



YUMA COUNTY

Innovative Workforce Solutions

**YUMA COUNTY WORKFORCE DEVELOPMENT BOARD'S-  
EXECUTIVE COMMITTEE**

Yuma Private Industry Council, Administration Building  
3834 W. 16<sup>th</sup> Street, Yuma, AZ 85364

Meeting Link:

<https://us06web.zoom.us/j/86712648723?pwd=Yk9hRjh1blR4eW5JK1o3dzMyQXp6Zz09>

Meeting ID: 867 1264 8723, Passcode: 920175

Phone: +1 669 444 9171 US

December 15, 2022

9:00 a.m.

**MINUTES**

**I. Call Meeting to Order**

Maria Chavoya called the meeting to order at 9:17 a.m.

**II. Pledge of Allegiance**

Maria Chavoya led the Pledge of Allegiance.

**III. Roll Call**

**ATTENDEES (Virtually):**

Maria Chavoya, Board Chair

Samuel G. Loveless, Board Vice-Chair

Nidia Herrera, Executive Director

Patrick Goetz, Operations Director

Adriana McBride, Human Resource Manager

**ABSENT:**

Antonio Zuniga, Board Member, Secretary/Treasurer

Steven M. Miller, Board Member

**STAFF (Virtually):**

Beatriz Aguilar, Clerk of the Board

Elena Felix, Workforce Liaison

**IV. Discussion and/or Action Items**

**1. Review and Approve Additions to the Eligible Training Provider List (ETPL)**

- a) **Electrical for Manufacturing Certificate (Fast Track)**
- b) **Phlebotomy Technician Certificate (Fast Track)**
- c) **Basic Electrical Certificate (Fast Track)**
- d) **Carpentry (Fast Track)**
- e) **Fire Academy Certificate**
- f) **CompTIA A+ Certification**
- g) **Basic Air Conditioning Tech. Training (Fast Track)**
- h) **2022 Cloud Architecting Certificate**
- i) **2022 Cloud Foundations Certificate**

- j) 2022 Data Analytics Professional Certificate**
- k) Intuit Certified Bookkeeping Professional**
- l) Intuit QuickBooks Certified User**

Nidia Herrera provided the following information to the committee;

- Trainings require approval in order to be added to the Eligible Training Provider List
- Trainings pertain to the QUEST Grant
- Board staff is working closely with Arizona Western College on the QUEST Grant
- There are 5 trainings that are fast track and will allow to serve individuals under the QUEST Grant

Items will be added to the January Workforce Development Board meeting for ratification.

Nidia Herrera also provided additional information regarding the QUEST Grant,

- Applied for the QUEST Grant in partnership with AWC
- Grant will include individuals that are dislocated workers
- There will be flexibility on eligibility for individuals that lost their jobs or could no longer work during the pandemic
- Individuals will document and provide a statement and reason why they lost their job or could no longer return to work
- Contract is for two years, therefore it ends June 2024

Samuel G. Loveless asked, what does fast track mean. Nidia Herrera replied fast track training would be a short-term training that individuals can complete in 3 months.

Samuel G. Loveless asked, when was the grant awarded. Nidia Herrera replied the Department of Labor awarded the grant on September 30, 2022. Arizona Western College is currently pending to receive the Intergovernmental Agreement from the Office of Economic Opportunity.

Maria Chavoya asked for a motion to approve the trainings to be added to the Eligible Training Provider List (ETPL).

Samuel G. Loveless made a motion to approve the trainings to be added to the Eligible Training Provider List (ETPL), Seconded by Adriana McBride.

VOICE VOTE: The motion carried 5-0 (Yes: Maria Chavoya, Samuel G. Loveless, Nidia Herrera, Patrick Goetz & Adriana McBride).

**2. Review and Approve the Training Policy (Incumbent Worker Training)**

Nidia Herrera informed the committee, the policy has not been finalized due to further discussions, therefore the item will be tabled and presented at the January Board meeting.

Maria Chavoya asked what is the Training Policy (Incumbent Worker Training). Patrick Goetz replied the Training Policy (Incumbent Worker Training) is for individuals that are employed with an employer that needs to be upskilled or avoid layoff aversion.

**3. Review and Approve the QUEST Policy and Procedures**

Nidia Herrera informed the committee, per State and the Department of Labor a Quest Policy had to be developed to provide guidance, eligibility requirements and what documentation is required.

Maria Chavoya asked for a motion to approve the QUEST Policy and Procedures.

Samuel G. Loveless made the motion to approve the QUEST Policy and Procedures, Seconded by Adriana McBride.

VOICE VOTE: The motion carried 5-0 (Yes: Maria Chavoya, Samuel G. Loveless, Nidia Herrera, Patrick Goetz & Adriana McBride).

**V. Informational Items**

**1. Pre-Apprenticeship Program**

Nidia Herrera informed the committee, a representative from the pre-apprenticeship program would like to provide a presentation to the full Board.

Adriana McBride commented, representatives from the pre-apprenticeship program will be able to explain the program and it is important for everyone to understand the information.

**2. STEM Programs**

Nidia Herrera informed the committee, a representative from the STEM Program would like to provide a presentation to the full Board on how to work together and explain how they can offer other opportunities to the youth.

**VI. Good of the Order**

There was nothing for the Good of the Order.

**VII. Adjournment**

Maria Chavoya asked for a motion to adjourn the meeting.

Samuel G. Loveless made a motion to adjourn the meeting; Seconded by Maria Chavoya.

VOICE VOTE: The motion carried 5-0 (Yes: Maria Chavoya, Samuel G. Loveless, Nidia Herrera, Patrick Goetz & Adriana McBride).

The meeting was adjourned at 9:41 a.m.

**Respectfully submitted by Beatriz Aguilar, Clerk of the Board**