



## **BOARD OF SUPERVISORS AGENDA ITEM REPORT**

Requested Board Meeting Date: January 14, 2020

**Title:** Pima County Workforce Investment Board ("WIB") Recommendation for New Member Appointment

### **Introduction/Background:**

The Workforce Innovation and Opportunity Act ("WIOA") Section 107(b)(2) requires the following board composition criteria for the Pima County Workforce Investment Board (WIB):

- ✓ A majority of the WIB must be Pima County **Business Representatives**;
- ✓ Not less than 20 percent of the members must be **Workforce** representatives and these members:
  1. Must include two or more representatives of labor organizations or representatives from other employee representatives (if no labor organizations exist);  
  
Labor organization members must be nominated by local labor federations, or other representatives of employees (where labor organizations do not exist);
  2. Must include one or more representatives of a joint labor-management, or union affiliated, registered apprenticeship program within the area who must be a training director or a labor organization member;
  3. May include one or more representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and
  4. May include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.
- ✓ **Balance** of the Pima County Workforce Investment Board membership must include:
  1. **Adult Education and Literacy** WIOA Title II representative administering adult education and literacy activities under WIOA, nominated from these entities if there is more than entity;
  2. **Higher Education** representative from an institution providing workforce investment activities (including community colleges);
  3. Representatives of **Governmental and Economic and Community Development (GECD)** entities;
    - a. Appropriate WIOA Title III representative from the **State Employment Service Office** under the Wagner-Peyser Act, serving the local area;
    - b. Appropriate WIOA Title IV **Vocational Rehabilitation Services** representative of the programs carried out under title I of the Rehabilitation Act, serving the local area; and
    - c. At least one representative from an **Economic and Community Development** entity.
- ✓ Other One-Stop Partners (Service Providers) who receive federal workforce funds are encouraged to apply for WIB membership (i.e., PPEP, Inc.; Tucson Indian Center; Fred G. Acosta Job Corps).

WIB Applications are vetted by the WIB Board Development and Executive Committees.

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**Discussion:**

Laurie Kierstead-Joseph, Acting Vice President of Adult Basic Education for College & Career ("ABECC"), Pima Community College, is applying to serve as an **Adult Education and Literacy Workforce Innovation and Opportunity Act ("WIOA") Title II** category representative. Laurie Kierstead-Joseph, Acting Vice President of ABECC, is applying to replace Regina Suitt, Vice President, ABECC, Pima Community College, who retired from Pima Community College on December 4, 2019. Regina Suitt's last day as a Pima County Workforce Investment Board (WIB) member was December 4, 2019.

**Conclusion:**

If the Pima County Board of Supervisors agree to appoint Laurie Kierstead-Joseph, Acting Vice President of Adult Basic Education for College & Career, Pima Community College, to serve as an **Adult Education and Literacy Workforce Innovation and Opportunity Act ("WIOA") Title II** category representative, and to replace Regina Suitt, Vice President, Adult Basic Education for College & Career, Pima Community College, the Pima County Workforce Investment Board will be able to maintain the required board composition criteria that includes "**Balance** of the Pima County Workforce Investment Board membership must include: 1. **Adult Education and Literacy WIOA Title II** representative administering adult education and literacy activities under WIOA, nominated from these entities if there is more than entity"

Sheryl O. Hart, Deputy Associate Superintendent, Adult Education Services, Arizona Department of Education, submitted the required nomination to the Pima County WIOA Local Chief Elected Official, who is the Honorable Richard Elias, Chairman, Pima County Board of Supervisors, District 5, and recommends for Laurie Kierstead-Joseph (Director at the time of the nomination), Acting Vice President of Adult Basic Education for College & Career, Pima Community College, to replace Regina Suit, Vice President, Adult Basic Education for College & Career, Pima Community College. If approved, Laurie Kierstead-Joseph will fill Regina's remaining Term and Laurie's Appointment Term will be 01/14/2020 to 09/30/2022.

**Recommendation:**

Pima County Community Services, Employment and Training staff and the Pima County Workforce Investment Board recommends to the Pima County Board of Supervisors to appoint Laurie Kierstead-Joseph, Acting Vice President of Adult Basic Education for College & Career, Pima Community College, to the Pima County Workforce Investment Board (WIB), to replace Regina Suit, Vice President, Adult Basic Education for College & Career, Pima Community College.

**Fiscal Impact:**

None.

**Board of Supervisor District:**

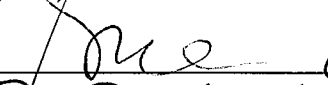
☐ 1      ☐ 2      ☐ 3      ☐ 4      ☐ 5      ☒ All

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Department: Pima County Community Services, Employment Telephone: 520-724-6766

Contact: Anna M. Cunes Telephone: 520-724-6766

Department Director Signature/Date:  12-27-19

Deputy County Administrator Signature/Date:  6 Jan 2020

County Administrator Signature/Date:  1/6/2020

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## Arizona Department of Education

### Adult Education Services

September 17, 2019

Supervisor Richard Elias, Chair  
Pima County Board of Supervisors, District 5  
WIOA Local Chief Elected Official  
11<sup>th</sup> Floor, 130 West Congress Street  
Tucson, AZ 85701

Dear Mr. Elias:

The Workforce Innovation and Opportunity Act (WIOA) Section 107 specifically outlines the requirement to include a representative of an eligible provider administering Title II adult education and literacy activities under WIOA as a member of the Local Workforce Development Board (LWDB). This representative must be an individual with adult education expertise and policymaking authority within the Title II adult education organization.

In keeping with the requirements and process outlined in the WIOA, I, Sheryl Hart, as Arizona's State Director of Adult Education, nominate Laurie Kierstead-Joseph to replace Regina Suitt, Vice President of Adult Basic Education for College & Career at Pima Community College, as the Title II representative on the Pima County LWDB. This nomination is due to Regina's retirement, effective December 4, 2019.

Laurie Kierstead-Joseph, as the Director of Adult Education Services for the Adult Basic Education for College & Career program at Pima Community College, is highly qualified to represent Title II on the Pima County LWDB. She is an administrator for a program funded by the Arizona Department of Education specifically for the purpose of providing adult education and literacy activities under Title II of WIOA and she is in a position of policy-making authority at her agency. I have worked with Ms. Kierstead-Joseph for several years on a variety of adult education-related initiatives and I have no hesitation in making this nomination.

Please feel free to contact me at [Sheryl.Hart@azed.gov](mailto:Sheryl.Hart@azed.gov) or (602) 364-2707 if you have any questions or concerns regarding this nomination. If you wish to review Ms. Kierstead-Joseph's resume or have additional questions regarding her experience and/or qualifications, please contact her directly at [lkierstead@pima.edu](mailto:lkierstead@pima.edu).

Sincerely,

A handwritten signature in cursive script, appearing to read "Sheryl O. Hart".

Sheryl O. Hart  
Deputy Associate Superintendent  
Adult Education Services

Cc: Aric L. Meares, Chair, Pima County WIB Local Workforce Development Board  
Arnold Palacios, Director, Pima County Community Services, Employment and Training

**Kathy Hoffman, Superintendent of Public Instruction**

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