



QUALITY JOBS. QUALIFIED WORKERS.

Meeting of the Pima County Workforce Investment Board (WIB)

Executive Committee

Thursday, January 23, 2020, 8:30 a.m.

Kino Service Center, 3rd Floor, Conference Room 323, 2797 E. Ajo Way, 85713

Meeting Minutes

Members Present

Danielle Duarte
Aric L. Meares
Bruce W. Grant

Dr. Mark P. Vitale
Dr. Vaughn E. Croft

Members Absent

None

Guests Present

Marcelino Flores
Anna M. Cunes

Arnold Palacios

- I. **Called to Order:** Aric L. Meares, Chair, 8:35 a.m.
- II. **ARIZONA@WORK Pima County One-Stop Administrative Support Staff Update:**
Anna and Arnold provided the following updates:
 - A. Lianne Hernandez, YWCA, has expressed an interest in participating with the WIB.
 - B. Shared Governance Agreement and By-laws passed by the Pima County Board of Supervisors.
 - C. Adult funding is paused until January 31 and 72% of clients were adults; youth 19%, and 9%-Pause means commitment of funds.
 - D. Additional business cards will be printed and staff will begin tracking website visits.
 - E. Four staff, WIB Executive Committee and/or WIB members are invited to attend the NAWB Conference. Mark and Danielle committed to attend. Arnold will also attend and another staff member to be determined. Aric is on heavy travel and not available. Booking of flights to be coordinated with Wendy Whiting. Vendors status, all to be coordinated through Sean.
 - F. Karen Friar, Esq. is retiring in April and contract templates will be verified. CSET expecting high amount of activity prior to her leave. Aric asked if shadowing could occur with someone from attorney pool.
 - G. Presentation at Tucson Indian Center Career Fair and the Tohono O'odham Nation underwrites the event.
 - H. Staff will research Double Tree availability for large events and Committee discussed all events coming up as subjects for an Executive retreat.
 1. Research all events through end of fiscal year and create calendar for quarter.
 2. Tucson sites out there that usually plan by quarterly. Usually one job fair per week. Look for those that are of benefit to clients or employers.

- I. PCC email blast regarding future of PCC on the 28th of February event. Arnold to forward at the request of Executive Committee members.

III. Future WIB Meetings

- A. Friday, 2/14/2020 7:30 a.m. – Arnold to reach out to plan for Dot and Regina awards presentation.
 1. Topic: Identify all fairs upcoming in 2020 such as Bio5, all youth adult fair, AAED April 14, Metropolitan Education Commission KEYS, linkages partnering with non-profit-center of workforce.
 2. Location: Danielle Duarte recommends the YWCA. Other recommendations included the PCC Amethyst Room, University of Phoenix, along corridor-former community campus, ask Nils about Caterpillar space.
- B. 2020 Strategies-Executive Retreat
 1. 01/30/2020, 8:30-11:30 a.m., at the University of Phoenix. 3 hours needed to discuss strategic plan and topics for calendar year.
 2. Board Development will reports on most current roster, absenteeism, and sectors representation.

- IV. **Action Item:** To approve the 11/22/19 WIB “Executive Committee” monthly meeting minutes. Dr. Vaughn E. Croft motioned to approve; Danielle Duarte seconded the motion; and all were in favor with the noted change on the One-Stop Operator report to reflect that Frank Velasquez is the JobPath representative.

- V. **Action Item:** To approve and forward WIB applicant to Pima County Board of Supervisors with recommendation for appointment. None to approve. Uwe K K Hilgert, Bio5, University of Arizona, is interested in serving on the WIB.

- VI. **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 to approve and Committee discussed that Carol Stewart, University of Arizona Tech Parks, University of Arizona, might resign from the WIB and recommend that Peter Loya, Campus Research Corporation, to replace her. Danielle Duarte will reach out to Carol and ask why she might be considering to resign.

- VII. **ARIZONA@WORK Pima County One-Stop Operator Report:** Jim Mize, SER-Jobs for Progress, Inc., reported on the following:

- A. Wednesday meeting went well. Peggy Castano provided update on audit review of case files. Arnold will mention at WIB meeting and EEO and Finance all going well.
- B. Frank Velasquez is the interim Director of Operations at JobPath and Jenny Swift is no longer at JobPath.
- C. Presentations are sent out to all partners and 16-17 agency presentations on file through Jim Mize.
- D. 300-400 JobPath laptop computers available for those who are enrolled in training and Frank Velasquez is to follow up and let Linda Leatherman know about them.
- E. Julie Neff-Encinas, Pima County Adult Probation, is currently writing a grant for WIOA Title II funding and Julie’s client numbers are running at a 30% completion rate because no enforcement.
- F. TANF clients are slow coming in because of qualification restrictions for TANF and not a reduction in poverty levels. Evictions are up and hours being cut.

- G. Naomi from the City of Tucson Housing, has a goal set to increase but grant is less than the last one and they have lost a position.
- H. Minimum wage study, price is having to increase, cutting hours, tighter staff.
- I. Victor and Maria regional and southern AZ oversee DES Data input requested as volunteer turn to FTE.
- J. Vaughn reminded everyone about the Tucson Rodeo coming up.
- K. SJEC leading homeless street count next Tuesday, HUD funding highlighted.
- L. Adam Soto is no longer at PPEP, Inc.
- M. Lack of transportation and childcare are biggest issues for job seekers.
- N. Referral system was not discussed in detail and at the end of March there is a quarterly training.

VIII. WIB Committee Reports

- A. Performance and Accountability – Meeting date changed to March 11. Laser show opening and speakers in place. Gig economy, digital brand, service refugee, using data for improved customer service. Discuss next week ongoing public workshop series to raise awareness of WIB.
- B. Planning – Marcelino Flores presentation preparing for Plan update, getting list of partners and projects to lay foundation, ask for regional partner goals to have a roadmap. Policy change did come up-how do we look at wage increase disqualifying people for services. Maybe Alex and/or Larry can take to state board. Executive Committee meeting date might be substituted for joint meeting with Planning Committee.
- C. Board Development – Danielle will follow up with Peter Loya.
- D. Youth Council – Southwest Carpenters Union February 19th registration is approximately 50%. The Fred G. Acosta Job Corps Center's open house is February 20, 2020 in the morning and Vaughn will send invitation to staff to forward to the WIB.

IX. Next Executive Committee Meeting: February 27, 2020, 8:30 to 10:00 a.m.

X. Adjourned: 10:05 a.m.