

Workforce Investment Board

Performance and Accountability Committee

Tuesday, October 11, 2011 – 8:30 a.m.

Kino Service Center
2797 E. Ajo Way
Tucson, AZ

MEETING SUMMARY

Members Present

Noreen Nelson (Chair)
Doug Jones
Judy Clinco

Staff & Guests Present

Carol Hutchinson
Ana Basurto
Risé Hart

- I. **Call to Order** – at 8:32 a.m. Noreen Nelson chaired the meeting.
- II. **Review Meeting Summary** – Reviewed September’s meeting summary.
- III. **Monthly Reports Review**
 - a. **Agency Reports** – Reviewed. The committee reviewed and questioned the correctness of the September report; however staff was not available to answer the questions. The questions were: 1) AWP YTD total and 2) some of the agencies numbers seemed skewed. The committee asked that staff review the report before the meeting so whoever is assigned from staff to the Performance and Accountability Committee can respond to questions.
 - b. **One-Stop Services Report** – Reviewed.
 - c. **Performance Report** – Reviewed. Categories “Entered Employment” and “Earnings Gain” had a failed performance measure.
 - d. **Industry Information** – September there were two events resulting in 13 layoffs.
- IV. **Discuss Agency Site Visits** – Noreen Nelson met with Dr. John David Arnold, founder of Portable Practical Educational Preparation (PPEP), who conducted the site visit. The agency started a literacy program in 1967 via a bus outreaching to the rural community. He and his father first worked out of their home. Currently they have the largest micro-business loan program in the country. Their building is a museum containing a lot of artifacts from countries all over the world. Noreen stated that it was a fun and educational visit. Staff to resend contact information to members.

- V. **Next RFP** – All attendees signed a “Conflict of Interest Disclosure Statement” before the RFP was discussed. Noreen gave an overview of RFP process. The committee agreed to the draft RFP. Staff to prepare a RFP committee sign-up sheet to be available at the October WIB meeting.
- VI. **ETPL Program Review** – Ana Basurto gave an overview about an Eligible Training Provider (ETPL) request. The committee agreed not to approve it as there were too many unknowns (i.e. outcome, wages, hire rate). Ana will provide more information at the next meeting. She also stated there has been a deluge of new online “green” courses and suggested that a committee be formed to set parameters for online courses. Noreen responded that this committee does not have the expertise and to ask the WIB for volunteers to be a part of the committee.
- VII. **Next Meeting:** TBD. Noreen requested that staff solicit committee members about if they are still interested in being on the committee and their preference for the meeting day (Tuesday or Thursday).
- VIII. **Adjournment** – 9:21 a.m.