



Innovative Workforce Solutions

WORKFORCE EXECUTIVE COMMITTEE

Zoom Meeting
September 22, 2020
3:00 p.m.

MINUTES

I. Call Meeting to Order

Maria Chavoya called the meeting to order at 3:05 p.m.

II. Pledge of Allegiance

Steven M. Miller led the Pledge of Allegiance.

III. Roll Call

ATTENDEES:

Maria Chavoya, Board Chair (Virtual)
Steven M. Miller, Board Secretary/Treasurer (In Person)
Antonio Zuniga, Board Member (Virtual)

ABSENT:

Jesus Garcia, Board Vice-Chair (Excused)

STAFF:

Nidia Herrera, YPIC
Patrick Goetz, YPIC
Beatriz Aguilar, YPIC

GUEST:

Kevin Imes, Youth Committee Chair (Virtual)

IV. Measurable Skills Gain Policy Review

Nidia Herrera informed the Committee, prior to July 1, 2020 State required to collect data on measurable skills gain and beginning July 1, 2020 the State will now be grading us and will be part of the performance measures. Therefore, this policy is to provide information to staff and service providers on the requirements. The policy will also explain the purpose of having to report it on the Arizona Job Connection (AJC) database system. The policy will be presented to the full board for approval at the next Board meeting.

V. Youth Director Presentation

Juan Castillo, Youth Director presented a PowerPoint on his actions and accomplishments. PowerPoint is attached.

VI. Six Month Evaluation-Youth Director

Maria Chavoya asked the Committee to fill out the 6-month performance review sheet and send to her via email. After she receives the comments she will send to Adriana McBride in Human Resources.

VII. Adjournment

Maria Chavoya asked for a motion to adjourn the meeting.
Steven M. Miller made a motion to adjourn the meeting; Seconded by Antonio
Zuniga. Meeting adjourned at 3:51 p.m.

Respectfully submitted by Beatriz Aguilar, Clerk of the Board



ACTIONS/ACCOMPLISHMENTS

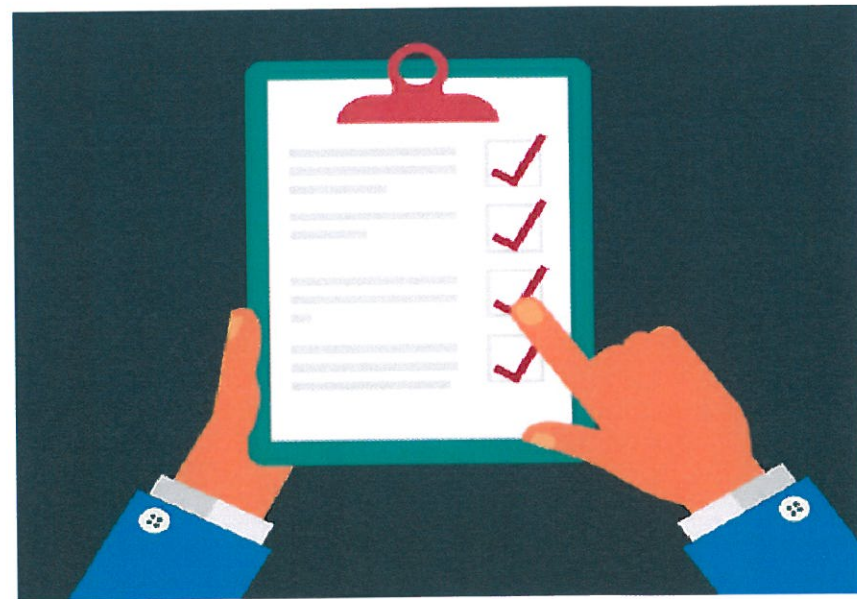
(6 month eval)

By: Youth Service Director



OBJECTIVE

Purpose: Six month review summarizing my actions and accomplishments with the Youth Program

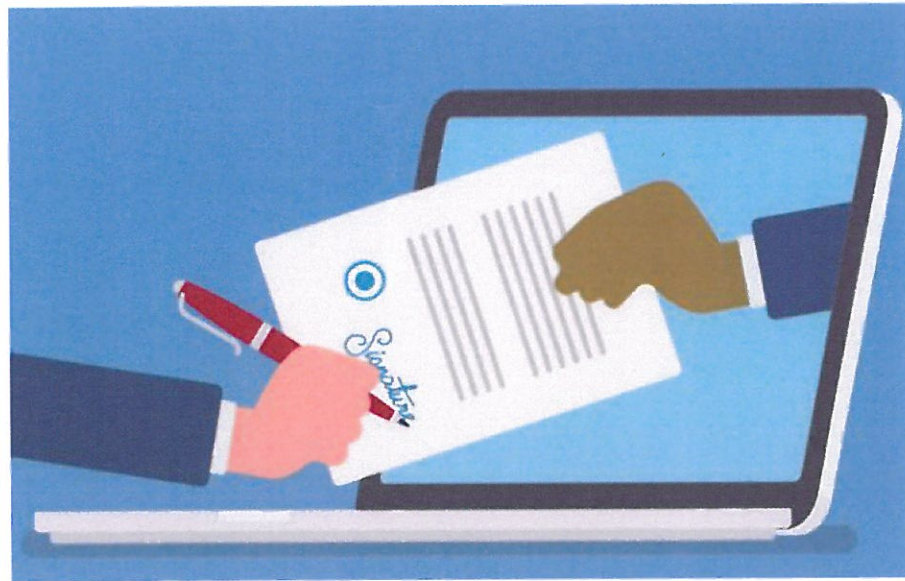


ACTIONS/ACCOMPLISHMENTS

- Virtual Orientations
- Virtual Workshops
- Virtual Eligibilities
- Over the Phone one-on-one orientations
- Facetime Initial Assessment
- Virtual Meeting Platform



ACTIONS/ACCOMPLISHMENTS



- Online Resume assistance
- Digital Eligibility Forms
- Electronic Signatures
- Staff Telecommuting
- Virtual Trainings

ACTIONS/ACCOMPLISHMENTS

- Daily Meetings with Lydia
- Weekly staff and leadership meetings
(discuss week's overview, challenges & highlights)
- Weekly meetings with staff and Youth Coordinator
- Youth Coordinators meet weekly with case managers and staff in eligibility

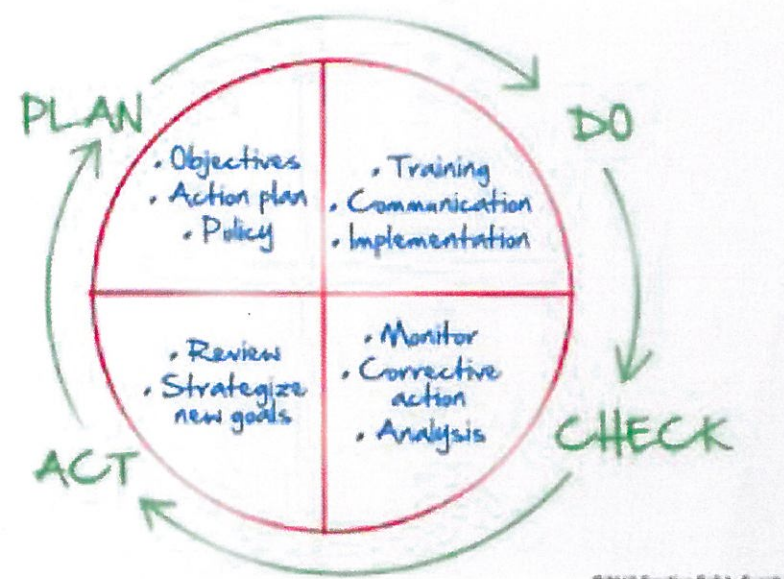


ACTIONS/ACCOMPLISHMENTS



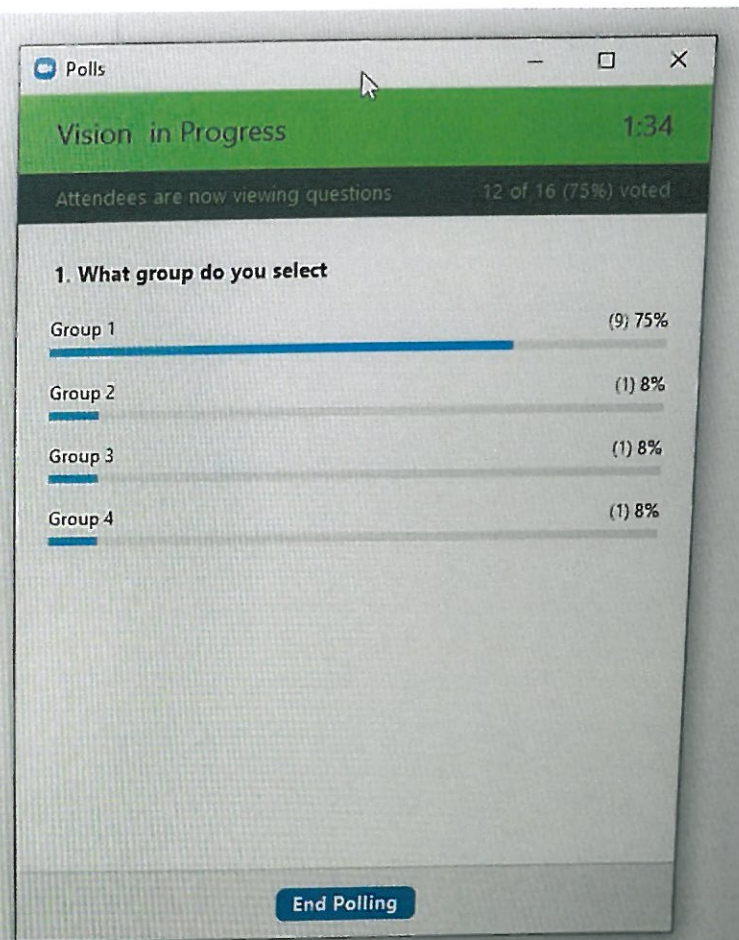
- Introduction to Google Features
- Google Docs
- Google Sheets
- Google Slides
- Google Forms
- Google Hangouts (video conferencing)

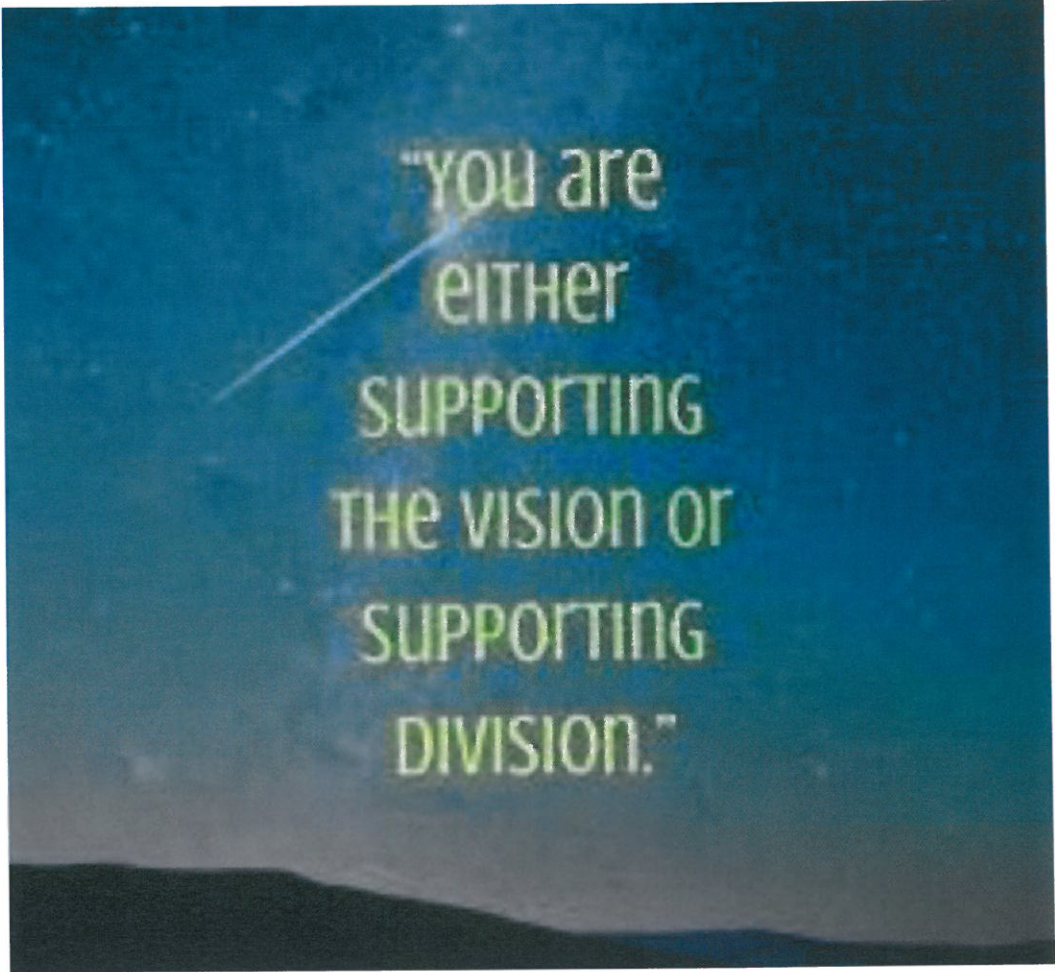
ACTIONS/ACCOMPLISHMENTS



- Organized & Structured Data Collection
- Data Driven
- Adult Mentoring Policy
- Board and Youth Committee Presentation

Groups	Vision Statement
Group 1 (Marycruz)	Prepare, inspire and empower community youth to be self sufficient by providing academic and career pathways and skills through guidance and encouragement.
Group 2	“To inspire and mentor youth in Yuma County to achieve self-sufficiency through career pathways, education, and employment goals. To empower youth to meet their full potential.”
Group 3	To provide Yuma County Youth the resources and training necessary to successfully achieve their goals by encouraging and motivating them to become productive citizens and lifelong learners as well as promote self-sufficiency
Group 4	Provide young adults the services and training needed to gain the knowledge to transition into adulthood, careers, and/or higher education





“you are
either
SUPPORTING
THE VISION OF
SUPPORTING
DIVISION.”

