



## **WORKFORCE ARIZONA COUNCIL – EXECUTIVE COMMITTEE MINUTES**

Tuesday, November 17, 2020

1:00 pm – 3:00 pm

Virtual Meeting via Zoom

<https://azcommerce.zoom.us/j/99348188656?pwd=UVkrdTV5QWkvQ3pQWXRZR20za1dFQT09>

### **Members Present**

Dawn Grove, Chair – Karsten Manufacturing

Mark Gaspers – Boeing

David Martin – Arizona Chapter of the Associated General Contractors

Bill Gates – Maricopa County Board of Supervisors

### **Members Absent**

John Walters – Liberty Mutual

#### **1. Call to Order**

The meeting was called to order at 1:01 p.m.

#### **2. Welcome/Chair Report**

Chair Grove shared a success story from three participants in the Pinal County youth program. She explained it is important to remember the people that are served by the ARIZONA@WORK programs throughout the State and thanked all those involved in finding additional ways to provide services throughout the pandemic.

#### **3. Call to the Public**

There were no public comments received.

#### **4. August 17, 2020 Executive Committee Minutes - Approval**

David Martin moved to approve the minutes of the August 17th meeting, Mark Gaspers seconded the motion; the motion was adopted unanimously.

#### **5. One-Stop Job Center Certification - Update**

The one-stop job center certification process is completed every 3 years, as required by WIOA. This round of certifications is set to be completed by June 30, 2021. The Council staff will be leading the process this year along with DES staff who will participate in the state evaluation team to review the certification documents completed by the local areas and certify the job centers where the local board or their staff also serve as the one-stop operator.

#### **6. Workforce Arizona Council Annual Report - Approval**

Kolu Wilson, Workforce Program Administrator, provided an update to the Annual Report that is required to be submitted to the Governor and Arizona legislature on December 1st of each year. This year the report was developed to follow other promotional material that has been produced for ARIZONA@WORK. This is a new format that can be used in the following years now that it has been developed. The report contains data provided by all four core partners within WIOA. Dawn

requested that the Executive Committee members review the draft Annual Report and provide feedback prior to the submission of the report.

## **7. Local Board Membership Waiver Requests - Approval**

Ashley Wilhelm, Council Manager, explained that two local areas (Yuma and Northeastern Arizona) requested a 6 month extension to the requirement of filing their currently open positions on their local workforce development board. David Martin moved approval of the additional six month waiver request. Mark Gaspers seconded the motion. The motion was approved unanimously.

## **8. Local Workforce Development Plans - Approval**

Rachael Tashbook, WIOA Project Specialist, Arizona Department of Economic Security, Employment and Rehabilitation Services, provided an update on the local board's local plan status. Rachael explained that local plans were reviewed by the state review team and they are recommending final approval of the Mohave/LaPaz, Southeastern Arizona, Pima County, Yavapai and Coconino as written with the condition that they provide a final, signed copy of the plan by the Spring Council meeting. David Martin moved approval of the recommended final approval. Mark Gaspers seconded the motion. The motion was approved unanimously.

Rachael Tashbook stated that the state review team also recommends that the City of Phoenix local plan receive a conditional approval pending minor revisions with the condition that they provide a final, signed copy of the plan by the Spring Council meeting. David Martin moved approval of the recommended conditional approval. Mark Gaspers seconded the motion. The motion was approved unanimously.

## **9. Local Board Recertification Corrective Action Plans - Update**

Nancy Meeden, Workforce Policy Manager, explained there were three local boards who had not completed the items identified in the U.S. DOL audit and were subject to corrective action (Maricopa, Nineteen Tribal Nations and Santa Cruz). She provided an update on each of the boards. Santa Cruz have provided the outstanding documents and have resolved their findings.

Nancy explained that the Nineteen Tribal Nations (NTN) had four findings from the U.S. DOL audit to resolve. The NTN has resolved two of their findings and is in the process of resolving the remaining two items. The tribal liaison at DES is meeting regularly with the WIOA staff and tribal representatives to resolve the outstanding issues.

Maricopa County had three outstanding items to complete based on the audit findings. There have since been three grievances filed regarding board membership concerns, funding rules, subsuming roles of the local board, and other items of concern. The audit findings will not be able to be closed until the grievances are resolved. DES will continue to keep the Council updated on the progress of the Maricopa and NTN's progress towards the satisfaction of the audit findings.

## **10. Committee Reports**

- **Quality Workforce Committee**

Committee Chair, Mark Gaspers, reported that the committee discussed updating the policy pertaining to the Eligible Training Provider List, including potential emergency provisions.

- **Performance Excellence Committee**

Committee Chair, David Martin, reported that in addition to the items previously discussed in this meeting, the Performance Excellence Committee reviewed four draft policies DES had developed for public comment and participated in the public

forum. The Committee has also been tracking the progress each local area has made in the recertification process.

- **Strategic Communication and Partnerships Committee**

Committee Chair, Supervisor Bill Gates, reported that the committee is working on determining a date for the upcoming Convening, which will be held as a virtual conference.

- **Measuring Effectiveness Committee**

Ashley Wilhelm reported that the Measuring Effectiveness Committee will be taking a deep dive into the annual report and any IT developments in their upcoming meeting.

## **10. Council Agenda**

No additions were suggested.

## **11. Adjournment**

David Martin moved to adjourn the meeting and Mark Gaspers seconded the motion; the motion was adopted unanimously. Meeting adjourned at 2:10 p.m.