



Gila/Pinal Workforce Investment Board Meeting  
Central Arizona College Corporate Center  
540 N. Camino Mercado  
Casa Grande, AZ  
June 19, 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, Charlie Estrada, Joan Moore, Deborah Osborn, Lynn Parsons, Kim Rodriguez, Marian Sheppard, Christina Throop
- Via Teleconference: Yvonne Jenkins, Brad McCormick, Lisa Hernandez

Guests/Staff: Malissa Buzan (Director, Gila County Community Services), Allison Torres (Admin. Asst., Gila County Community Services), Nick Montague (Fiscal Manager, Gila County Community Services), Julie Leonard (Central Arizona College-Youth Program), Sally Fulmer (DES, Employment Services), Linda Martinez (DES, Business Services Representative)

**III. Information/Discussion/Action:** Approved the Workforce Development Committee's (WDC) recommendation not to renew the Manpower Memorandum of Understanding (MOU).

- Manpower is a for profit company located in the Casa Grande Workforce Connection/One-Stop.
- The One-Stop is intended to be a partnership on the Board, as well as attending the partner meetings.
- The reason for the recommendation not to renew the MOU is for non-participation as a partner.
- The decision not to renew the space in the One-Stop to Manpower would not be a budgetary issue for the next year because WIA would pick up the cost, as it is a partner service.
- **Upon motion by Christina Throop, seconded by Kim Rodriguez, the Board unanimously agreed not to renew the Manpower MOU.**

**IV. Information/Discussion/Action:** Approved a revision of the mission statement in the current WIB (Workforce Investment Board) bylaws.

- The mission statement would be revised to read, The GPWIB's mission is to act as a catalyst for change by identifying and utilizing community resources and broad-based partnerships to improve the vitality of the economy through the quality of the

Equal Opportunity Employer/Program.

Auxiliary aids and services are available upon request to individuals with a disability

TDD: 7-1-1

workforce; and to strengthen the business community in Gila and Pinal Counties through partnerships, education and employment opportunities to help drive economic development.

- **Upon motion by Charlie Estrada, seconded by Carol Daniel, the Board unanimously approved the changes to the mission statement in the current WIB bylaws.**

**V. Information/Discussion:** Accepted membership changes to the Gila/Pinal Workforce Investment Board. (Resignation of Cindy Fletcher, Business Owner, Private Sector, Gila County, effective June 6, 2014 and the new membership of Ken Hall, Executive Director, Central Arizona Governments, One-Stop Partner, Gila/Pinal, effective upon approval by the Pinal County Board of Supervisors)

- Ken Hall will be replacing Al Larson, prior WIB member, who was representing Central Arizona Governments. Malissa to request a resume from Ken Hall before the membership recommendation goes to Pinal County Board of Supervisors.
- **Upon motion by Joan Moore, seconded by Christina Throop, the Board unanimously approved the membership changes.**

**VI. Information/Discussion/Action:** Ratified the Executive Committee's submittal of a grant application to the Arizona Commerce Authority on June 13, 2014, for a Healthcare Sector Strategy Technical Assistance Grant in Pinal County.

- There is no money involved in this grant, but instead Technical Assistance will be provided in establishing the Sector Strategy.
- **Upon motion by Marian Sheppard, seconded by Adeline Allen, the Board unanimously ratified the submission of the grant application.**

**VII. Information/Discussion/Action:** Approved a letter of commitment from the WIB to the Department of Labor regarding the Arizona Regional Advanced Manufacturing Professional Upgrade project (AZ RAMP Up).

- Central Arizona College will partner with Maricopa Skills Center/Gateway Community College and Southwest Skills Center/Estrella Mountain Community College with this 10 million dollar grant.
- **Upon motion by Adeline Allen, seconded by Carol Daniel, the Board unanimously approved a letter of commitment from the WIB to the Department of Labor regarding AZRAMPUp.**

**VIII. Information/Discussion/Action:** Approved and extended the amendments for the 2014 Program Year (PY14), 2015 Fiscal Year (FY15).

- Central Arizona College, Youth  
The contract has been extended from July 1 2014 through June 30, 2015. Manner of Financing – Compensation. Total additional funds include Youth Program Year 2013 Approximate Carryover \$590,000.00, Youth Program Year 2014 \$842,587.00, Total  
Equal Opportunity Employer/Program.

Auxiliary aids and services are available upon request to individuals with a disability

TDD: 7-1-1

Youth \$1,432,587.00. Total number of participants to serve, including carry over, is 172.

- **Central Arizona Governments, Adult**  
The contract has been extended from July 1, 2014 through June 30, 2015. Manner of Financing – Compensation. Total additional funds include Adult Fiscal Year 2014 Approximate Carryover \$400,000.00, Adult Program Year 2014 \$66,652.00, Adult Fiscal Year 2015 \$806,927.00, Total \$1,273,579.00. Total number of participants to be served, including carry over, is 196.
- **Upon motion by Christina Throop, seconded by Joan Moore, the Board unanimously approved and extended the amendments for the 2014 Program Year (PY14), 2015 Fiscal Year (FY15). (Bob Duke abstained)**

**IX. Information/Discussion:** Discussed the budgets for the Workforce Investment Act (WIA) for Central Arizona College (CAC), Central Arizona Governments (CAG), and Dislocated Worker (DW).

- It was suggested the budgets be taken to the Finance Committee for review, analysis, and presentation to the full Workforce Investment Board.
- **Upon motion by Charlie, seconded by Adeline Allen, the Board unanimously agreed to table this item until the August meeting and to take the budgets to the Finance Committee for further review.**

**X. Reports**

**A. Workforce Development Committee (Christina Throop)**

- Six out of 10 access points are up and running. There have been ribbon cuttings with mayors attending and newspaper articles about the new access points. After the first 10, we will enter Phase 2 and target the outlying areas such as Arizona City, Florence, Eloy, Maricopa, and Superior.
- Another project the Workforce Development Committee is working on is a new website. There should be a “mock up” available at the next Workforce Development Committee meeting and then it will be brought to the full Board. The Website Developer will be administering changes, but the partners and staff will be able to, as well. Incentive dollars were used to fund the website.

**B. Youth Council (Christina Throop)**

- The Youth Council is working on building membership and looking at different projects.

**C. Chairman’s Report (Jeri Byrne)**

- Nothing to report

**D. Community Services Director (Malissa Buzan)**

- Business Plan MOUs and Agreements are done. The agreement between Pinal and Gila Counties was still good and with the transition there was no need to change it.

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

- The Business Plan is available on the [www.gilacountyaz.gov](http://www.gilacountyaz.gov) under the June 24, 2014 Gila County Board of Supervisor's meeting.
- There was no response to the 10 day Public Notice to the revision.
- The Business Plan still needs to be approved by Pinal County.
- The State gave us an approval pending the approval of both Boards of Supervisors.
- A skills assessment research project for the Pinal County Economic Development Department and the Pinal County Board of Supervisors is available through Tim Kanavel.
- Technical Assistance has been scheduled for August 11, 12 and 13, 2014. Jeri Byrne and Christina Throop to attend.
- The red/green report will be discussed further at the Annual Meeting to clarify the numbers.
- The reauthorization is very close. The Workforce Investment Act would be called the Workforce Innovation and Opportunity Act (WIOA). There are a lot of changes including the WIB will need less representation, performance measures will be measured differently, there will be a unified State Plan. Once we know that it has passed we will plan a training on WIOA, possibly at the Annual Meeting.

**E. Business Services Report (Linda Martinez)**

- During April and May, there was a Veteran's Stand Down in Pinal County, a job fair in Mammoth, access point trainings, workshops and multiple hiring events.
- There will be a job fair in Payson on June 25, 2014 at the mortuary and there is a job fair in Globe that is in the works.
- Sally went over the traffic patterns in the Globe, Payson and Casa Grande office, noting that the Globe and Payson offices don't have a real pattern to which days are busier than others.
- Employment Service's clients learn to job search, develop resumes, and attend orientations. These orientations are mandatory in order to continue receiving benefits.
- There are no more federal extensions for unemployment benefits.

**XI. Information/Discussion/Action:** Approved the minutes from the Gila/Pinal Workforce Investment Board's April 17, 2014, and May 22, 2014, meetings.

- **Upon motion by Carol Daniel and seconded by Charlie Estrada, the Board unanimously approved the minutes from the April 17, 2014, and May 22, 2014, meetings.**

**XII. Call to the Public**

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

- Julie Leonard, Central Arizona College (CAC) Youth Program shared that on July 8, 2014 there will be a Youth Day the CAC San Tan campus. There will be 100 Youth and they are still looking for presenters for workshops. They are looking for donations for door prizes. There will be a recognition day on July 31, 2014, in the afternoon, details to be announced, for the youth and employers to celebrate what they have done over the 8 week program.
- Sally Fulmer thanked the Board members for all they do and shared that Board member Cliff Potts was able to help DES with coordinating some details of their job fair at the last minute when certain plans fell through.
- It was suggested that Julie Leonard give a presentation on the success of Youth Program at the WIB Annual meeting and write a best practice to send to the State.

### **XIII. Adjournment**

Meeting was adjourned at 4:05 pm