



PINAL COUNTY

Innovative Workforce Solutions

PINAL COUNTY LOCAL WORKFORCE DEVELOPMENT BOARD

Pinal County Housing Department

970 N. Eleven Mile Corner Road

Casa Grande, AZ

March 24, 2016

MINUTES

Call to Order – 9:03 AM

I. Pledge of Allegiance

II. Roll Call and Introductions

A quorum was declared

In attendance: Susan Aguilar, Adeline Allen, Jack Beveridge, Udo Cook, Carol Daniel, Bob Duke, Tim Durkee, Liz Harris Tuck, Patricia Lynn Parsons, Kim Rodriguez, Richard Wilkie

Via Teleconference: Mila Besich-Lira, Curtis Brown, Kristin Jepson, and Sandie Smith

Absent: Chris Bannon, Lana Chanda, Charlie Estrada, Linda Garret, Kenneth Hall, Yvonne Jenkins, Tim Kanavel, Brad McCormick, Joan Moore

Guests/Staff: Cara Bryant (Arizona@Work/CAC); Rebecca Mowry (Arizona@Work/PPEP); Linda Martinez (Arizona@Work/DES); Lee French (Arizona@Work/CAG); Evelyn Casuga (CAC); John Vlaming (City of Eloy); Jason Robert (Arizona@Work/DES); Jayson Vowell (Pinal County Housing Dept.); Joel Millman (Arizona@Work/Pinal County); Aaron Moon (Arizona@Work/Pinal County); Sean Harper (Arizona@Work/Pinal County)

III. Information/Discussion/Action-Approval of February 03, 2016 Meeting Minutes

Motion by Mrs. Daniel and seconded by Mrs. Harris Tuck to approve the minutes as presented. Motion passed unanimously.

IV. Information/Discussion/Report from Board Chair-Udo Cook

Udo stated that the branding from Arizona Workforce Connection to Arizona@Work/Pinal County changed effective February 17, 2016. He congratulated the staff on an amazing job changing everything over to Arizona@Work and ensuring that it is incorporated everywhere. Udo asked Aaron Moon to introduce the new website.

Aaron presented the Board with the new Arizona@Work website and stated that we are the only local Arizona Workforce area that has a fully incorporated Arizona@Work website and mimics the state site. Pinal County has full administrative access Aaron played a welcome video from the site. Udo suggested that the link be sent out to the board so everyone can watch the video since it was difficult to hear, and for the members who are on the phone and the ones absent. Aaron walked through the website and touched on the Employer Satisfaction Survey that currently tracks feedback from the recently conducted job fair.

Lynn Parsons asked if the computers at the Access Points link to the Arizona@Work site. Aaron said that they are currently working on the Access Points computers. Kim Rodriguez asked if there is a link to Arizona Job Connections (AJC), Aaron said currently it does not but we can put a direct link on there so it will. (WE may want to insert a NOTE here – there is a link to AJC on the site)

Aaron stated that currently there is not a way to track where people are logging in from and that this is currently being researched by the State contractor who developed the site. Aaron moved on to the Success Story page and stated that we are hoping in the future to posting success stories from our jobseekers and employers. Other pages that are under construction are the Local Board page that we hope to have mimic the state page with links to the agendas and meeting minutes. The Workforce Policy page is under construction as well, as more policies come up they will be posted here.

Udo asked who was able to edit the page, Aaron stated he is the only one with access but does have the capability to create sub accounts. Aaron continued to say that on the home page of the website there is a calendar where workshops and other events will be posted.

Kim mentioned that on the website that 2geckos was creating capability existed for an employer to fill out a job order that would go directly to the Business Service Team, and asked if this will be an option here as well. Aaron stated that he sent Six Degrees the form and asked to make a web form out of it. The decision was made at the State level (DES) that this was not the preferred method but we are still awaiting a final answer to that. Udo then asked who was hosting the site and as of right now it is the State of Arizona through Six Degrees. Udo asked if we were to host it ourselves at some point this would be possible.

Udo reported on Board Member attendance. The Board is looking to schedule a meeting every 2 months, unless there is a need for more. Board member attendance is tracked. Further discussion revolved around on how many times a member can be absent and what is considered an excused absence. Sandie Smith asked who is to be notified when they are going to be absent. Udo suggested that Sean Harper be the point of contact for this but we can discuss that at another time.

Lynn Parsons asked if there was an estimated timeline for the finishing of the website since it is just a shell right now. Aaron stated that it is up and running and asked if anyone had any input to please send it over since it would help a great deal.

Jack asked if the site replaced the Arizona Workforce Connection site. Adeline stated that Arizona Workforce Connection does not exist anymore it is now Arizona@Work and yes the site replaced the old one.

V. Information/Discussion/Office Move

Aaron displayed the floor plan for the 318 N. Florence Street. Aaron explained the new layout and that as of right now the furniture they are seeing on the layout is not in there as of yet. He explained where staff would enter and exit, walked through the customer flow. He stated that the Resource Room is about 300 square feet larger than our existing one. A dedicated Business Service area with conference rooms and common areas for interviews and meetings with employers is part of the center as well.

Carol asked which partners will be moving into the building at the time of the move. Aaron stated that Employment Services, Vocational Rehabilitation, PPEP, Dislocated Worker, Adult, and Youth, basically everyone who is currently in our building will be there when we move. Aaron also mentioned that ResCare is trying to move into the center as well.

Udo asked if we have talked with the partners about the layout and mentioned that the Employment Service staff mentioned the layout of their desks in their cubicles is a safety issue with the clients currently having to sit right next to them instead of being separated by the desk for some protection. Aaron stated that they have been getting feedback about that issue and have been checking with the staff for approval on the layout of the desks, Adeline Allen mentioned that it is a cost issue depending on the layout. She also mentioned that Aaron hosted a meeting with the center staff so they could see the layout and get an idea of where they would be.

Jack Beveridge asked about the Vet Center and how it will be set up. Kim mentioned that there will be a dedicated floor plan for when the Vet Center is filled. Udo stated that the County has HOHP picking up the cost of the Vet Center through a Resource Sharing Agreement.

Udo stated that at some point in the future the main lobby front desk will be moved into the little area behind it to ensure safety and that is the number concern for the staff in the center right now.

Udo asked about the projected costs for the move. Aaron stated that we are still awaiting finalization for the costs but we are looking at in excess of \$100,000 to make this move happen. Carol asked if this was WIB money being used and Adeline clarified that the

funding will be coming from WIOA. Udo added that we are putting the costs together to request help from the state for the move. Carol asked if this was something the board needed to vote on or if it was set in stone, Udo stated that it is something the board should discuss.

Jayson Vowell reported that we have been looking at costs and have been in contact with Brandon Floer from DES. We are needing to put together an analysis for justification on what are program costs and what are administrative costs, and then split that cost. With the carry-over from Gila County, there is a lot of program funding available. But, before we can justify that would come from program costs we have to justify the center as being a client based center, we should be fine on the funding.

Discussion ensued on what justified Arizona@Work as a client based center, and what minimizes cost.

Bob Duke asked if we were bringing in new furniture or moving the existing furniture. Aaron and Udo clarified that we will in fact be doing both so everything matches.

VI. Information/Discussion/Local Plan Development

Udo reported that, Adeline, Joel, Aaron and Udo have been meeting with Evelyn Casuga who will facilitate a Local Board strategy planning session scheduled for April 21st from 8:00am to 4:00pm. Board members were asked to block that time. Joel, Aaron, and Sean have fixed the current plan, but we want to look at making a plan that is specifically for Pinal County. So we want to make this plan stand out when looking at it from a WIOA standpoint, we want it to be impactful, meaningful, and still have our ultimate goal to get that jobseeker a job.

Liz Harris Tuck asked if the board could receive the State Plan before the planning session. Udo said that they would receive the local plan guidance and that the current local plan would be available online.

Joel reported that the narrative the current plan is with the state and partners will be receiving a memorandum of understanding and the current resource sharing agreement for signatures. The State Plan must be submitted to the federal agencies (Department of Labor, Education, and Health and Human Services) by April 1st. That drafted plan is posted on our website and we will send the link to the Board. If the State posts what was updated and signed by the Governor we will post that on our site as well. Workforce Arizona Council has issued a drafted Local Planning Guidance [in the boards' packets] The Local Plan is due by September 1st. One major component is an economic analysis of the County, which is critical and the County is researching its options on how to conduct this analysis.

Udo suggested that the Board should get one of the committees to help write the plans. Udo stated that the planning session will be held at the CAC Corporate Center. Udo stated that all the Board Members should be in attendance, and it will be facilitated by Evelyn Casuga.

VII. Information/Discussion/Local Board Committees

Udo Cook stated that the Committees established at the October retreat need to be revisited. When we look at the directive for the Youth Committee we need to include outside resources like the Boys and Girls Club, Seeds of Hope, and just people or organizations that work directly with the youth. The committees established at the retreat, WIOA, Executive, Finance, and Youth Committees. The Committee list will be sent out so the board can look them over and decide what Committee they would like to be on. Jack Beveridge asked if we were going to talk about the committees or if they were fixed, and since we have a new plan would they be revisited. Adeline Allen stated that they have already been determined and that everyone had already joined a committee. Udo Cook stated that it could be a good idea to move this discussion to the Strategic Planning Session.

VIII. Information/Discussion/Presentation from Bob Duke (Central Arizona College) on National Career Readiness Certification

Bob Duke presented the National Career Readiness Certificate that was in the board members packets.

CAC has been administering the NCRC tests for years and it was written into the retail grant that was submitted to the Chicago Cook Workforce Partnership in February. CAC recently redid the license to lower operating costs. CAC just got the license for Career Ready 101. CAC pays the license so it is at no cost to the person taking the test; it is used as a pre-test.

The NCRC can be used and perhaps recognized by employers as a local credential, and that they could prefer the certificate for job seekers and over time people showing up with these certificates will be sought after.

Lyn Parsons stated that this could be used as an important tool. Udo Cook asked if the workforce system is ready to take on the people that do not pass the tests. Bob mentioned at the Career Ready 101 level this is where it comes into play.

Susan Aguilar asked if anyone in Phoenix was looking into this. Arizona@Work/Maricopa County is currently getting ready to implement this. Maricopa and Pinal County represent a huge region that could benefit from the NCRC from an Economic Development standpoint.

Udo Cook asked about the cost if CAC didn't renew, Bob stated that it is in between \$15-18,000 per year. Cost to the test taker is about \$25 per person. It was agreed that this should be something that is discussed at the April planning session.

IX. Information/Discussion/Youth RFP and Job Fair Results

Adeline Allen mentioned that the Youth RFP is currently being worked on. Joel Millman mentioned that the RFP was released today [March 24, 2016] and it will be posted on the County webpage as well as the Arizona@Work page.

Linda Martinez reported on the February 17th Job Fair She stated that there were 68 employers who participated, and 400 jobseekers that walked through the doors. Great feedback has been received from employers and final numbers on how many people were hired are forthcoming, there will be another Job Fair coming up in July and will be held at Harrah's.

X. Call to the Public

Jack reported on Empowerment Systems, that they are looking at an outreach grant for veterans called Boots to Business, which helps veterans start their own businesses, and if anyone has any other knowledge of programs that help with veterans starting businesses, they would like to know so they don't duplicate anything. He also mentioned that they could still use the billing for the electrical that was involved in moving of the computers for the Workforce when they moved because it was around \$1,400 dollars that is still causing issues. Adeline Allen asked if he could send the quote again. Empowerment Systems is having their annual luncheon and would like the Board to be there on April 28th, he will email the information to Adeline for it all to be sent out. They are celebrating their 10th year as Empowerment Systems.

Liz Harris Tuck reported that there is a new casino going up in Dudleyville, The casino wants to conduct interviews of people next week and she found them a place at the Community Center in Dudleyville. They had a job fair, and all they were able to do was put up posters and flyers around the town last minute, with only that one notification 150 people showed up.

Susan Aguilar reported the GED testing score was finalized and it is now 145 instead of 150.

Carol Daniel recognized John Vlaming with the City of Eloy.

XI. Information/Discussion/Future Meeting Schedule

Udo Cook stated that Sean Harper will send out the next meeting notice. As of right now it will be the 4th Thursday of every other month at 9:00am starting in May. This will be a discussion for the future meetings since a quorum was lost and no decision could be made at this time.

XII. Meeting Adjourned-11:10 AM