



Gila/Pinal Workforce Investment Board Meeting  
Town of Florence Fire Department  
72 E. 1<sup>st</sup> Street  
Florence, AZ 85132  
September 27, 2013

Meeting opened at 10:26 am

**I. Call to Order/ Pledge of Allegiance**

**II. Roll Call and Introductions:**

- In attendance: Adeline Allen, Jack Beveridge, Jeri Byrne, Udo Cook, Carol Daniel, Bob Duke, Yvonne Jenkins, Joan Moore, Lynn Parsons, Cliff Potts, Diana Russell, Marian Sheppard
- Via Teleconference: Pat Burke, Cindy Fletcher (called in late), Lisa Hernandez, Bernadette Kniffen, Al Larson, Brad McCormick, Kim Rodriguez
- Guests/Staff: Malissa Buzan (Director, Gila County Community Services), Allison Torres (Admin. Asst., Gila County Community Services), Tom Columbo (DES Employment Administrator), Todd House (Pinal County Supervisor, District 5), Julie Leonard (Central Arizona College-Youth Program)

**III. Information/Discussion:** To recommend to the Gila County Board of Supervisors and the Pinal County Board of Supervisors whether or not the Gila/Pinal Workforce Investment area should continue as a consortium.

- For those who had not signed the loyalty oath, it was decided to allow their vote on 9-27-13 due to the fact that information was not clear to all in attendance.
- WIB is an Advisory Board not a Governing Board. We are given the task to advise the Gila and Pinal County Boards of Supervisors with information as it relates to the Workforce Investment Programs.
- Gila County is the Fiscal Agent, so the liability falls on Gila County.
- The responses to the survey were sent to the WIB Board via email. We received 7 ½ responses.
- Each Board member will be given 5 minutes to comment.
- The process today will be to call for a vote from the WIB Board as to whether or not the Gila Pinal WIB continues together or decides to split, changes fiscal agents or makes no change at this time. The decision made today by those in attendance will be shared with both Boards of Supervisors. If the WIB decides to split, it would take one Board of Supervisors to move forward and write a letter to the Governor

requesting the split, and then the Governor makes a decision. Please note the Governor is looking to reduce the number of workforce areas.

#### **Discussion – Comments/Suggestions from WIB Members**

- We should create some goals of what this Board wants to accomplish in 2014-15, maybe at the Retreat?
- We should educate our new Board members and let them know their roles. There are people on the Board who are *willing* to help and others on the Board who *need* people to step up and help. Maybe the problem is people don't know *how* to help.
- We meet quarterly as a Board. That is not enough. Subcommittees have been developed. We should meet more frequently, but also keep in mind the length of the meetings.
- Business Plans are being requested from all local areas. It is a strategic approach to how the Workforce system will be operated in the local area. We need to look at how we can serve people. It comes down to jobs for Pinal and Gila Counties. You do that with the interest of the businesses and the input from the private businesses, but you need the mandated partners, the educational system and the other support service areas covered, to get a skilled, ready work force. That is being asked to be addressed in the Business Plan. Joel Millman is spearheading this. Questions can be directed to Malissa so she can get with Joel.
- We need more input in agenda development. There are things that need to be discussed and that we need to be reminded of on a regular basis. Refer to Robert's Rules of Order.
- Malissa will be making personnel changes. She will be putting the WIA Program Manager and the REPAC Program Manager into one position. Three days a week they would be in Pinal County and two days a week in Gila County. They would be in charge of the contracts and the deliverables that the contracts are requiring, which is part of the Business Plan. Some of the Business Plan speaks to what some of the biggest complaints are in the One-Stop. A receptionist will also be hired for the Pinal County One-Stop. Malissa has been tasked with being over the Gila/Pinal Workforce Investment Program. It was suggested that Malissa show the Board a plan outline, in the next month or so, on what she feels needs to be done with this program, for the WIB to review and discuss.
- When an area achieves a 500,000 population, that would trigger a request, if that area so desires, to be considered as a stand-alone Local Workforce Area. Pinal County is just under that threshold. You don't *have* to have 500,000 to request it, you can submit the request, but then the Governor's office would have to make the decision whether to allow it or not.
- If there was a change in Fiscal Agent, it would be best to do it on the Fiscal Year, which ends June 30 and begins July 1<sup>st</sup>, because allocations have already been sent out with the authority of Gila County. If the decision of this Board is to maintain the

Equal Opportunity Employer/Program.

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TDD: 7-1-1

joint structure, then to change the Fiscal Agent is more of a contractual aspect and could be handled during the Fiscal Year without too much of a headache. Both Boards of Supervisors would need to make the agreement that we want to make the change, Gila County would have to agree to give it up and Pinal would have to agree to take it on, at a local level first, then the state would have to take on the contractual aspects. Contracts would have to be redone because any contracts that are in place are under Gila County.

- If the decision is made to only change Fiscal Agents, the Governor would not be involved, but DES would be involved.
- If we change Fiscal Agents we would have different staff.
- The agenda makes sure every Board member is heard. When they want to discuss something, they are the facilitator and a liaison between both Boards of Supervisors, County Management, Malissa and Board members, and that is critical.
- 10% of the overall funding (WIB) is administrative, but comes to the Board for approval.

**Jeri Byrne Called for the Question/Motion**

- **Motion by Cliff Potts: To continue as a unified Board, of Gila and Pinal County Workforce Investment Board, with a commitment to hold Board members and Staff accountable to be engaged, and accountable to implement Board initiatives to achieve the mission of improving the work force in the region.**

**Second by Jack Beveridge**

- **Amendment by Lynn Parsons: To do a Fiscal Agent change from Gila County to Pinal County by July 2014.**

**Second by Udo Cook**

**Roll Call Vote taken**

**5 Yes (Adeline Allen, Udo Cook, Carol Daniel, Lisa Hernandez, Lynn Parsons)**

**9 No (Jack Beveridge, Pat Burke, Jeri Byrne, Cindy Fletcher, Bernadette Kniffen, Joan Moore, Cliff Potts, Diana Russell, Marian Sheppard)**

**5 Abstained (Bob Duke, Yvonne Jenkins, Al Larson, Brad McCormick, Kim Rodriguez )**

**Amendment Failed**

- **Amendment by Jack Beveridge, Revote due to new information that there are no conflicts of interest: To do a Fiscal Agent change from Gila County to Pinal by July 2014.**

**Second by Carol Daniel**

**Roll Call Vote Retaken**

**7 Yes (Adeline Allen, Udo Cook, Carol Daniel, Bob Duke, Lisa Hernandez, Lynn Parsons, Kim Rodriguez)**

**9 No (Jack Beveridge, Pat Burke, Jeri Byrne, Cindy Fletcher, Bernadette Kniffen, Joan Moore, Cliff Potts, Diana Russell, Marian Sheppard)**  
**3 Abstained (Yvonne Jenkins, Al Larson, and Brad McCormick)**  
**Amendment Failed**

- Discussion on Original Motion: Agenda items should be revisited. We should abide by bylaws. As a Board we can come up with a plan of accountability. If we get a plan at the retreat, we can come back to the table if things haven't changed. We should regularly review our successes.
- **Original Motion by Cliff Potts: To continue as a unified Board, of Gila and Pinal County Workforce Investment Board, with a commitment to hold Board members and Staff accountable to be engaged, and accountable to implement Board initiatives to achieve the mission of improving the work force in the region.**

**Roll Call Vote Retaken**

**12 Yes (Jack Beveridge, Pat Burke, Jeri Byrne, Bob Duke, Cindy Fletcher, Yvonne Jenkins, Bernadette Kniffen, Joan Moore, Lynn Parsons, Cliff Potts, Diana Russell, Marian Sheppard)**

**5 No (Adeline Allen, Udo Cook, Carol Daniel, Lisa Hernandez, Kim Rodriguez)**

**1 Abstained (Brad McCormick)**

**Al Larson no longer present via teleconference**  
**Motion Passed**

#### **IV. Call to the Public**

- Malissa to bring a Board packet with answers to questions from the Work Session, and a plan outline of going forward to the Annual Meeting.

The next meeting is the Annual Meeting which will be held on October 24<sup>th</sup> and 25<sup>th</sup>, 2013, at the Mazatzal Hotel and Casino in Payson, Arizona.

Meeting adjourned at 12:47 pm.