

**Pinal County Local Workforce Development Board Meeting
ARIZONA@WORK Pinal County
318 N. Florence St., Saguaro Room
Casa Grande, AZ 85122
July 26, 2018**

MINUTES

Call to Order - 2:06 PM

I. Pledge of Allegiance

II. Roll Call and Introductions

Chairman Cook asked Sean Harper to call roll. A quorum was met.

Board Members Present: Susan Aguilar, Patrick Camuñez, Udo Cook, Carol Daniel, Kyle Gallo, Liz Harris-Tuck, Mark Kolb, Joan Moore, Lynn Parsons and Michael Wisehart

Board Members Present via Teleconference: Jack Beveridge, Lana Chanda, Charlie Estrada, Tim Kanavel, Sandie Smith, and Dean Van Kirk

Board Members Absent: Jakob Andersen, Dr. Jani Attebery, Wilbur Freeman, Lorena Gomez, Patrick Johnson, Chris Shoemaker and Richard Wilkie

Guests/Staff: Joel Millman (ARIZONA@WORK Pinal County) Adeline Allen (ARIZONA@WORK Pinal County); Aaron Moon (ARIZONA@WORK Pinal County); Alexis Hernandez (ARIZONA@WORK Pinal County); Teasha Maestas (ARIZONA@WORK Pinal County); Jason Robert (ARIZONA@WORK Pinal County); Connie Fraijo (ARIZONA@WORK Pinal County); Cara Bryant (ARIZONA@WORK Pinal County); Cosme Velazquez (ARIZONA@WORK Pinal County); Ann Gasker (ARIZONA@WORK Pinal County); Osman Varela (ARIZONA@WORK Pinal County)

III. Information/Discussion/Action - Consent Agenda

A. Approval of May 31, 2018 Meeting Minutes

B. Removal of Board Member(s)

1. Mila Besich-Lira (resigned) - representing Business Sector

- ❖ Chairman Cook asked for a motion to approve all items on the consent agenda. Motion made by Lynn Parsons. Motion seconded by Michael Wisehart. Motion passed unanimously.

IV. Information/Discussion/Possible Action - Reports

A. Board Chair Report

- ❖ Chairman Cook mentioned that he wants further training for the Board and support staff to report out at the joint conference/education summit on November 16th. He discussed the tentative agenda and asked for any recommendations. He stated he wants presentations that will educate everyone at the summit on the Adult, Dislocated Worker and Youth programs along with a presentation from the One-Stop Operator.
 - **ACTION REQUIRED:** Chairman Cook asked for a report of some kind on how we are involved with clients as far as referrals go. Jack Beveridge agreed and mentioned he would like to know more especially from an access point side on what is needed for referrals. Staff to work with the One-Stop Operator to provide requested information.

B. Workforce Directors Report

- ❖ Adeline Allen went over the cost change proposal based on reassignment of work spaces requested by co-located partners as well as Central Arizona College Youth Program representatives moving out of the One-Stop Center. Adeline asked Cara Bryant to explain the reason for them leaving the One-Stop Center. Cara explained that Youth Program participants do not come into the center and they could take the \$15,000 currently charged to rent and support 300 more participants in the program.
- ❖ Chairman Cook stated he was hesitant about the Youth staff vacating the One-Stop and requested that all contact information stay current. He also wanted to make sure the other partner staff agreed to absorb the additional cost from the Youth staff leaving. Emphasis was made to really push to get another partner into the building to offset the cost from the rest of the partners.
- ❖ Chairman Cook asked to see the cost changes. Three different cost scenarios were shared and all partners agreed on scenario C. Randee Stinson asked that the moves not be made until the first of a month to avoid having to pro rate monthly charges.
 - Chairman Cook asked for a motion to approve scenario C. Motion made by Liz Harris-Tuck. Motion seconded by Mark Kolb. Motion passed unanimously.

C. One-Stop Operator Report

- ❖ Jason Robert reported out the previous month's accomplishments, areas to improve, and success stories for ARIZONA@WORK Pinal County. [One-Stop Operator Report](#)

D. Financial Report

- ❖ Adeline Allen reported the current financial standings for ARIZONA@WORK Pinal County. [Financial Report](#)

E. Performance Accountability Committee Report

- ❖ Lynn Parsons reported out about the new @ A Glance.
 - **ACTION REQUIRED:** Modify @ A Glance to include referrals.
- ❖ Lynn asked if Joel Millman would present the federal levels of performance. He stated that local areas negotiate the levels of performance for the federal performance measures for the Adult, Dislocated Worker, and Youth programs. As was done during the last two program years, local areas will be negotiated for the next two program years. Proposed levels of performance were submitted to the Department of Economic Security on July 24th in anticipation of the negotiations which are scheduled to occur prior to September 30th.

F. Career Pathways Report

- ❖ Liz Harris-Tuck gave an update on the grant offered by the Tohono O'Odham Nation that the committee applied for.

G. Executive Committee Report

- ❖ Carol Daniel reported about attendance for board members, which they will be reaching out to the board members as well as Joel Millman writing up a letter to send out to the full board to remind them of the attendance policy. Carol also mentioned board recruitment and that we are needing four business sector representatives. Joel and Carol are coming up with a basic elevator speech for the whole board to know so they can relay information to potential members.

H. By-Laws Committee Report

- ❖ By-Laws Committee will be meeting soon and proposed changes will be disseminated to the board once the recommendations occur.

I. Youth Committee Report

- ❖ Susan Aguilar reported that Cara Bryant is now officially a member of the committee, and they are still looking for more members. If anyone wanted to volunteer or had recommendations to email the board staff and they will let her know.

J. Operational Advisory Committee Report

- ❖ Nothing to report from the committee.

V. Information/Discussion/Presentation – Danny Court, Elliot Pollack and Company – Overview of Pinal County Labor Market Analysis

- ❖ NOTE: Presentation was given before the committee reports. Danny Court presented a summary of the Labor Market Analysis for Pinal County. This summary will be incorporated into the modified [ARIZONA@WORK Pinal County Local Workforce Development Plan](#).

VI. Call to Public

- ❖ Cara Bryant distributed a success stories handout and gave a summary of the information. She also said that any youth needing to be referred to the program can fill out the referral form online at www.centralaz.edu/wioa
- ❖ Connie Fraijo reported that the Adult and Dislocated Worker Programs had their first annual back to school orientation. 90% of participants showed up, they had a great turn out. Attendees received a redeemable Walmart card and back to school supplies. The purpose was to educate participants on the policies and procedures and what is expected of them as a participant.
- ❖ Jim Sorensen gave a shout out to Joan Moore on the very first SCSEP participant Wynona, who will be helping at the front desk.

VII. Meeting Adjourn - 4:24 PM