



Pinal County Workforce Development Board (PCWDB)  
PCWDB Meeting Draft Minutes  
November 18, 2021

**Meeting started at 2:02pm**

**I. Roll Call and Introductions**

Board Member Present: Jack Beveridge, Harold Christ, Jim Garrett, Liz Harris-Tuck, Christina Walker, Lynn Parsons, Stacey Rich, Susan Aguilar, Dr. Jani Attebery, Tim Tucker, and Richard Wilkie.

***Quorum has been met.***

Members Absent: Jakob Andersen, Mike Brewer, Logen Kelly, Bryan Seppala, Erica Ballesteros, Rich Garcia, and Mark Kolb.

Board Staff Present: Joel Millman, Moriah Robles, Mariah Cavazos, and Lisa Fellows.

**II. Discussion/Approval/Disapproval of October 21, 2021 Meeting Minutes**

The Board has requested to amend an item in the Chair Report. The amendment has been made. Christina Walker motioned to approve the minutes, Susan Aguilar seconded. Motion passed. Minutes were approved unanimously.

**III. Board Chair Report**

Novus Update: The Board was made aware that starting in January the Agenda and Minutes for the PCWDB will be migrated to the Novus platform to be cohesive with the Pinal County Board of Supervisors.

ARIZONA@WORK Pinal County Partner Staff Development:

- a. Employee Survey: Employee survey has been sent out to ARIZONA@WORK Pinal County Partners.
- b. Leadership Survey: Leadership survey is ready to be sent out to the ARIZONA@WORK Pinal County Partners.

- c. Rack Card Update: The Rack Card has been approved and the Pinal County Marketing and Communications Department will start the printing process.

#### **IV. Operational Update**

- a. Job Center Certification Update:  
Approval/Disapproval to Disband the Job Center Certification Task Force: Liz Harris-Tuck motioned to disband the job center certification task force, Tim Tucker seconded. Motion was approved unanimously.
- b. Memorandum of Understanding/Infrastructure Funding Agreement: Feedback on the Memorandum of Understanding is due from the ARIZONA@WORK Pinal County Partners by November 19, 2021. Feedback on the Infrastructure Funding Agreement is due from the ARIZONA@WORK Pinal County partners by December 3, 2021.
- c. Local Plan Update: The development timeline was reviewed. ARIZONA@WORK Pinal County partners will have until January 28, 2022 to submit recommended narrative updates.

#### **V. PCWDB Fiscal Update**

The PCWDB budget was shared with the Pinal County Workforce Development Board (PCWDB). Lynn Parsons motioned to approve the budget as presented, Richard Wilkie seconded. Motion passed. Budget was approved unanimously.

#### **VI. PCWDB Policy/Monitoring Update**

- a. DES PY2021 Programmatic Monitoring of Adult, Dislocated Worker and Youth Program Update: Moriah Robles reported on the outcomes of the PY21 DES PY 2021 Programmatic Monitoring and PCWDB's response to Observations and Findings. The response was accepted by DES and this monitoring has been closed by DES. No further action is needed.
- b. Policy Update: Moriah Robles provide a status update on PCWDB policies that are in the development queue.

**VII. PCWDB Service Provider Reports**

- a) **One Stop Operator Report:** Joseph Nisnik provided the One-Stop Operator report.
- b) **EQUUS:** Aaron Moon provided a report on the ARIZONA@WORK Pinal County Adult and Dislocated Worker programs.
- c) **Central Arizona College Youth Program:** Brandy Gonzales provided an update on the ARIZONA@WORK Pinal County Youth Program.

**VIII. Adjourn**

Meeting adjourned at 3:52pm. Christina Walker motioned to adjourn, Richard Wilkie seconded the motion. Motion passed unanimously.