**SOUTHEASTERN ARIZONA WORKFORCE DEVELOPMENT BOARD**

**Minutes**

**Eastern Arizona College**

615 North Stadium

Thatcher, Arizona 85552

**Thursday, September 19, 2019**

**10:00 AM**

**Members Present** **Members Absent**

 Ron Curtis – President Jason Bowling – Vice President

 Wick Lewis – Treasure Jack Bauer

 Doris Tolbert – Secretary Teresa Celestine

Matt Bolinger Brad Dale

 Tony Boone Mark Gallego

 Kathleen Bullock Steve Garate

Michael Crockett Evonne Cummins Martin

 Suzette Dominguez Jennifer Martin

David Howard Lauri Martin Emily Muteb Abriel Quiroz

 Javier Villalobos Irven Simpkins

Amanda Baillie – Ex Officio non-voting Tim Taylor

Wendy Davis-Ex Officio non-voting

**Staff Present** **Guests Present**

Vada Phelps – Executive Director President Todd Haynie, EAC

Vickie Simmons – Dep. Director Anita Baca

Johanna Scott – Board Clerk

Bobbie Reed – Business Outreach

Eric Grisham- Business Outreach

**A. Meeting Called to Order at 10:00 a.m.**

**B. Welcome by President Haynie, Eastern Arizona College**

**C. Roll Call taken by Johanna Scott, No Quorum;** Things were discussed informally but not acted upon. Notes of the discussions were taken so it can be brought forward at the next meeting when there is a quorum.

**D. The Board welcomed new board member**:

Suzette Dominguez, DES Arizona Rehabilitation Services, RSA Supervisor. Suzette will be replacing David Howard. David promoted to another position.

**E. Action Item:** To Approve June 19, 2019 Minutes

**Motion to Approve:** Ron Curtis

 **Seconded**: Kathleen Bullock

 **Approved**: Unanimously

**F. Financial Report: 2019 Budget & Expenditures**

The financial committee reported that the 2019 Budget and Expenditures report is in good standing. There were no questions. **The financial report was accepted**.

**Motion to Approve:** Ron Curtis

 **Seconded**: Wick Lewis

**Approved**: Unanimously

**G. Matters for Discussion & Decision:**

Ron reviewed Strategic Plan from June 19th Board Meeting / Retreat and discussed goal setting with members. Following, members chose goal #1 or #2 to collaborate and work on with other Board members. The teams were distributed as follows:

**Goal #1:** We will invite industry representatives to each Board meeting to educate the Board on the workforce needs of their industry and educate the industry on what we can do for them.

**Board members for goal #1 are**: Eric Grisham (staff), Amanda Baillie (chair), Emily, Tony, Jason, Tim, Matt, Jack, Evonne, Lauri, and Jenifer.

**Goal #2:** We will ensure that the Board Members have a comprehensive awareness and knowledge of ARIZONA@WORK capabilities and environment.

 **Board members for goal #2 are**: Vickie Simmons (staff), Brad, Suzette, Kathleen, Wick, Doris, Javier, Teresa, Michael, and Irven

**H. One Stop Employment Training: Vickie Simmons**

Vickie reviewed WIOA employment and training report. She reviewed the traffic charts that showed the number of people that visited the Job Centers from July 2018, to August 2019. Announced that Sierra Vista-ARIZONA@WORK would be having a Hiring Fair on Friday, September 22, 2019, from 10 AM to 2 PM. Then a “Launch for Life” for students in Benson on October 23, 2019 in the Gym. She is asking for volunteers to participate and assist with resume reading and interviewing.Read a youth success story. Youth is now a computer programmer.

 **Douglas Job Center** – Reported employee and employer contacts for July through September 2019.

**Graham Job Center** – Reported on collaborations with target organizations/business within the community, such as Eastern Arizona College, Federal Correction, Safford Library, Prison Community and others…

**Greenlee Job Center** – Reported on various contacts with various employers and job fairs.

**Business Services Report for Cochise County – Eric Grisham**

Reported on trainings, events, meetings, involvements, Economic Developments and upcoming events. Such as Training with SV West Rotary Club, Meet and Greet with Iron Bow Technologies, Cochise Network Breakfast, Willcox State of City, Hiring Fair and other job related connections…

**Business Services Report for Graham and Greenlee Counties – Bobbie Reed**

Reported on Chamber events attended, development training and conferences, the coordination of hiring events attended, community events attended and partnered with, community events and panel meetings and business outreach development. Will continue to build working relationships with local and state government.

**Professional Youth Quest Board Report, July 2019 to September 2019 - Angie Luna, Director**

Reported on internships at businesses all over Cochise County. Such as, NCI, Long Realty and Trimz Hair Salon. The certificate program grew, assisted CNAs, Nurses and Cyber Security students, and toured Eastern AZ College.

 **Rehabilitation Services - David Howard**

Reported that Suzette Dominguez would be his replacement. Gave the Title IV report.

Visits the local behavioral health agency sites monthly to provide VR orientations.

Work collaboratively with TSW contracted schools. Regularly reach out to protocol schools and collaborated with AZ@WK partners. Also reported on monthly placements and closures. There were 34 closures and district 6 did well.

**Employment Services Performance Report – Teresa Celestine**

Reported on Title III quarterly employment performance data from June to August, 2019. Total number of visitors per Douglas is 3,511, Sierra Vista 1,241 and Graham is 1,042.

**Adult Education Report**

Reported that the Adult Ed department at Cochise College is registering for English classes to be taught morning or evening; from August 26 through October 2.

**I. Executive Director’s Report:**

Vada Phelps – Discussed the Annual Report and told members about the Achieve 60 Roundtable on Nov 7 at Cochise College. As well as discussed how Emsi analyzes all U.S. counties to see which ones attract talent the best. The rankings were based on how well counties draw new residents, grow jobs, and educational attainment.

Ron Curtis – Discussed broadband and Economic Development.

**J. Comments:** No public comments were offered.

**K.** **Next Meeting: December** 12, 2019

10:00 a.m.

 Cochise College, Downtown Activity Center

 2600 East Wilcox Drive, Sierra, Arizona 85635

**L. Adjourned at 11:45 A.M.**

A copy of the agenda and background material provided to board members (with the exception of material relating to possible executive sessions) is available for public inspection at 900 Carmelita Drive, Sierra Vista, Arizona. Meetings are recorded and are available as an Mp3 file. For access, contact Johanna Scott at (520) 439-3541. ARIZONA@WORK is an Equal Opportunity employer/program.

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*Workers ARIZONA@WORK is a partner of the American Job Center N*