

Santa Cruz County Workforce Development Board

Minutes

Monday, September 29, 2025 / 12:00 pm - 01:30 pm
610 N. Morley Ave. One-Stop Conference Room
Nogales, AZ 85621

<u>Board Members Present</u>	<u>Board Members Absent</u>	<u>Staff and Guests Present:</u>
Dina Rojas-Sanchez	Skylie Estep	Zaida Bustamante (Director)
Greg Lucero	Richard Brennan	Adrian Chamberlain (SCC WIOA)
Guillermo Oton	Pedro Osete	Karina Guerrero (Program Manager)
Olivia Ainza-Kramer	Maria E. Kinder	Jim Mize (OSO)
Ana Quick	Karen King	Luis Carlos Davis (district #1 supervisor)
Marcela Parra (Title II)		Patricia Azcue (SCC Finance)
Juan Balderas		Mauricio Chavez (CMP Deputy Manager SCC)
Fernando Sandoval		
Roy Bermudez (Unisource)		
Tom McAlpine		
Luis Padilla		
Desiree Galaz		
Luis Bustamante		

- A. Call to order
- B. Pledge of Allegiance
- C. The meeting was called to order at 12:11 by D. Sanchez.
- D. Roll call

Roll call was conducted. Quorum was confirmed.

- E. Call to the public

The WIOA Adult, Dislocated Worker, and Youth programs are 100% funded by the Department of Labor, with a total grant amount of \$1,022,512.00. Rapid Response services are 100% funded by the Department of Labor, with a total grant amount of \$325,000.00.

An Equal Opportunity Employer/ Program. Auxiliary aids and services are available upon request to individuals with disabilities. Services are made available through federal funding provided by the Workforce Innovation and Opportunity Act.

a. *No discussions*

F. Adoption of Meeting Minutes – August 11, 2025 Regular Board Meeting

- a. D. Sanchez asked for a motion to approve the meeting minutes from August 11, 2025
 - i. Motion: G. Lucero Moved to approve the minutes as presented.
 - ii. Second: G. Oton seconded the motion.
 - iii. Vote: Motion carried unanimously without discussion.

G. [Budget Report](#)- Finance Department

- *Reporting given by M. Chavez from the Finance Department presented the quarterly budget update and a fiscal year ending cycle.*
- *M. Chavez provided an update regarding the potential federal government shutdown scheduled for September 30th at midnight. The county is closely monitoring the situation and will continue to stay informed as developments occur. M. Chavez will share any new information with Zaida, who will then distribute updates to the board.*

The Budget Report was presented with no questions from the board.

H. Introduction of Program Manager, Marcela Parra, Adult Education

- i. M. Chavez introduced M. Parra as the new program manager while providing a brief bio of who she is and her experience she brings to the Adult education program.
- ii. M. Parra introduced herself to the board and shared her enthusiasm about collaborating with all members.

I. Bio of Director, Blanca Acosta, Circles of Peace, to join the SCC Local Workforce Board as part of the Workforce representation criteria Workforce: WIOA Sec. 107 (b) (2) (B), not less than 20% (iii) Community-based organizations with experience addressing employment needs of individuals with barriers.

- i. D. Sanchez welcomed B. Acosta and turned the discussion to Z. Bustamante who provided a brief overview of her background and skills.
- ii. No motion was required.
- iii. D. Sanchez then invited any additional comments from the board.
- iv. Several board members welcomed her and expressed their enthusiasm for future collaboration.

J. Job Fair and Community Expo, October 15, 2025 - Updates

- a. Z. Bustamante gave an update with the job fair, with over 80 exhibitors registered to attend.
- b. The staff is working with the I.T. team to create a new flyer for marketing purposes.
- c. G. Lucero added that its crucial to emphasize that job seekers dress appropriately to gain an interview.

K. Partner Reports (Title I-B, Title II, Title III, Title IV, WIOA Title ID (MSFW) Fred G. Acosta, Job Corps (Partner Program), One Stop Operator)

- a. K. Guerrero gives the report on Title I-B, five (5) clients currently in training with nineteen (19) completed certification in EMT.
- b. A. Chamberlain gave his report on the businesses reporting five (5) promotive initiatives. No Rapid Response events. Two (2) hiring events and 133 total job openings with 72 confirmed hires.
- c. D. Sanchez asked A. Chamberlain if the 133 openings are all opening throughout the county. Chamberlain responded saying that the openings being reported are openings that employers have opened through Arizona Job Connection.
- d. M. Parra then gave her announcement that enrollment has increased enrollment from last year to this current year with a projection growth of 17.3%
- e. D. Galaz gave the report for Title III. With Staff assisted registrations of 299, total services provided to 1,750 clients.
- f. D. Sanchez then asked the board for any discussions.
- g. Discussion highlights include:
 - i. Jim Mize commented that he communicates regularly with Z. Bustamante. He attends the weekly business services rep meetings. He has spoken with A. Chamberlain in discussions with federal regulation changes with Tariffs and the closure of the cattle inspection at the Mariposa Port of Entry. If drastic changes happen will communicate more frequently to discussion action plan if needed.
- h. No further discussions given.

L. Roundtable

- a. All board members welcomed Marcela Parra good luck.
- b. F. Sandoval announced that he would be happy to help in giving updates on tariffs also.

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- c. G. Lucero announced that state senator Gabaldon wants to begin a discussion with a small group on workforce development efforts with key stakeholders in Santa Cruz County.
- d. O. Ainza announced that Ross will be opening up Mid-October before the holiday sales begin.

M. Next meeting- November 12, 2025

N. Adjournment

- a. D. Sanchez entertained a motion for adjournment.
 - i. Motion: G. Lucero Moved to approve the minutes as presented.
 - ii. Second: O. Ainza seconded the motion.
 - iii. Vote: Motion carried unanimously. Meeting adjourned at 2:52PM