

**ARIZONA @ WORK**  
**Southeastern Arizona**  
**LWDB Meeting Minutes**

**DATE/TIME**                      Wednesday, June 22, 2016 – Meeting Called to Order 1:00 p.m.

**LOCATION:**                      Omni Tucson National Resort  
2727 West Club Drive  
Tucson, AZ 85742

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**Members Present**

Ron Curtis  
Emery Silvester  
Doris Tolbert  
Amanda Baillie  
Jack Bauer  
Matt Bolinger  
Jason Bowling  
Kathleen Bullock  
Teresa Celestine  
Mike Crockett  
Bryan Durham  
Gail Emrick  
Evonne Cummins-Martin  
Simone McFarland  
Susan Morss  
Ryan Rapier  
George Self  
Cindy Stratton  
Mary Tieman

**Absent**

Mark Gallego  
Jim Shockey  
Tim Taylor  
Michael Vetter

**Staff Present**

Vada Phelps  
Vickie Simmons  
Michelle Huff  
Ana Polakowski

**Guests Present:**

Gabe Loyola  
Connie Fraijo  
Roz Boxer  
Charles Casey

**Meeting Called to Order at 1:00 p.m. by Ron Curtis, President**

**Roll Call for Quorum – Roll Call Taken by Ana Polakowski – Quorum Present**

**Call to the Public and Conflict of Interest Ron Curtis, President**

**A. Action – Approve/Disapprove Agenda**

**Approved:** Unanimously

**B.** New board members were introduced.

**C.** The Board accepted the resignations of Joe Larson and Ryan Rapier.

**D. Action – Approve/Disapprove March Minutes**

**Motion to Approve:** Emery Silvester

**Seconded:** Doris Tolbert

**Approved:** Unanimously

**E. Action – Approve/Disapprove PYQ as Youth Services Provider**

**Motion to Approve:** Doris Tolbert

**Seconded:** Mary Tieman

**Approved:** Unanimously

**F. Financial Report: March – June 2016**

The Finance Committee had no questions or comments on the report.

**G. Action – Approve/Disapprove Executive Appointments**

The Nominating Committee for Executive Appointments nominated Ron Curtis for President, Emery Silvester for Vice President, Doris Tolbert for Secretary, and George Self for Treasurer. The Board approved the appointments unanimously.

**H. Core Partner Reports**

**One Stop Employment and Training Report**

Vickie Simmons presented on her written report. Ms. Simmons announced that the Safford job center will be expanding to include the office space adjacent to it, and the Sierra Vista office will be transferring to Cochise College’s downtown center in December. The Professional Youth Quest (PYQ) Career Advisor has resigned. Workforce is seeking a case worker to fill the position.

## **Vocational Rehabilitation Performance Report**

Cindy Stratton reviewed the Vocational Rehabilitation (RSA) quarterly performance data with the Board.

## **Adult Education Performance Report**

Susan Morss reviewed the Adult Education performance data with the Board.

## **Employment Services Performance Report**

Teresa Celestine reviewed the Employment Services performance data with the Board.

### **I. Executive Directors Report**

Vada Phelps distributed a comparison of allocations for the current and upcoming program years.

Workforce is in the process of installing a new VoIP system in each of the offices to replace the current, 10-year old phone system. Ms. Phelps also announced that Workforce will be transferring all financial accounts from National Bank of Arizona to Wells Fargo. The decision stems from a number of issues ranging from depositing fees to account transfers.

George Self discussed the downtown center, where the Sierra Vista office will be moving in December. Workforce will share the facility with other Cochise College programs, including the Small Business Development Center and the Center for Lifelong Learning.

### **J. President's Report**

Ron Curtis encouraged the board to continue using innovative thinking. He then opened up the floor for board members to share any updates on their sectors.

The meeting was adjourned at 3:00 p.m.

*Notes respectfully recorded by: Ana Polakowski*

*Equal Opportunity Employer/Program  
Auxiliary Aids and Services are Available upon Request to Individuals with Disabilities  
Funded by WIA federal dollars serving Adults, Youth, and Dislocated Workers.*