



QUALITY JOBS. QUALIFIED WORKERS.

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

Thursday, February 25, 2021, 3 to 4 p.m.

Meeting Minutes

Members Present

Danielle Duarte, Chair
Chris Hazen-Molina
Paul Stapleton-Smith
Jorge Rivero

Marji Morris
Lea Márquez Peterson
Bruce W. Grant

Members Absent

Aric L. Meares
Frank J. Watts, Jr.
Mark P. Vitale, MBA, Ph.D.

Guests Present

Marcelino Flores
Anna M. Cunes

I. Called to Order: Danielle Duarte, Chair, 3:04 p.m.

Danielle reported that during the WIB Exec Comm meeting, it was decided to accept Mary K. Boegemann’s invitation to conduct a training during a WIB meeting. The WIB Exec Comm then recommended that the Board Development Committee should set up a training or presentation for the community – key stakeholders would be more appropriate.

Anna entered in the Chat: Jim Mize, One-Stop Operator, said the Windmills Changing the Perception of Ability - disability awareness virtual training - is a full day and an email to Mark, from Mary, stated that it's a 1-hour training.

Danielle reminded Committee members about how Partners used to take turns to present information during WIB monthly meetings and this might be an opportunity to start this Agenda item again.

Anna entered in the Chat: The Performance and Accountability (“P&A”) Committee is supposed to be reviewing a monthly Partners' report that has the number of clients served, placed, and exited, etc. The Partners need to get back to that reporting of data so it can be shared at WIB monthly meetings as in the past.

Chris Hazen-Molina reported that when she served on the P&A Committee, the members used to take tours of the organizations work sites who are the service providers.

II. WIB Monthly Meeting 03/12/2021

A. Roll Call – Bruce W. Grant will conduct and ask WIB members “What is your favorite way to celebrate St. Patrick’s Day?”

Recognize WIB Members Born in **March**

B. Networking Breakouts – if available and focus on Functions of the LWDB

A. 1-Minute Safety/Wellness Tip - I agree with Marji. We don't need to give safety tips to the WIB members unless it's workforce related.

B. Board Members Community Engagement – accomplishments/promotions; and/or engaging in partnerships and initiatives in Pima County, working directly with partner agencies, and participating in grant-funded activities to support youth, veterans, and individuals with disabilities and other barriers. Focus should be on required Functions of the LWDB

Chris Hazen-Molina reported that she's training

Lea suggested that a list of activities could be consolidated to help connect members and others.

Anna entered in the Chat: Lea and Paul's efforts are great examples of helping the WIB meet the Technology function. The Broadband Committee meets every Monday.

Anna entered in the Chat: The Excel spreadsheet is a good start and a clever way to hopefully engage all members.

The Committee would like to have Anna and Marcelino conduct an Orientation for the Board Development Committee and the new WIB members.

II. **WIB Members**

A. Recruitment – two (2) possible vacancies for new members to fill in the Business Category. The Logistics Industry Sector is not represented on the WIB. Lea reminded the Committee that Susan Hyatt-Dumon may have a contact to recommend.

B. Development – Mentoree updates and call to action

1. Jennifer Preston, Lead HR Manager, Caterpillar – Marji Morris volunteered to mentor Jennifer.
2. Karen Molina, Workforce Learning & Development Manager, Raytheon Technologies, Raytheon Missiles & Defense – Chris Hazen-Molina reported that Karen might want to serve on the Planning Committee and she is happy to have been matched with Chris. Karen also mentioned that she appreciates the mentoring and has not been contacted by the Workforce Arizona Council yet after being recently appointed.
3. Irisbeth "Iris" Matheny, Human Resources Generalist, El Rio Health and Peter Loya, Director of Community & Government Relations, Campus Research Corporation - located at Tech Parks Arizona – Chris Hazen-Molina reported that Iris said she didn't receive any WIB information and she might be interested in the Board Development Committee.

4. Paul Stapleton-Smith, PALF Delegate, International Alliance of Theatrical Stage Employees (“IATSE”) Local 336 – representing new organization – would like to have a mentor.
5. Trish Muir, Chair, Pima Area Labor Federation (“PALF”) – replaced Paul and appointed 12/15/2020.
6. Abra McAndrew, University of Arizona - Access, Engagement, & Opportunity – appointed 12/15/2020.

Anna suggested that the Mentee could contact the new WIB member after the WIB monthly meeting to make sure they understood the Agenda items, etc.

C. Retention/Education

1. Distribute WIB Membership List
2. Lunch and Learns
 - a. WIB Glossary of Terms and Acronyms – Marcelino revised the list on 02/25/2021 and Anna will email to the Committee.
 - b. WIB Orientation
 - c. Social Media LinkedIn Group

D. Review and Evaluate WIB Roster

1. Determine members not meeting attendance requirements - Jaybee Nickelson and Frank J. Watts, Jr.
2. Determine members not serving on a Committee

IV. Action Item: To approve 01/28/2021 WIB Board Development Committee Monthly Meeting “Meeting Minutes.” Jorge Rivero motioned to approve; Paul Stapleton-Smith seconded the motion; and all were in favor.

V. Next Meeting: March 25, 2021, 3 to 4 p.m.

VI. Adjourned: 4:05 p.m.