



Innovative Workforce Solutions

YUMA COUNTY WORKFORCE DEVELOPMENT BOARD

Regular Meeting

Martin Luther King Center

February 8, 2017

MINUTES

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

Sam Pepper led the Pledge of Allegiance.

III. ROLL CALL

Roll was called and those present and absent were:

Members Present	Members Absent
1. Magnolia Alonzo	Marisol Canales (Excused)
2. Daniel Corr	Judith Castro (Excused)
3. Ramona Corrales	Maria Chavoya (Excused)
4. Julie Engel	Shari Frabasilio (Excused)
5. Ed Ford	John "Bud" Johnson
6. Marshall Jones	Thomas Lund
7. Tom Kiley	Steve Miller (Excused)
8. Rose Lugo	Michael Moyer (Excused)
9. Dave McDowell	Nancy Ngai (Excused)
10. Geoff Nance	
11. Ray Ochoa	
12. Sam Pepper	
13. Eulalia Tinoco	
14. Rick Rohrick	
15. Jenny Torres	
16. Tom Tyree	

Thereby a quorum was established.

Guests (From Sign in list)

Bill Regenhardt, ALPS

Staff:

John Morales, Executive Director

Patrick Goetz, YPIC
Kari Hogan, PPEP
Lydia Blackthunder, YPIC
Mercedes Mendivil, YPIC
Kevin Imes, JTED
Grace Wehrle, DES
Michele Bogan, Centpatico
Cesar Fandino, PPEP
Eduardo Nunez, YPIC
Marla Duran, AWC
Mary Jo McIntyre, Yuma County
Lorena Zaragoza, YPIC
Adriana Felix, DES
Judy Whitacre, Voc. Rehab.
Shavon, Knox, YPIC-IT

Patricia Ray, Operations Director
Alicia Huizar, Clerk to the Board

***IV. CALL TO THE PUBLIC**

There were no comments from the public.

V. APPROVAL OF MINUTES (from January 11, 2017 meeting)

Sam Pepper asked for a motion to approve the minutes of the Workforce Development Board meeting of January 11, 2017.

Tom Kiley made a motion to approve the minutes of the Workforce Development Board meeting January 11, 2017; Seconded by Ramona Corrales. The motion carried.

VI. Director's Report and Information Items

A. Washington Update

John Morales reported:

- Washington has been busy with the new presidential transition. The Workforce Development board should be keeping a closer look at the allocation process once it moves into Congress. The Federal Budget will affect our organization in the future. The Federal budget continuing resolution will expire in April, 2017.

B. State Update

John Morales reported:

- The staff has gone through a series of complex situations with the State in response to WIOA Implementation. Our staff has been working very diligently to comply with State requirements.

C. Rapid Response//Business Services Update

Patrick Goetz reported:

- Patrick Goetz from YPIC presented a power point on Rapid Response and Business services.

D. Adult Basic Education Update

Magnolia Alonzo (South Yuma County) and Bill Regenhardt (ALPS) reported:

- The Adult Education process begins with Registration and Testing. Student Intake and Registration takes about 30 minutes in which:
 - Staff determines eligibility for the program
 - Sets Expectations
 - Short and long term goals are discussed
- Students are scheduled to test for a minimum of 3 hours.
 - Students are grouped by testing levels determined by a locator test.
- Students are assigned to a class according to levels identified in their placement test.
- Pre-Post Tests Results for Program Year 2015/2016
 - 65% of students enrolled pre-post tested
 - 73% of students completed a level
 - 66% of students advanced one or more levels
 - 18% of students remained within level
- Targets for Program Year 2016/2017
 - 75% State Education target for pre-Post tests
 - 80% State Education target gains
- Adult Education has conducted registration and testing. Students Intake and Registration takes about 30 minutes in which:
 - The goal is to get the students ready to obtain their GED, assist them with obtaining employment, or prepare them for college.
 - Student's demographics for ALPS are across the board. They work with individuals between the ages of 16 to 61.
 - ALPS will be having their first GED Ceremony on Friday, February 17, 2017.
 - The majority of South Yuma County students come from Mexico with a high level of education. These individuals attend ELL classes and then work their way up to obtain their GED Certificate and attend college.

E. Vocational Rehabilitation Update

Judy Whitaker reported:

- Judy Whitaker presented a power point on Voc. Rehab services statistics information.

F. Once-Stop Operator Policy Update

John Morales reported:

- The One-Stop Operator Policy has gone through the Performance Excellence committee and the Executive Committee of the Workforce Arizona Council. Full approval of the policy will take place on Thursday, February 16, 2017. John Morales, Patricia Ray, and Alicia Huizar will be attending the Workforce Arizona Council meeting next week.
- Sam Pepper requested that John provide an update on the One-Stop Operator Request for Proposal (RFP).
- The State has indicated to the local areas that the Request for Proposals (RFP) cannot be overly restrictive. Therefore, the RFP will not be overly restrictive in the area of the proposer's creativity and innovation. However, the RFP will indicate the following requirements:
 - DES requires that the One-Stop Operator utilize the Arizona Job Connection (AJC), a statewide data base, upon receipt of certified training by the State Officials.
 - The Arizona Department of Economic Security (DES), requires all contractors and subcontractors to possess a valid Level One Fingerprint Clearance Card and must also clear a background check with the Arizona Department of Child Safety Central Registry.
 - Attend technical sessions such as provisions of excellent customer service, corporate culture and values that the board has established, One-Stop Operational expectations and performance just to name a few.
- Sam Pepper indicated that the Workforce Development Board will be selecting the One-Stop Operator. The committee will be asking the proposer if they are willing to hire the current One-Stop staff. This may be a big indicator on who will be the new One-Stop Operator.
- A team has been working very diligently with the RFP. Yuma County is very different from other areas. Therefore, the team has looked at other RFP's from other States to get an idea of how to come up with an RFP that fits Yuma County.
- The RFP identifies One-Stop cost responsibilities as well as the resources that the board will be providing to the new One-Stop Operator.
- The RFP should be done in a week. The RFP will then be sent to a consultant for review. The RFP is scheduled to be released on March 6, 2017. Proposers will have 30 days to respond. All questions pertaining to the RFP must be received in writing via email. The questions will be answered at the Bidders Conference. Questions and answers will be posted on YPIC's website.
- The Proposal Review Committee will be comprised of board members and staff members.

- Tom Tyree requested that the potential proposers for the One-Stop Operator provide a presentation to the full board and maybe answer a couple of questions before voting. Ramona Corrales, Marshall Jones and Daniel Corr agreed with Mr. Tyree. This will be built in to the RFP process.
- John Morales assured the Core Partners that the selection of a One Stop Operator will not disrupt our existing collaboration.

G. Transition Activities Update

John Morales reported:

- The board will be providing workshops services to the affected staff of the One-Stop Center and Career Services Staff. The following are the workshops and dates that will be provided to staff:
 - February 27-28, 2017, two (2) day workshop event by Silver Rose. The staff will also receive individual coaching and a series of weekly blogs.
 - March 1, 2017, one (1) day webinar workshop event on “Sell Yourself Skills” by Mike Fazio.
 - March 2 – 3, 2017, two (2) day workshop event by Alicia Ruvalcaba. Staff will be going over resume and cover letter writing workshops.
 - March 31, 2017, one (1) day workshop event on “Amplifying guidance in change and marketing yourself” by Elizabeth Sanders.
- Sam Pepper requested that Patrick Goetz keeps the board updated on the transition rate of the current One-Stop Center.
- Two (2) staff members from the One-Stop have found employment. Therefore, the One-Stop Center currently has 14 employees.

H. Local Plan Approval Process Update

John Morales reported:

- The Four Year Plan was submitted in October 2016 and was under review. On January 27, 2016 management had a conference call with the State to review the plan. Staff made minor changes to the plan as requested by the State. The plan was resubmitted to State. Yuma County’s Plan will be presented to the Workforce Arizona Council on February 16, 2016 for unconditional approval. John will provide an update at the next board meeting.

I. Closure of the One-Stop Center

John Morales reported:

- The One Stop center will be closed on the following dates:
 - February 27th through March 3, 2017. The workforce development staff will be providing workshops for the

One-Stop staff. Several workshops will be provided to assist them with their transition.

- March 6 through March 10, 2017 for painting and carpet replacement.

J. Proposed Next Meeting Date – March 8, 2017

The next meeting has been scheduled for March 8, 2017, at 9:00 am at the Martin Luther King Center located at 300 S. 13th Avenue, Yuma, AZ.

VII. Discussion/Action items

A. Review and Approval of the revised Yuma County Training Policy.

Sam Pepper asked for approval for the revised Yuma County Training Policy.

Ed Ford made a motion for approval of the revised Yuma County Training Policy; Seconded by Marshall Jones. The motion carried.

**VIII. Other information and/or Committee Reports
Economic Development:**

Julie Engel for GYEDC:

- Martech will be closing on their property early in March and will start construction late May 2017.
- GYEDC will be partnering with Pimsa, a large real estate brokerage firm from Mexicali. A Business to Business meeting will be taking place on March 3, 2017 to discuss collaboration.
- GYEDC is currently competing with Utah to obtain the “Unicorn” project. The project originally was slated for Casa Grande. However, the company changed its mind when a larger competitor announced that they were locating in that area. If Yuma County obtains the project, it will have a profound impact due to creating 750 jobs.

Finance & Personnel Committee:

Sam Pepper reported:

- The Finance & Personnel Committee did not meet.

Charter High School Board, Report:

Ed Ford reported:

- The Charter High School Board will be meeting this afternoon.

JTED:

Jennifer Sumner reported for JTED:

- The JTED program current has 18 to 10 Youth Career Connect (YCC) students enrolled at Arizona Western College.
- Four students will be graduating with a certificate in the spring.

- 75% of the students that attends the program come from the Charter High School (3 out of 4)
- JTED is currently accepting registration applications. They are currently recruiting high school students to increase registration numbers.
- Kevin Imes is currently working with Tom Tyree on a Agriculture Food Safety program that will begin in the fall.

IX. Good of the Order

Daniel Corr announced that Arizona Western College Governing Board approved a \$25.00 dollar credit hour for early college students ages 17 and under. The new tuition fee will take effect this summer. The goal is to increase the number of students that obtain college credit while in middle-school or high school. AWC has had a good response from the residents of Yuma County. Summer registration will start in March.

Sam Pepper announced his retirement from the Workforce Development Board. He will not be part of the One-Stop Operator and the new Executive Director selection. He will remain on the board until May 5, 2017. Therefore, he is recommending that the Executive Committee get together to select the new WDB Chairman. The new chairman needs to come from the Private Sector.

Tom Tyree informed the board members that he is currently working on a partnership with Cisco Corporation. The partnership will target Yuma students between the ages of 18 to 26 to conduct a road trip and make presentation about technology. More information will be provided at a later date.

X. Call for Executive Session

There was no call for an Executive Session

XI. Adjournment

Sam Pepper called for a motion to adjourn the meeting. A motion was made by Ed Ford; Seconded by Marshal Jones. The motion carried. The meeting adjourned at 10:15 a.m.

**Respectfully submitted by Alicia Huizar, Clerk to the Board
and YPIC Executive Assistant/Contract Manager**