



## **WORKFORCE ARIZONA COUNCIL – STATE PLAN TASK FORCE MEETING MINUTES**

Wednesday, February 3, 2016, 9:00 – 11:00 a.m.

333 N. Central Avenue, Phoenix, AZ 85004, Ponderosa Conference Room, 19<sup>th</sup> Floor  
Conference Call Instructions: 866-635-4644, Passcode 7237282

### **Members Present**

Dawn Grove, Chair – Karsten Manufacturing  
Doug Yonko, Vice Chair – Hensley Beverage Company  
Glenn Hamer – Arizona Chamber of Commerce  
Sheryl Hart – ADE Designee  
Thomas Winkel – Arizona Coalition for Military Families

### **Members Present via Phone**

Bill Terry - IBM

#### **1. Welcome & Introductions – Dawn Grove, Chair**

- The meeting was called to order by Chair Grove at 9:01 a.m.
- Chair Grove welcomed all of the members and thanked each of them for their involvement.

#### **2. Call to the Public**

- No public comment

#### **3. Schedule for Remaining Meetings – Kelsey Jahntz, Staff**

- Staff discussed the possible dates and times for the next two meetings. The Task Force scheduled the following meeting dates and times:
  - Thursday, February 11, 9:00 – 11:00 a.m.
  - Wednesday, February 17, 1:30 – 2:30 p.m.

#### **4. Outline of Goals for Task Force – Dawn Grove, Chair**

- Chair Grove provided an overview of the goals iterated by WIOA, Governor Ducey and Director Jeffries at the Council, highlighting their cohesive commonality. She then expressed the duty of the Task Force as being to complete Arizona's Unified Workforce Development Plan in a way that achieves the overall goal of developing Arizona's workforce to support its job creators in a pro-growth, pro-family, anti-poverty way and:
  - Brings innovation to the process and metrics so that these programs work at the speed of business

- Includes the business perspective (plan has input thus far primarily from people in government and education) while helping job seekers get the help and training they need to meet Arizona's employers' growth needs
- Makes the plan as easily understood and easily applied as possible by the local area boards

## 5. Work Session

- There was discussion regarding how much could be cut from the document and a reminder that there are federal requirements that needed be followed and may necessitate repetition.
- Chair Grove invited Rosalyn Boxer of ACA, who was sitting in the audience, to join the table and discussion.
- A brief historical perspective on the creation of the state plan was provided including who was involved in its creation.
- The task force discussed how best to communicate the plan and empower local boards in carrying out the plan.
- There was lively discussion around the creation of an executive summary that could be more easily communicated to the local boards and the business community as a supplement to the more detailed plan itself. Members also discussed how best to streamline the process of creating such a document.
  - Chair Grove requested that staff include this idea on the next agenda.
- Chair Grove asked staff to review staff notes about potential changes to the plan.
  - Staff expressed that there are several changes that need to be made that pertain to the Governor's perspective and few administrative pieces that needed to be changed.

### a. Sections II. b.) (pages 66-78)

- Staff reviewed notes about changes to this portion of the plan.
- Staff explained there were concerns about potential confusion regarding the writings surrounding the roles of the temporary implementation team, the newly appointed Council, the local workforce boards, and ADE and agreed on the need to clarify those roles in the Plan, with awareness of Title II differences.
- Members then discussed measurement and reporting requirements around the integration and quality of service provided in the local areas.
  - There was a brief explanation of the experiences of veterans as an example of the stresses within the system that the Council will need to find ways to overcome.
  - There was discussion about the importance of having clear and unambiguous goals for the system as defined by the Council.
  - It was pointed out that WIOA includes required metrics that span the core programs and that the Council can add to these metrics.

### b. III. a.) (pages 78-105)

- Members discussed clarifying strategies listed in this section of the plan and the possibility of redundancies that could be removed.
  - It was pointed out that the plan may be broken apart while being reviewed at the federal level, so some redundancy might be helpful.

**c. Section VI. a.) (Pages 142-153)**

- Staff explained the need to incorporate the regional designation policy recently adopted by the Council, and the need to review the state policy section.
- Members then engaged in conversation about the opportunities to obtain feedback on the plan from the local workforce boards so that they can be included in process.
- The conversation around a summary of the state plan was revived and members, along with staff, outlined the best way to break up the work and connect everyone's feedback on the plan itself.
- It was reiterated that the goal is to make the summaries very easy for the local boards, one-stop staff, and others to read and to provide a quick reference to the Plan.
- There was then discussion about how best to synthesize the strategies to ensure alignment and completeness.
- Discussion regarding how to obtain real-time business input regarding workforce needs beyond the projections created from DOL data. There was also discussion about the role of sector partnerships and the use of employer data throughout the system that could be included as a strategy in the state plan.
- Members also discussed data gathered at the local areas and how that currently informs decisions by the system and might inform future decisions.
  - There was explanation of what the ADE and DES gather and use, but some of the data goes beyond what is required by the law, so local areas may not be gathering.
- There was further discussion regarding the creation of a dashboard to display various data and measure progress on metrics in a usable way for the state and the local areas.
  - The discussion continued to explore how the partners might report to the Council based on the dashboard results.
  - Bill Terry and Doug Yonko were asked to work together on developing potential dashboards.
- A discussion ensued regarding training efforts for individuals and the need for career pathways and measuring success on getting people employed at and above a livable wage in any job sector.
  - Members expressed the desire to focus on skills consistent across sectors and getting individuals ready to employ at a basic level. This led to discussion about more innovative ideas to meet the basic needs of employers and how funds can be used more effectively.

**6. Adjournment**

- Chair Grove identified various items to be included on the next agenda.
- The meeting was adjourned at 11:00 a.m.

A copy of the agenda, background material provided to Task Force members (with the exception of material relating to possible executive sessions) is available for inspection at the Workforce Arizona Council Office, 333 N. Central Avenue, Suite #1900, Phoenix, AZ 85004.