



QUALITY JOBS. QUALIFIED WORKERS.

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

Planning Committee

Microsoft Teams Meeting

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Phone Conference ID: 752 987 454#

Wednesday, January 27, 2020, 8:30 a.m.

Virtual and Teleconferencing Attendance - Microsoft Teams Meeting

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Meeting Minutes

WIB Members Present

Michael Guymon, Chair
Heath Vescovi-Chiordi
Cari Burson - Pima JTED
Barbra Coffee
Gina Pleas
Laurie Kierstead-Jospeh
Ginny Seltenright

Ian R. Roark
Susan Hyatt-Dumon
Liane Hernandez
Molly Gilbert
Liz Gulick
Abra McAndrew

WIB Members Absent

Bev Price
Laura Oldaker
Kathy Prather
Stephanie Bermudez

Guests

Anna M. Cunes
Marcelino Flores
Nils Urman

E. Liane Hernandez
Dominica Dominguez
Cari Burson, Pima County JTED

I. Called to Order: Michael Guymon, Chair, 8:34 a.m.

II. Pima County WIB Compliance with the Workforce Innovation and Opportunity Act (“WIOA”) Required Functions of the Local Workforce Development Board (“LWDB”)

- A.** Review Pima County Guidelines and State Policies that address eligibility requirements – venturing into areas such as entrepreneurship, may require modifying guidelines that guide who meets requirements from a programmatic standpoint. The ETPL policy is being revised and a virtual forum/meeting/training was scheduled for 01/27 meeting/training and cancelled on 01/26. Staff is not aware of a new date at this time.
- B.** Cost-benefit analysis – ensure Career Pathways Guidelines includes estimated costs and benefits of various career tracks so applicants are aware of the required commitments needed to achieve employment goals. Will discuss at in a future meeting.

C. Educate individuals and employers on services – many individuals and employers unaware of One-Stop system and workforce ecosystem that exists in our region. May compile case studies for those unaware of services to help make them aware. Michael confirmed that the Committee will be discussing and addressing this.

D. Match supply with demand in WIB targeted sectors and align with regional economic development strategies – should be WIB's underlying mission while being mindful of changes in the workplace (i.e., remote working, technology changes, etc.) and adjust accordingly.

Review and discuss Emerging Technologies Occupations 1st List and revise industry sector description as appropriate.

Anna entered the following comment in the Chat: I don't believe we rec'd input from Laura Oldaker. She was supposed to assist Susan Hyatt-Dumon.

The Committee agreed that revisions are not needed.

Anna entered the following comment in the Chat: During the 05/07/2020 WIB Planning Comm mtg, the Committee agreed to look at Quarterly Updates on the trainings that are available. Staff should generate a list for the Committee.

Ian recommends a glossary of terms for the Career Pathways Guidelines and a flow chart on how an organization is placed on the ETPL at the state level and then at the local level.

Ian wants the following also explained and/or included in the glossary:

- Emerging Technologies
- Emerging Industries
- Target Occupations
- Target Industry Sectors

How is an Occupation assigned to an Industry even though the same Occupation may exist in multiple industries. The U.S. DOL and OEO data doesn't always agree with the local area. SOC need to be explained/included.

Susan Hyatt-Dumon thanked Nils for his comments and agrees with Ian's suggestions for a glossary and the industry sector descriptions, so everyone is on the same page.

Michael asked Nils how long it will take to get the ETPL information that shows which industry sectors that clients are getting their training.

Marcelino asked if a janitor works at Raytheon, should he/she be recorded under A&D-Manufacturing and/or another occupation?

Nils said an Accountant Specialist who can work in all industries, should be Placed in the industry where they are Placed for employment.

Anna entered the following comments in the Chat:

I created an "acronym" list for the Board Development Comm to distribute to the WIB. May I add to that list and include the definitions? (i.e., Target Occupations, SOC, etc.)

Michael asked if the Committee should plan to meet with the Performance Committee meeting in February and Nils replied that staff may need to be educated/informed about using the proper SOC and/or the assigning of the industry for clients who enter a training program.

Molly agreed and recommended that the join Committee meeting will happen after staff and the Planning Committee

Notes from staff: From OEO, 05/2020 – When the WIB defines industry selections, and if Pima County decides to create their own industry category, define it using NAICS. This helps with consistency and is easier to measure.

OEO suggests Pima County's in demand industry choices link industries and occupations.

While OEO does have data behind their recommendations, it's up to the board to decide what industries and occupations to focus on.

Ultimately, each local workforce development board is responsible for identifying which industries and occupations are defined as "in-demand."

Your selections may differ from the industries and occupations identified by OEO.

Nils Urman, Marcelino Flores, and Anna M. Cunes "to do list" meeting 01/27/2021, 10:30 a.m.:

Aerospace & Defense - Manufacturing
Infrastructure - Construction
Natural and Renewable Resources also includes Construction
Health and Bioscience

Add NAICS and SOC codes that fit the WIB's definitions.

Staff will present recommended, revised Target Industry Sectors, maybe some combined, and ask the WIB to approve.

Anna will send the Glossary of Terms and Acronyms to Ian to make sure it's what he is recommending.

The Business Services Team may have a survey and/or Labor Market Information ("LMI") to provide.

Nils, Anna, and Marcelino will meet again during the week of 02/01/2021.

- E. Incorporate new technology solutions that enhance access and effectiveness of local WIOA-funded programs – see attached (d) FUNCTIONS OF LOCAL BOARD, (7) TECHNOLOGY. This is an item on the 01/28/2021 WIB Executive Committee meeting.

III. Action Item: To approve 12/17/2020 WIB Planning Committee Monthly Meeting Minutes. Molly Gilbert motioned to approve; Liz Gulick seconded the motion; and all were in favor.

IV. Next Meeting: February 18, 2021, 8:30 a.m.

V. Adjourned: 9:18 a.m.