



## **WORKFORCE ARIZONA COUNCIL BOARD MEETING**

Thursday, November 30, 2017

1:00 p.m. – 3:00 p.m.

Arizona State Capitol

1700 W. Washington, Suite 200, Phoenix, AZ 85007

Conference Line: 877-820-7831, Passcode: 103468

*Pursuant to A.R.S. § 38-431.02, notice is hereby given to members of the Workforce Arizona Council and to the general public that the Council will hold a meeting, open to the public, on **Thursday, November 30, 2017, 1:00 PM Arizona State Capitol, 1700 W. Washington, Phoenix, AZ 85007 and by calling Conference 1-877-820-7831 Access Code: 103468.** For any questions or more information, contact 602-771-0481.*

*Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by calling (602) 364-0430. Requests should be made as early as possible to allow time to arrange the accommodation. A copy of the material provided to Council members (with the exception of material relating to possible executive sessions) is available for public inspection at the Office of Economic Opportunity, located at 100 N. 15th Avenue, Suite 103, Phoenix, AZ.*

*Under A.R.S. § 38-431.03(A)(3), the Council may vote to go into executive session, which will not be open to the public, for the purpose of obtaining legal advice on any item on the agenda.*

*At its discretion, the Council may consider and act upon any agenda item out of order. Members of the Council may appear by telephone.*

### **Agenda**

- I. Call to Order**
- II. Roll Call**
- III. Welcome**
- IV. Introductions**
- V. Chairman's Report**
- VI. Manager's Report**
- VII. Call to the Public**

This is the time for the public to comment. Members of the Council may not discuss items that are not on the agenda. Therefore, action taken as a result of public comment will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

### **VIII. Discussion & Possible Action**

#### **A. Approval of the Consent Agenda**

- 1. Meeting Minutes – August 24, 2017
- 2. Strategic Partnerships and Communications Committee Charter

3. Measuring Effectiveness Committee Charter
4. Quality Workforce Committee Charter

**B. Presentation: Arizona Association of Workforce Developers Presentation**  
*John Morales, Yuma Private Industry Council*

**C. Presentation on Dept. of Economic Security Arizona Management System**  
*Michael Wisehart, Assistant Director, Arizona Department of Economic Security, Division of Employment & Rehabilitation Services(DERS)*

**1. Vote to endorse the Arizona Management System Program**

**D. Department of Labor Review of Arizona's One-Stop Operator Procurement Process**

**E. Approval of the Workforce Arizona Council Annual Report**  
*Gretchen Corey, Special Projects Manager, Office of Economic Opportunity*

**1. Vote to approve the Workforce Arizona Council Annual Report**

**F. Committee Reports**

**1. Measuring Effectiveness**

**a. Presentation: Update on the Workforce Performance Dashboard**  
*Doug Walls, Research Administrator, Arizona Office of Economic Opportunity*

**2. Performance Excellence**

**a. Vote to adopt Policy #07: ARIZONA@WORK Statewide Monitoring Policy**

**b. Vote to approve final Local Board Certifications**  
*Gretchen Caraway, DERS Policy Administrator, Arizona Department of Economic Security, Division of Employment and Rehabilitation Services(DERS)*

**3. Quality Workforce**

**4. Strategic Communications and Partnerships**

**G. Brainstorming/Discussion: Linking ARIZONA@WORK and community organizations**

**H. 2018 WAC Meeting Schedule**

- 1. Thursday, March 1, 2018, 1:00 – 3:00 p.m.**  
Arizona State Capitol, 3<sup>rd</sup> Floor
- 2. Thursday, May 31, 2018, 1:00 – 3:00 p.m.**  
Arizona State Capitol, 2<sup>nd</sup> Floor
- 3. Thursday, August 30, 2018, 1:00 – 3:00 p.m.**  
Arizona State Capitol, 2<sup>nd</sup> Floor
- 4. Thursday, November 29, 2018, 1:00 – 3:00 p.m.**  
Arizona State Capitol, 2<sup>nd</sup> Floor

**I. Council Member Remarks**

**IX. Adjournment**

**WORKFORCE ARIZONA COUNCIL  
MEETING MINUTES**

Thursday, November 30, 2017

Arizona State Capitol

1700 Washington, 3<sup>rd</sup> Floor Conference Room, Phoenix, AZ 85007

**I. Call to Order**

- The meeting was called to order at 1:05 p.m.

**II. Roll Call**

**Members Present**

Dawn Grove, *Karsten Manufacturing*

Doug Yonko, *Hensley Beverage Company*

Dennis Anthony, *Arizona Apprenticeship Advisory Committee*

Farrell Quinlan, *National Federation of Independent Business*

David Martin, *Arizona Chapter of the Associated General Contractors of America*

Thomas Winkel, *Arizona Coalition for Military Families*

Bill Terry, *IBM*

Sheryl Hart, *Arizona Department of Education*

Michael Traylor, *Department of Economic Security*

Alexander Horvath, *Tucson Medical Center*

Susan Anable, *Cox Communications*

Stephen Macias, *Pivot Manufacturing*

Cecilia Mata, *AllSource Global Management*

Steve Chucuri, *Maricopa County Board of Supervisors*

Keith Watson representing Sandra Watson, *Arizona Commerce Authority*

Naomi Cramer, *Banner Health*

**Members Present via Phone**

Thomas Longstreth, *Ventana Medical Systems*

Steven Thompson, *Uber Phoenix*

Dominic Escamilla, *Country Financial*

Randall Gibb, *Grand Canyon University*

Stephen Gilman, *United Goodyear Firefighters Association*

Mark Gaspers, *Boeing*

**Members Absent**

Governor Doug Ducey, *State of Arizona*

Representative Vince Leach, *Arizona State House of Representatives*

Senator Kimberly Yee, *Arizona State Senate*

Todd Graver, *Freeport McMoRan*

Robert Trenchel, *Yuma Regional Medical Center*

Glenn Hamer, *Arizona Chamber of Commerce & Industry*

Lawrence Lucero, *Tucson Electric Power*

William (Jim) Lane, *City of Scottsdale*

### **III. Welcome**

- Chair Grove welcomed all the Council members and guests to the Workforce Arizona Council meeting.

### **IV. Introductions**

- Chair Grove congratulated Doug Yonko in being appointed as the Vice-Chair of the Council and thanked him for his commitment to the Council. Chair Grove explained that there are two business openings on the Council due to a few resignations and asked that the Council members send recommendations of potential Council members to herself or Ashley Wilhelm.

### **V. Chairman's Report**

- Chair Grove shared a success story from Yavapai County.
- The Council Committee structure were realigned during this Quarter and Council member expirations have been set on a tiered schedule.
- Chair Grove thanked the Council members that participated in the Workforce Convening earlier in November. There was a survey sent out to collect feedback from the event. Chair Grove shared some of the feedback received in the survey.

### **VI. Manager's Report**

- Thanked the Council and Committee Chair's for their time and commitment to the Council.
- Discussed training opportunities that she has participated in.
- Gave an update on the upcoming quarter.

### **VII. Call to the Public**

- No public comment was offered.

### **VIII. Discussion & Possible Action**

#### **A. Vote to Approve Consent Agenda**

- A motion to approve the Consent Agenda was made by Thomas Winkel and seconded by Bill Terry.
- Consent Agenda was approved.

#### **B. Presentation: Arizona Association of Workforce Developers Presentation**

- Charles Casey, addressed the Council on behalf of the AAWD explaining the conversations they had during their quarterly meeting
- Mr. Casey explained that they received presentations from Trevor Stokes on the Arizona Career Readiness Credential and from DES and OEO speaking about upcoming due dates.
- The local directors expressed that they will be working with DES on the One-Stop Operator procurement review received from DOL

- Mr. Casey explained that if the local areas and Council will be connecting more with community organization that they already have partnerships along with new organization they should be encouraged to use the AJC system to register their clients.

### **C. Presentation on Dept. of Economic Security Arizona Management System**

- Michael Wisheart, Assistant Director, Arizona Department of Economic Security, Division of Employment & Rehabilitation Services(DERS) gave a presentation on the Arizona Management System.
- Mr. Wisheart explained that there was a pilot conducted in Pinal County and DES will be implementing the process in the City of Phoenix and Maricopa County.
- Mr. Wisheart requested that the Council endorse the Arizona Management System program.
- Vice-Chair Doug Yonko asked that an update be given on the rollout of the program at the March 1<sup>st</sup> Council meeting and a summary of the numbers in Casa Grande and any of the additional areas if available at the May 31<sup>st</sup> Council meeting.

#### **1. Vote to endorse the Arizona Management System Program**

- A motion to endorse the Arizona Management System program for use throughout the ARIZONA@WORK job centers throughout the system was made by Steve Macias and seconded by Cecilia Mata.
- The motion was passed.

### **D. Department of Labor Review of Arizona's One-Stop Operator Procurement Process**

- Gretchen Caraway, *DERS Policy Administrator, Arizona Department of Economic Security, Division of Employment and Rehabilitation Services(DERS)*, explained the plan that DES has to address the One-Stop Operator procurement process reviewed by the Department of Labor

### **E. Approval of the Workforce Arizona Council Annual Report**

- Gretchen Corey, Special Projects Manager, Arizona Office of Economic Opportunity, presented the annual report that was prepared for consideration along with an overview of funding.
- 1. Vote to approve the Workforce Arizona Council Annual Report**
  - A motion to approve the Workforce Arizona Council Annual Report was made by Susan Anable and seconded by Bill Terry.
  - The motion was passed.

### **F. Committee Reports**

#### **a. Measuring Effectiveness**

- Committee Chair, Bill Terry, explained that the Workforce Performance Dashboard is a project that his Committee has been working on for a while. The team that is working on the Dashboard project explained that they have incorporated some of the changes that were suggested in comments received from the local areas and the Council members. They would like to extend the comment period until the end of December to be able to receive feedback on the changes incorporated.
- Chair Terry stated that they learned about the data that will be collected on the Arizona Career Readiness Credential. The Committee also discussed and approved the Charter for the upcoming year.

**i. Presentation: Update on the Workforce Performance Dashboard**

- Doug Walls, Research Administrator, Arizona Office of Economic Opportunity, explained that process they have gone through during the 90-day comment period and the plan moving forward with extending the comment period.

**b. Performance Excellence**

- Committee Chair, Thomas Winkel, explained that they received updates on training programs that are being developed for the employees within the workforce system as well as an updated on the training program that is being done with the Business Service Representatives.
- Chairman Winkel stated that they were given presentations on the Arizona Management system and local board certifications that are coming before the Council today.
- Chair Winkel stated that they were also given an update on the Infrastructure Funding agreements that were completed by all the local areas. These were completed and signed preventing the need for the State Funding Mechanism. He thanked all of the effort that was put in to make sure this was achieved.
- Thomas explained the process that the Committee took to collect local input and the State agencies worked together along with the Committee to incorporate input on the new Monitoring Policy 07.

**i. Vote to adopt Policy #07: ARIZONA@WORK Statewide Monitoring Policy**

- A motion to adopt Policy #7: Statewide monitoring Policy was made by David Martin and seconded by Steve Macias.
- The motion was passed.

**ii. Vote to approve final Local Board Certifications**

- Gretchen Caraway, DERS Policy Administrator, Arizona Department of Economic Security, Division of Employment and Rehabilitation Services(DERS), presented the Local Board certifications for approval. She explained that the Council gave conditional approvals to all local areas on the board certification

process last November. The local boards had one year to correct the areas in which they were given conditions. There were three local areas that still had a few items to work on. Gretchen requested that they have their conditional approval continued while they work out on correcting the areas.

- Director Traylor raised a concern regarding the policy item in which Maricopa has received additional approval.
- Supervisor Chucri addressed the concerns and stated that Maricopa believes that Pima County has the same issue on their Board.
- There was discussion held on options for addressing the area in both Pima and Maricopa County.
- After discussion the vote was modified to address the concerns.
- A motion to give final approval on board certification to 8 of the local areas and extend the conditional approval for Pima County, Maricopa County, Yavapai and Nineteen tribal nations. To have Director Traylor, Director Shannon, Thomas Winkel to work through the Performance Excellence Committee to come up with a solution that works with all parties on the conditions in Maricopa and Pima counties with the Committee having the ability to give final approval once the conditions are met by each area was made by Bill Terry and seconded by Cecilia Mata.
- The motion was passed.

**c. Quality Workforce**

- Committee Chair, Mark Gaspers, explained that they received a presentation giving an update on the Arizona Career Readiness Credential and efforts made so far to implement this credential in the local areas.
- He explained that they also were able to address their Charter that was presented today.

**d. Strategic Communications and Partnerships**

- Committee Chair, Cecilia Mata, explained that the new committee members reviewed the documents that had been created by the previous committee members.
- The Committee received a presentation from Jillian Seamans of DES on their communication efforts to promote the ARIZONA@WORK system.
- The Committee also worked on their Charter for the upcoming year.

**G. Brainstorming/Discussion: Linking ARIZONA@WORK and community organizations**

- Chair Grove asked the Council members to share ideas on how ARIZONA@WORK can connect with community organizations.

- David Martin stated that he has found employers can be referrals as well as community organizations through the construction pilot program he has been working on.

#### **H. 2018 Workforce Arizona Council Meeting Schedule**

- The upcoming Council meetings were shared.

#### **I. Council Member Remarks**

- Chair Grove thanked Thomas Winkel for his hard work and dedication to the Council and Committee work. She announced that he will be stepping down as Chair of the Performance Excellence Committee and will remain on the Council dedicating his work on the Council towards Veterans.

#### **IV. Adjournment**

- A motion to adjourn the meeting was made by Susan Anable and seconded by Cecilia Mata.
- The meeting adjourned at 2:55 p.m.