

## Innovative Workforce Solutions

### PINAL COUNTY LOCAL WORKFORCE DEVELOPMENT BOARD

Central Arizona College  
1015 E. Florence Blvd. Room A-111  
Casa Grande, AZ  
July 28, 2016

#### MINUTES

#### **Call to Order - 10:00AM**

#### **I. Pledge of Allegiance**

#### **II. Roll Call and Introductions**

Sean Harper called roll. At time of roll call there was no quorum. Chairman Cook asked that the visitors introduce themselves. A quorum was met during the Executive Committee Report.

**In attendance:** Susan Aguilar, , Udo Cook, Carol Daniel, Bob Duke, Kenneth Hall, Liz Harris Tuck, Greg Stanley (for Tim Kanavel), Joan Moore, Lynn Parsons, Tim Tucker, and Richard Wilkie

**Via Teleconference:** Mila Besich-Lira, Jack Beveridge, Charlie Estrada, and Brad McCormick

**Absent:** Chris Bannon, Curtis Brown, Lana Chanda, Linda Garret, Yvonne Jenkins, Kristin Jepson, Sandie Smith

**Guests/Staff:** Adeline Allen (Arizona@Work/Pinal County) , Connie Fraijo (DES); Ron Delgado (DES); Jesus Ochoa (ResCare); Geoff Thomas (ResCare); Jason Robert (DES); Julie Leonard (CAC); Andrew Clegg (CAC); Cricket DeNunzio (ResCare); Jorge Rivero (ResCare); Craig McFarland; Cara Bryant (Arizona@Work/CAC); Linda Martinez (Arizona@Work/DES); Teasha Maestas (Arizona@Work/CAC); Joel Millman (Arizona@Work/Pinal County); Aaron Moon (Arizona@Work/Pinal County); Sean Harper (Arizona@Work/Pinal County);

#### **III. Information/Discussion/Action - Approval of May 26, 2016 Meeting Minutes**

- ❖ Chairman Cook skipped the approval of meeting minutes due to not having a quorum. A quorum was met during the Executive Committee report.
  - Motion by Kenneth Hall to approve the minutes as written. Motion was seconded. Motion passed unanimously.

#### IV. Information/Discussion/Action - Reports

##### ❖ Board Chair Report -

- Chairman Cook clarified what the Self-Assessment tool was. If a Board member is unclear about something to reach out to him, or program staff.
- Chairman Cook stated that the local workforce service delivery system needs to be pushing towards the future. A regional approach will be utilized to meet the needs of growth.
- Mr. Cook mentioned that Abbott Laboratories held a regional hiring event. It was facilitated by Linda Martinez and coordinated between Arizona@Work Pinal County and Arizona@Work Maricopa County at the Gilbert Career Center. Employment Service staff matched with individuals with corresponding resumes to available positions by the. There were 82 total scheduled interviews. The hiring event resulted in 18 offers of employment.

##### ❖ Executive Committee Report -

- Mr. Cook gave an overview of what was discussed at the Executive Committee. Topics covered during that meeting included board nominations, reviewing the Eligible Training Provider List, the Board Certification process, and apprenticeship opportunities. The minutes for the Executive Board meeting have been posted on the Arizona@work Pinal County website.
- Mr. Cook indicated that Willie Higgins, State Apprenticeship Coordinator could be scheduled to present to the Board and explain the benefits and the details of the Registered Apprenticeship Program.

##### ❖ Financial Report –

- Adeline Allen introduced the @ A Glance which is designed to provide an overview of key data points related to Arizona@Work Pinal County service delivery. Joel Millman explained how the funding is dispersed based on the numbers and how they are allocated.
- Jayson Vowell will be giving a financial update at each meeting but just wasn't able to attend this one.
- Richard Wilkie asked why the Youth Program has so much funding from PY15 to PY16 compared to the other programs. Joel stated that under the previous WIA there was a focus on in-school youth, with the Workforce Innovation and Opportunity Act (WIOA) the focus is out of school youth, a more difficult customer to identify. Cara Bryant stated that the main reason the funding from the Youth Program is so high was because there was a shift in staffing so there wasn't as much allocated towards salaries as previous years. Mrs. Bryant also stated that they have 2 years to expend those funds.
- Brad McCormick mentioned that the JobsCorp program should go onto the @ A Glance report and that those participants should get enrolled into the Youth Program. Mr. Cook asked if he could prepare a report for the next board meeting giving a breakdown and what the Board could do to help.
- Bob Duke asked Mr. Millman if like the Adult and Dislocated Worker Programs, the funding can be re-allocated between them and asked if it is the

same for the Youth Program. Mr. Millman stated it is not since it is specific to only the Youth.

- Greg Stanley asked about the performance goal that was missed (Adult Program Entered Employment Rate) and how we are addressing it. Lee French explained that some of the challenges are clients that leave the state, drop out of training, or can't be reached. They are then forced to exit individuals. Mr. Cook asked if the state takes into consideration, the loss of contact of clients. Connie Fraijo stated unfortunately when that happens there is nothing that can be done in that situation but everything should still be notated.

❖ **Economic Development Report –**

- Richard Wilkie and Greg Stanley provided an update on Atessa There was brief discussion regarding what kind of job opportunities could come from the racetrack.
- Mr. Wilkie also stated that there were other confidential projects going on but couldn't specify.
- Mr. Wilkie discussed a regional training center for new companies needing a skilled workforce.
- Mr. Wilkie also mentioned a BR&E program that will be a group effort throughout the community.
- Mr. Cook reported on other projects sent to him by Tim Kanavel. Fry's plaza going up in Saddlebrook.
- Mr. Cook and Mr. Wilkie discussed marketing Casa Grande and how to reach the youth community more effectively.
- Mr. Cook mentioned a presentation that was given by Jim Rounds on the future of Pinal County and the focus on tourism.
- Jack Beveridge discussed the health sector and the potential of different jobs and services available as well as possible new training programs. Mr. Beveridge will send a PowerPoint to Adeline Allen to send to the rest of the Board.

**V. Information/Discussion/Action - Board Certification**

- ❖ **Board Nominations** – Udo Cook stated that DES recommended Tim Tucker to represent Wagner-Peyser and Migrant Seasonal Farm Worker. The Executive Committee made a motion to approve and the Board of Supervisors approved during the July 20, 2016 meeting.
  - Motion by Richard Wilkie to approve Tim Tucker nomination.  
Seconded by Greg Stanley. Motion passed unanimously.
- ❖ **Self-Assessment Tool** – Connie Fraijo discussed and explained the self-assessment tool. Mr. Millman clarified that the Self-Assessment is due to the State Workforce Board October 3, 2016. Lynn Parsons suggested that there be a work session to complete the Self-Assessment tool. Mr. Cook asked Sean to send

out a Doodle to schedule a 3 hour work session to complete Self-Assessment Tool, and invited Connie Fraijo to attend as well.

- Motion by Carol Daniel to put together and finalize Board Self-Assessment. Seconded by Ken Hall. Motion passed unanimously.

#### **VI. Information/Discussion - Local Plan Update**

- ❖ Joel Millman reported that every Tuesday there is a meeting with the core partners going through the outline of the plan. They discuss everything from customer flow to program operations. The local plan is due to the Workforce Arizona Council by December 5, 2016.
- ❖ The group also is working on the development of the Memorandum of Understanding (MOU) which is to agree on how to implement the plan amongst the partners. The draft of the MOU is due to DES by November 4, 2016.
- ❖ Mr. Millman stated that we will begin making sections of the narrative of the drafted plan available for the Board to review.

#### **VII. Information/Discussion - Move Update**

- ❖ Aaron Moon reported that there is a final walk-through today. There is a targeted move date of August 22<sup>nd</sup>.
- ❖ Mr. Cook asked about how we are avoiding a break in service. Mr. Moon stated that we are working on a plan to avoid a break in service. He also told the Board that he would be over at the new building until 1:30pm if they wanted a tour.
- ❖ Further discussion on components of the plan and how we operate.

#### **VIII. Information/Discussion - @ A Glance**

- ❖ @ A Glance was discussed during the Financial Report.
- ❖ Connie Fraijo reported on performance goals and measurements. She also reported that the calls will be made September 12-16, 2016.
- ❖ Connie Fraijo mentioned that there is a webinar scheduled for August 10, 2016 on the topic of document uploading to AJC and there are other technical assistance trainings in the future.
- ❖ Mr. Cook stated that if there is an area that is really successful in some categories that there be a report from them to the other local areas on how they got there. Connie Fraijo mentioned that the Arizona Association of Workforce Developers (AAWD) does get together to share what goes on in the local areas. She also mentioned that there will be more technical assistance from the State and there will be more inquiries to local areas on what they can help with.
- ❖ Cara Bryant asked if the negotiated numbers will be changing with the Youth Program. Connie stated that she doesn't know if it will, it is based off of the targeted goals.

## IX. Call to Public

- ❖ Susan Aguilar reported on the Adult Education Program results. As of June 30, 2016, of the GED students 86% are below 9<sup>th</sup> grade reading or math level and of the 86%, half of them are below a 6<sup>th</sup> grade reading or math level. 187 students passed the GED and 62 were CAC students.
  - Mr. Cook asked what happens to the students who don't pass and she stated that students can continue to take classes.
  - Mr. Wilkie asked if she thinks the trend will change with the Arizona Merit changing. She said she doesn't know if that will change in the future.
- ❖ Jack Beveridge reported that they are working closely with CAC on their new community health worker curriculum. He asked if there were any workforce investment act resources that could help with it. They are offering internships for the community health worker program.
- ❖ Cara Bryant reported that she was selected to serve on a task force for the state for the pathways to high school equivalency diploma, they are looking for alternatives. There are 12 people on the task force, which she is the only one with a workforce background, and asks if there is anything that the Board would like to recommend to the task force and she will report it to them. They will be working on it for 6 months and then will take it to the State Board of Education. Further discussion on what the task force is currently suggesting.
- ❖ Andrew Clegg reported on the Central Arizona College TAACCCT Grant - "AZ RampUp". They currently have a Welding program and are looking to start a pipe welding and pipe inspection program, manual machining, industrial maintenance certificate, and they are working with employers to ensure needs are being met. Mr. Cook asked as an employer have they looked at making it easier for companies to enroll and participate in these programs instead of having to send employees to Mesa. Mr. Clegg stated that they are looking into it currently.
- ❖ Mr. Wilkie mentioned that he sits on the Board of Directors for the Arizona Association of Economic Developers, there is a three day conference in Flagstaff, AZ on September 7-9, 2016 and he wants to encourage anyone who can to attend.
- ❖ Bob Duke reported on ACT, and stated that the new person who took over the program is getting familiar with how they are going to administer the CareerReady101 part of the National Career Readiness Certificate. He is currently working on updating the Eligible Training Provider List for CAC. He also mentioned that the AAED conference is well worth going to, and every January there is a basic Economic Development course and it will help to get an understanding of what Richard Wilkie does, it is five days long.
- ❖ Jack Beveridge mentioned that they are recruiting for 3 positions, Program Coordinator, Director for the Greater Valley Area Health Education Center, Director for Arizona Living Well Institute, and asked if Adeline could send them out, Mr. Cook asked if Jack could send them to Tim Tucker and they would be posted on the Arizona Job Connections Website.

**X. Meeting Adjourned: 12:18p**

DRAFT