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

Pursuant to A.R.S. § 38-431.02(D), notice is hereby given to the members of the Pima County WIB Executive Committee and to the general public that the Executive Committee will hold a *virtual* meeting open to the public on

Thursday, October 28, 2021, 8am to 10am

Join on your computer or mobile app [Click here to join the meeting](#)

Or call in (audio only) [+1 213-279-1657,,820232264#](#) United States, Los Angeles

Phone Conference ID: [820 232 264#](#)

Minutes

- I. **Call to Order and Welcome:** Dr. Mark Vitale, MBA, PhD. Chair
- II. **Action Item:** to approve [Meeting Minutes](#) from September 23, 2021, *Aric Meares motioned, Vaughn Croft second, 5-0 approved*
- III. **Review, Discuss & Action Item:** WIOA Title IB Training Funding Limit review guidance and determine training fund limits for WIOA approved training programs and recommend to approve at WIB November meeting.
The committee discussed the item and would like additional data including average cost of ETPL training program, current funding cap, review of other LWDA data if possible, impact on WIOA budget, current allocations/expenditures before moving to the full WIB for approval. The item will be reviewed at the November meeting.
- IV. **Review, Discuss & Action Item:** WIOA Title IB Supportive Services; additional language for WIOA Title IB participants to utilize supportive service dollars for childcare costs and rental assistance and recommend to approve at WIB November meeting.
The committee reviewed and discussed the support service policy. After discussion, the committee voted to move the Supportive Services policy to the full WIB November meeting. Motioned Vaughn Croft. Second Michael Guymon. Vote 4-0 Approved.
- V. **Discuss & Action Item:** To review WIB member recruitment efforts for new WIB members and updates
Item not discussed- moved to November Executive meeting
- VI. **Standing Committee Updates:** Board Development – *No Update at this time*; Youth Council – *Vaughn reported that the youth council still has great attendance and that they are moving forward with the presentations from youth serving organizations within Pima County. Youth Council has also started the Expo task force and will hold another virtual event in February with a focus on Information Technology/Cyber Security. Youth and Employer of the Year nominations will be sent out by the youth*



council for the annual meeting presentation; Performance and Accountability – Brad reported that the WIOA Partners report was shared at the One Stop Operator Partners Meeting earlier in the week and that the consensus is that they could enter their numbers within the report each quarter that would be available for the PA committee to review and review at monthly WIB meetings. P&A is having difficulties with quorum at committee meetings and it was discussed that members understand the importance of the committee meetings to continue the forward momentum; Planning – Michael reported the happenings at the Planning Committee during the discussion of the training funding limit discussion. The planning committee is also having issues with a quorum and will contact committee members to ensure there is attendance so that the data can be reviewed and the committee can continue with their momentum with the goals of the committee.

- VII. **Discuss:** Annual Meeting, December 10, 2021- Dr. David Dore expressed interest to participate – Mark shared that he is also participating in the taskforce and had met with Dr Dore at a different event. Some of the discussion for the meeting included: Having a keynote speaker from the Board of Supervisors and encouraged that all BOS attend if possible; Having a panel discussion with major employers who currently have representation on the WIB to discuss issues and progress; Mark would reach out and ask WIB members to see if their respective leadership are willing to participate on the panel; Youth & Employer of the Year Awards; Having an Annual One Sheet that would double as the Chair message listing Workforce achievements, challenges and where we go from here; Also to have a WIB branded item as a token of appreciation; the committee discussed various items that would be good – Mark and Cassie will meet offline to start that process.
- VIII. **Discuss:** November 12, 2021 Workforce Development Board Meeting – day after Veteran’s Day; Committee discussed that as the meeting is the day after a holiday and due to attendance challenges that the November meeting be moved from Friday, November 12th to Friday, November 19th 7:30 – 9:30. Meeting notice will be updated to reflect date change for November meeting based on Executive Committee recommendation.
- IX. **Discuss:** Next Executive Committee Meeting for November – date coincides with Thanksgiving – Executive committee discussed and decided that the committee would meet Friday, November 12th at 8 am to 9am to discuss the annual meeting
- X. **Call to Public – Jim Mize,** One Stop Operator thanked Brad for presenting at the partners meeting and that the report/template are simple and partners appreciated that as well. **Frank Grijalva** stated that items selected for the annual meeting should be purchased locally or made in the USA, added that the monthly meeting change should be polled to see if other members are able to attend due to recent quorum issues.
- XI. **Next Executive Committee Meeting,** Friday, November 12, 2021 – 8am to 9am
- XII. **Adjourn 10:06am**