

**WORKFORCE ARIZONA COUNCIL – PERFORMANCE EXCELLENCE  
COMMITTEE - MINUTES**

Tuesday, January 26, 2021

1:00 p.m.

Via Zoom: <https://azcommerce.zoom.us/j/91846079183>

**Members Present**

David Martin – Arizona Chapter of the Associated General Contractors

Drew Thorpe – APS

Gretchen Kitchel - SRP

Dennis Anthony – Arizona Apprenticeship Advisory Committee (appeared late to meeting)

**Members Absent**

Jeff Fleetham – Arizona Registrar of Contractors

**1. Call to Order**

The Performance Excellence Committee was called to order by Chair, David Martin at 1:06 p.m.

**2. Welcome and Meeting Logistics**

Welcome was provided by Committee Chair, David Martin. Chair Martin also explained the zoom meeting protocols that are in place for the meeting.

**3. Call to the Public**

There were no public comments received.

**4. Committee 2021 Priorities - Discussion**

The Committee reviewed their priorities for 2021. The priorities included the implementation of the State Plan Strategies, Certification and Continuous Improvement of the One-Stop Centers, Council Policy Alignment, Effective Local Boards, Local Board Recertification and Grievance, as well as Local Plan Review.

**5. State Plan Strategies Implementation - Discussion**

The Committee reviewed the State Plan Strategies that are aligned with the Committee. The strategies that align with the Co-Enrollment, Equity and Continuous Improvement System. The Committee discussed how they would identify and disseminate best practices of the strategies and how to identify continuous improvement of effectiveness and efficiencies on service delivery. They discussed the need to ensure there are both rural and urban considerations on implementation.

**6. Certification and Continuous Improvement of One-Stop Centers (Also known Job Center Certification) - Discussion**

The Committee reviewed the process for the job center certification including the timeline for completion and next steps.

**7. Policy Alignment with Substantial Violation and Grievance Policy - Discussion**

The Committee addressed the need to ensure the Council policies are in alignment with the newest policies created regarding substantial violation and the grievance process. The state will review the policies to identify updates that may need to be made to ensure alignment.

**8. Effective Local Boards - Discussion**

The Committee discussed the need for continued collaboration with the WIOA title partners, including the local boards, on the creation of a calendar to track compliance requirements.

**9. Local Board Recertifications and Grievance - Discussion and Vote**

**a. Maricopa 2018 Recertification and Grievance**

**b. 2021 Recertification and Extension Request**

**i. Yuma Membership Waiver Request**

Rachael Tashbook, WIOA Project Specialist, explained the process for the upcoming 2021 Local Board Recertification process including the items that will be reviewed. Rachael explained that three local areas, Yuma, Coconino and the Nineteen Tribal Nations have requested an extension of the deadline to turn in their items to review to be considered for certification. She recommended the Committee approve this extension and explained that the extension would not delay the timeline for approval. Gretchen Kitchel moved approval of the extension as recommended, Drew Thorpe seconded. Motion was approved unanimously.

Rachael Tashbook explained that there was a board membership waiver request received from Yuma County to extend the amount of days they have to fill their vacant labor organization. Rachael recommended that the waiver be extended until July 1st which would coincide with the timeline for board recertification. Gretchen Kitchel moved to approve the waiver request until July 1st, Drew Thorpe seconded the motion. The motion was approved unanimously.

Nancy Meeden, Workforce Policy Manager, gave an update on the grievance that was filed regarding Maricopa County. This grievance had an impact on the 2018 recertification process for Maricopa County. She explained that the petitioners withdrew the grievance with the reason given being the lack of legal counsel. She explained that DES has reached out to the U.S. Department of Labor (DOL) for their review and recommendation on next steps in the grievance process. DES recommended that the Maricopa County Board be recertified pending the grievance outcome does not result in any negating findings. The Committee discussed the grievance process and how the withdrawal does or doesn't effect the standing on the recertification approval. Nancy explained that they are waiting to hear back from DOL with guidance on how to continue through the process and what possible next steps could be.

Gretchen moved to approve the Maricopa County Board 2018 recertification on the condition that the outcome of the grievance does not result in any negating findings. David Martin seconded the motion. The vote for the motion was; Gretchen Kitchel - Aye, David Martin - Aye, Drew Thorpe - Abstain. The motion was approved.

#### **10. Local Plan Review - Discussion and Vote**

Rachael Tashbook explained that there were two local areas who had completed their local plans and was recommending that both Yuma and Santa Cruz local workforce plans be approved with the condition that they provide a final copy once approved by the local Chief Elected Official and the Local Workforce Development Board. Gretchen Kitchel made the motion as recommended. Drew Thorpe seconded the motion. The motion was approved unanimously.

Rachael Tashbook also explained that Maricopa County has presented their local plan for approval. The local plan has been reviewed and was recommended for conditional approval of the Maricopa County local workforce plan with the condition that they provide a final copy, approved by the local chief elected official and local workforce board and pending that the upcoming grievance hearing does not result in any negating findings. Gretchen Kitchel made the motion as recommended. There was no second received on the motion.

#### **11. Adjournment**

Drew Thorpe moved to adjourn the meeting, it was seconded Gretchen Kitchel. The motion passed, meeting adjourned at 2:25 p.m.