



Pima County  
Workforce Investment Board

QUALITY JOBS. QUALIFIED WORKERS.

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

## **Planning Committee**

**Thursday, June 17, 2021, 8:30 a.m.**

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

Or call in (audio only): [+1 213-279-1657,,955592792#](#) Phone Conference ID: 955 592 792#

---

---

### **MEETING MINUTES**

#### **Members Present**

Michael Guymon, Chair	Heath Vescovi-Chiordi
Gina Pleas	Dr. David Doré
Laurie Kierstead-Joseph	Susan Hyatt-Dumon
Barbra Coffee	Ginny Seltenright
Bev Price	

#### **Members Absent**

Molly Gilbert	Kathy Prather
Ian R. Roark	Stephanie Bermudez
Liz Gulick	Molly Gilbert
Laura Oldaker	Abra McAndrew

#### **Guests Present**

Dominica Dominguez	Anna M. Cunes
Marcelino Flores	Gabe Loyola
Liane Hernandez	Nils Urman

- I. **Called to Order:** Michael Guymon, Chair, 8:35 a.m.
- II. **Pima County WIB Compliance with the Workforce Innovation and Opportunity Act (“WIOA”), Required Functions of the Local Workforce Development Board (“LWDB”), and 2020-2021 Goals:** Michael reminded the attendees about the following:
  - 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
  - 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
  - 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.
  - 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

- E. Incorporate new technology solutions that enhance access and effectiveness of local WIOA-funded programs – see attached (d) FUNCTIONS OF LOCAL BOARD, (7) TECHNOLOGY.

Note from staff: The Arizona Job Connection (“AJC”) is not the system of record for all core program partners because Title II Pima Community College (“PCC”) Adult Basic Education for College and Career (“ABECC”) is required to use the Department of Education for Adult Education reporting database. Title IV Vocational Rehabilitation (“VR”) uses the Libera System 7 Case Management System and utilizes the AJC to set up accounts for clients to develop their resume and look for employment. Title II and Title IV retain original documentation in each participant’s program file. All core program partners track clients and maintain accurate client records.

### III. WIB Target Industry Sectors and Target Occupations - Emerging Technologies

- A. Marcelino shared the list below that represents what was shared with the committee last summer. The Emerging Technologies description and Career Pathway Guidelines need to be updated. Also, the state has a new definition of the Information Technology (“IT”) sector and some of these occupations coincide with those listed below.

Current ETPL		
O*net Code	O*net Program Title	# Providers
15-1121.00	Computer Systems Analysts	2
15-1122.00	Information Security Analysts	2
15-1134.00	Web Developers	2
15-1142.00	Network and Computer Systems Administrators	9
15-1151.00	Computer User Support Specialists	6
15-1152.00	Computer Network Support Specialists	2
17-1012.00	Landscape Architects	2
17-2051.00	Civil Engineers	1
17-3011.01	Architectural Drafters	3
17-3019.00	Drafters, All Other	1
17-3023.01	Electrical and Electronics Engineering Technicians	1
17-3024.00	Electro-Mechanical Technicians	1
27-1014.00	Multimedia Artists and Animators	1
27-1024.00	Graphic Designers	1
TOTAL		34

- B. Marcelino reported for Anna that, Anna asked Dalila Perez, Program Coordinator and Region Director for Pima AJC, Pima County Community & Workforce Development Department (“CWD”), to provide the following information to the Committee as a follow up to the 04/15/2021 Committee meeting:

1. One-Stop utilizes an internal Pima County Participating Tracking System (“PTS”) Database that provides real time data.

2. Marco Favela, CWD, generates the monthly One-Stop Title I-B Summary Reports manually from the PTS that includes the Industry Sector and Job Placements (filtered by Employer and Job Title) data shown below. O\*Net Codes are not entered in PTS.

Industry Report for YTD through May 2021

OCCUPATION	PLACED
Emerging Technologies	0
Natural & Renewable	1
Aerospace & Defense-Manufacturing	23
Logistics-Supply Chain	204
Health and Bioscience	252
Infrastructure-Construction	766
TOTAL	1,246

3. Dalila asked David Hughes, IT Unit, Arizona Department of Economic Security (“DES”), Division of Employment and Rehabilitation Services (“DERS”), what the AJC capabilities are when it comes to running reports on Job Placements by industry sector, and David’s reply is below:

*Dalila, the reports that are in the AJC Tableau site are provided by the Vendor. However, we also can build custom reports, but currently we can't share them outside DES Network. We already had a report with this information and are working on translating it to our new database language. I do not have an eta on it as we are also working on other priorities at this time. The other thing is that unless a placement is the result of a referral that was done in AJC (i.e. a referral was done and then staff go in and result that referral to "hired") we have no way to tie the placement to an O\*Net code. Staff enter all sorts of strange information on the placement screen.*

- C. Pima County Business Service Team and WIB staff will present revised Target Industry Sector names, Target Occupations Groups’ names, and descriptions to the Committee; and will determine how to record cross over Occupations so One-Stop staff may begin to record accurate data.

**IV. Next Meeting:** August 19, 2021, 8:30 a.m. – Michael is recommending an in-person meeting.

**V. Adjourned:** 9:09 a.m.