



**Virtual Meeting of the Pima County Workforce Investment Board (“WIB”)
Performance and Accountability Committee**

Wednesday, November 17, 2021, 8:30 to 9:30 a.m. MST

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Call in (audio only) +1 213-279-1657,,675934685# United States, Los Angeles
Phone Conference ID: 675 934 685#

Meeting Minutes

Members Present

Brad McCormick, Chair	Kari Hogan
Daphanie Conner	Michael Gates
Maria S. Sopher	Ginny Seltenright
Crispin Jeffrey-Franco	Dr. Mark P. Vitale

Members Absent

Glenda Roark	Jenifer Darland
Chuck Tiller	Aric L. Meares, Past WIB Chair
Peggy Castano	

Guests Present

Anna M. Cunes	Cassie Lundin
Marcelino Flores	Dalila Perez
Rhonda Pina	Mary K. Boegemann
Gabe Loyola	520-603-5416

- I. Call to Order and Welcome: Brad McCormick, Chair, 8:32 a.m.
- II. Action Item: Approve May 19, 2021 meeting minutes. Kari Hogan motioned to approve; Mary K. Boegemann seconded; 8 of 8 approved.
- III. Action Item: Approve June 16, 2021 meeting minutes. Kari Hogan motioned to approve; Mary K. Boegemann seconded; 8 of 8 approved.
- IV. Review and Discussion: Committee to review WIOA Service Provider Reports PY 2021 (September 2021, Quarter 1) – Dalila Perez explained the data on the report which shows what the One-Stop staff enter into the Arizona Job Center (“AJC”) state system and also into the Pima County Participant Tracking System (“PTS”). AJC has a 90-day lag time and PTS is real time.

Cassie reported that the information is reported monthly by the Title I-B One-Stop service providers, as required by their contracts, and this report is used to assist the WIB with providing oversight of each organization’s contracted numbers.

- V. Review and Discussion: Committee to review WIOA Title II Quarterly Report PY 2021, Quarter 1 - July 1, 2021 to September 30, 2021 – Cassie Lundin reviewed the Title I-B report with attendees.

Brad asked why the numbers are so different on the WIOA - Customer Service Levels report for the HS Degree/GED awarded (*Enrolled WIOA clients that received a HS Degree or GED while in our program or at closure.*) 12 individuals reported in October 2021 and 19 in October 2020. Cassie explained that the lower number is due to the COVID-19 pandemic.

Brad will contact Michael Guymon to start planning the next joint Committee meeting with the WIB Planning Committee.

- VI. Review and Discussion: WIOA Partner Performance Metrics and Implementation discussion WIOA Partner Data Collection Form – Brad reported that he met with the One-Stop partners last month and he will be meeting with them again next week. The partners will be providing their feedback on the proposed online form for collecting their data. Brad asked Cassie to invite the Committee members to the Partner meeting.

- VII. LWDB Staff Presentation: Data Validation, Subrecipient Monitoring, and Workforce Arizona Council Update regarding Effectiveness in Serving Employers – Cassie Lundin reviewed the report with the attendees.

Brad thanked and recognized the One-Stop staff and system for completing the most recent audit successfully.

Cassie reminded the attendees that the Pima County Community & Workforce Development Department (“CWD”) staff is required to monitor all of the contracted organizations annually which includes the One-Stop service providers. The Pima County Grants Management and Innovation Department (“GMI”) conducts the WIOA and other fiscal monitoring and the CWD Quality Assurance (“QA”) Unit conducts the WIOA and other programmatic monitoring.

Cassie reported that a future report that will be part of this Committee’s oversight will include Retention and Repeat Customers as the numbers that the State will be wanting. The state is starting to request current outcomes related to WIOA. Current data is being reported from AJC. Repeat Customers are those business who contact a local area more than one time whether to list/post job openings and reaching out for services. The state is using the total number of employers in Arizona against what local areas will report.

- VIII. Call to Public: Mark reminded attendees that only WIB Committee members may vote on action items.

- IX. Next Meeting: December 15, 2021, virtual meeting

- X. Adjourned: 9:36 a.m.