



QUALITY JOBS. QUALIFIED WORKERS.

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

Thursday, April 22, 2021, 3 to 4 p.m.

Join on Computer:

<https://us02web.zoom.us/j/82231354388?pwd=bHM4aTNVaHc0QksyK05FY2J5cEdiUT09>

Meeting ID: 822 3135 4388 **Passcode:** 310170

Join by Phone: 1-346-248-7799

Meeting Minutes

Members Present

Danielle Duarte, Chair	Marji Morris
Chris Hazen-Molina	Lea Márquez Peterson
Paul Stapleton-Smith	Bruce W. Grant
Jorge Rivero	Mark P. Vitale, MBA, Ph.D.

Members Absent

Aric L. Meares
Frank J. Watts, Jr.

Guests Present

Marcelino Flores	Anna M. Cunes
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I. Called to Order: Danielle Duarte, Chair, 3:04 p.m.

II. Job Center Certification Process: Anna M. Cunes, Administrative Support Staff, Local Workforce Development Board (“LWDB”), reminded attendees about the following:

- ✓ Job Center Assessment Tools due to DES and OEO on 07/01/2021;
- ✓ Workforce Arizona Council (“WAC”) Performance Excellence Committee (“PEC”) will review Assessment Tools 07/27/2021;
- ✓ WAC will review/approve Assessments 09/08/2021;
- ✓ Mark asked WIB members to contact Anna if they were interested in serving on an Assessment Team;
- ✓ Anna has not been contacted as of today; and
- ✓ Anna needs to start scheduling the Assessment Teams very soon because it will probably take May and June 2021 to complete the site visits.

A. The WIB Executive Committee suggests that at least one P&A Committee member should serve on each team and that the following WIB members should be asked to volunteer on an Assessment Team:

Iris	Karen	Dustin
Jenifer	Peter	Barbra
Abra	Trish	Jorge

B. Anna started to create the following teams after members committed during the Executive Committee meeting:

Team 1

1. Aric L. Meares
- 2.
3. Krista Mcgarvey, VP, Workforce Strategy, Arizona Office of Economic Opportunity (“OEO”), krista.mcgarvey@oeo.az.gov
4. Site Contact

Team 2

1. Frank Grijalva
- 2.
3. Krista Mcgarvey krista.mcgarvey@oeo.az.gov
4. Site Contact

Team 3

- 1.
- 2.
3. Krista Mcgarvey krista.mcgarvey@oeo.az.gov
4. Site Contact

Team 4

- 1.
- 2.
3. Krista Mcgarvey krista.mcgarvey@oeo.az.gov
4. Site Contact

C. Chris Hazen-Molina will ask her two mentees. Jorge Rivero volunteered and Anna will assign him to lead Team 3. Marji Morris volunteered and Anna will assign her to lead Team 4.

D. Job Corps will not provide/allow access due to the COVID-19 but they are not an affiliate that needs to be assessed. Anna will check on access for the PCC Adult Education and additional locations that are not currently open due to the COVID-19.

III. WIB Monthly Meeting 05/14/2021

A. Roll Call – who will conduct Roll Call and the question will be something similar to “Who is your Pandemic-related Workforce Hero?”

B. Recognize WIB Members Born in May – Committee discussed maybe recognizing members and guests who are working moms and for Mother’s Day.

C. Networking Breakouts – if available and Anna recommended to focus on the WIOA required functions of the LWDB. Danielle will ask Mark if a Breakout Session is on the 05/14 agenda or not.

D. 1-Minute Safety/Wellness Tip – Committee decided to not do this during 05/14 meeting.

E. 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.

IV. WIB Members

A. Recruitment – two (2) possible vacancies for new members to fill in the Business Category

Anna reminded Committee that the WIB members should represent the local area which is Pima County because the WIB's in-demand industries and occupations are based on local area data, that determines the WIB's in-demand industries and occupations.

B. Development – Mentoree updates and call to action

1. Jennifer Preston, Lead HR Manager, Caterpillar
2. Karen Molina, Workforce Learning & Development Manager, Raytheon Technologies, Raytheon Missiles & Defense
3. Irisbeth "Iris" Matheny, Human Resources Generalist, El Rio Health Peter Loya, Director of Community & Government Relations, Campus Research Corporation located at Tech Parks Arizona
4. Paul Stapleton-Smith, PALF Delegate, International Alliance of Theatrical Stage Employees ("IATSE") Local 336 – representing new organization
5. Trish Muir, Chair, Pima Area Labor Federation ("PALF")
6. Abra McAndrew, University of Arizona - Access, Engagement, & Opportunity

C. Retention/Education

1. Distribute WIB Membership List
2. Lunch and Learns
 - a. WIB Glossary of Terms and Acronyms
 - b. WIB Orientation – Thursday, 06.24.2021 and the Committee will meet at 2:30
 - 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. are two current members who are not.
2. Determine members not serving on a Committee

V. Action Item: To approve 02/25/2021 WIB Board Development Committee Monthly Meeting Minutes. Jorge Rivero motioned to approve; Bruce W. Grant seconded; and all were in favor.

VI. Next Meeting: May 27, 2021, 3 to 4 p.m.

VII. Adjourned: 4:02 p.m.