

**SANTA CRUZ COUNTY  
WORKFORCE INNOVATION AND OPPORTUNITY ACT  
LOCAL WORKFORCE DEVELOPMENT BOARD MEETING  
QUALITY HOTEL AMERICANA, MAYAN ROOM**

**January 8, 2020    Minutes**

**Board Members Present:**

Louie Doyle  
Dan Doyle  
Sylvia Godinez  
Victor Hetherington  
Juan Gomez  
Tom McAlpin  
Elizabeth Kinder  
Karen King  
Stella Perez  
Alfredo Velasquez  
Christopher Young

**Board Members and Guests Conference Call:**

**Board Members Absent**

Arnold Quijada  
Norma Lucero  
Dina Sanchez  
Efrain Triguerras

**Staff and Guests Present:**

Irasema Olvera  
Maritza Cervantes  
Mauricio Chavez  
Ana Quick  
Mary Castillo  
Victor Cardenas – DES  
David Howard – VR  
Lupita Grijalva

- A. Call to Order** - The meeting was called to order at 12:09 p.m. by D. Doyle
- B. Roll Call** - Quorum was present after roll call.
- C. Pledge of Allegiance** - The Pledge of Allegiance was recited by Tom McAlpin
- D. Call to the Public** - No comments
- E. Adoption of the November 21, 2019 Regular Meeting Minutes**
- Confirming all Board Members had read and reviewed the November 2019 minutes, S. Perez made a motion to approve the minutes as presented with V. Hetherington voicing a second to the motion. The board unanimously approved.
- F. Action Items – Approval of the Santa Cruz County Workforce Development Board Bylaws**
- Request for Board to approve the SCC LWDB Bylaws that were amended in November as part of the States requirement. Bylaws must be approved by local board to then take to the BOS for approval.
  - With no questions or further discussion, a motion was made by L. Doyle and second by S. Perez to approve the SCC LWDB By
- G. Partner Reports**

## **1. Title I – Workforce Development- Maritza Cervantes**

### **Outreach for this reporting period includes:**

- Pierson High School College and Career Fair 11/27
- Pinnacle High School College and Career Day 12/13
- Cima Vista Career Prep Day (Alternative HS) 12/19
- 12/4/19 – Director and Program Manager attended AZ Workforce Association Meeting – Presentation on the AZ Pipeline Initiative – Talent Pipeline partnership dedicated to keeping top talent in the state connecting job seekers with local pathways to education or employment matching personal skills and efforts.
- 12/4/19 Director & Program Manager attended the Workforce Arizona Council Meeting later that afternoon
  
- 12/12/19 – Director and Program Manager attended the Behavioral Health Community & Court Coalition – focused on mapping resources in our community to divert people with mental behavioral disorders to treatment rather than management within the justice system. Very interesting how they introduced the sequential intercept model and the how the community resources play a role in the interception.
  
- 12/16/19 – Achieve 60AZ – Focused on localizing Attainment Partnerships to help; communities localize the goal of achieving 60 percent postsecondary attainment in the state.

## **2. Title II – Adult Education & Literacy- Sylvia Godinez**

- November 25, 2019- We participated at the Pierson High School College & Career Fair
- December 13, 2019- Pinnacle High School College and Career Day
- December 19, 2019- Cima Vista Career Prep Day, Rio Rico High School
- December 19, 2019- Adult Education 2<sup>nd</sup> Cohort ended for the winter break.
- January 06, 2020- Starting our 3<sup>rd</sup> cohort with 50 new incoming students, ELAA & GED and we have 110 students returning.

## **3. Title III – Wagner-Peyser Act / Employment Service – Ana Quick**

### **DES Reemployment Assistance Administration – Nogales Year in Review**

Juan Gomez welcomed back Zaida Bustamante Workforce Specialist in the ARIZONA@WORK Job Center.

Juan Gomez introduced Victor Cardenas, Workforce Manager Supervising Title III Southern AZ area.

### **Services January 2019- December 31, 2019**

- Approximately 14,105 people visited our career center
- RAA Workforce Specialist Served- 12,694

- One on One Clients served – 7,075
- Total Services Entered – 21,501
- AJC Resumes Created- 2,083
- Individual Resumes- 251
- Job Orders Entered/Managed: 142
- Job Openings: 154
- Job Referrals Issued- 1,251
- Job Placements- 666
- Reemployment Services and Eligibility Assessments (RESEA) - 909
- RESEA Subsequent -
- Rapid Response- 0
- Labor Complaints- 6
- Workshops- Enrollment related (with partners) -50

**Community/Business Outreach/Hiring Events/Additional Services**

- Community Meetings/ Presentations-
- Hiring Events-
- AZ Unemployment Insurance- guidance and assistance
- Employer/Business Outreach
- On-line job application assistance
- Manage- Resource Room
- Update- Job Board, Create Job Flyers, distribution
- Employment Skills Workshops with partners twice a month
- Follow up with employers and job seekers
- Workforce Specialist Trainings- 24 hrs. per fiscal

**Arizona Labor Statistics – Santa Cruz County – [www.laborstats.az.gov](http://www.laborstats.az.gov)  
October 2019**

- Total Civilian Labor Force 20,087
- Total Employment 18,166
- Total Unemployment 1,911
- Unemployment Rate 9.5%
  - **November 2019**
  - Total Civilian Labor Force 20,406
  - Total Employment 18,766
  - Total Unemployment 1,640
  - Unemployment Rate 8.0%
  - **December 2019**
  - Total Civilian Labor Force N/A
  - Total Employment N/A
  - Total Unemployment N/A
  - Unemployment Rate N/A

**4. Title IV – Vocational Rehabilitation Services – David Howard**

**Title 4 Report: as of 01/08/2020 –Santa Cruz County**

**VRS-** David Howard

**VRC-** Anel Altamirano

**VRC-** Open Position

RT- Karen Villagran

**Successful closures: 7**

**Successful placements: 7**

**Outreach**

- Visit the local behavioral health agency sites monthly to provide VR orientations.
- Work collaboratively with PVHS and Nogales HS per TSW contract.
- Outreach to Rio Rico HS & Patagonia HS
- Collaborates with ARIZONA@WORK Partners

David Howard introduced the new Rehabilitation Services Supervisor for the Nogales Office Maria Kinder

**G. One-Stop Operator Report – M. Cervantes**

- M. Cervantes introduced to board Lupita Grijalva our new ARIZONA@WORK receptionist.
- M. Cervantes- In complying with the Board re-certification, we called all board members with expired terms to confirm acceptance of recertification by the SCC Board of Supervisors. All Board Members accepted and have been recertified for two and three-year terms.
- Page nine of the Bylaws states, “The term of office for the Chairperson shall be two years, and no one individual may hold this office for more than one consecutive term unless so voted by a majority of SCC WDB.” With that said, M. Cervantes recommended nominations and designation to be considered for the next LWDB meeting, to comply with Bylaws and Board re-certification.
- Procurement committee met on November 19 to start the procurement process of the One Stop Operator, focus of this meeting was the Scope of Work (Job Description of the One Stop Operator)

**H. Board Reports**

- **K. King** – 155 Apprenticeships available and getting ready for a new class in August. Two contractors from the Apprenticeship are locally working in Nogales.
- **C. Young** - Santa Cruz County Superintendents office is continuing with Gear up Grant and working on a CTE Program and Mentoring Program that will be implemented in the next couple of years, also working on a Mentoring Program. The Techno Chica’s program is something that is also taking place together with a Robotics program.
- **T. McAlplin** –Women’s Shelter is permanently closed on December 13<sup>th</sup>, as this time there are no shelters for Domestic Violence.
- **L. Doyle** – Real Estate, Rio Rico and Tubac areas are growing and Nogales is not showing much growth.
- **S. Perez**- Very fortunate to say SCC Provisional College has had the highest enrollment in classes. Spring semester will offer \$20,000in new scholarships

**I. Next Meeting – Wednesday March 11, 2020 @ American Quality Inn Hotel (Mayan Room) 12:00 p.m.**

**J. Adjournment**

- L. Doyle motioned to adjourn the meeting, which was seconded by T. McAlplin and unanimously approved. The meeting was adjourned at 1:27 p.m.