



ARIZONA@WORK WORKFORCE DEVELOPMENT BOARD
Serving all of Coconino County

Wednesday, September 16, 2020 1:30-3:30pm via Zoom
<https://us02web.zoom.us/j/83418848929> Meeting ID: 834 1884 8929

1. CALL TO ORDER

Agenda items may be taken out of order.

- A. Flag salute and Welcome
- B. Roll Call

2. CALL TO THE PUBLIC

The Chair will call on members of the public to speak on any item or area of concern not listed on the agenda. Members of the Board may not discuss items that are not specifically identified on the agenda. Items cannot be acted upon by the Board and comments are limited to 3-minutes.

3. BOARD BUSINESS

- A. Chair Report – Dr. Aaron Tabor, Chair
- B. Executive Director Report – Interim Cindy Wilson
- C. Business Manager Report – Abby Velazquez
- D. Consent Agenda (Action Items)

All matters under Consent Agenda are considered by the Workforce Development Board to be routine and will be enacted by a single motion. If discussion is desired on any consent item that item will be removed from the consent agenda and will be considered separately.

- i. Approval of minutes from June 17, 2020 meeting

4. NEW BUSINESS

- A. Career Exploration Series Presentation – Mr. Tom Safranek, Career and College Readiness Coordinator, Flagstaff Unified School District

5. WORKFORCE DEVELOPMENT BOARD AND PARTNER UPDATES

- A. Program Reports
 - i. ARIZONA@WORK One-Stop Operator – Dr. Kathy Turner
 - ii. ARIZONA@WORK Title IB Program Services – Michele Axlund/George Ovalle
 - iii. ARIZONA@WORK Business Services Team – John Saltonstall

6. ADJOURNMENT

- A. Next Workforce Development Board Meeting, Wednesday, November 18, 2020



COCONINO WORKFORCE DEVELOPMENT BOARD
June 17, 2020

<u>WDB Members Present</u>	<u>Board Staff</u>	<u>Guests</u>	<u>WDB Members Absent</u>
Marv Beckham	Cindy Wilson	Jimmy Jayne	Trent Larson
Greg Cross	Abby Velazquez	Kelly Hart	Beth Caplan
Coral Evans		Ali Guerra-Hernandez	
Steve Peru			
Christine Mayer			
Brent Neilson			
John Saltonstall			
Kay Leum			
Stacey Salyer			
Regina Salas			
Aaron Tabor			
Diedre Crawley			
Judy Franz			
Paul Kulpinski			

1. **CALL TO ORDER** – Christine Mayer, Chair called the meeting to order at 1:30pm. A quorum of members was present.
 - A. Flag Salute and Welcome
 - B. Roll Call and Public Introductions

2. **BOARD BUSINESS**
 - A. **Motion:** Approval of Minutes from February 20, 2020 Meeting. **Action:** approve
Moved by: Paul Kulpinski, **Seconded by:** Aaron Tabor. **The motion passed unanimously.**
 - B. Chair Report
 1. Due to the incredible impact the current pandemic is having on the economy, Chair Mayer opened the floor for any WDB member to share on business and workforce issues effected by current economy.
 - Coconino Community College (S. Peru) – Enrollment drops due to hesitancy from enrollees; the magnitude and the unknown of today’s economy is affecting everyone.
 - Page Chamber of Commerce (J. Franz) – Business community impacted by 40% losses. Domestic tourism is high. Unemployment Insurance (UI) wage has presented a huge problem in bringing employees back to work within the Page hospitality industry.
 - Medical Industry (A. Tabor) – Unique scenario-two different impacts being seen. 1. Being reached out for R&D efforts around the pandemic; 2. Small decline in current products due to patients hesitating to move forward. (S. Salyer) – Hospital impacted significantly by order canceling elective surgeries; To keep workforce intact, the hospital set up two unique programs, Health Care Hero’s fund and Reassignment Process; both programs offer staff assistance to ensure workforce in the future. No mass layoff or furloughs.

- Vocational Rehabilitation (M. Beckham) – Seeing less enthusiasm from clients to get back to work due to clients being uncomfortable going back into the workplace and the rise in the UI Benefit which may be higher than wage earned when working.

2. Expiring Terms

- Applications now being accepted for terms expiring June 30, 2020. Process to apply has changed to an online application and all applications will go to the Coconino County BOS for appointment.
- Chair Mayer term will expire June 30, 2020 and she will not be reapplying.

Appreciation and thank you for Chair Mayer's leadership, commitment to the WDB, public service through workforce, and a Zoom applause was shared by all. Coconino County commitment to the Workforce Development Board was shared by County Manager Jayne.

Motion: Appointment of Dr. Aaron Tabor to WDB Chair position for completion of Chair Mayer term, a 1-year term (July 1, 2020 – June 30, 2021). **Action:** approve

Moved by: Paul Kulpinski, **Seconded by:** Kay Leum. **The motion passed unanimously.**

3. Status of Workforce Development Board Executive Director Appointment.

At this time the job has been posted and closed. It is currently at Coconino County HR, waiting to hear how the interviews will proceed. Requested 2 members of the board to sit on the interview panel. **Members will be Beth Caplin and Judy Franz.**

C. Consent Agenda

Motion: Approve Agenda Items 2 through 7. **Action:** approve

Moved by: Steve Peru, **Seconded by:** Aaron Tabor. **The motion passed unanimously.**

2. Memorandum of Understanding between Workforce Development Board and Coconino County Health and Human Service, Community and Career Services to provide Adult, Dislocated Worker and Youth services for WIOA Title IB participants for the remainder of program year 2019. This contract will expire June 30, 2020.
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4. One-Stop Operator (OSO) Contract Amendment between Coconino County Local Workforce Development Board and Turner's Above the Line Consulting to extend OSO contract for one-year for the period of 7/1/2020 – 6/30/2021 in the amount of \$65,521.
5. Member Resignations
 - Greg Cross, Title II Coconino Community College
 - Christina Caldwell, Goodwill of Central and Northern Arizona
 - Rich Bowen, Genterra Enterprises
 - Joey Smith, Antelope Point Marina

6. Fiscal Year 2021 (7/1/20-6/30/21) Budget Adoption.
7. Policy Updates – Approval of WIOA Coconino County Policy Updates to ensure continued compliance with WIOA Federal and State guidelines.

WIOA Policy 200 Adult and Dislocated Worker Programs Policy
WIOA Policy 300 Supportive Service Policy
WIOA Policy 400 Training Services Policy
WIOA Policy 500 Youth Program Policy
WIOA Policy 600 Equal Opportunity and Affirmative Action Policy
WIOA Policy 700 Complaints, Grievances and Appeals Policy
WIOA Policy 1000 Monitoring Policy

Discussion on item #1. Requested by Paul Kulpinski.

Motion: Approve Agenda Item 1. **Action:** approve

Moved by: Steve Peru, **Seconded by:** Judy Franz. **The motion passed unanimously.**

1. Shared Governance Agreement between the Coconino County Local Workforce Development Board (LWDB) and Coconino County Board of Supervisors as required by WIOA to acknowledge LWDB membership and to specify the relationship between the CEO and LWDB.

Discussion on key elements that may to be out of place and elements that are repeated. Additional clarification on how council would be provided according what is written in the document. Interim Executive Director Cindy Wilson suggested that a WDB committee will be convened to work with AZ Department of Economic Security and WDB Executive Director to produce a more transparent document that will be reissued after July 1, 2020.

3. WORKFORCE DEVELOPMENT BOARD AND PARTNER UPDATES

A. Directors Report – Interim Director Cindy Wilson

- Coconino County Board has been certified by the Workforce Arizona Council
- One-Stop Operator contract extended for 1-year
- 10-year Plan will be presented at the September 2020.
- Policy's now written, up-to-date and approved.
- New Email for Workforce Development Board: workforcedevelopment@coconino.az.gov

B. Program Reports

- Reports are included in your packet, Opportunity for questions, none received.

4. CALL TO THE PUBLIC

5. ADJOURNMENT OF MEETING

Motion: Adjournment of 6/17/20 WDB Meeting at 2:40 pm. **Action:** approve

Moved by: Steve Peru, **Seconded by:** John Saltonstall. **The motion passed unanimously.**



COCONINO COUNTY

2020	First Quarter Jan-Mar	Second Quarter Apr-Jun	Third Quarter Jul-Sep	Fourth Quarter Oct-Dec	TOTAL FOR 2020
Overall customers who visited ARIZONA@WORK Coconino Comprehensive One Stop Job Center	1,528	4,052			
Workshops/Classes Offered at the Comprehensive site, # in attendance.					
<ul style="list-style-type: none"> • Job Search Technique • Interview With Confidence • Job Readiness • Resume Writing • Job Search Technique • NACA WIOA Services • ARIZONA@WORK Overview • NAU Ed Assistance-TRIO 	30 Workshops 40 Attended	Due to COVID-19 No workshops were conducted	Workshops Attended	Workshops Attended	Workshops Attended
Employer Hiring Events	1	0			
Employer Contacts	21	2			
Referrals for Services & #:					
Rehabilitation Services Admin	10	22			
To Comprehensive One-Stop	2	82			
HHS Career Services	30	25			
HHS Community Services	23	37			
PHX Indian Center	14	24			
Higher Education -EOC	21	1			
Adult Education/ GED	4	5			
Goodwill	24	8			
Vet Resource Center	6	12			
Other Departments at DES	16	29			
NACOG - Seniors Emp	0	1			
Disabled Veterans Outreach	10	15			
Moonshot @ NACET	0	0			
Small Business Dev Center	1	0			
Catholic Charities	4	30			
Veterans Upward Bound	2	0			
Market of Dream	0	0			
Career Services Calendars	245	175			
Other:					
CCC/CTE	0	1			
Cedar Closet	28	0			
Quality Connections	2	0			
Navajo WIOA Prog	2	21			
FLG Housing	0	1			
Housing Solutions	0	1			
FLG Shelter Services	0	1			
Literacy Center	0	2			

Unemployment Assistance	1,077 (71%)	3,376 (84%)			
Veterans Served	72	17			
Customers Who Secured Employment	110	39			
Average Wage Per Hour	\$17.75	\$17.86	\$	\$	\$
Employment Retention for 6 months	<i>Data not collected at Comprehensive One-Stop</i>				
Qualitative Statements Made By Customers N=None in Q2:2020					
What have you learned during your visit? How has your life circumstances changed? What do you like about the service? In what way(s) can the services be improved? Additional Comments:					
Partners at the Comprehensive One-Stop during Quarter. None in Q2:2020					
Coconino Health & Human Services (HHS) – Career Services AZDES Rehabilitative Services Administration (RSA) Phoenix Indian Center - Native Workforce Services NAU Education Assistance – EOC					

Types of services obtained by Veterans:

Employment secured 6 @ Average \$ 17.94 per hour
Attended workshop(s) No in person workshops offered.

Quarter Events AND Outcomes: (example: Job Fairs employers with # employed)

- **Comprehensive One-Stop:** None due to COVID-19, primary focus on assisting clients with Unemployment Benefits and Federal Pandemic Unemployment Assistance applications and weekly reporting.
- **HHS Career Services:** April: None. May: *Return Stronger Campaign* – AZ Department of Commerce to encourage training and certifications. 47 customers completed an online form. June: 58 Return Stronger referrals were made.

Unemployment Rates

<https://www.azcommerce.com/oeo/labor-market/unemployment/>

Arizona State Data Series	April 2020	May 2020	June 2020
Unemployment Rate	13.1%	8.8%	10.3%
Flagstaff, AZ Data Series	April 2020	May 2020	June 2020
Unemployment Rate	14.4%	9.3%	10.5%
Coconino County, AZ Data Series	April 2020	May 2020	June 2020
Unemployment Rate	17.4%	11.7%	13.3%

No data provided by Comprehensive One-Stop at Department of Economic Security for Job Sectors of placements during 2020.

CAREER SERVICES PROGRAMING

Success Stories

Kaden is a 17-year-old high school dropout. With the support of the client's father, probation officer and Career Services Workforce Development Specialist Kaden received his GED.

Davis Yazzie was laid off from Peabody and Career Services helped him get his CDL.



Client Numbers (07/19-09/20)

Adult: 36

Dislocated Worker: 6

In-School Youth: 10

Out of School Youth: 18

Youth Work Experience: 18

Basic Services: 114

Training: 35

Career Services: 70

Return Stronger Campaign:

- 235 Customers
- Provided 235 Basic Career Services
- Enrolled 2 Dislocated Clients

NEW TRAINING PROVIDER LIST (ETPL)/PROVIDERS & PROGRAMS

- KUTTZ BARBER COLLEGE
- CCC: CDL PROGRAM – PAGE CAMPUS

CAREER SERVICES PROGRAMING

Outreach Efforts:

* **WIC**
coordination of
referrals for ages
16-24.

***Community
Services** referrals
for all unemployed
needing rental
assistance will be
referred to **Career
Services**
programing.



Job Seeker Feedback:

- * “I don’t want to go to work because I am afraid – fear of getting sick, my family sick.”
- * “I do intent on using all my unemployment benefits first before returning to work”
- * “Afraid I will lose my UI benefits if I sign up for training.”
- * “Employers are not providing health insurance coverage.”

Coconino County ARIZONA@WORK
Workforce Innovation and Opportunity Act Title 1B