

# **YUMA COUNTY WORKFORCE DEVELOPMENT BOARD**

Regular Meeting

Martin Luther King Center

November 10, 2015

## **MINUTES**

### **I. CALL TO ORDER**

Sam Pepper called the meeting to order at 9:00 a.m.

### **II. PLEDGE OF ALLEGIANCE**

Dave McDowell led the Pledge of Allegiance.

### **III. ROLL CALL**

Roll was called and those present and absent were:

<b>Members Present</b>	<b>Members Absent</b>
1. Marisol Canales	Abel Almanza
2. Judith Castro	Maria Chavoya
3. Ramona Corrales	Julie Engel
4. Betty DeNise	Valencia R. Fisker
5. Ed Ford	Michael Moyer
6. Shari Frabasilio	Kim Rodriguez
7. John "Bud" Johnson	
8. Tom Kiley	
9. Glenn Mayle	
10. Dave McDowell	
11. Steve Miller	
12. Nancy Ngai	
13. Ray Ochoa	
14. Sam Pepper	
15. Rick Rohrick	
16. Tom Tyree	
17. Kevin Wilkins	
18. Carrie Zaragoza	

**Thereby a quorum was established.**

#### **Guests (From Sign in list)**

Martha Camacho, YPIC

Steve Tait, Walker and Armstrong LLC

Patrick Goetz, YPIC

#### **Staff:**

John Morales, Executive Director

Pat Ray, Operations Director

Alicia Huizar, Clerk to the Board

Geoff Nance, IWDS  
Kelsey Jahntz, ACA  
Eulalia Tinoco, DES  
Cedar Fandino, PPEP  
Maria Aguirre, AWC  
Ana Garcia, YPIC  
Mary Jo McIntire, Yuma County  
Lorena Garcia, DES  
Shavon, Knox, YPIC

**\*IV. CALL TO THE PUBLIC**

There were no comments from the public.

**V. APPROVAL OF MINUTES (from September 9, 2015)**

Sam Pepper reminded the board that because a quorum was not established for the October Workforce Development Board meeting, the information presented was informational and therefore unofficial. Thus, the minutes for the October meeting will not be presented for approval.

Sam Pepper asked for a motion to approve the minutes of the Workforce Development Board meeting of September 9, 2015.

Tom Kiley made a motion to approve the minutes of the Workforce Development Board meeting September 9, 2015; Seconded by Kevin Wilkins. The motion carried.

**VI. Director's Report and Information Items**

- John Morales announced to the board that Valencia Fisker from Arizona Public Service has resigned as a board member.
- Geoff Nance's name will be submitted for membership consideration to the Board of Supervisors to replace Valencia Fisker in December.
- John Morales introduced the following people to the board members:
  - Kevin Imes, the Superintendent for the Southwest Technical Education District of Yuma (STEDY).
  - Jenifer Sumner, Business Development Director for Joint Technical Education District of Yuma (STEDY).
  - Kelsey Jahntz, the Liaison to the Workforce Arizona Council, Arizona Commerce Authority.
  - Steve Tait, Walker and Armstrong LLC.

**A. Rapid Response/Business Outreach Update**

*Patrick Goetz and Eulalia Tinoco reported:*

- Patrick Goetz from YPIC and Eulalia Tinoco from Employment Service presented the power point Business

Services Report (Attached).

- A Rapid Response report was not provided as there was no Rapid Response activity in the last month.

**B. Need for JTED Internships in the community**

*Kevin Imes reported:*

- Yuma is the 14<sup>th</sup> JTED and the last one established in the State of Arizona.
- Kevin Imes thanked the community members that played a significant role in the formation of JTED.
- JTED's mission is to connect students with their career and college future which includes real life work experiences by providing internships to students.
- JTED is also advocating for summer internships.
- Kevin Imes thanked Tom Kiley for his volunteer services and Tom Tyree for his support.

**C. Proposed Next Meeting Date – January 13, 2016** at the Martin Luther King Center located at 300 S. 13<sup>th</sup> Avenue, Yuma, AZ.

**VII. Discussion/Action items**

**a. Ratification of Proposed By-Law Changes**

Sam Pepper asked for a motion to approve the Ratification of Proposed By-Law Changes.

Steve Miller moved to approve the Ratification of Proposed By-Law Changes; Seconded by Kevin Wilkins. The motion passed.

**b. Election of Officers**

John Morales presented a Slate of Officers to direct the business of the Workforce Development Board of Yuma County from October 2015 to October 2016 as follows:

Chair: Sam Pepper  
Vice-Chair: Dave McDowell  
Secretary/Treasurer: Ed Ford

Kevin Wilkins made a motion to accept the slate of officers as presented. There were no nominations from the floor. The motion was seconded by Tom Kiley. The motion passed.

**c. Presentation and Approval of 2014/2015 Audit by Walker and Armstrong LLC**

Steve Tait, from Walker & Armstrong, provided a summary of the audit report. Copies of the audit were made available to Board members. Mr. Tait reported that there were no material findings in the audit.

A conversation took place among, Mr. Tate, Martha Camacho, and the

board members regarding the Cash statement, end of year transition situation. Sam Pepper thanked staff and Martha Camacho for their hard work.

Sam Pepper asked for approval of the 2014-2015 Audit. Ed Ford made a motion to approve the 2014-2015 Audit; Seconded by Tom Tyree. The motion carried.

## **VIII. Other information and/or Committee Reports**

### **Economic Development:**

*Kevin Wilkins reported for GYEDC:*

- Kevin Wilkins thanked John Morales and Pat Ray for being part of the Private Equity Fund team that is investigating the possibility of impact investing in Yuma County.
- Yuma is the pioneer leading impact investing as modeled by Hanh Nguyen.
- There is a need for local capital with qualified investors to leverage against large institutions in New York City.
- Vista volunteer, Bob Cutler has been speaking with different businesses in the community about duplication of services in Yuma County. The goal is to come up with a Business Development Model that fits Yuma County.
- Currently, the City of Yuma's Economic Development Department is in the primary stages of moving forward on a Gangplank Project (Business Incubator) in Yuma County.

### **Finance & Personnel Committee:**

*Sam Pepper reported:*

- Finance and Personnel Committee did not meet.

### **Charter High School Board, Report:**

*Ed Ford reported:*

- 53 students are scheduled to take the AzMERIT Test
- Attendance is at 94%
- Enrollment is at 105
- The National School Lunch Program monitoring was conducted. There were no findings.
- The school is required to use the Yuma Union High School District Food Safety manual since the district is catering the meals.
- The Department Of Education will be conducting a Title I monitoring in January 2016.
- The 2014/2015 Audit by Walker & Armstrong went well. There were no findings.

### **JTED:**

*Tom Kiley reported:*

- JTED is working very diligently on the internship concept for high

school students.

- JTED is coming up with guidelines for the internships.
- 98 internships are being offered to students with advance placement at AWC, but none at the high school level.
- JTED is currently working on three internships in the Automotive Industry.
- The Automotive Industry internship will be a summer only concept that will be co-presented with a scholarship.
- The internship comes in three levels:
  - Unpaid
  - Cost Sharing
  - Fully Paid
  
- The STEDY Board will be working with their Business Advisory Committee to establish the guidelines for an Internship Program.

**IX. Good of the Order**

John Morales thanked Kevin Imes for the Thank You letter to the Yuma Private Industry Council for the support of JTED.

Tom Tyree informed the board members that he is looking into a Teachers Industry program in order to retain teachers in Yuma County. The Teacher Industry program is focused on hiring teachers with Science, Technology, Engineering, and Mathematics (STEM) backgrounds. Teachers would be committed to a two and a half year program. If anyone is interested in obtaining more information contact Tom Tyree.

Steve Miller informed the board that in honor of Veteran's Day, Cub Scouts Pack 8055 is putting up 150 flags tomorrow morning at 5:00 a.m. at the Elk's Lodge located at 1917 W 32nd St, Yuma, AZ.

**X. Call for Executive Session**

Sam Pepper called for an Executive Session to discuss the evaluation of the Executive Director. All staff and guests (including John Morales) left the board room while the Executive Session took place.

Following the Executive Session, the Board reconvened into regular session. Sam Pepper asked for a motion to approve the evaluation and the pay increase for the Executive Director of 5%. A motion was made by Dave McDowell and seconded by Steve Miller. The motion carried.

**XI. Adjournment**

Sam Pepper called for a motion to adjourn the meeting. A motion was made by Kevin Wilkins; Seconded by Ed Ford. The motion carried. The meeting adjourned at 10:40 a.m.

**Respectfully submitted by Alicia Huizar, Clerk to the Board and YPIC Executive Assistant/Contract Manager**