



Pinal County Workforce Development Board (PCWDB)  
PCWDB Meeting Minutes  
September 16, 2021

**Meeting started at 2:02 PM**

**I. Roll Call and Introductions**

Board Member Present:

Liz Harris-Tuck, Jakob Andersen, Jack Beverage, Harold Christ, Logen Kelly, Bryan Seppala, Erica Ballesteros, Lynn Parsons, Stacey Rich, Tim Tucker.

Quorum has been met.

Members Absent: Mike Brewer, Moshe Klein, Christina Walker, Jay Stevens, Susan Aguilar, Dr. Jani Attebery, Mark Kolb, Richard Wilkie.

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

The meeting had a quorum.

**II. Discussion/Approval/Disapproval of August 19, 2021 Meeting Minutes**

Harold Christ motioned to approve the minutes, Tim Tucker seconded. Motion passed. Minutes were approved unanimously.

**III. Vote to approve Christina Walker and Rich Garcia Appointment**

**Application**

Lynn Parsons motioned to approve Christina Walker's application for Re-Appointment. Jack Beveridge seconded the motion. Motion passed unanimously.

Bryan Seppala motioned to approve Rich Garcia's application for Appointment. Erica Ballesteros seconded the motion. Motion passed unanimously.

The PCWDB will have two vacancies at the end of September and October.

Udo Cook has decided to resign from the Pinal County Workforce Development Board.

Moshe Klein will be leaving at the end of his term.

A packet will be put together to let others know requirements for board members that represent businesses.

Stacey Rich discussed with the board what CAVIT offers. Stacey Rich asked the board if business owners would like to participate in a virtual or in person tour for students so students may learn about businesses in the community.

#### **IV. Board Chair Report**

Training Needs Assessment: Training Needs Assessment is ready to send out. The PCWDB will wait until October to send out the Assessment to ARIZONA@WORK Pinal County staff.

Marketing Plans Update: Liz Harris-Tuck met with James Daniels with Pinal County Marketing. James was given a copy of the rack card to improve and produce copies. James Daniels will come up with a marketing plan and asked Liz Harris-Tuck and Mariah Cavazos to attend. Joel Millman will send out an email to the PCWDB if anyone is interested in joining the marketing plan. If there is interest in being part of the marketing task force board members will need to reach out to Joel Millman.

Youth Committee and Goal Groups Update: Updates from the Youth Committee and Goal Groups will be given to the board on October 21, 2021.

Job Center Move – Update: The ARIZONA@WORK Job Center at 318 N Florence St in Casa Grande will move to 820 E Cottonwood Lane in Casa Grande. The move will take place on September 27<sup>th</sup> to

October 1<sup>st</sup>. Public notices will be going out via the Pinal County Roundup. Services will be limited. October 4<sup>th</sup> is the goal to fully-open the new ARIZONA@WORK Job Center.

Job Center Certification Update: Ensures that the ARIZONA@WORK Job Centers are operating and providing services in accordance with the Workforce Innovations and Opportunities Act (WIOA).

## **V. Fiscal Report**

Lisa Fellows presented to board on the overall budget. Based on the figures the PCWDB will be able to see what funds are available to spend.

Lisa Fellows presented to the board on the budget. Based on the figures, the \$466,000 is not the actual budget because some funds still need to be distributed. The budget will need to be review by Lisa Fellows, Harold Christ, Liz Harris-Tuck, and Susan Aguilar to get a definite budget and present to the board on October 21, 2021.

JobsEQ and EMSI are going to be analyzed to decide what program will work to benefit the Workforce Development Department.

## **VI. Policy Update**

Moriah Robles provided the board a policy update. The draft Training Services and Business Services policies were posted for public comment on July 24<sup>th</sup> 0 August 4<sup>th</sup> and were reviewed on September 1<sup>st</sup> with board members and stakeholders.

Moriah Robles requested approval of the draft Business Service policy. Logen Kelly has motioned to approve, Jakob Andersen seconded. Motion passed unanimously.

Moriah Robles requested approval of the draft Training Services policy. Jack Beveridge has motioned to approve, Bryan Seppala seconded. Motion passed unanimously.

## **VII. Service Provider Reports**

One Stop Operator: Joseph Niznik will be reporting on July – August 2021. CPLC has been holding Reflection meetings with Supervisors. CPLC has been working with the Pinal County Citizen Contact Center for incoming calls to the Job Center. CPLC will be working on the key system metrics based on the board's goals. CPLC showed a breakdown of employment placements. CLPC was able to provide two success stories both in the Youth Program. Success stories will be submitted from the supervisors and will be due the second day of the new month.

Adult and Dislocated Worker Programs: Camille Padilla announced to the board that Connie Fraijo has resigned. Equus Workforce Solutions will be filling the position as soon as possible. Aaron Moon presented to the board on the WIOA Title I-B Adult and Dislocated Worker Programs. Aaron Moon showed they had 118/34 referrals. 5 were placed into employment. Program highlights were outreach, job fairs & hiring events, work-based training, and collaborations. Aaron Moon and Joe Niznik has met with Florence Library to collaborate on future job fairs and expanding services.

Youth Program: Teasha Maestas presented to the board the youth program reporting on July – August 2021. Youth program had 13 number of referrals and 10 number of enrollments. Teasha Maestas was able provide success stories from the program.

## **VIII. Call to the Public**

Erica Ballesteros is requesting for local students from schools for service hours or engaging in local leaders please let those know. Linda Martinez spoke on job fair in Eloy on October 13<sup>th</sup> and will have 25 employers present at the job fair.

## **IX. Adjourn**

At 3:43pm Lynn Parsons motioned to adjourn the meeting. Tim Tucker seconded the motion. The motion unanimously passed.