups. Detailed occupations in the SOC with similar job duties, and in some cases skills, education, and/or training, are grouped together. Visit <https://www.bls.gov/soc/> for more information.

B. Technical Assistance Sessions for Eligible Training Providers (“ETP”) Annual Performance Report for Program Year (“PY”) 2019: Marcelino Flores reported on the two following opportunities offered by the Arizona Department of Economic Security for local areas to learn about Performance Data, ETPL Annual Report Performance Measures Cohorts, and Entering Performance Data into AJC for the ETP Annual Report:

1. 06.09.2020 Local Workforce Development Areas (“LWDA”)

2. 06.17.2020 Eligible Training Providers (“ETP”)

Notes from the Chat feature:

08:44:43 From Anna M Cunes, Pima County : Up to 3 codes allowed per Occupation in AJC is what I was told on 06.17.2020

08:48:40 From Anna M Cunes, Pima County to Danielle Duarte(Privately) : Before I forget, unfortunately Michael Guymo can't serve as Planning Comm Chair nor vice chair (no such position) but he can run the mtgs in your absence. Any Planning Comm member can. The Chair must be a Business Rep.

08:50:07 From Anna M Cunes, Pima County : I am pretty sure I have recently, but I am going to email the ETPL Guidelines to the Planning Committee. Thank you!

08:54:39 From Mark Vitale : also, to tag onto Ian's point...the Performance Committee will be reviewing the recommendations from the Planning Committee about any additions or removals to the ETPL on a quarterly basis

08:54:53 From Mark Vitale : per the WIB bylaws / charter

08:57:05 From Susan Dumon : Yes. Agreed.

08:57:11 From Danielle Duarte to Stephanie Bermudez(Privately) : Agreed

08:57:40 From Danielle Duarte : I also think we should stick to the process

09:01:52 From Liane Hernandez : Ian I am just wondering if the data also includes folks that become part of Union training and jobs.

09:02:21 From Anna M Cunes, Pima County : The WIB's budget will only cover WIB-approved training pgms

09:04:30 From Liane Hernandez : Thank you that is super helpful. Thanks all I am learning as we go.

09:10:49 From Anna M Cunes, Pima County : The ETPL Guidelines are available at https://webcms.pima.gov/UserFiles/Servers/Server_6/File/Community/CSET/Plan%202016-2020/Guidelines/Pima%20County%20ETPL%20Guidelines_051217_Signed.pdf

09:11:58 From Anna M Cunes, Pima County : The Career Pathways Guidelines are available at https://webcms.pima.gov/UserFiles/Servers/Server_6/File/Community/CSET/Plan%202016-2020/Guidelines/Pima%20County%20Career%20PathwaysGuidelines_01.25.18%20Signed.pdf and I need to post the recently revised version.

V. Action Item: To approve the 05/07/2020 WIB Planning Committee Monthly Meeting Minutes. Michael Guymon motioned to approve; Laurie Kierstead-Joseph seconded the motion; and all were in favor.

VI. Next Meeting: July 16, 2020

VII. Adjourned: 9:29 a.m.