



QUALITY JOBS. QUALIFIED WORKERS.

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, March 24, 2022 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,,242690733# United States, Los Angeles
Phone Conference ID: 242 690 733#

Minutes

Members Present: Mark Vitale Aric Meares
Danielle Duarte Brad McCormick Vaughn Croft
Michael Guymon

Agenda

- I. Call to Order and Welcome: Dr. Mark Vitale, MBA, PhD. Chair, called to order 8:02am
II. Call to the Public: No public comments
III. Action Item: to approve February 2022 meeting minutes; Motion Vaughn; Second Aric; Discussion None; Vote: 6-0; Approved
IV. Review, Discussion & Action Item: CWD Administration and Operations Division financial, budget review, discussion and action for full WIB review.

Discussion from members based on potential staff salary increases, WIOA funds versus specific county funds. Mark shared that he is half way through the WIB member listening tour and they shared so far that they would like more transparency of financials.

WIB Budget for July 1, 2022 to June 30, 2023 (below)

Table with 3 columns: Line Item, FY 2022, Comments. Rows include Staff Support (\$172,840), Space at KSC (\$4,860), Phone & Internet (\$1,728), NAWB Membership (\$2,300), Printing (\$1,000), and Supplies (\$1,500).



Discussion and action may occur on any agenda item.
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Please call 520-724-7700 (24 hours in advance) to make arrangements.

Meeting Costs	\$16,200	\$1,200 Zoom license \$2,000 Retreat (one extended meeting) \$8,000 Annual Meeting \$5,000 for nine month meetings
Local Travel	\$1,335	250 miles x 12 months x \$.445
In-State Travel	\$1,200	Mileage x \$.445
Out of State Travel	\$10,000	WIB Director and two WIB members (3) \$700 registration fee per person \$600 per night fees hotel \$100 transportation fees Airline tickets (varied)
<b>Total</b>	<b>\$212,963</b>	

Aric shared research on technology as we move from virtual to in-person meetings. Mark stated that depending on how we move forward we can also look into a long term transition plan including hybrid meeting opportunities. Mark also suggested that as a WIB they can come back to this piece if we move into an in-person meeting and other hybrid meeting platforms.

Action Item: To move the WIB budget to the April meeting, Motion Danielle; Second Michael; Discussion None; Vote: 6-0; item moved to the WIB agenda.

WIOA Financial Review, Sean reviewed the current WIOA financials and answered committee member questions. (WIOA Financial Report)

Action Item: To accept the report and have available at the April WIB meeting. Motioned Vaughn; Second Brad; Discussion None; Vote: 6-0; item moved to WIB Agenda

- V. **Review, Discussion & Action Item:** WIB By-Laws regarding necessary conflict of interest language pursuant to State WIOA Title IA Governance monitoring and to place as action item on WIB meeting agenda for April 2022. Mark reviewed the by-law language that was added and revised as highlighted.

Action Item: To move the item to the April WIB Meeting. Moved Michael; Second Vaughn; Discussion None; Vote 6-0; item moved to WIB Agenda

- VI. **Review, Discussion & Action Item:** Windmills training for local area businesses and other potential employers, including communications, outreach and recruitment for the April 2022 event. Mark reviewed that the Windmills training was reviewed and discussed at previous meetings and was shared with the WIB at large in March.

Dates for two sessions are Session One: April 19<sup>th</sup> and Session Two: April 28<sup>th</sup> virtual, capping attendees to 50 for each session. Registration on Zoom, event registration capped, Pima County Communications to do a story highlighting Mary B and the training opportunity available.

Registration link available at the April meeting; press release from communications, flyer development, social media, webpage, email to BST email serve lists, OSO partners, etc.



- VII. **Review, Discussion & Action Item:** Federal Opportunity [FOA-ETA-22-06](#): Apprenticeship Building America (ABA) Grant Program. Pursue an application for this grant prior to the April 25, 2022 deadline. Mark would like to go for this grant to have available by April 8<sup>th</sup> Motion Vaughn, Second Danielle, Vote 5-0
- VIII. **Review and Discussion:** Committee Reports Youth Council, Performance & Accountability, Planning, Board Development; No discussion move to next month
- IX. **Review, Discuss & Action Item:** Workforce Investment Board April Meeting Agenda and Planning; No discussion
- X. **Review, Discussion & Action Item:** Review and discuss member recruitment strategies; No discussion
- XI. **Adjourn:** Motion Vaughn, Second Danielle, Adjourned 10:06am

*Next meeting April 28, 2022 8am, virtual*



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