

### Innovative Workforce Solutions

### YUMA COUNTY WORKFORCE DEVELOPMENT BOARD

Yuma Private Industry Council, Administration Building

3834 W. 16<sup>th</sup> Street, Yuma AZ 85364

Meeting Link:

https://us06web.zoom.us/j/83759922610?pwd=dzhNYU00MWE4UXBTMEMzSINNenlUZz09

Meeting ID: 837 5992 2610, Passcode: 873874

Phone: +1 253 215 8782 US

November 9, 2022

9:00 a.m.

### **MINUTES**

### I. CALL MEETING TO ORDER

Samuel G. Loveless called the meeting to order at 9:02 a.m.

### II. PLEDGE OF ALLEGIANCE

Steven M. Miller led the Pledge of Allegiance.

### III. ROLL CALL

The roll was called, and those present and absent were:

Members Present (Virtually)	Members Absent
1. Judith Castro	1. Ryan Barto (Excused)
2. Daniel Corr	2. Maria Chavoya (Excused)
3. Brandon Culpepper	3. James Luft
4. Jesus G. Figueroa	
5. Carla F. Gonzalez	
6. Karen King	
7. Gregory LaVann	
8. Samuel G. Loveless	
9. Dave Miller	
10. Steven M. Miller (In Person)	
11. Miguel Ramos	
12. Michael J. Sabath	
13. Tonya Tacker	
14. Antonio Zuniga	
15. Laura Wisniewski	

### Thereby a quorum was established.

### **Staff (Virtually)**

Jay Parke, Walker & Armstrong Curtis Bright, Walker & Armstrong Mariana Martinez, YPIC Steve Barba, YPIC Nidia Herrera, YPIC Patrick Goetz, YPIC Beatriz Aguilar, YPIC

#### IV. \*CALL TO THE PUBLIC

There were no comments from the public.

#### V. INTRODUCTIONS

Samuel G. Loveless introduced and welcomed Brandon Culpepper, Substation Technician for Arizona Public Service who was appointed on November 7, 2022 to the Board.

Mr. Culpepper shared the following information;

- Has been employed by Arizona Public Service for 22 years
- Graduated from Arizona State University with a degree in operations management
- Served a 5 year apprenticeship with Arizona Public Service
- Is a member of International Brotherhood of Electrical Workers Union 387

Mr. Culpepper stated he is honored to be part of the Board and is looking forward to working with all the members.

### VI. PERSONNEL POLICIES & PROCEDURES COMMITTEE REPORT

Antonio Zuniga informed the Board, the Personnel Policies & Procedures Committee met on October 7, 2022 to review the Distracted Driving Policy. The policy applies to all the employees of the organization driving for any business purpose. The policy prohibits the use of any infotainment devices, if approved all employees who are required to drive for the organization will be required to sign the policy and will be provided proper training. The policy was also reviewed by the organizations attorney.

#### VII. DISCUSSION AND ACTION ITEMS:

- A. Approval of the Consent Agenda
  - 1. Meeting Minutes (September 14, 2022)
  - 2. Approval of the Distracted Driving Policy
  - 3. Appointment of Rebecca Bremer to the Healthcare Sector Strategy Committee
  - 4. Appointment of Miguel Ramos to the Performance Review Committee

Samuel G. Loveless asked for a motion to approve the Consent Agenda.

Steven M. Miller made a motion to approve the Consent Agenda; Seconded by Judith Castro.

VOICE VOTE: The motion carried 14-0 (Yes: Judith Castro, Daniel Corr, Jesus G. Figueroa, Carla F. Gonzalez, Karen King, Gregory LaVann, Samuel G. Loveless, Dave Miller, Steven M. Miller, Miguel Ramos, Michael J. Sabath, Tonya Tacker, Antonio Zuniga and Laura Wisniewski)

#### **B.** Discussion and Action Items

1. Acceptance of the 2021-2022 Audit prepared by the Firm Walker & Armstrong LLP

Jay Parke and Curtis Bright from Walker and Armstrong LLP presented a

summary of the audit results for fiscal year 2022.

- Two deliverables were issued related to the audit,
  - o Financial Statements and Sigle Audit Reports
  - Letter to the Board
- Expressed an unmodified "clean" opinion on the financial statements and on the major program tested (WIOA Cluster)
- Had no financial statement or federal award findings

Samuel G. Loveless asked for a motion to approve the 2021-2022 Audit prepared by the Firm Walker & Armstrong LLP.

Daniel Corr made a motion to approve the 2021-2022 Audit prepared by the Firm Walker & Armstrong LLP; Seconded by Steven M. Miller.

VOICE VOTE: The motion carried 14-0 (Yes: Judith Castro, Daniel Corr, Jesus G. Figueroa, Carla F. Gonzalez, Karen King, Gregory LaVann, Samuel G. Loveless, Dave Miller, Steven M. Miller, Miguel Ramos, Michael J. Sabath, Tonya Tacker, Antonio Zuniga and Laura Wisniewski)

### 2. Acceptance of the 2021 990 IRS Tax Return prepared by the Firm Walker & Armstrong LLP

Mr. Parke informed the Board they are still in the process of finalizing the 990 form. Form will be presented for approval once completed.

### 3. Approval and Authorization for the Workforce Development Board Chair Signature and Submission of the WIOA Title 1B Adult and Dislocated Worker Incentive Approval Request Form

Nidia Herrera requested the approval and authorization for the Chair to sign the Title 1B Adult and Dislocated Worker Incentive Approval Request Form. It allows service providers to provide incentives to participants for completion of work experiences and internships. Also, allows the incentive payment for adults and dislocated workers for the attainment of a high school equivalency certificate and/or federally recognized credential.

Samuel G. Loveless asked for a motion to approve and authorize the Workforce Development Board Chair to sign and submit the WIOA Title 1B Adult and Dislocated Worker Incentive Approval Request Form.

Gregory LaVann made a motion to approve and authorize the Workforce Development Board Chair to sign and submit the WIOA Title 1B Adult and Dislocated Worker Incentive Approval Request Form; Seconded by Judith Castro.

VOICE VOTE: The motion carried 14-0 (Yes: Judith Castro, Daniel Corr, Jesus G. Figueroa, Carla F. Gonzalez, Karen King, Gregory LaVann, Samuel G. Loveless, Dave Miller, Steven M. Miller, Miguel Ramos, Michael J. Sabath, Tonya Tacker, Antonio Zuniga and Laura Wisniewski)

#### VIII. DIRECTORS REPORT

Nidia Herrera presented a PowerPoint. PowerPoint is attached.

Board member, Daniel Corr left the meeting at 9:50 a.m.

### IX. PRESENTATIONS AND INFORMATIONAL ITEMS:

### 1. Business Services/Rapid Response

Mariana Martinez, Employer Engagement & Rapid Response Coordinator presented a PowerPoint. PowerPoint is attached.

### 2. Financials as of September 30, 2022

Steve Barba, Finance & Accounting Manager presented the financials as of September 30, 2022. Adults are at 23%, Dislocated Workers are at 20%, Youth Services are at 19% and overall is at 20%.

#### X. WDB MEETING SCHEDULE

**A.** Proposed Next Meeting Date: Wednesday, January 11, 2023 at 9:00 a.m.

### XI. OTHER INFORMATION AND/OR COMMITTEE REPORTS

### A. Economic Development Issues Report

Gregory LaVann reported:

- Initiated a childcare task force as it has become a major issue
  - Has scheduled a couple of meetings in order to find what the common issues are amongst the employers in town
  - Trying to address who would be essentially a central provider for healthcare or how to work with different providers to help expand their offerings
  - Working with Arizona Western College and Arizona Department of Economic Security for resources and assistance

### **B.** Healthcare Sector Strategy Committee Report

Gregory LaVann reported:

- Healthcare committee was created to identify and address opportunities, challenges and issues that are affecting local employers
- Healthcare industry is the biggest growing sector in Yuma
- Met with healthcare providers, healthcare trainers and educational institutions
- Working on short, midterm and long-term goals to serve training providers
- Healthcare sector will continue to be the most dynamic sector for growth, and quality jobs, therefore the Board needs to ensure its providing all the assets and resources they can get
- Information based on a survey:
  - Paying trainers competitive wages have been a prohibitive factor to expand the program
  - o Cost of programs can be restrictive to students
  - Need to be more proactive engaging students at an earlier stage in their educational pursuits

Board member, Jesus G. Figueroa left the meeting at 10:11 a.m.

### C. Educational Opportunity Center Charter High School Board Report

Steven M. Miller reported:

- Enrollment is at 106
- Expenses are at 30%, at 40% of the school year

### D. Compliance Manager Report

There were no questions regarding the Compliance Manager report.

### **E.** Service Provider Reports

There were no questions regarding the Service Provider reports.

#### XII. GOOD OF THE ORDER

Samuel G. Loveless informed the Board, there is a vacancy in the Performance Review Committee and asked Board members to reach out to Board staff if interested.

Judith Castro asked the Board if anyone that has worked with youth would be interested in participating in a community practice meeting to discuss services, resources and information related to the youth population.

#### XIII. ADJOURNMENT

Samuel G. Loveless called for a motion to adjourn the meeting. A motion was made by Judith Castro; Seconded by Miguel Ramos. The motion carried. The meeting adjourned at 10:19 a.m.

VOICE VOTE: The motion carried 12-0 (Yes: Judith Castro, Carla F. Gonzalez, Karen King, Gregory LaVann, Samuel G. Loveless, Dave Miller, Steven M. Miller, Miguel Ramos, Michael J. Sabath, Tonya Tacker, Antonio Zuniga and Laura Wisniewski)

Respectfully submitted by Beatriz Aguilar, Clerk of the Board.



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## Executive Director's Report

Nidia Herrera November 9, 2022

### **COVID-19 Precautionary Measures**

### Continuity of Operation Plan (COOP)

- Sanitation Stations & Temperature Checks
- Practice Safe Distancing
- Ready to Reinstate COVID protocols

### Enforce Safety Measures

- Sanitizing equipment after each use
- Employees choice to use mask



### **LWDB Action Items**

- Local Board & Chief Elected Official Approvals: (Board of Supervisors- BOS)
  - Workforce Sector Vacancy Filled (Nov 7<sup>th</sup>): Mr. Brandon Culpepper APS (Union Rep)
  - One LWDB Open Membership: (1) Business
  - State Request for Extension to Fill Open Vacancy
  - LWDB Governance Policies (Sept 19th): Shared Governance Agreement and Bylaws
  - Social Service Block Grant (SSBG): Oct 3<sup>rd</sup>
  - Monthly Meetings
- Dept. of Labor (DOL) Quest Dislocated Worker Grant
- ALLO Fiber Communication Partnership:
  - AWC & ARIZONA@WORK
  - Fiber Optic Technician & Fiber Optic Technician Apprenticeship
- GYEDC Child Care Community Task Force
- ▶ LWDB Policy Updates/Revision: Registration, Enrollment & Data Entry Policy
- Healthcare Sector Strategy Committee: (GYEDC, Haven Health of Yuma, Sunset, YRMC, ARIZONA@WORK, NAU, VA Hospital)
  - Employer Healthcare Shortage/Identified Occupation List
  - Webinar: Healthcare Registered Apprenticeship-Simplified Accelerator: Nov 1st

### **LWDB Action Items**

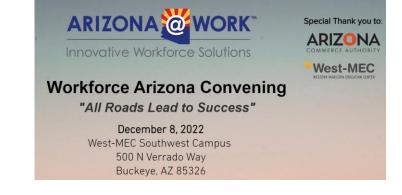
- Monthly Service Provider Meeting:
  - Sept 29<sup>th</sup> & Oct 27<sup>th</sup>
  - Next Meeting: Dec 1st
- Service Provider Training: by LWDB Staff
  - Eligible Training Provider List (ETPL)
- Walker & Armstrong Audit
- TRANSFR VR: Youth
- Job for the Future (JFF)/Center for the Future of Arizona (CFA) Conference
- Yuma Legislative Update hosted by AWC
- South West Arizona Town Hall: Mental Health/Substance Use & Homelessness
- Growing OUR Own Symposium IV- Ecosystem of Innovation "The Framework"
- Annual Report Summary to Department of Economic Security
- Yuma Biz Articles
- ▶ AWC Ambassador (Sept 28th) & TRIO Programs (Oct 20th)
- ► LWDB In-Service Training: (Oct 10th)
  - WIOA Safety/Preparedness Awareness Training & Staff Development





## State of Arizona Workforce Innovation Opportunity Act (WIOA) Updates

- Workforce AZ Council (WAC):
  - Modification Local Plan Approvals: Pending State Approval
  - LWDB Requested Extension: Business Category
- Dept. of Labor (DOL)-AZ Quest (Dislocated Worker) Grant:
  - Partnership with AZ Commerce Authority (ACA)/Office of Economic Opportunity (OEO), AWC & ARIZONA@WORK-Yuma County
  - Grant Awarded to Arizona (Yuma: \$2.1 Million)
- ▶ ALLO Fiber Communications Partnership: (OEO, AWC & ARIZONA@WORK-Yuma Coutny)
- Dept. of Economic Security (DES) Data Validation Audits (DV) PY' 22:
  - DV Audit for Oct 24<sup>th</sup>: In Progress
  - Programmatic Audit for Nov 7<sup>th</sup>: In Progress
- ▶ **DES Board Governance Audit** (Sept 30<sup>th</sup>): No Findings
- DES State Training Session:
  - Webinar: Measurable Skills Gain & Credential Q&A: Nov 21st
- Workforce Arizona Convening Meeting
  - Dec 8<sup>th</sup> (10 am to 3pm)







## DOL National Quest Dislocated Worker Grant

- Local Partnership:
  - AWC & ARIZONA@WORK
  - Memorandum of Understanding (MOU)
  - Quest Dislocated Worker Policy
- Press Release:
  - Nov 4<sup>th</sup> (Dr. Corr & Patrick Goetz)
- Funding Period: 2 Years
- Industries: Manufacturing, Healthcare, Logistics, Professional, Scientific & Technical Services
- Target Population: Dislocated Workers Impacted by COVID-19
  - Serve 200 Individuals
- Focus:
  - Employment & Training
  - Partnerships & Outreach





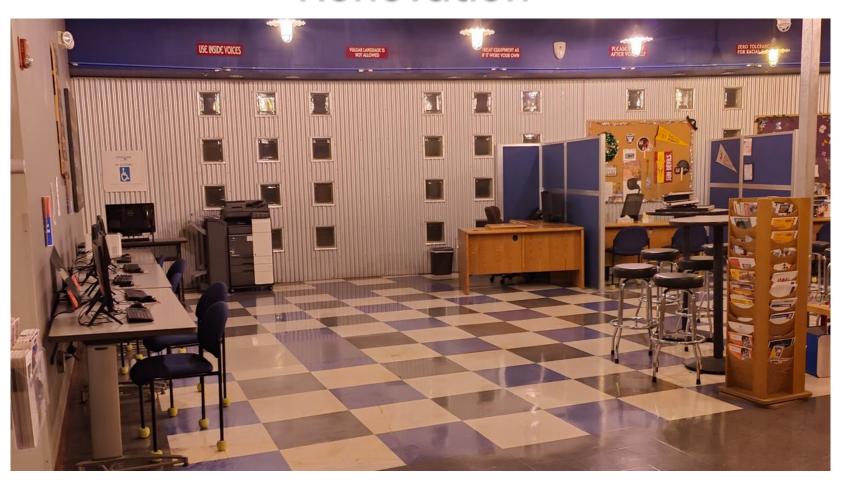
### AWC Law Enforcement Training Updates





- Detention Officer Academy (Class #2): Graduation September 15<sup>th</sup>
  - Completed: Six
  - Next Class (Class #3): October 2022
  - Graduation Date: December 15, 2022
- LETA: Law Enforcement Training Academy
  - Enrolled: Twelve
  - Graduation Date: February 23, 2023

## MLK Youth Center Renovation



## Youth Services San Luis Incubator Tour



### **Veterans Hospital Tour**











## Performance PY' 21/22 (7/1/2021 – 6/30/2022)

### **Pending State Post SAM Data – December 2022**

Adjusted levels of performance – The levels of performance after being adjusted in the SAM at the end of the PY using actual data. The adjusted levels of performance will be used to determine performance success or failure.

### **Statistical Adjustment Model (SAM)**

The SAM is an objective statistical regression model developed by DOL. It is used to make adjustments for actual economic conditions, and the characteristics of participants served at the end of the PY. In compliance with the WIOA, the existing DOL issued SAM will be used to negotiate local-level performance goals. The model takes into consideration labor market factors such as employment rates and job losses and/or gains in different industries so the goals are realistic and representative of the existing economic status. In addition, the SAM incorporates participant barriers to employment that include poor work history, lack of work experience, lack of educational or occupational skills attainment, dislocation from high-wage and high-benefit employment, low levels of literacy or English proficiency, disability status, homelessness, ex-offender status, and welfare dependency to get an accurate representation of the population that is being served.

## November 11<sup>th</sup>

ARIZONA@WORK ~ Closed



Thank you for your Service!



## ARIZONA@WORK~CLOSED HOLIDAY SCHEDULE

Thanksgiving: Nov 24<sup>th</sup> & Nov 25<sup>th</sup>



Christmas: Dec 26<sup>th</sup> & Dec 27<sup>th</sup>

New Years: Jan 2<sup>nd</sup>





YUMA COUNTY

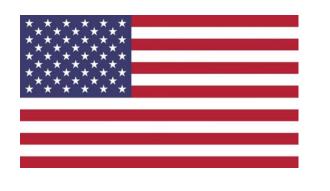
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## Questions?

# Business Services & Rapid Response

Mariana Martinez

Employer Engagement Coordinator & Rapid Response Coordinator







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### **Center Activity**

Site	August	September	October	Year-to-Date
Yuma CRC / EOC	601	929	970	6,793
MLK / Youth Services	164	179	117	954
Somerton Resource Center	473	154	151	1,734
South County Business Resource Center	24	19	10	252
Virtual Contacts	443	333	223	2,154
Total	1, 705	1,595	1,471	11,887

2016 Total: 28,643 2018 Total: 44,613 2020 Total: 41,990

2017 Total: 34,341 2019 Total: 47,033 **2021 Total: 22,935** 



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### Rapid Response 2022 Layoffs & Closures

Company	Month	Closure	Lay-Off	Employees Dislocated
Bed Bath & Beyond	January	Х		18
Habitat for Humanity ReStore	January	х		3
Jordan Manufacturing	May		х	33
EQUUS Workforce Solutions	June		х	5
Ross Innovative Employment Solutions Corp.	June		Х	2
Factory 2U (Fallas Paredes)	June	X		9
Kirkland's Home Yuma Store	July	Х		6
David's Custom Welding & Steel Supply	August	X		5
Total		5	3	81

## Community Outreach & Recruitments







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### Outreach







### September

- 5th Bajo El Sol Agricultural Job Fair
- 14th Agricultural Job Fair
- 19th S&A Safety Awareness Event
- 19th Business Services Presentation to Ativo
- 22nd City of San Luis Human Resources Dept.
- 28th KCFY Radio Interview

### October

- 3rd 5th Yuma Community Job & Education Fair
- 19th Center for the Future of Arizona
- 19th STEDY
- 17th University of Arizona Mock Interviews
- 21st Yuma Machinery DBA Wellton Mini Mart
- 28th Yuma Veteran Home Arizona Dept. of Veteran Services - Tour

### **Ongoing Monthly meetings:**

- Yuma County Economic Development Monthly Meeting
- Yuma County Chamber of Commerce Board Meeting
- Yuma Sun Reports
- State Business Touch Point Call (Weekly Basis)
- State Communications Call (Monthly)

### September

Total Job Seekers:	418
Total Employment Opportunities:	150+
Employers in attendance:	Four (4)
Resources in attendance:	Eight (8)



**2022 Agricultural Job Fair- Attendance & Vendor Survey Results** 

## **Agricultural Job Fair**



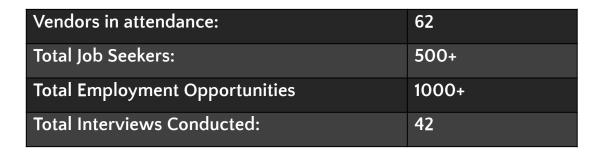








### October





2022 Yuma Community Job & Education Fair - Attendance & Vendor Survey Results

2022 Yuma Community Job & Education Fair - Video

## 2022 Yuma Community Job & Education Fair

**Recruitment & Retention Strategies Workshop** 



Holly Kurtz 20 Employers in attendance





## 2022 Yuma Community Job & Education Fair















## 2022 Yuma Community Job & Education Fair













## **Upcoming Events**





## Questions?



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