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

Executive Committee

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

Join Zoom Meeting: <https://phoenixedu.zoom.us/j/91168437198>
One tap mobile: +1-253-2158782 US Meeting ID: 911 6843 7198

Meeting Minutes

Members Present

Mark P. Vitale, MBA, Ph.D.
Aric L. Meares
Dr. Vaughn E. Croft

Bruce W. Grant
Danielle Duarte

Members Absent

None

Guests Present

Anna M. Cunes
Jim Mize
Dr. Francisco Garcia

Marcelino Flores
Arnold Palacios

I. Called to Order: Dr. Mark P. Vitale, Chair, 8:36 a.m.

- A. Initial Review of WIB Telephone/Virtual Listening Tour – Mark reported that he has talked to the majority of the 31 members. He has a few more scheduled during the next couple weeks and in August. Mark is asking about their interest, what is good or bad, and what they would like to see. Mark and some whom he has met with, believe there is transparency regarding performance data and financial information and they would like to see how service providers are performing and where the money is going. Most WIB members know and understand their roles and Mark wants to ensure that their learning and engagement keeps going. Acronyms are an occasional issue for some so we need to get better during presentations by defining them. Members said they do like the content of meetings and those that have broadens their horizons. The interactive meetings have been good and they really like the virtual meetings for several reasons – no driving and the Chat feature. The 7:30 a.m. start time is an issue for about five members.
- B. WB By-laws revision regarding appointments of Committee Chairs – Performance & Accountability Committee needs a new Chair.

Danielle is interested in Board Development.

Bruce's term ends 09/30/2020 and he would like to resign as the Chair of the WIB Board Development Committee and remain on the WIB.

Request for Proposal (“RFP”) Proposal Review Committee established during the 08/09/2019 WIB Retreat. Anna asked Frank Grijalva if he would like to serve as the Chair and he accepted.

Vaughn said that Brad McCormick is interested in being more involved.

Danielle said Michael Guymon is interested in serving as the Planning Chair.

Aric said he spoke to Michael Guymon and he expressed the need for more transparency around the finances. Michael would be good for the Planning Committee because he can help the WIB with workforce research, economic conditions, and labor market analysis.

Reminder from Anna: Workforce Innovation and Opportunity Act (“WIOA”) CHAPTER 2—LOCAL PROVISIONS, SEC. 107. LOCAL WORKFORCE DEVELOPMENT BOARDS states:

- (1) PROGRAM OVERSIGHT.—The local board, in partnership with the chief elected official for the local area, shall—
 - (A) (i) conduct oversight for local youth workforce investment activities authorized under section 129(c), local employment and training activities authorized under subsections (c) and (d) of section 134, and the one-stop delivery system in the local area; and
 - (ii) ensure the appropriate use and management of the funds provided under subtitle B for the activities and system described in clause (i); and
 - (B) for workforce development activities, ensure the appropriate use, management, and investment of funds to maximize performance outcomes under section 116.

Reminder from Anna: WIB By-laws state:

A. **Election and Terms of Office:**

1. One individual will be elected by the membership for each designated office.
2. Each officer will serve a two (2) year term.
3. Elections will be held at the last regularly scheduled meeting before July 1 of each year.
4. Terms of office will begin on July 1 of the year in which the officer is elected.
5. The Chair:
 - a. Must be from the Business Representative group;
 - b. Will be elected by majority vote of the Business Representatives of the WIB;
 - c. May serve no more than two (2) consecutive terms.
 - d. Will be elected in years ending in even numbers.
6. The First Vice-Chair:
 - a. Must be a member of the private sector groups;
 - b. Will be elected by majority vote of the WIB Executive Committee; and
 - c. Will be elected in years ending in even numbers.
7. The Second Vice-Chair:

- a. Must be a member of the private sector groups;
 - b. Will be elected by majority vote of the WIB membership in attendance on the date of the election; and
 - c. Will be elected in years ending in odd numbers.
8. The Third and Fourth Vice-Chairs:
- a. May be from any of the representative groups;
 - b. Will be elected by a majority vote of the WIB membership in attendance on the date of the election; and
 - c. Will be elected in years ending in odd numbers.

C. Appointing 2020-2021 Committee Chairs – The Committee discussed the following recommendations:

- 1. Brad for Performance
- 2. Danielle for Board Development
- 3. Michael for Planning
- 4. Frank for RFP

D. Fall 2020 Meeting Agendas and Content

- 1. August – 2-minute WIB Member Highlights, Barbra Coffee RE: small business community, and other representative, Youth Report, Budget, COVID-19, Training
- 2. September – Core Program Partners, Barbra Coffee and other representative
- 3. October – Sector Spotlights even though past WIB meetings have always featured an industry sector panel
- 4. November – to be determined

Marcelino reminded the committee that WIOA requires local workforce development boards to develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, workers, and job seekers. He has not heard back from the Arizona Department of Economic Security (“DES”) as to when the Information Technology (“IT”) Summit will take place.

- E. Annual 2020 Meeting Experience and Content (December 2020) – need to start thinking about a topic and planning for a virtual event due to the current pandemic.
- F. WIB Target Industry Sector - Emerging Technologies to be addressed by WIB Planning Committee.

II. ARIZONA@WORK Pima County One-Stop Staff Report included:

- A. Workforce Arizona Council (“WAC”) Performance Excellence Committee met on Tuesday, June 30, 2020. LWDB Recertification requirements are due on 07/01/2020 from six Arizona counties and Pima County has already submitted.
- B. State/Local Board Directors and Chairs Monthly Meeting held on August 12, 2020, 3 pm (via Zoom). Meeting Objective: To establish a routine cadence between state leaders

(ACA/OEO/DES), local board directors, and board chairs on systems alignment. Agenda items included:

1. COVID-19 Initiatives/Updates
 - Education Stabilization Fund - Reimagining the Workforce Grant – Oleg Shvets
 - Return Stronger Campaign Updates – Ashley Wilhelm presented on Core Partner Referrals
 - Rapid Response Updates - No Update
2. Workforce System Alignment Updates - Doug Walls presented on Workforce System Employment and Wage Outcomes

C. 2020 TANF State Plan Public Hearing on Thursday, July 9, 2020

D. WAC Strategic Partnerships and Communications Committee meeting on Thursday, July 16, 2020. Agenda items and discussion included:

1. Branding – Discussion and Possible Action
 - a. Overview - History
 - b. WIOA – Single Identifier
 - c. Expectations for Brand Usage
 - i. Core Partners
 - ii. One-Stop Partners
 - iii. 3rd Party
2. State Plan Executive Overview – Discussion and Possible Action
3. State and Local Board Calls
4. Statewide Workforce Leaders Convening – Discussion about virtual vs. in-person

III. ARIZONA@WORK Pima County One-Stop Operator Report: Jim Mize, SER-Jobs for Progress, Inc. – See Attachment A.

IV. Action Item: To review WIB Request for Appointment applications and approve for forwarding to the Pima County Board of Supervisors with a recommendation for appointment to the WIB. Completed applications reviewed and approved as indicated:

- A. Heath S. Vescovi-Chiordi, Town of Marana, Danielle motioned to approve for appointment to the WIB; Vaughn seconded the motion; and all were in favor.
- B. Stephanie Bermudez, Startup Unidos, Danielle motioned to approve for the WIB and appointment to the WIB Planning Committee; Dr. Mark P. Vitale seconded the motion; and all were in favor.
- C. Michele Bettini, Arizona Transportation Builders Association ("ATB"), Danielle motioned to approve for appointment to the WIB; Aric L. Meares seconded the motion; and all were in favor.

V. Action Item: To approve the 06/25/2020 WIB "Executive Committee" Monthly Meeting Minutes. Dr. Vaughn E. Croft motioned to approve; Aric L. Meares seconded the motion; and all were in favor.

VI. WIB Committee Reports

- A. Performance and Accountability – New Chair needed
- B. Planning – Danielle Duarte would like to Chair Board Development as of 10/01/2020
- C. Board Development – Bruce W. Grant will resign as Chair 09/30/2020
- D. Youth Council – No meeting on 07/14/2020

VII. Next Meeting: August 27, 2020, 8 to 10 a.m.

VIII. Adjourned: 10:06 a.m.