



## **WORKFORCE ARIZONA COUNCIL BOARD MEETING**

Thursday, March 1, 2018

1:00 p.m. – 3:00 p.m.

Arizona State Capitol

1700 W. Washington, Suite 300, 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, March 1, 2018, 1:00 PM Arizona State Capitol, 1700 W. Washington, Suite 300, 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. Chair Report**
- V. Manager Report**
- VI. 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.

### **VII. Discussion & Possible Action**

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

1. Meeting Minutes – November 30, 2017
2. Performance Excellence Committee Charter

#### **B. Presentation: Department of Labor**

*John Bailey, Interim Region 6 Administrator, U.S. Department of Labor and Latha Seshadri, Federal Project Officer, U.S. Department of Labor*

**C. Presentation: Arizona Association of Workforce Developers**

*John Morales, Yuma Private Industry Council*

**D. Presentation: Maryvale Workforce Initiative Project**

*Keith Forte, Project Manager, Arizona Office of Economic Opportunity*

**1. Vote to endorse the Maryvale Workforce Initiative Project**

**E. Presentation: College Credit Pathway to a High School Equivalency Diploma**

*Sheryl Hart, Deputy Associate Superintendent, Arizona Department of Education, Adult Education Services*

**F. Presentation: Arizona Management System Update – Pinal Pilot Data**

*Michael Wisehart, Assistant Director, Arizona Department of Economic Security, Division of Employment & Rehabilitation Services(DERS)*

**G. Council Development: Requests for Information**

*Megan Rose, Director of Communications, Arizona Department of Administration*

**H. Approval of the State Plan Modifications**

*Gretchen Corey, Special Projects Manager, Office of Economic Opportunity*

**1. Vote to approve the Updated Employer Measures**

**2. Vote to approve the State Plan Modifications**

**I. Committee Reports**

**1. Measuring Effectiveness**

**2. Performance Excellence**

**a. Vote to approve ARIZONA@WORK Job Center 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**

**a. Vote to approve updates to the Council Communication Plan**

**b. Vote to hold a statewide convening twice a year**

**J. 2018 WAC Meeting Schedule**

**1. Thursday, May 31, 2018, 1:00 – 3:00 p.m.**

Arizona State Capitol, 2<sup>nd</sup> Floor

**2. Thursday, August 30, 2018, 1:00 – 3:00 p.m.**

Arizona State Capitol, 2<sup>nd</sup> Floor

**3. Thursday, November 29, 2018, 1:00 – 3:00 p.m.**

Arizona State Capitol, 2<sup>nd</sup> Floor

**K. Council Member Remarks**

**VIII. Adjournment**

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MEETING MINUTES**

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1 – 3 p.m.

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**Members Present**

Dennis Anthony, Arizona Apprenticeship Advisory Committee  
Supervisor Steve Chucri, Maricopa Board of Supervisors  
Naomi Cramer, Banner Health  
Randy Gibb, Grand Canyon University  
Dawn Grove, Karsten Manufacturing  
Glenn Hamer, Arizona Chamber of Commerce and Industry  
Sheryl Hart, Arizona Dept. of Education  
David Martin, Arizona Assoc. of General Contractors  
Farrell Quinlan, National Federation of Independent Business  
Bill Terry, IBM  
Michael Traylor, Arizona Dept. of Economic Security  
Sandra Watson, Arizona Commerce Authority  
Thomas Winkel, Arizona Coalition for Military Families  
Doug Yonko, Hensley Beverage Company

**Members Present via Phone**

Alex Horvath, Tucson Medical Center  
Thomas Longstreth, Ventana Medical Systems  
Larry Lucero, Tucson Electric Power  
Steve Macias, Pivot Manufacturing  
Cecilia Mata, All-Source Global Management  
Robert Trenchel, Yuma Regional Medical Center

**Members Absent**

Susan Anable, Cox Communication  
Dominic Escamilla, Country Financial  
Mark Gaspers, Boeing  
Stephen Gilman, United Goodyear Firefighters Association  
Todd Graver, Freeport-McMoRan Mayor Jim Lane, City of Scottsdale

**I. Call to Order**

The Workforce Arizona Council meeting was called to order at 1:08 p.m.

**II. Roll Call**

Manager Ashley Wilhelm called the roll – quorum was present.

### **III. Welcome**

Chair Dawn Grove provided welcoming statements.

### **IV. Chair Report**

Chair Grove provided a brief report on her activities.

### **V. Manager Report**

Ms. Wilhelm provided a brief report on her recent activities.

### **VI. Call to the Public**

There were no comments made from the public.

### **VII. Discussion & Possible Action**

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

1. Meeting Minutes – November 30, 2017
2. Performance Excellence Committee Charter

Motion to approve the Consent Agenda was made by Thomas Winkel and seconded by David Martin. Motion was approved.

#### **B. Presentation: Department of Labor**

*John Bailey, Interim Region 6 Administrator, U.S. Department of Labor and Latha Seshadri, Federal Project Officer, U.S. Department of Labor*

Interim Regional Administrator for the Department of Labor (DOL), John Bailey, addressed the Council. His remarks included a brief personal introduction, the noting that the DOL is working with private company Maher-Maher to provide a two-day intensive training to staff in Arizona, and a remark on how the DOL is attempting to become a “front-end” partner to the States. He also addressed an upcoming deadline for states to submit their State Plan modifications. Lastly, he relayed a message from the Arizona Job Corps regarding capacity at their Phoenix site.

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

*John Morales, Yuma Private Industry Council*

Mr. Morales provided a brief report to the Council regarding the AAWD’s recent meeting.

#### **D. Presentation: Maryvale Workforce Initiative Project**

*Keith Forte, Project Manager, Arizona Office of Economic Opportunity*

Mr. Forte presented regarding the Maryvale Workforce Initiative, an innovative collaboration that provides workforce development services to a specific under-employed area. He provided a brief background on the project and operational details.

##### **1. Vote to endorse the Maryvale Workforce Initiative Project**

A motion to endorse the Maryvale Workforce Initiative for possible expansion to other underserved areas throughout Arizona was made by Doug Yonko and seconded by Sheryl Hart. The motion was approved.

#### **E. Presentation: College Credit Pathway to a High School Equivalency Diploma**

*Sheryl Hart, Deputy Associate Superintendent, Arizona Department of Education, Adult Education Services*

Sheryl Hart of the Arizona Department of Education provided a presentation on the College Credit Pathway to a High School Equivalency Diploma (HSED). The College Credit pathway allows students who do not have a High School diploma to attend specific college courses and obtain a HSED upon completion. Ms. Hart emphasized that this pathway is not a shortcut to a diploma, but an alternative

option. Ms. Hart distinguished the difference between a GED® and a college credit pathway to an HSED diploma. The program is scheduled to begin in Summer 2018.

**F. Presentation: Arizona Management System (AMS) Update – Pinal Pilot Data**

*Michael Wisehart, Assistant Director, Arizona Department of Economic Security, Division of Employment & Rehabilitation Services (DERS)*

Mr. Wisehart provided a brief update of the AMS roll-out in the Pinal ARIZONA@WORK Job Center.

**G. Council Development: Requests for Information**

*Megan Rose, Director of Communications, Arizona Department of Administration*

Megan Rose of the Arizona Department of Administration urged Council Members to forward to her any media request or request for public records and have her review any possible response. She stated that Council members will be receiving a state email address to facilitate working with public records. In the intervening time, she suggested Council members may wish to include a subject line header, signature line or create a folder for all emails related to their efforts on behalf of the Workforce Arizona Council. Ms. Rose's contact information is: [megan.rose@azdoa.gov](mailto:megan.rose@azdoa.gov) or 602-542-1681.

**H. Approval of the State Plan Modifications**

*Gretchen Corey, Special Projects Manager, Office of Economic Opportunity*

Ms. Corey provided a brief report on the updates made to the State Plan that will be submitted to the DOL. Both she and Chair Grove expressed gratitude to those that worked on the State Plan modifications.

**1. Vote to approve the Updated Employer Measures**

Chair Grove indicated that the State Plan Task Force and Executive Committee had reviewed and recommended approval of the proposed Federal Employer Measures to replace the current ones. As to the Arizona Employer Measures, Chair Grove indicated that the State Plan Task Force and Executive Committee had recommended additional needed improvements, reflected in the proposed draft Arizona Employer Measures. After explanation and Council discussion of these proposed draft Arizona Employer Measures, the Council added clarifying language that the first Arizona Employer Measure should be changed to reflect the employee's start date rather than the acceptance date.

With this additional change, a motion to approve in the modified State Plan the following proposed federal and Arizona Employer Measures in place of the current ones was made by David Martin and seconded by Bill Terry:

**Federal Measures**

1. Retention: % of participants who exit and are employed with the same employer/business in the 2<sup>nd</sup> and 4<sup>th</sup> quarters after exit.
2. Employer Penetration Rate: % of businesses/employers using services out of all employers in the state

**State Measures**

1. Average number of days to fill job openings using ARIZONA@WORK staff assistance (measured from the employer's first contact requesting staff assistance filling a currently available job opening to the job seeker's start date, fulfilling the employer's job opening).

2. Percentage of employers who contacted an ARIZONA@WORK Job Center who confirm ARIZONA@WORK services assisted in identifying qualified job applicants (percentage will be derived from those employers providing a response)
3. Number of businesses whose worksites have been visited by an ARIZONA@WORK Business Services Representative  
The motion was approved.

**i. Vote to approve the State Plan Modifications**

The Council then considered the rest of the proposed State Plan modifications. A motion to approve the State Plan modifications was made by Thomas Winkel and seconded by Naomi Cramer. The motion was approved. Chair Grove noted that the Executive Overview of the State Plan would be updated to reflect the most significant modifications approved today.

**b. Committee Reports**

**1. Measuring Effectiveness**

Mr. Terry provided a brief report on the last meeting of the Measuring Effectiveness Committee.

**2. Performance Excellence**

Chair Grove announced that David Martin has been named the new Chair of the Performance Excellence Committee, and thanked Thomas Winkel for his tremendous prior leadership on the committee.

**a. Vote to approve ARIZONA@WORK Job Center Certifications**

*Gretchen Caraway, DERS Policy Administrator, Arizona Department of Economic Security, Division of Employment and Rehabilitation Services (DERS)*

Ms. Caraway provided a brief presentation on the one-stop job center certification process. She concluded with the Executive Committee's recommendations:

- Provisional approval for 11 local areas
- DES/DERS to address completion of Part II of the certification process with Nineteen Tribal Nations' local area
- DERS will work with local areas to provide technical assistance regarding business engagement
- Periodic updates to the Council through the Performance Excellence Committee on status

A motion to approve the committee's recommendation was made by Bill Terry and seconded by Naomi Cramer. The motion was approved.

**3. Quality Workforce**

In lieu of committee chair Mark Gaspers, Ms. Wilhelm provided a brief report on the Quality Workforce Committee's previous meeting.

**4. Strategic Communications and Partnerships**

Committee chair Cecilia Mata provided a report on the Strategic Communications and Partnerships Committee's previous meeting.

**a. Vote to approve updates to the Council Communication Plan**

Ms. Mata spoke briefly about changes to the Council's communication plan. A motion to approve the changes was made by David Martin and seconded by Thomas Winkel. The motion was approved.

**b. Vote to hold a statewide convening twice a year**

A motion to hold a statewide convening of workforce leaders up to twice a year was made by Sheryl Hart and seconded by Randall Gibb. The motion was approved.

**c. 2018 WAC Meeting Schedule**

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**d. Council Member Remarks**

No additional remarks were offered.

**3. Adjournment**

A motion to adjourn was made by Doug Yonko and seconded by David Martin. The meeting was adjourned at 2:55 p.m.