

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

March 11, 2020 Minutes

Board Members Present:

Louie Doyle
Dan Doyle
Sylvia Godinez
Frank Dillion
Juan Gomez
Tom McAlpin
Elizabeth Kinder
Stella Perez
Norma Lucero
Christopher Young
Efrain Triguerras
Alfredo

Board Members and Guests Conference Call:

Board Members Absent

Arnold Quijada
Victor Hetherington
Dina Sanchez
Alfredo Velasquez

Staff and Guests Present:

Irasema Olvera

Maritza Cervantes
Mauricio Chavez
Zaida Bustamante
Ma. Fernanda Corella
Victor Cardenas – DES
Coye Trujillo - DES
David Howard – VR

- A. Call to Order** - The meeting was called to order at 12:23 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 Frank Dillon
- D. Call to the Public** - No comments
- E. Adoption of the January 20, 2020 Regular Meeting Minutes**
 - Confirming all Board Members had read and reviewed the January 2020 minutes, S. Perez made a motion to approve the minutes as presented with C. Young voicing a second to the motion. The board unanimously approved.
- F. Introductions**
 - a. Welcome new member-**
 - SCC LWDB welcomed new Board Member Frank Dillon, Santa Cruz County Community Development Director. Mr. Dillon accepted happily and excited to be a part of the LWDB for SCC.
- G. Action Items**
 - a. Chairman- Nominations/Election**

- As per our last meeting 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 to LWDB to open nominations and vote for new chair. T. McAlpin nominated Dr. Stella Perez and S. Godinez nominated V. Hetherington. With quorum present and no questions or further discussion, a motion was made by L.Doyle and second by T. McAlpin to approve the new SCC LWDB Chair, Dr. Stella Perez.

H. Partner Reports

1. Title I – Workforce Development- Maritza Cervantes

Outreach for this reporting period includes:

- 1/21/20 - Title IB in collaboration with core partners attended Career Fair at Wade Carpenter
- 2/7/20 - Holy Cross Hospital contacted us requesting updated brochures to provide to some of their employees due to a reduction in force (RIF). We delivered complete packets containing information on services provided by all core partners at the job center.
- 2/25/20 - Irasema, Mary and I attended an AZ Workforce Association meeting, Case Manger Roundtable and in the afternoon attended the Workforce Arizona Council Meeting. The new State plan was approved during this meeting and now we have to start working on the new local plan to cover the next 4 years. Currently we are working on the 2016 - 2021 local plan. Start working on 2021 – 2024 local plan, which is due this summer.
- Title 1B staff has been actively involved with the Census and attending community meeting which are led by Mary Dahl Santa Cruz County. The meetings have focused on:
 - Promotion – Banners
 - Distribution – Information
 - Outreach Activities
 - Training for Questionnaire Assistance – scheduled in March
 - Youth
 - 1/15 Leadership Workshop – Dr Fish
 - 2/26 Team Building Workshop – Dr Fish
 - Help enhance social skills, developing leadership qualities through fun and engaging activities
- Opened application process for Youth PY 2020-2021 on January 8th, and we currently have 62 youth that have come into center to sign up and application process will close at the end of April. Evaluation and eligibility process is tentatively scheduled to begin in May 25th.
- Orientations offered this reporting period:
 - Regular Orientation
 - 35 Scheduled
 - 18 Attended
 - 17 NCNS
 - CDL Orientation
 - 18 Scheduled
 - 14 Attended
 - 4 NCNS

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

- January 21, 2020- We participated at the Wade Carpenter Middle School Career Fair.
- January 22, 2020- Title I Title II attended the Adult Education Grant Meeting FY 2021-2024 Phoenix.
- January 29, 2020- Burlington English Representatives Sylvia Gomez & Stephanie Bulgrin visited program classrooms.
- March 05, 2020- SCCCE end of 3rd Cohort
- Adult Education Grant Application has been completed and submitted for review. Santa Cruz County Adult Education Grant application is the grant application that goes through a competitive process thru the State of Arizona, there are about 23 other programs applying for it.
- March 09-13, 2020- SPRING BREAK & will be calling the new incoming students for 4th Cohort starting March 16, 2020.

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

**DES Reemployment Assistance Administration – Nogales
January 6, 2020 to March 6, 2020**

Services January 2020- March 6, 2020

- Approximately 2,153 people visited our career center
- RAA Workforce Specialist Served- 1,828
- One on One Clients served – 626
- Total Services Entered – 2,582
- AJC Enrollments - 267
- AJC Resumes Created- 213
- Individual Resumes- 58
- Job Orders Entered/Managed: 194
- Job Openings: 286
- Job Referrals Issued-
- Job Placements- 182
- Reemployment Services and Eligibility Assessments (RESEA) - 39
- Rapid Response- 0
- Labor Complaints- 3
- Discrimination - 0
- Wages – 3 recovered \$590.00 in wages

Community/Business Outreach/Hiring Events/Additional Services

Community Meetings/ Presentations- Hiring Events-

- 1/23/2020 Presentation SCC Continuing Education
- 2/10/20 Department of Agriculture Hiring Event
- 2/13/20 Dorado Personnel Hiring Event

- 2/26/20 Law Enforcement Recruitment Webinar
- 1/15-2/12-2/26-3/12 SCC Census Count Committee Meeting

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

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 20,361
- Total Employment 18,722
- Total Unemployment 1,639
- Unemployment Rate 8.0%

December 2019

- Total Civilian Labor Force 20,410
- Total Employment 18,843
- Total Unemployment 1,567
- Unemployment Rate 7.7%

Arizona Statewide Unemployment Rate

- November 2019 4.7%
- December 2019 4.6%

Arizona Statewide Unemployment Rate

- November 2019 3.5%
- December 2019 3.5%

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

I. One-Stop Operator Report – M. Cervantes

- 1/30/20 – Held a core partner meeting at the center – All partners attended and shared ideas and concerns in an effort to better serve our community. These meetings are scheduled on a monthly basis.
- Organizational Chart discussion with State Committee to address firewall issues. Provided recommendations. Have a follow up conference call meeting this Friday.
- We are working diligently on the LWDB member recertification component – complying with Bylaws, adding members however, we are still in need of a representative from the produce industry. It was mentioned at a previous meeting: nomination of an individual from the produce industry is greatly appreciated.
- We have been providing the facility to host Census meetings and trainings.

J. Board Reports

- **M. Chavez – Santa Cruz County Finance is going through a Fiscal Audit for WIOA** and the Arizona Department of Education grant.
- **C. Young** - Santa Cruz County Superintendents office is continuing with Gear up Grant and is going well. Just ended the Childhood Awareness Month in February. School are in Spring Break and gearing up for the Graduations in May and working with the summer camps Robotics, Art and looking into a writing camp.
- **S. Perez**- SCC Center has been addressing the Corona Virus issue and how they will proceed with classes possibility all online. Center will be opened for all students after spring break., taking all necessary precautions and cleanliness for those students in need of internet for online courses. Hosted Techno Chicas coding program focusing on stem related professions, also hosted Border Patrol & Homeland Security training on New Technology with about 300 attendees, and also hosted USDA officers from Pima County & SCC County in the new training for food safety and food national certification standards. Working on the EMT and CNA programs in the fall.
- **L. Doyle**- A lot more growth in Rio Rico, not much in Nogales.
- **E. Triguerras** – Just went thru the yearly Audit thru Feeding America for Food Safety procedures. Working on this years Budget
- **N. Lucero**- Funds available for any community organizations projects that are in need of donations/sponsorships that UES can provide is available online on the UES website.
- **T. McAlpin** – Tom congratulated all the women at local One Stop for their wonderful services in recognition of National Women’s days this week. Mr. & Mrs. Wenke from the Nogales Crossroad Mission have retired and are in the process of turning the shelter into the hands of Mr. & Mrs. David Lopez. There is a women’s/children shelter in town that never closed. Patagonia has its Annual Job Fair taking place at the Patagonia High School. 2020 Census will start hitting the streets next week.

K. Next Meeting – Wednesday, May 13, 2020 @ American Quality Inn Hotel (Mayan Room) 12:00 p.m.

L. Adjournment

- L. Doyle motioned to adjourn the meeting, seconded by T. McAplin and unanimously approved. The meeting adjourned at 2:01 p.m.