**SOUTHEASTERN ARIZONA WORKFORCE DEVELOPMENT BOARD**

**Minutes**

**Omni Tucson National Resort**

2727 West Club Drive

Tucson, Arizona 85742

**Wednesday, June 19, 2019**

**10:00 AM**

**Members Present** **Members Absent**

Ron Curtis – President Jason Bowling – Vice President

Wick Lewis – Treasure Doris Tolbert – Secretary

Matt Bolinger Jack Bauer

Tony Boone Mark Gallego

Kathleen Bullock Steve Garate

Teresa Celestine Linda Hollis

Michael Crockett Abriel Quiroz

Evonne Cummins Martin Tim Taylor

David Howard Wendy Davis-Ex Officio non-voting

Jennifer Martin

Lauri Martin

Susan Morss

Emily Muteb

Javier Villalobos

Amanda Baillie - Ex Officio non-voting

**Staff Present** **Guests Present**

Vada Phelps – Executive Director President Todd Haynie, EAC

Vickie Simmons – Dep. Director Anita Baca

Michelle Huff - Finance Director Kathy Hall

Rachel Goodman – HR Director

Johanna Scott – Exec. Admin. Assistant

Bobbie Reed – Business Outreach

Eric Grisham- Business Outreach

**A. Meeting Called to Order at 10:00 a.m.**

**B. Roll Call taken by Johanna Scott, Quorum Present**

**C. The Board welcomed potential new board member**:

Edward Dummitt, Fred Acosta Job Corps, Career Transition Manager. Edward will be replacing Joe Altamirano. Joe was offered another position.

**D. Action Item:** To Approve March 14, 2019 Minutes

**Motion to Approve:** Wick Lewis

**Seconded**: Kathleen Bullock

**Approved**: Unanimously

**E. Financial Report: 2019 Budget & Expenditures**

In the absence of Jason Bowling, Vickie Simmons (Dep. Director) from the financial committee reported that the 2019 Budget and Expenditures report is in good standing. Vickie discussed how workforce support training for some of the region's [high-skill, high-growth occupations](http://www.wrksolutions.com/Documents/Individuals/faj/highskillprofile/High-Skill_High-Growth_Occupations.pdf), such as Nursing. Some students are supplied with funds for gasoline, hotel, scrubs, stethoscope, rent and utilities; depending on the student’s need. Youth are assisted with employment skills/training and jobs etc. until they are exit from the program. There were no questions. **The financial report was accepted**.

**Motion to Approve:** Ron Curtis

**Seconded**: Kathleen Bullock

**Approved**: Unanimously

**F. Apprenticeship Programs:**

Apprenticeship is a training method that combines supervised, full time, structured on-the-job training with related classroom instruction. It's sponsored by employers who **have the ability to hire and train in a work environment.**

**G. One Stop Employment Training:**

Reported on the number of people that visited the Job Centers for the year 2018 and 2019. Discussed pass and upcoming job fairs, conferences attended, and employer contact etc. In addition to assisting with taxes, youth mental health training, Veteran and military resources, etc.…

Several employees have been hired from numerous job fairs. Clients were hired and are still employed.

**H. Business Services: Eric Grisham and Bobbie Reed**

Presented on trainings, events, meetings, involvements, economic development and upcoming events/projects. Discussed businesses assessing their needs and resources to fill vacancies

**I. Rehabilitation Services: David Howard**

Reported on visiting local behavioral health agency sites monthly to provide VR orientations, work collaboratively with TSW contacted schools and outreaches to protocol schools, and collaborate with ARIZONA@WORK partners. Nogales is leading in Job placement with 28, Benson 13 and Sierra Vista is struggling to get consistence referrals. He is unsure why Buena High school is not utilizing the resources in the area. He was given a list of contact resources for Sierra Vista.

**J. Employment Services: Teresa Celestine**

Gave the WIO Title III Wagner-Peyser Program Performance Report that consisted of employment service numbers for Southeastern Arizona from March 2019 to May 2019. Wants businesses to report, who they hire and how many?

**K. Adult Education: Susan Morss**

Presented on the WIOA Title II Quarterly update from July 2018 to March 2019. Arizona Department of Education gave an overview of an educational function level test in reading and math. Scores were lower in math. Douglas showed progress and strong numbers. Sierra Vista numbers were low, explanation was due to a large amount of teacher turn over.

Susan will be retiring. Cochise County Website has job announcement for a part time adult education instructor. Generally there are 8-10 student, max is 18. Department of Education expects us to service at least 375.

**L. Business: Matt Bolinger**

Greenlee and Graham are making good county progress; county wide.

**M. Apprenticeship: Emily Muteb Emily**

Hired 3700 employees. Freeport McMoRan Morenci Operations employ around 3600 employees while Safford Operations is currently around 1000. The apprenticeship program has posted their positions externally this year and they are currently open.

**N. Sierra Vista Chamber of Commerce: Jennifer Martin**

Updated on the Sierra Vista Chamber of Commerce. There are many changes at the Chamber. Our job is to bring business, people and the community together. We want to become a catalyst for change in the community and help businesses and business owners. We are rebranding our logo. The Chamber is reestablishing partnerships. The chamber has partnered with SOCA (healthcare). The chamber works on best practices. Also, the Chamber is hosting ‘Networking at Noon”. It is held once a month. Networking at Noon allows for interacting with fellow business owners, CEOs, entrepreneurs and decision makers from all aspects of businesses within the local community. Individuals are given 30 seconds to present their business over lunch. The chamber wants businesses to become stronger and form partnerships.

**O. US Department of Labor: MaryAnn**

The board should be competitively secure. Advertise by sending to a large amount of vendors. Independently review and have governor to approve. A local elected official is always best. Charter school needs to expand their ability to work toward WOIA.

**P. Executive Director’s Report:**

Vada Phelps – No report at this time but will have Annual and Strategic Plan Report for September meeting.

Ron Curtis - Reported on the Workforce Leaders Convening Workshop he attended on July 29. He discussed Workforce and Economic Development, Workforce Development in rural Arizona, Law Enforcement Recruitment, Arizona Career Readiness Credential and ARIZONA@WORK State Plan.

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

**R.** **Next Meeting: September** 19, 2019

10:00 a.m.

Eastern Arizona College, Activity Center

615 North Stadium Avenue, Thatcher, Arizona 85552

**S. Adjourned at 12:00 p.m.**

**Motion to Approve:** Matt Bolinger

**Seconded**: Tony Boone

**Approved**: Unanimously

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 Johanna Scott at (520) 439-3541. ARIZONA@WORK is an Equal Opportunity employer/program.

Auxiliary aids and services are available upon request to individuals with disabilities

**Please call (520) 439-3541 (48 hours in advance) to make arrangements**

*Funded by WIOA federal dollars serving Adults, Youth, and Dislocated Workers*

*Arizona@Work is a partner of the American Job Center Network*