



# SOUTHEASTERN ARIZONA WORKFORCE DEVELOPMENT BOARD

## Minutes

Thursday, March 14, 2019 at 10:00 a.m.

Arizona G&T Cooperatives  
1000 Arizona Hwy 80, Benson, AZ 85602

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### **Members Present**

Ron Curtis, President  
Jason Bowling, Vice President  
Doris Tolbert, Secretary  
Wick Lewis, Treasurer  
Tony Boone  
Jack Bauer  
Linda Hollis  
Evonne Cummins  
Kathleen Bullock  
Joe Altamirano  
David Howard  
Lauri Martin  
Susan Morss  
Michael Crockett  
Emily Muteb  
Javier Villalobos  
Amanda Baillie – Ex Officio (non-voting)

### **Staff Present**

Vada Phelps  
Vickie Simmons  
Michelle Huff  
Kathy Hall  
Sylvia Thorp  
Eric Grisham

### **Members Absent**

Matt Bolinger  
Mark Gallego  
Teresa Celestine  
Tim Taylor  
Jennifer Martin  
Abriel Quiroz

### **Guests Present**

Anita Baca, Cochise County  
William Higgins, DES, Apprenticeship  
Teresa Mendez, PPEP  
Carla Torres, PPEP

- A. Meeting Called to Order at 10:00 a.m.**
- B. Roll Call taken by Kathy Hall, Quorum Present**

- C. The Board welcomed New Board Members:**
- Javier Villalobos, Teleperformance
  - Emily Muteb, Freeport-McMoRan

- D. Action Item: To Approve December 13, 2018 Minutes**

|                           |               |
|---------------------------|---------------|
| <b>Motion to Approve:</b> | Doris Tolbert |
| <b>Seconded:</b>          | Tony Boone    |
| <b>Approved:</b>          | Unanimously   |

- E. Financial Report: 2018 Budget & Expenditures/ ARIZONA@WORK Audit**  
Mr. Bowling reported all in good order. No comments or questions by the board.

- F. Presentation: Apprenticeship Programs**

Mr. Willie Higgins, State Apprenticeship Program Lead, Department of Economic Security presented on the State of Arizona's Apprenticeship Program. The program has four employees. They create, develop and register apprenticeship programs in every industry for Arizonians. They currently have 162 registered programs with 4,271 registered apprentices and a list of over 1,400 apprenticeable occupations and growing. Partnering with the Local Workforce Boards, they have 12 across the state to assist with growing and promoting the program. They also have 14 CTE units in the state that cater to 48 high schools/ vocational centers. Currently they are working to align sector strategies with the CTE training programs and bring employers to the table to create new apprenticeships. They are working with community colleges to create dual enrollment in some programs so those graduating students will have earned college credits.

- G. Core Partner Reports:**

**One-Stop Employment & Training Report**

Vickie Simmons reported on her written report and added in some key highlights. Vickie announced that she has included a training data report along with the traffic report to give more defined content to the board for PY 17 (last year) and PY 18 (current year). The reports reflect 111 persons have exited the program and 104 have been placed which is 94%. Vickie defined "exited" when a person is enrolled into a training program, completes the program and is ready for employment. They are then exited from the program. Vickie and her staff are required to follow those people for 12 months. A board member suggested to show trends or yearly results to determine the progress of the program. Vickie also reported that they had recently received two Rapid Response notices from the state on General Dynamics and Raytheon's loss of

their contracts with Ft. Huachuca. They have reached out to those employers to offer any assistance. Also, a local feed store has shut down that had 10 employees and they have been in touch with those employees to offer assistance. The Southeastern Arizona Hiring Fair has 58 employers registered which is a significance increase from last year's 28. They are expected to have a big turn out with over 200 job openings available. Eric Grisham discussed the fundraising event with the board and passed out 10 tickets from the Huachucans organization to help support the PYQ youth program through ARIZONA@WORK. The monies will be due back to Mr. Grisham by September 1st, additional tickets are available. Mr. Grisham also reported that he had been successful in receiving a grant of \$2,500 from the Southern Legacy Foundation. The grant monies have been instrumental in purchasing equipment and software to start a new podcast program for the local workforce location.

### **Rehabilitation Services Performance Report**

David Howard reported on his written report and mentioned that the Nogales office numbers were not included on the original reports. David discussed the number of placements, which is a person that gets employment and closures, is maintaining that employment for 90+ days. Nogales had 24 placements and 7 closures YTD. Mr. Howard reported that they have lower referrals in the Sierra Vista area and have made several attempts to work with the staff and students at Buena High School. A new counselor from the Scottsdale area will be coming on board at the high school. Mr. Howard has hopes they will be able to get the program up and running with support from the new counselor. Several training flyers were included in the packet; if anyone or knows anyone that maybe interested in attending any of the upcoming disability trainings in the area.

### **Employment Services Performance Report/ PPEP Presentation**

Teresa Celestine submitted a report for review. She was unable to attend the meeting. Teresa Mendez, PPEP presented on the programs they offer for at-risk students, including rural, farmworkers, international, and Southern Arizona border area students along with development training, education and technical assistance for students, workers and their families. She currently services Maricopa, Pinal, Pima, Cochise County and Graham, Santa Cruz counties.

### **Adult Education Performance Report**

Susan Morss reported on her written report. She highlighted from the Annual Report Card that the Cochise College Adult Education program ranked 2 out of 24 in the state. Ms. Morss mentioned that the ESL class in Wilcox is full and running successfully. The GED graduation ceremony is on May 22<sup>nd</sup> this year, they are on track to have around 30 graduates. Susan is currently working to develop an Integrated Education and Training class. She is partnering with other companies to provide classes for their employees. Ms. Morss and her staff are researching career pathways by using the in demand sectors from our region. Susan mentioned that the Sierra Vista ESL participants have declined this year.

**H. Executive Director's Report**

Vada Phelps reviewed the ARIZONA@WORK Southeastern Arizona Basic Financial Statements and Single Audit Reports with the board. She pointed out that one finding was brought forth by the auditors. Immediate action was taken to stop the practice and a corrective action plan has been completed. We are reported as a low risk auditee. Vada mentioned that San Carlos Apache now has a college and passed around a flyer that was available at the Safford One Stop. The Board Retreat is coming up and will be June 19<sup>th</sup> – 21<sup>st</sup>, please save the date. It will be held at the OMNI Tucson Resort again this year. If you would like to assist in finalizing the agenda items, please attend the next committee meeting on April 17<sup>th</sup> at 10:00 a.m. at the CAS school in Sierra Vista.

**President's Report**

Ron Curtis discussed the upcoming NAWB Forum in Washington D.C. on March 21<sup>st</sup> – 27<sup>th</sup>. Ron, Wick and Vada will attend to meet with cohorts representing their counties to stand in front of elected representatives from Arizona. They will also have opportunities to be in front of other legislators and representatives from the White House to push policy and represent Arizona's viewpoint. It is an opportunity to get our voice heard and make things better for Arizona. They will exchange ideas and learn about new possibilities and promote the apprenticeship program.

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

**J. Next Meeting:**           **June 19, 2019 at 10:00 a.m.**  
                                  **Board Meeting & Retreat, June 19-21**  
                                  **OMNI Tucson National Resort**  
                                  **2727 West Club Drive, Tucson, AZ 85742**

**K. Adjourned at 12:30 p.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 Kathy Hall (520) 439-3541.

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