

YUMA COUNTY WORKFORCE INVESTMENT BOARD

Regular Meeting

YPIC Boardroom

September 12, 2012

MINUTES

I. CALL TO ORDER

Sam Pepper called the meeting to order at 9:00 a.m.

II. PLEDGE OF ALLEGIANCE

Sam Pepper asked Ed Ford to lead the Pledge of Allegiance.

III. ROLL CALL

Roll was called and those present and absent were:

Members Present	Members Absent
1. Nancy Alter	Maria Chavoya
2. Marisol Canales	Betty DeNise
3. Ramona Corrales	Julie Engel
4. Ed Ford	Allen Hagedorn
5. Tom Kiley	Diane Hansberger
6. Glenn Mayle	John "Bud" Johnson
7. Dave McDowell	Larry Nelson
8. Steve Miller	Jesus Quintana
9. Nancy Ngai	Kim Rodriguez
10. Ray Ochoa	
11. Kelley Paulin	
12. Sam Pepper	
13. Rick Rohrick	
14. Pat Romant	
15. Ken Rosevear	
16. Tom Tyree	

A quorum was thereby established.

Guests (From Sign in list)

Barbara Stevens, YPIC

Denise Mires, YPIC

Staff:

John Morales, Executive Director

Adriana McBride, Clerk to the Board

Mercedes Mendivil, YPIC
Lynn LaBrie, AWC
Cesar Fandino, PPEP
Gary Gammel, YPIC
Nidia Herrera, YPIC
Patrick Goetz, YPIC
Alison Morey, GYEDC

***IV. CALL TO THE PUBLIC**

V. APPROVAL OF MINUTES (from June 13, 2012)

Sam Pepper asked for a motion to approve the minutes of the Workforce Investment Board meeting of June 13, 2012.

Motion made by Ed Ford; Seconded by Steve Miller.

Motion passed.

VI. Director's Report and Information Items

A. Washington update:

- We do not expect Congress to get a lot done before going on recess.
- Not much will happen until after the elections.
- Some issues such as a passing a budget by October 1st, and sequestration are not being addressed.
- YPIC has planned for a 9% reduction in case of sequestration.

B. State Update

- John is still a member of the Governor's Council on Workforce Policy's Executive Committee and they have been active addressing various matters.

C. Arizona Association of Workforce Developers Meeting

- The Arizona Association of Workforce Developers (AAWD) will meet with DES officials to address Arizona Job Connection (AJC) system issues; the meeting will take place in Phoenix on September 27th.

D. Rapid Response/Business Outreach/Job Fair

- Patrick Goetz made a power point presentation (attached).

E. YPIC's Summer Youth Program

- Students created a mural at the National Guard Center (photos of the mural were shown on the screen).
- Mr. Morales commended the Youth Department Manager, Janet Crawford for such positive outcome.

F. Process Improvement Teams: Website and Customer Flow

- Two process Improvement Teams were put in place to assist with: 1) the re-design of YPIC’s website; new features and job search tools have been added; and 2) the re-design of the customer flow in the Career Resource Center so that we can better serve our clients and reduce the current waiting time.

G. Workforce Investment Board (new members)

- John Morales welcomed and introduced Clinton Underhill and Melinda “Mindy” Montgomery as new board members; their appointment is up for approval by Yuma County’s Board of Supervisors on September 17th.

H. Slate of Officers

- Next month, it will be time to present a slate of officers. Sam Pepper indicated that the task will be carried out by Board member Dave McDowell.

I. Changes in Law affect U.I. Claimant

Because of a new legislative mandate, Unemployment claimants are no longer able to use the tips line. They now have to complete weekly claims online or send them by fax. Claimants need to actively seek employment four times a week. Many claimants are not familiar with navigating the system on the computer and are requiring more one-on-one assistance from employees.

J. Proposed Next Meeting Date- October 10, 2012

VII. Discussion/Action items

a) Approval of the FY 2012-2013 Operational Budget of the Workforce Investment Board.

Sam Pepper asked for approval of the FY 2012-2013 Operational Budget of the Workforce Investment Board.

Ed Ford made a motion to approve the FY 2012-2013 Annual Budget. Sam Pepper stated that the Budget and Personnel Committee met the day prior and carefully reviewed the budget. The committee recommended that the Budget be approved as it is a good budget in the committee's opinion. Sam Pepper also mentioned the highlights of the Budget and provided explanations for some of the increases and decreases of the Budget. All present Board members were provided a copy of the highlights.

The motion was seconded by Ramona Corrales. *Pat Romant abstained from voting*; the motion carried.

b) Approval of the Yuma Private Industry Council, Inc.'s Selective Service Policy.

John Morales informed the Board that the Department of Labor had updated their policy concerning Selective Service Registration and an applicant's ability to qualify for WIA Services. The policy was explained and after a brief discussion, Dr. Glenn Mayle made a motion to approve YPIC's Selective Service Policy; Seconded by Tom Tyree. The motion carried.

c) Authorize the Executive Director of the Yuma Private Industry Council, Inc. to sign the contracts and documents on behalf of the Yuma County's Workforce Investment Board; and authorize the Executive Director to delegate the signature of contracts and documents to the Operations Director and the Program Administrator in his absence or as deemed necessary.

John Morales asked for approval to sign contracts and documents on behalf of the Yuma County's Workforce Investment Board; and authorize the Executive Director to delegate the signature of contracts and documents to the Operations Director and the Program Administrator in his absence or as deemed necessary.

Steve Miller made a motion for approval; seconded by Ramona Corrales. *Pat Romant abstained from voting*; the motion carried.

d) Approve and authorize the WIB Secretary to Sign Certification of the "Resolution by Board of Directors" to comply with IRS Section 125 and to contract with BASIC for assistance with YPIC's Cafeteria Plan for the PY 2012-2013.

John Morales asked for approval to authorize the Secretary to Sign

Certification of the “Resolution by Board of Directors” to comply with IRS Section 125 and to contract with BASIC for assistance with COBRA coverage and YPIC’s Cafeteria Plan for the PY 2012-2013. Tom Tyree made a motion to authorize the Secretary to Sign Certification of the “Resolution by Board of Directors” to comply with IRS Section 125 and to contract with BASIC for assistance with YPIC’s Cafeteria Plan for the PY 2012-2013; Seconded by Dr. Glenn Mayle. The motion carried.

VIII. Other information and/or Committee Reports

Economic Development

Alison Morey made the report for Julie Engel:

- The Business Retention & Expansion Survey has been completed; it has been distributed to all GYEDC Board of Directors members, along with Gold, Platinum, and Corporate Investors, and GYEDC Partner Agencies. Alison thanked YPIC, on behalf of GYEDC and the City of Yuma for their assistance with the project.
- GYEDC Board of Directors met last month; new officers were voted into office; Jonathan Lines is now the Chairman of the Board, Clayton Hasty is the Vice Chairman and Dennis Booth is the Secretary/Treasurer for the 2012/2013 fiscal year. Doug Nicholls will remain on the Executive Board as Past Chair.
- GYEDC’s Annual Dinner will take place on October 18th at the Pivot Point from 6:00p.m. to 9:00p.m., and the motivational speaker will be Anthony Galie. Invitations will be out soon.
- *John Morales and Dr. Mayle thanked Lynn LaBrie for her assistance in getting the Arizona Western College Entrepreneurial Center ready for Nations Health to use as a training site.*

Finance and Personnel Committee, Report

- The committee met the day prior to review the FY 2012-2013 Annual Budget.

Youth Council, Report

- AWC reported on a two week residential program that took place this summer with YPIC students. It was very successful and YPIC, as well as AWC, hope to provide the program again next summer.
- HACY, Job Corps and Juvenile Court provided updates on their programs.

Charter High School, report:

Ed Ford reported:

- The EOC Charter High School Board met previous to this meeting.
- Enrollment is at 105, attendance is at 93% in this last week (students calling in sick).
- The EOC Charter High School Board approved the Activities Fee Schedule FY 2012/2013.

IX. Good of the Order

X. Call for Executive Session.

N/A

Sam Pepper called for a motion to adjourn the meeting. Tom Tyree made a motion to adjourn the meeting; Seconded by Dr. Glenn Mayle. The motion carried. Meeting adjourned at 9:50a.m.

Respectfully submitted by Adriana McBride