



Gila/Pinal Workforce Investment Board Meeting
Town of Florence Fire Department
72 E. 1st Street
Florence, AZ
April 17, 2014
2:00 pm

Meeting opened at 2:00 pm

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, Lisa Hernandez, Al Larson, Joan Moore, Lynn Parsons, Kim Rodriguez, Marian Sheppard, Christina Throop
- Via Teleconference: Charlie Estrada, Yvonne Jenkins, Brad McCormick, Deborah Osborn, Cliff Potts

Guests/Staff: Malissa Buzan (Director, Gila County Community Services), Allison Torres (Admin. Asst., Gila County Community Services), Lee French (CAG), Julie Leonard (Central Arizona College-Youth Program), Paul Franckowiak (Arizona Department of Education, Title 2 Programs), Joel Millman (DES, WIA Section Manager), Sheila Shedd (Arizona Commerce Authority, Workforce Arizona Council, Director), Sally Fulmer (DES, Employment Services), Tim Kanavel (Pinal County, Economic Development Manager)

III. Information/Discussion/Action: Approved the One-Stop Policies as revised by the Workforce Development Committee on March 6, 2014.

- **Upon motion by Al Larson, seconded by Carol Daniel, the Board unanimously approved the revised policies and procedures with changes.**

IV. Information/Discussion/Action: Ratified the Chairman's appointment of a Chairman for the Workforce Development Committee and a Chairman for the Youth Council.

- The bylaws are currently being revised to include a process for choosing a Vice Chair for committees.
- Chairman Jeri Byrne appointed Udo Cook for Chairman of the Workforce Development Committee and Christina Throop for Chairman of the Youth Council.
- **Upon motion by Al Larson, seconded by Joan Moore, the Board unanimously approved the ratification of the Chairman's appointments.**

V. Information/Discussion: Reviewed revisions to the Gila/Pinal Workforce Investment Act Business Plan.

Equal Opportunity Employer/Program.
Auxiliary aids and services are available upon request to individuals with a disability
TDD: 7-1-1

- Comments and revisions from the Board should be sent via email to Pat Gregan (our consultant) and copy Christina Throop.
- Pat Gregan should have the revisions sent to Malissa so she can send it out to the WIB in a finalized format. Next there would be a 10 day public comment period. May 1, 2014 is the date the State has to have the Business Plan.
- It was suggested the Board members who are working on the Business Plan should meet with Pat Gregan.
- The Business Plan is both a guiding and a working document which will be used for providing direction to the Local Workforce Area. It will also be used for program monitoring purposes. When monitoring is done, they will realize it is a transition year and the monitoring guide will reflect that. The Workforce Arizona Council needs to approve the Business Plan in order for financial allocations to be distributed. The plan that we are currently working under expires June 30, 2014 and will not be extended.
- It was suggested that the most current revisions of each section of the plan should be submitted for review by Board members before the meeting that Malissa sets up with Pat Gregan.

VI. Information/Discussion/Action: Acknowledged the resignation of Al Larson from the Gila/Pinal Workforce Investment Board effective April 17, 2014.

- **Upon motion by Udo Cook, seconded by Christina Throop, the Board unanimously accepts the resignation of Al Larson.**

VII. Information/Discussion/Action: Discussed the re-designation of the Gila/Pinal Local Workforce Investment Area.

- Pinal County has opted to pursue a split from Gila County effective July 1, 2015.
- Tim Kanavel shared some statistics with the Board. Pinal County's population is 400,000. In the period between 2000 and 2010 Pinal County's population more than doubled and Gila County's population decreased. The workforce in Pinal County is almost three times the amount of the entire population in Gila County. 85% of Pinal County's population is within a 25 minute drive from Maricopa County. In close to 11 years, Pinal County's population is expected to be 500,000. The Pinal County Board of Supervisors want to go with the County that they have most in common with now.
- Sheila Shedd, representing the Arizona Commerce Authority, spoke about a transition plan. There was a meeting with Gila County to explore options that make sense. Knowing that Pinal County has chosen Maricopa County, they plan to help with the transition as far as meeting with the Boards of Supervisors and mapping out a timeline, etc. Joel Millman, DES WIA Section Manager, added they know the steps to be taken and they are formalizing the work plan and will be working with both Counties.

- Gila County makes the final decision on which county they end up with, but the other Board of Supervisors will have to agree. If the counties are contiguous it helps with service delivery, sharing resources, and coordinating activities.
- Dialogue will be continued between Malissa, Sheila and Joel, and questions will be directed to Malissa during the transition.

VIII. Reports

A. One-Stop Meeting (Udo Cook)

- The contract is done for 2Geckos Consulting for the new website and Malissa will set a date for the workgroup to meet.
- Access Points are in Payson, Mammoth, San Manuel, Coolidge and we're getting ready to do Kearny.
- We purchased 10 computers, monitors and printers with the incentive money. We will not supply printer cartridges and paper.

B. Chairman's Report (Jeri Byrne)

- The revised bylaws should be ready for the next WIB meeting the 19th of June.
- The bylaws don't state how to appoint a Vice Chairman to a committee. It will be revised to state the Chairman of each committee will appoint a Vice Chairman, and then it will come to the Board for approval.
- Marian to write an explanation of changes.
- The WIB is an advisory Board, but the Board of Supervisors has the authority to take action.
- The Stand Down for Gila County is set for November 1, 2014 and will focus on resources for Veterans and their families. It will be held on the campus of Cobre Valley Regional Medical Center.
- Jeri has a staff member which will be doing a gap analysis of Northern and Southern Gila County Health care providers. They are looking to get on board with the Healthcare Sector Strategy piece.

C. Community Services Director (Malissa Buzan)

- Malissa passed out a draft list of WIB members and their representation. She is still working on getting a Labor Representative. It was suggested she look into the Fire Department or the Police Department.
- There is a conference in Denver in May. Some of our WIB Board members will be attending.
- It was suggested Malissa set up an organizational chart of the staff and providers with names.
- Malissa passed out an attendance spreadsheet. She will see what she can do to set up a face-to-face visit with those members who are consistently missing meetings.

- IX. Information/Discussion/Action:** Approved the Gila/Pinal Workforce Investment Board's February 20, 2014, meeting minutes.
- **Upon motion by Jack Beveridge, seconded by Udo Cook, the Board unanimously voted to approve the February 20, 2014, meeting minutes with a change.**
- X. Call to the Public**
- Joel Millman let the Board know that the State received the allocations for the upcoming program year starting July 1, 2014. There is a special meeting of the Workforce Arizona Council to vote on options on April 23, 2014. The Program Year 2014 Performance Measures should be coming out within the next month or so.
 - Paul Franckowiak thanked the Board for the programs in our area because Arizona Adult Education Title II Programs were second in the nation this year.
 - Jack Beveridge announced that Empowerment Systems has funding to help with training for the Affordable Healthcare Act. They are considering working through the Access Points to offer information. There will be a fundraiser on May 2, 2014, for the Mental Health America of Arizona and the Mental Health Guild at the Arizona Country Club.
- XI. Adjournment**
- **Upon motion by Al Larson, seconded by Kim Rodriguez, the Board unanimously agreed to adjourn the meeting.**

Meeting was adjourned at 3:54 pm