



## **WORKFORCE ARIZONA COUNCIL – STATE PLAN TASK FORCE MEETING MINUTES**

Wednesday, February 3, 2016, 9:00 – 11:00 a.m.

333 N. Central Avenue, Phoenix, AZ 85004, Ponderosa Conference Room, 19<sup>th</sup> Floor  
Conference Call Instructions: 866-635-4644, Passcode 7237282

### **Members Present**

Dawn Grove, Chair – Karsten Manufacturing  
Doug Yonko, Vice Chair – Hensley Beverage Company  
Glenn Hamer – Arizona Chamber of Commerce  
Sheryl Hart – ADE Designee  
Thomas Winkel – Arizona Coalition for Military Families

### **Members Present via Phone**

Bill Terry - IBM

### **1. Welcome & Introductions – Dawn Grove, Chair**

- The meeting was called to order by Chair Grove at 9:01 a.m.
- Chair Grove welcomed all of the members and thanked each of them for their involvement and discussed a few housekeeping items.

### **2. Call to the Public**

- No public comment

### **3. Schedule for Remaining Meetings – Kelsey Jahntz, Staff**

- Staff discussed the possible dates and times for the next two meetings. The Task Force concluded that the following dates and times would work best for everyone:
  - Thursday, February 11, 9:00 – 11:00 a.m.
  - Wednesday, February 17, 1:30 – 2:30 p.m.

### **4. Outline of Goals for Task Force – Dawn Grove, Chair**

- Chair Grove provided an overview look at the goals iterated by Director Jeffries at the Council meeting and others included in this Workforce System, highlighting their similarities. She then expressed the duty of the Task Force as being:

- To determine how best to innovate and to make this plan as easily understood and easily applied as possible by the local area boards, which are the primary audiences.

## 5. Work Session

- There was lively discussion around the creation of an executive summary that could be more easily communicated to the local boards and the business community as a supplement to the more detailed plan itself. Members also discussed how best to streamline the process of creating such a document.
  - Chair Grove requested that staff include this idea on the next agenda.
- There was discussion regarding how much could be cut from the document and a reminder that there are requirements that needed be followed, so not everything could be on the chopping block.
- Chair Grove invited Rosalyn Boxer of ACA, who was sitting in the audience, to join the table and discussion.
- A brief historical perspective on the creation of the state plan was provided including who was involved in its creation.
- A discussion then started around the notion that including local boards in the conversation about implementation of the plan might be the best way to empower them.
- Chair Grove asked staff to review staff notes about potential changes to the plan.
  - Staff expressed that there are a few changes that need to be made that pertain to the Governor's perspective and few administrative pieces that needed to be changed.

### a. Sections II. b.) (pages 66-78)

- Staff indicated that a key Primarily the Governor's Vision piece needs to be updated to ensure it is accurate.
- Staff explained there were concerns about another body (the implementation team) being written into the state plan that may either be taking power away or perceived to be taking power away from the Council. It was reiterated that the Governor's vision is that the Council be the leading body for this system and the plan.
  - Members then discussed how best to move forward, allowing the implementation team to continue playing role without it taking away from the role of the Council and the local boards.
  - There was an agreement that there should be some language to clarify roles of the Council and local boards, as well as the ADE because of its duties being led by a separate elected official.
    - A discussion then ensued regarding the way Title II is handled in Arizona, and the complications that it creates within the system because, while the law requires everyone to work together, it does no transfer control over funding issues across all Titles.
- Members then started discussing measurement and reporting requirements around the integration and quality of service provided in the local areas.
  - There was a brief explanation of the experiences of veterans as an example of the stresses within the system that the Council will need to find ways to overcome.
  - There was discussion about the importance of being clear and unambiguous goals for the system as defined by the Council's expectations.

- It was pointed out that WIOA includes required metrics that span the core programs and that the Council can add to these metrics.

**b. III. a.) (pages 78-105)**

- There was brief discussion around the strategies listed in this section of the plan and the possibility of redundancies that could be removed.
  - It was pointed out that the plan may be broken apart while being reviewed at the federal level, so some redundancy might be good.

**c. Section VI. a.) (Pages 142-153)**

- Staff explained the need to incorporate the regional designation policy recently adopted by the Council. The Task Force may also want to review the state policy section to ensure the Council is not written into a box.
- Members then engaged in conversation about the opportunities to obtain local feedback on the plan so that they can be included in process.
  - It was stated that the local area directors would receive the plan during public comment and that we could create a longer-term strategy to include the local areas in a meaningful way as the Council moves forward.
- The conversation around a summary of the state plan was revived and members, along with staff, outlined the best way to break up the work and connect everyone's feedback on the plan itself.
- Assignments for summarizing sections were discussed and decided to be:
  - Dawn Grove: Overarching goals, vision
  - Thomas Winkel: Veterans Pieces
  - Sheryl Hart: Title II
  - Doug Yonko: Metrics/Training
  - Bill Terry: Program Data
- It was reiterated that the goal is to make the summaries very easy for the local boards, one-stop staff, and others to read and to provide a quick reference to the direction of the state.
- There was then discussion about how best to synthesize the strategies to ensure alignment and completeness.
  - The importance of looking at the strategies from the business perspective was also noted.
- Discussion regarding how to obtain real-time business input regarding workforce needs beyond the projections created from DOL data. There was also discussion about the role of sector partnerships and the use of employer data throughout the system.
  - Members expressed thoughts that this could be included as a strategy in the state plan.
- There was also discussion about the feedback into the plan so far being primarily from a government and education perspective, and the Task Force will want to ensure the plan speaks to business as well.
- Members also discussed data gathered at the local areas and how that currently informs decisions by the system and might inform future decisions.
  - There was explanation of what the ADE and DES gather and use, but some of the data goes beyond what is required by the law, so local areas may not be gathering.

- There was further discussion regarding the creation of a dashboard to display various data and measure progress on metrics in a useable way for the state and the local areas.
  - The discussion continued to explore how the partners might report to the Council based on the dashboard results.
  - Bill Terry and Doug Yonko were asked to work together to identify what a dashboard might look like.
- A discussion ensued regarding training efforts for individuals and the need for career pathways and measuring success on getting people employed.
  - Members expressed the desire to focus on skills consistent across sectors and getting individuals ready to employ at a basic level. This led to discussion about more innovative ideas to meet the basic needs of employers and how funds can be used creatively.

## 6. Adjournment

- Chair Grove identified the following items to be included on the next agenda:
  - Innovative Ideas
  - Look through the state plan to add business perspective
  - Summary Creation
  - Teacher Shortage
- The meeting was adjourned by common agreement at 11:00 a.m.

A copy of the agenda, background material provided to Task Force members (with the exception of material relating to possible executive sessions) is available for inspection at the Workforce Arizona Council Office, 333 N. Central Avenue, Suite #1900, Phoenix, AZ 85004.