



QUALITY JOBS. QUALIFIED WORKERS.

ZOOM MEETING OF THE PIMA COUNTY WORKFORCE INVESTMENT BOARD (“WIB”)

Performance and Accountability (“P&A”) Committee

Wednesday, January 20, 2021, 8:30 a.m.

Meeting Minutes

Members Present

Brad McCormick, Chair
Michael Gates
Kari Hogan
Peggy Castano
Crispin Jeffrey-Franco (started 12/03/2020)

Maria S. Sopher – on telephone
Glenda Roark – on telephone
Ginny Seltenright

Members Absent

Daphanie Conner
Aric L. Meares, Past WIB Chair
Chuck Tiller
Jenifer Darland
Mark P. Vitale

Guests Present

Marcelino Flores
Nils Urman
Dalila Perez

Charles Casey
Anna M. Cunes

- I. Called to Order: Brad McCormick, Chair, 8:34 a.m.
- II. Performance Committee Vision and Assigning Next Steps: Brad reminded the Committee of the following annual goals and what will be reported to the WIB and when.
 - A. Performance Reporting 1st Quarter 2021 to be reported to the WIB at March 2021 monthly meeting. Assigned Committee Members who will carry out this activity includes Maria Sopher taking the lead, and Charles Casey, Dalila Perez, Marcelino Flores, Dan Sullivan, Nils Urman, and Ginny Seltenright. The goal is to confirm which and how the Performance Data will be reported to the WIB monthly.
 - B. Financial Reporting 2nd Quarter 2021 to be reported to the WIB at the June 2021 monthly meeting. Review WIB Budget July 2021 to June 2022 – approved by the WIB during 01/08/2021 WIB monthly meeting. Committee Members who volunteered to carry out this WIB function includes Kari Hogan.

“Program Oversight” - ensure the appropriate use and management of the funds provided under subtitle B for the activities and One-Stop System; and for workforce development activities, ensure the appropriate use, management, and investment of funds to maximize performance outcomes under WIOA section 116.

Funds are managed by CWD and used for WIOA activities.

Member to Facilitate – Volunteers will include Michael Gates taking the lead and others may assist with celebrating and reporting successes with clients and/or outstanding efforts of the One-Stop staff.

III. Title I-B Measurable Skill Gains (“MSG”) - Update from 12/16/2020 Work Group Meeting

Defined Measures in:

1. On-The-Job Training – Proposed MSG Definition for WIB. Once the Committee determines this, it will be approved by the WIB. Kari will speak to Sandy later today to get the definition and provide an update.
2. Credential Attainment – Ginny S. provided to Brad and will be worked on after the MSG for OJT is determined.
3. Coursework Benchmarks - Will be worked on after the MSG for OJT is determined.

IV. Performance Reporting and Schedule: Marcelino Flores, Pima County Community & Workforce Development Department (“CWD”) reviewed the Service Provider reports:

Pima County Participant Tracking System (“PTS”) database - real time data (in yellow highlights); Arizona Job Connection (“AJC”) database – 3-month lag time data

Brad asked if funding is lost when not spent and Casey confirmed that sometimes you may have lower numbers of clients but larger numbers of expenditures. Contracts are written for the service provider’s performance numbers to reflect real time which is why the PTS numbers are included in the monthly report. Dalila confirmed that the Agency report does have 90-day lag data.

Nils reported that the lower numbers compared to last year may be due to the COVID-19.

Anna confirmed with Marco Favela, CWD Staff, that the One-Stop Summary Report that has the Customer Service Levels data, is generated from PTS.

V. ARIZONA@WORK Pima County One-Stop Staff Report: Anna M. Cunes reported that the following Requests for Proposals (“RFPs”) will be released within the next few months:

1. RFP-CED-OSO-2021-01 One-Stop Operator Services
2. RFP-CWD-YSY-2021-02 Workforce Career Services and Staffing provided by Direct Service Providers for Title I-B Youth **Year Round**; and Other Providers for Other CWD Youth programs (i.e., Las Artes)
3. RFP-CWD-YSY-2021-03 Workforce Career Services and Staffing by Direct Service Providers for Title I-B Youth **Short Term/Summer Work Experience (“STWX”)/Basic Skills**; and Other Providers for Other CWD Youth programs (i.e., Las Artes)
4. RFP-CWD-WS-2021-04 Workforce Workshops provided by Direct Service Providers for Title I-B Adults, Dislocated Workers (“DW”), and Youth; and Getting Ahead Workshops provided by Other Providers
5. RFP-CWD-WFS-2021-05 Workforce Staffing provided by Direct Service Providers for Title I-B Adult and DW; and Other Staffing provided by Other Providers for other Pima

Brad announced the MSG Training for LWDB staff on Thursday, January 21, 2021, 2 to 3:30 p.m. (MST).

- VI.** Action Item: To approve 11/18/2020 WIB P&A Committee Monthly Meeting Minutes. Maria S. Sopher motioned to approve; Kari Hogan seconded the motion; and all were in favor.
- VII.** Next Meeting: February 17, 2021 - Joint Meeting with WIB Planning Committee to be scheduled for a later date.
- VIII.** Adjourned: 9:32 a.m.