



QUALITY JOBS. QUALIFIED WORKERS.

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

**Thursday, April 22, 2021, 8 to 10 a.m.**

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

Or call in (audio only): +1 213-279-1657

Phone Conference ID: 991 703 293#

**Meeting Minutes**

**Members Present**

Mark P. Vitale, Chair	Brad McCormick
Michael Guymon	Aric L. Meares
Danielle Duarte	Frank Grijalva

**Members Absent**

None

**Guests Present**

Anna M. Cunes	Marcelino Flores
Dan Sullivan	Jim Mize

- I. Called to Order and Welcome:** Mark P. Vitale, MBA, Ph.D., Chair, 8:03 a.m.
- II. Action Item:** Motion to Approve March 25, 2021 WIB Executive Committee Meeting Minutes. Anna reported that these Meeting Minutes are not available.
- III. Continuous Improvement of One-Stop Career Centers/Job Center Certification Process**

A. Purpose

B. Process – WIB Assessment Teams – new and seasoned members and Krista McGarvey has asked to observe.

P&A Committee member

**Team 1**

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

**Team 2**

1. Frank Grijalva
- 2.

3. Krista Mcgarvey [krista.mcgarvey@oeo.az.gov](mailto:krista.mcgarvey@oeo.az.gov)
4. Site Contact

### Team 3

- 1.
- 2.
3. Krista Mcgarvey [krista.mcgarvey@oeo.az.gov](mailto:krista.mcgarvey@oeo.az.gov)
4. Site Contact

### Recommendations

Iris  
Jenifer  
Karen  
Peter  
Abra  
Trish  
Jorge  
Barbra  
Dustin

Job Corps will not provide/allow access due to the COVID-19.  
Are PCC Adult Ed locations open?

#### C. Timeline for the Job Center Certification process:

- ✓ Due to DES and OEO on 07/01/2021;
- ✓ WAC Performance Excellence Committee (“PEC”) will review 07/27/2021;
- ✓ WAC will review/approve 09/08/2021;
- ✓ Mark asked WIB members to contact me if they were interested in serving on the Assessment Team(s);
- ✓ I have not been contacted yet; and
- ✓ I need to start scheduling the Assessment Teams very soon because it will probably take May and June to complete the site visits.

#### **IV. The National Association of Workforce Boards (“NAWB”) *The Forum 2021: Evolving To Excellence, June 24-26, 2021 - Call For Pathways To Excellence Presentations***

- ✓ NAWB seeking presentations to provide a learning experience and that are informative, thought provoking, and interactive;
- ✓ Application Form due April 30, 2021; and
- ✓ Hybrid (in-person/virtual) event.

Mark – Education and Internships: Andrew Bevington

Dan – Pima County Collaborations: Jim Mize mentioned how Pima County collaborates with other Arizona Counties such as Youth CareerConnect and the most recent H-1B workforce grant for the current collaboration with Cochise and Santa Cruz Counties. This \$4 million grant to Pima County is a four-year award from the U.S. Department of Labor and funds will be used to provide more opportunities to train for jobs in cybersecurity, manufacturing, and transportation.

Brad – MSG

Dr. Vaughn E. Croft – Youth Council

Michael Guymon – Dan, Michael, and Heath to assist

**V. Pima County WIB Local Workforce Development Board Staff - Director and Administrative Staff Update:** Mark P. Vitale asked Dan if the positions are still an option as of 07/01/2021.

**VI. Future WIB Activities and Meetings**

A. WIB Retreat

B. WIB Orientation – Danielle said it would be for new members and she's trying to schedule; survey board members; Board Development may schedule for end of June 2020.

C. WIB Annual Meeting

D. WIB Survey

E. WIB Monthly Meeting May 14, 2021

Optional Committee Report due to Anna.Cunes@pima.gov for 05/14/2021 WIB monthly meeting

F. WIB Monthly Meeting June 11, 2021 - UX/UI Technology Task Force Report; if Committee presentations completed in May 2021

G. Windmill Disability Awareness Training – Mary K. Boegemann recommending for employers and One-Stop staff; 2 half-day trainings on May 19 and 20. Mark will follow up with Danielle, Mary, and Anna and confirm.

**VII. WIB Committee Reports/Updates**

A. Performance and Accountability

B. Planning

C. Board Development

D. Youth Council

E. RFP Proposal Review

**VIII. ARIZONA@WORK Pima County One-Stop Administering Entity Report:** Pima County Community & Workforce Development Department

**IX. ARIZONA@WORK Pima County One-Stop Operator Report:** Jim Mize, SER-Jobs for Progress, Inc.

**X. Next Meeting:** May 27, 2021, 8 to 10 a.m.

**XI. Adjourned:** 10:07 a.m.

