



SOUTHEASTERN ARIZONA WORKFORCE DEVELOPMENT BOARD Minutes

Thursday, December 15, 2016, 10:00 a.m.

Cochise College Downtown Center
Room G106
2600 E. Wilcox Dr., Sierra Vista, AZ 85635

Members Present

Ron Curtis
Emery Silvester
George Self
Amanda Baillie
Jack Bauer
Jason Bowling
Kathleen Bullock
Evonne Cummins-Martin
Bryan Durham
David Howard
Susan Morss
Tim Taylor
Mary Tieman
Michael Vetter

Staff Present

Vada Phelps
Vickie Simmons
Ana Polakowski

Members Absent

Doris Tolbert
Matt Bolinger
Teresa Celestine
Mike Crockett
Gail Emrick
Mark Gallego
Wick Lewis

Guests Present

Lisa Marra – Cochise Board of Supervisors
Glenn Gravatt – NCI
Caleb Torres – client/nursing student
Latysha Weime – SEAHEC

- A. Meeting Called to Order at 10:10 a.m.**
- B. Roll Call taken by Ana Polakowski, Quorum Present**
- C. Introduction of new board member David Howard.**

Presentations by Glenn Gravatt, representing NCI, and Caleb Torres, a Workforce client and nursing student, on their experiences working with Arizona@Work.

D. Action Item: To Approve September 22, 2016 Minutes

Motion to Approve:	Emery Silvester
Seconded:	Tim Taylor
Approved:	Unanimously

E. The board reviewed the September – November 2016 expenditures and found no discrepancies.

F. Action Item: To Approve the One Stop System MOU 2016-2020

The board voted to approve the MOU and authorized the Executive Board to approve any minor revisions required by the State.

Motion to Approve:	Tim Taylor
Seconded:	Mary Tieman
Approved:	Unanimously

G. Action Item: To Approve the 5-Year Local Plan

The board voted to approve the Local Plan and authorized the Executive Board to approve any minor revisions required by the State.

Motion to Approve:	Jack Bauer
Seconded:	Michael Vetter
Approved:	Unanimously

H. Core Partner Reports

One-Stop Employment & Training Report

Vickie Simmons presented on her written report.

Adult Education Performance Report

Susan Morss reviewed Adult Education’s quarterly performance data with the board. She further discussed the new requirements for the GED, including the civics subtest to be added in January.

Rehabilitation Services Performance Report

David Howard reviewed RSA’s quarterly performance data with the board and discussed the client referral process between WIOA Partners. RSA offers a series of disability accommodation trainings that are open to the WIOA Partners and any local employers who are interested.

Employment Services Performance Report

In the absence of Teresa Celestine, the board reviewed Employment Services’ quarterly performance data independently.

I. Executive Director's Report

Vada Phelps discussed One-Stop Policy and the Fives Roles. Under WIOA, the role of the One-Stop Operator must be competitively bid out, with no exceptions. The Direct Career Services role will also have to be bid out, unless waived by the Governor upon the Board of Supervisors' recommendation. After some discussion, the board decided to ask for a waiver on bidding out the Direct Career Services role.

J. Board President's Report

No report was offered.

M. Comments:

The Launch into Life Taskforce has been reviewing and updating the program to make it relevant to participants in the local area. Launch into Life will be piloted at Buena on either March 29 or April 3, and at the Center for Academic Success (CAS) on January 26. Amanda Baillie and Emery Silvester are still looking for business leaders who would be willing to volunteer their time to help on those days.

Amanda Baillie shared the latest developments for the Marketing and Outreach Taskforce. The taskforce is targeting Transition Assistance Program (TAP) participants with a newly launch website that contains information on the Sierra Vista area and resources for finding local job opportunities.

Jason Bowling will be sending out a series of surveys to collect information that will assist with strategic planning at the next board retreat.

N. The meeting schedule for 2017 was submitted to the board.

O. Next Meeting: March 16, 2016
10:00 a.m.
Benson, AZ

P. Adjourned at 12:00 p.m.

A copy of the agenda and background material provided to board members (with the exception of material relating to possible executive sessions) is available for public inspection at 900 Carmelita Drive, Sierra Vista, Arizona.

Notes respectfully recorded by: Ana Polakowski

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