



QUALITY JOBS. QUALIFIED WORKERS.

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

Executive Committee

Thursday, June 25, 2020, 8:30 a.m.

Join Zoom Meeting: <https://phoenixedu.zoom.us/j/91900215294>

One tap mobile: +1-253-215-8782 Meeting ID: 919 0021 5294

Meeting Minutes

Members Present

Aric L. Meares
Dr. Mark P. Vitale
Danielle Duarte

Bruce W. Grant
Dr. Vaughn E. Croft

Members Absent

None

Guests Present

Anna M. Cunes
Arnold Palacios

Marcelino Flores
Jim Mize

- I. **Called to Order:** Aric L. Meares, Chair, 8:36 a.m.
- II. **ARIZONA@WORK Pima County One-Stop Staff Report:** Arnold Palacios reported on the following:
 - A. Effective July 1, 2020, the Pima County Community & Workforce Development Department ("CWD") seven divisions will include:
 1. Community Services ("CS") – Community Action Agency ("CAA"), Emergency Services Network, and Home Repair & Weatherization functions. CS serves as a safety net to provide human services, case management, and immediate financial assistance to qualified individuals and households in Pima County.
 2. Homeless Services – Conducts County functions to address homelessness for vulnerable populations. Provides housing, employment and supportive services to families, youth, veterans, and individuals experiencing homelessness in Pima County.
 3. Outside Agency – Conducts essential functions to administer and coordinate programming and oversight of County general funds to eligible and qualified local nonprofit agencies that deliver community-based human services to vulnerable populations.
 4. Community Development – Conducts County functions to fund and construct community development and affordable housing projects, public services, and capital improvement resources in primarily unincorporated and rural areas, in addition to the Towns of Oro Valley, Marana, Sahuarita, and the City of South Tucson.

5. Workforce Development – Offers career, training, and support services functions. WD administers local, state and federal resources to deliver direct services to youth, adults, dislocated workers, and other individuals with barriers to employment. Through a regional WIB, supports industry sectors in hiring qualified workers and local employers in retaining skilled employees.
6. Youth Development – Provides services to youth and young adults between ages 14 and 24 to deliver direct youth education, skills training, career readiness, and job placement services.
7. Administration – Manages all administrative, contractual, accounting, and internal databases to support all CWD divisions housed within its 11 County facilities.

Administration provides programmatic and fiscal oversight for General and Grant funds allocated to County, serves as departmental liaison to local and regional committees to establish policies and develop delivery of community resources and direct services.

- B. An all staff virtual Zoom or Microsoft Teams meeting is scheduled for July 15, 2020 at 3 p.m. with Mark, Aric, and C.H. Huckelberry.

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

Daphanie Conner reported that staff continues to assist clients in person and virtually. All staff and visitors are required to wear masks.

Jenifer Darland, SJEC, still working with local organizations and the effects of COVID-19 on clients.

Mary K. Boegemann, staff continues to work with clients virtually. They are not receiving referrals.

Julie Neff-Encinas, Adult Probation, is concerned about the lack of clients that they are experiencing and said they do not have computers to lend to clients who may need and want them.

Jim mentioned that he recalled JobPath announcing that they have a computer distribution program.

Arnold said he is meeting with JobPath this morning and will ask about the computers.

IV. Future WIB Meetings

- A. Friday, July 10, 2020, 7:30 a.m. – The Committee discussed possible Agenda Items:

1. Transition, Membership, Committee Chair Elections 2021
2. Pima County Local Workforce Development Plan 2020-2023
 - a. Approved by the Pima County Board of Supervisors on June 23, 2020
 - b. As of June 25, 2020, one (1) public comment received on June 23, 2020 and the Public Comment Period ends June 26, 2020.

3. Digital Divide Introduction: Creative Communication and Learning Advisory Council (“CCLAC Inc.”) – *not confirmed*. The Committee discussed Mark’s request for CCLAC Inc. to make a presentation to the WIB and determined that Mark should allow the Youth Council to make the recommendation for CCLAC Inc. to present or not.

Arnold recommended that Mike make his presentation to the Youth Council during their next meeting on Tuesday, August 11, 2020. Mike has already met with Eddie Saavedra and possibly Daphanie Conner so the Youth Council may be the best audience.

- B. Friday, August 14, 2020, 7:30 a.m. – The Committee discussed possible presenters:

Alex Horvath – Anna will invite
Dustin Williams – Anna will invite
Dr. Francisco Garcia – Arnold will invite

- C. WIB Retreat – Mark said the retreat may need to be virtual. Anna suggests waiting until Spring 2021 if a virtual retreat is not an option or preferred. Bruce W. Grant does not support a virtual retreat. Vaughn said the virtual retreat must have a good and engaging topic and presenter(s). Aric suggested that the annual WIB meeting normally scheduled in December, could be a good date for the virtual retreat.

V. **WIB Committee Reports**

- A. Performance and Accountability – New Chair needed.
- B. Planning – During their 06/18/2020 meeting, attendees discussed Pima County Career Pathways Guidelines’ Occupational Groups and Occupations; the Pima County Eligible Training Providers List (“ETPL”); Standard Occupational Classification (“SOC”) Codes; and the Eligible Training Providers Annual Performance Report Technical Assistance Sessions that were held on 06.09.20 for Local Workforce Development Areas (“LWDA”) and on 06.17.2020 for Eligible Training Providers (“ETP”).
- C. Board Development – Bruce W. Grant term ends 09/30/2020.
- D. Youth Council – The Council reviewed all the items discussed during their June 2, 2020 Future Projects and Events Meeting.

- VI. **Action Item:** To approve the 05/28/20 WIB “Executive Committee” monthly meeting minutes. Bruce W. Grant motioned to approve; Aric L. Meares seconded the motion; and all were in favor.

- VII. **Next Meeting:** July 23, 2020, 8:30 to 10 a.m. – *not confirmed*

- VIII. **Adjourned:** 10:19 a.m.