

**Cochise County Local Workforce Investment Board (LWIB)  
Minutes**

**DATE/TIME**            Thursday, September 23, 2010 – Meeting Called to Order 9:10am  
**LOCATION:**            SSVEC – Conference Room  
                              350 N. Haskell Avenue  
                              Willcox, AZ 85643

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**Members Present**

Ron Curtis  
Doris Tolbert  
Duane Brofer  
Vada Phelps  
Thomas Lindroos  
Sheila DeVoe Heidman  
Eva Esclante  
Evonne Martin  
Emery Silvester  
Jason Bowling  
Bob Kirk  
Paulette Welch  
Dr. Jim Shockey

**Absent**

Sally Rieger  
Jack Bauer  
Kara Harris  
Jessica Dilworth  
Bill Nolan  
Richard Besselman  
Peggy Feenan  
Kenneth Cecil  
Librado Ramirez (J.R.)

**Staff Present**

Michelle Hughes  
Vickie Simmons  
Alison Van Gorp  
Mary Tieman  
Anna Luna

**Meeting Called to Order at 9:10 am by Ron Curtis, President**

**Roll Call for Quorum – Roll Call Taken by Mary Tieman - Quorum Present**

**Call to the Public and Conflict of Interest**

**Ron Curtis, President**

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

**Motion to Approve:**

**Seconded:**

**Approved:**

Paulette Welch

Jason Bowling

Unanimously

**Board Meeting  
September 23, 2010**

**B. New Board Members**

Vada Phelps introduced and welcomed the New Board Members. Evonne Martin for STG, Dr. Jim Shockey from U of A South and Kenneth Cecil from the Mall of Sierra Vista. Thank you for serving as members of the Cochise County Workforce Development Board of Directors.

**C. Action – Approve / Disapprove March 2010 Minutes**

<b>Motion to Approve:</b>	Doris Tolbert
<b>Seconded:</b>	Eva Escalante
<b>Approved:</b>	Unanimously

**D. Action Item – Present Report: Expenditures for March 2010 – August 2010.**

Duane Brofer noted the Finance Committee reviewed the expenditures for March 2010 – August 2010 and found no discrepancies.

**E. Action Item – Approve/Disapprove 2010 -2011 Proposed Budget**

<b>Motion to Approve:</b>	Doris Tolbert
<b>Seconded:</b>	Bob Kirk
<b>Approved:</b>	Unanimously

**F. Report – Employment and Training  
Adult Services /One Stop Program Update/WIRED**

Vickie Simmons reported the Cochise County Workforce Development Job Portal is going well. Vickie presented the new “Services for Job Seekers & Employers” brochure. This brochure was designed by Innovation Frontier AZ. Cochise County Workforce will partner with Cochise College on the I-Best Grant program. The CBJT Grant has 129 clients currently enrolled in the logistics class at Cochise College.

**G. Report – Business Outreach**

Alison Van Gorp stated the Access Point Program is available for job seekers through the public libraries. Currently CCWD has three “green” grants to assist clients with job training. CCWD will offer Rapid Response to two defense contractors who will be reducing their staff by layoff next week. Alison explained the Launch into Life Program focused on educating youth about employment and money management. The program will be piloted this fall at CAS. Then Tombstone will be the second school to host the program. The goal is to reach five high schools through four events within this school year. Workforce Development is hosting a Career Fair at the Windemere on September 16<sup>th</sup>. We will assist Cochise College with another Job Fair focused on customer

service on October 20<sup>th</sup>. The CCWD One Stop will be a Volunteer Income Tax Assistance (VITA) site again this year.

**I. Youth Program Update – Professional Youth Quest (PYQ)**

No update for the PYQ Youth Program.

**J. Report – Cochise County Workforce Development Sub-Committee**

Emery Silvester gave this update: The Green Plumbers USA will explain their training programs at the next sub-committee meeting. Based on plumbers needs, we hope to develop and offer green training programs in Cochise County. The committee is really looking forward to hosting the first Launch into Life Program. Currently there are six people in the SSVEC Internship program and two at Southwest Gas.

**K. Executive Directors Report**

Vada Phelps invited the LWIB members to attend an Open Meeting Law and Public Records Workshop on November 3<sup>rd</sup> in the CAS Conference Room. Cochise County Workforce was presented with a plaque thanking us for our participation in the WIRED Grant Program at the Innovation Frontier Arizona celebration held on September 16<sup>th</sup>. The transition with DES moving into the offices has gone very well. Vada noted that Cochise County Workforce Development did not meet all performance standards this year. (CCWD exceeded 11 of the 15 performance standards and failed 4)

**Comments from Guests /Board Members /Staff:**

**ADJOURNMENT – Motion placed for the Board to adjourn at 11:10am.**

**Motion to Approve:**

**Seconded:**

**Approved:**

Vada Phelps

Ron Curtis

Unanimously

Meeting was adjourned at 11:10am

*Equal Opportunity Employer/Program  
Auxiliary Aids and Services are Available Upon Request to Individuals with Disabilities*

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