



SOUTHEASTERN ARIZONA

SOUTHEASTERN ARIZONA WORKFORCE DEVELOPMENT BOARD

Minutes

Windemere Hotel & Conference Center
2047 AZ-92
Sierra Vista, AZ 85635

Zoom Online Virtual Meeting

<https://us04web.zoom.us/j/77245790945?pwd=L1RJMTdpRDdDUKJqS0N2NEV1RUVHdz09>

Meeting ID: 772 4579 0945

Password: CJ6Uep

**Thursday, September 17, 2020
8:00 AM**

Members

Ron Curtis
Jason Bowling
Doris Tolbert
Wick Lewis
Jack Bauer
Matt Bolinger
Tony Boone
Kathleen Bullock
Jelensky Irons
Evonne Cummins
Brad Dale
Edward Dummit
Merritt Essig
Martha Lujan
Amanda Bailie (*Ex Officio*)

Members' Absent

Elizabeth Kinder
Mark Gallego
Janice Lawhorn
Jacob Williams

Guest Present

Jim Mize
Anita Baca
Dr. Susan Wood

Staff Present

Vada Phelps
Vickie Simmons
Michelle Huff
Megan Hollingsworth

A. Call to Order

President Ron Curtis called to order the regular meeting of the ARIZONA@WORK Local Workforce Board at 8:00 AM on September 17, 2020 in person as well as on Zoom online website.

B. Roll Call

Megan Hollingsworth conducted roll call. The names of present and absent members; as well as guests and staff are listed above. Quorum was established.

"If such a conflict does arise, I will declare that conflict before the board and refrain from discussing and voting on matters in which I have conflict."

C. Welcome New Board Members

New Board Members were welcomed and introductions were made.

D. Action Item: To Approve June 17, 2020 Minutes

Motion to Approve: Wick Lewis

Seconded: Jack Bauer

Approved: Unanimously

E. Financial Report: 2020 Budget & Expenditures

Presented by Board member, Jason Bowling. He indicated that finances were in order. Report was accepted.

F. Report from the Nominating Committee

Presented by Board member, Evonne Cummins. A Nominating Committee Meeting was held on June 24, 2020. The purpose of the meeting was to nominate people for the executive roles. Members of the committee included Doris Tolbert, Evonne Cummins, and Kathleen Bullock. A discussion was held to re-nominate the current staff, with the exception of Vice President, Jason Bowling, who has decided to step down. Doris Tolbert nominated Board member, Kathleen Bullock as Vice President. No additional nominations were received from the Board. Nominations were as follows: Ron Curtis for President, Kathleen Bullock for Vice President, Doris Tolbert for Secretary, and Wick Lewis for Treasurer. Acclimation vote was conducted by Ron Curtis. Board unanimously approved.

G. One Stop Operator Report

Presented by Jim Mize. He reported that at a partner meeting it was determined that there is an issue of not enough knowledge of the services available in the area. The hope is to get more agencies invited to the meetings. He indicated that the distribution of technology to Clients has been successful. He also informed the Board of a Client Tracking System that the Community Services Manager at the Pima County One Stop, Dan Sullivan, has been working on. They will also be working on implementing a Client Tracking System in Cochise County.

H. Core Partner Reports

- One Stop Employment & Training report presented by Vickie Simmons.
 - She reported that all performance measures were exceeded. They also assisted Arizona G&T in TABE testing applicants for pre-apprenticeship. A \$2,000 donation was received from Arizona G&T.

- No one was present to report on Rehabilitation Services.
- Employment Services report presented by Jelensky Irons.
- Adult Education report presented by Brad Dale.
 - He reported that Cochise College has received funding for the 20-24 fiscal year. They have seen a decrease in enrollment. This decrease is due to lack of Internet connection, lack of devices, and the pressure of employment.

I. Executive Director's Report

Vada Phelps, Executive Director, voiced concerns about DES going one hundred percent virtual. This has caused many clients to go to the One Stop seeking unemployment services. The concern is that if DES moves all services out, there will be several empty spaces. She also reported that the State has made the decision to keep all of the Rapid Response Funds.

Vada presented the restructured organizational chart.

J. President's Report

Ron Curtis, Board President, stated that the Board has been re-certified through the State. He proposed questions to the Board about what can be done to bring good jobs and businesses in, as well as how to support schools, as well as what businesses need right now.

K. Next Meeting

Thursday, December 17, 2020

10:00 AM

Cochise College Downtown Center, ARIZONA@WORK Job Center
2600 E. Wilcox, Sierra Vista, Arizona

L. Adjourn

President Ron Curtis adjourned the meeting at 9:00 AM.

ARIZONA@WORK is an Equal Opportunity employer/program.

Funded by WIOA federal dollars serving Adults, Youth, and Dislocated Workers

Report Submitted by: *Megan Hollingsworth*