



NOTICE AND AGENDA OF MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Maricopa County Workforce Development Board and to the general public that the Maricopa County Workforce Development Board will hold a meeting open to the public on:

Thursday, October 21, 2021 – 9:30 a.m.

GoToMeeting: <https://www.gotomeet.me/MaricopaCountyWDB>
Phone: +1 (872) 240-3212; Access Code/Meeting ID: 167-097-701

The Maricopa County Workforce Development Board may vote to go into executive session, which will not be open to the public, to discuss certain matters including, for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant A.R.S. 38-431.03(A)(3).

The Agenda for the special meeting is as follows:

**Indicates materials attached, please review/read prior to meeting.*

1. Call to order.

2. Roll Call.

3. Welcome and Opening Remarks.

4. Community Impact Statements.

a. Youth Success Story*

Career Advisor Nicole Higdon will read the youth success story.

5. Consent Agenda.

For Possible Action.

The board will consider and vote on the items on the consent agenda. Consent agenda is established to efficiently dispense the business of the MCWDB. These items will not be discussed unless a Member of the Board asks to remove the item from the consent agenda.

- a. Meeting Minutes: August 19, 2021*
 - b. Fiscal Reports*
 - c. Title 1B: PY20 4th Quarter Report*
 - d. Audit Report Update*
 - e. 2022 Arizona@WORK LWDB Recertification Timeline*
-

6. Chairman Report.

7. Information/Discussion Only.

- a. Labor Market and Economic Conditions Update*
 - b. Strategic Planning and Local Area Plan Mid-Cycle Review Update
-

PUBLIC PARTICIPATION AND ACCESS: "The public must be allowed to attend and listen to deliberations and proceedings taking place in all public meetings, A.R.S. § 38-431.01(A); however, Open Meeting Law does not establish a right for the public to participate in the discussion or in the ultimate decision of the public body." Note: Agenda items may be taken out of order

"Equal Opportunity Employer/Program." "Auxiliary aids and services are available upon request to individuals with disabilities." A sign language interpreter, alternative format materials, or infrared assistive listening devices will be made available within 72 hours' notice. Additional reasonable accommodations will be made available to the extent possible within the time frame of the request. Arizona@Work: Maricopa County products and services are made available through federal funding provided by the Workforce Innovation and Opportunity Act (WIOA); serving Employers by aiding job seekers, adults, dislocated workers and youth.

- c. FY23 MCWDB Budget Timeline*
 - d. Service Provider Update
 - e. Mobile Career Center (MCC) Project*
 - f. MCWDB Social Media & Website Overview
 - g. WIOA Overview Training
-

8. Information/Discussion/Possible Action.

- a. FY22 Budget Amendment Recommendation*
-

9. Executive Director Report.*

Informational/Discussion.

10. Committee Reports.

- a. Executive Committee Update
 - b. Youth Committee Update
 - c. Marketing and Outreach Committee Update
 - d. Employer Connection Committee Update
-

11. Call to the Public.

12. Adjourn.

NEXT MEETING: DECEMBER 16, 2021

PUBLIC PARTICIPATION AND ACCESS: "The public must be allowed to attend and listen to deliberations and proceedings taking place in all public meetings, A.R.S. § 38-431.01(A); however, Open Meeting Law does not establish a right for the public to participate in the discussion or in the ultimate decision of the public body." Note: Agenda items may be taken out of order

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Community Impact Statements.

Youth Success Story



Youth Success Story July/2021

In April 2020, Nicolas, age 17, and his father reached out to learn more about the WIOA Youth Program. Nicolas had left High School earlier that year, with no plans to return. However, he was still interested in earning his High School Equivalency (HSE) diploma. Lacking previous work experience, he was also interested in exploring careers and gaining employment.

After several unsuccessful attempts to engage Nicolas in GED studies, Financial Literacy and Labor Market Information services, his Career Advisor, Nicole Higdon, intervened to provide formal mentoring support. Nicole and Nicolas' father also kept in contact and worked together to encourage and support Nicolas with his follow through on assignments.

Not feeling comfortable in a classroom setting, Nicole and Nicolas explored a variety of options for studying for the GED exams, including securing study materials and arranging practice tests to determine when he would be ready to take the final exams. There were stops and starts along the way, however, with consistent follow up, encouragement, clear expectations, and holding him accountable, Nicolas passed all the exams and earned his High School Equivalency diploma on July 1, 2021!

Nicolas contacted Nicole right away to thank her for not giving up on him, and a few weeks later, his father also sent the following email to Nicole:

From: c v
Sent: Monday, July 12, 2021 12:00 PM
To: Nicole Higdon (HSD) <Nicole.Higdon@maricopa.gov>
Subject: Nicolas V

Hello Nicole.

Thank you for helping with this success! Your commitment and encouragement was a big part of this achievement. This is huge for Nicolas moving forward in his life.

I've encouraged Nicolas to look at all possible jobs and or training now so he can see what's out there. Building experience and skills and of course getting an income would be a good next step for him. All you can do to provide assistance towards this direction would be appreciated.

You are truly appreciated for all you have done and not giving up on Nicolas!

Thank you!!

Carlos V



Consent Agenda.

Meeting Minutes

MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

Thursday, August 19, 2021 – 9:30 a.m.

GoToMeeting: <https://www.gotomeet.me/MaricopaCountyWDB>

Phone: +1 (872) 240-3212; Access Code/Meeting ID: 167-097-701

Members Present: Brent Downs, Christine Colon, Christopher Tafoya, Erik Cole, Gregg Ghelfi, Jason Walker, Leah Hill, Loren Granger, Matthew Clark, Matt McGuire, Scott Sudhalter, Shawn Hutchinson, Stan Chavira, Subhash Chandra, Tina Drews
(Note: All members present attended via GoTo meeting)

Members Absent: Bonnie Schirato, Collin Stewart, Marcia Veidmark

MEETING

Call to Order.

Chairman Matt McGuire, called the meeting to order at 9:31 a.m., and requested roll call.

Roll Call.

MCWDB Board Liaison, Deseret Romero took roll. Quorum was present.

Welcome and Opening Remarks.

Chairman Matt McGuire welcomed the Board to the first meeting of the fiscal year.

Chairman McGuire then provided a brief reviewed of the board's vision, values and goals.

The Full Board provided brief introductions of each member.

Community Impact Statements.*

- a. MCWDB Member Story.
Board Member Leah Hill presented her professional business story to the Board.

Consent Agenda.

- a. Meeting Minutes: June 17, 2021.
- b. Monthly Fiscal Report.
- c. One-Stop Center Certification.

Chairman McGuire asked for a motion to approve consent agenda items. Christopher Tafoya made a motion; Gregg Ghelfi seconded the motion.

The Board members briefly discussed the Monthly Fiscal Report - Title 1B funding.

- Differences between allocations vs. budget
- Concerns about potential program cuts
- Request to keep an eye on youth funding trends
- Previous approval of FY22 Budget included the ability to adapt to funding needs.

Roll call vote held:

In favor: Brent Downs, Christine Colon, Christopher Tafoya, Erik Cole, Gregg Ghelfi, Leah Hill, Loren Granger, Matthew Clark, Matt McGuire, Scott Sudhalter, Shawn Hutchinson, Stan Chavira, Tina Drews

Opposed: None

Abstained: None

Motion passed.

Chairman Report.

Chairman McGuire provided an update on the following:

a. **Special Recognition.**

Chairman McGuire announced a special recognition for long-term Human Services Director Bruce Liggett, sharing a few highlights from Mr. Liggett's 50 years of human services leadership. Chairman McGuire also shared with the Board that a plaque would be delivered to Mr. Liggett later that day from the MCWDB.

Mr. Liggett thanked the Board for the recognition and briefly discussed appreciation for the many year of service.

The Board provided additional words of appreciation to Mr. Liggett for his years of service.

b. **Welcome to CJ Williams new Assistant Director of Workforce Development Division.**

Chairman McGuire introduced new Assistant Director of Workforce Development Division, CJ Williams.

Mr. Williams greeted the Board.

c. **Executive Committee Report.**

Chairman McGuire noted that the Executive Committee had recently met and recommended the items listed under agenda item #8 for the Full Board's consideration.

Informational/Discussion Only.

a. **American Rescue Plan Act (ARPA) Presentation.**

Human Services Director Bruce Liggett provided the Board with a brief presentation regarding the ARPA and the specifics related to Maricopa County.

b. Social Media/Maricopa County Arizona@WORK Website Update

c. Strategic Planning

d. WIOA Overview Training

e. Board Member Roles and Responsibilities Training

With agreeance from the Board members, Chairman McGuire deferred items b-e due to time. These items would be heard at a future MCWDB Full Board meeting.

Information/Discussion/Possible Action.

a. **MCWDB 2021 Restructuring Revisions.**

MCWDB Executive Director Steve Clark shared the following changes to the MCWDB 2021 Restructuring revision.

- Replacement of Compliance Committee with the Marketing and Outreach Committee

Chairman McGuire asked for a motion to approve the MCWDB 2021 Restructuring Revisions as presented. Christopher Tafoya made a motion; Gregg Ghelfi seconded the motion.

In favor: Brent Downs, Christine Colon, Christopher Tafoya, Erik Cole, Gregg Ghelfi, Leah Hill, Loren Granger, Matthew Clark, Matt McGuire, Scott Sudhalter, Shawn Hutchinson, Stan Chavira, Tina Drews

Opposed: None
Abstained: None
Motion passed.

b. FY2021-2022 Meeting Schedule Revisions.

MCWDB Executive Director Steve Clark noted that the FY2021-2022 Meeting Schedule revisions mirrored that of the 2021-2022 Restructuring revisions. The only change was that of the Compliance Committee with the Marketing and Outreach Committee.

Chairman McGuire asked for a motion to approve the FY2021-2022 Meeting Schedule Revisions as presented. Loren Granger made a motion; Erik Cole seconded the motion.

In favor: Brent Downs, Christine Colon, Christopher Tafoya, Erik Cole, Gregg Ghelfi, Jason Walker, Leah Hill, Loren Granger, Matthew Clark, Matt McGuire, Scott Sudhalter, Shawn Hutchinson, Stan Chavira, Subhash Chandra, Tina Drews

Opposed: None
Abstained: None
Motion passed.

c. 2021-2022 MCWDB Committee Chairs and Roster Recommendations.

Chairman McGuire thanked the Board members that volunteered to participate on the MCWDB Committee's.

Chairman McGuire asked for a motion to approve the 2021-2022 MCWDB Committee Chairs and Roster Recommendations as presented. Gregg Ghelfi made a motion; Loren Granger seconded the motion.

In favor: Brent Downs, Christine Colon, Christopher Tafoya, Erik Cole, Gregg Ghelfi, Jason Walker, Leah Hill, Loren Granger, Matthew Clark, Matt McGuire, Scott Sudhalter, Shawn Hutchinson, Stan Chavira, Subhash Chandra, Tina Drews

Opposed: None
Abstained: None
Motion passed.

d. FY2021 4th Quarter Report

e. PY2020 Annual Report.

Chairman McGuire thanked the MCWDB staff for preparing the 4th Quarter and Annual Report and shared his appreciation for the quality of work.

Chairman McGuire asked for a motion to approve the FY2021 4th Quarter and PY2020 Annual Report as presented. Matt Clark made a motion; Christine Colon seconded the motion.

In favor: Brent Downs, Christine Colon, Christopher Tafoya, Erik Cole, Gregg Ghelfi, Jason Walker, Leah Hill, Loren Granger, Matthew Clark, Matt McGuire, Scott Sudhalter, Shawn Hutchinson, Stan Chavira, Subhash Chandra, Tina Drews

Opposed: None
Abstained: None
Motion passed.

Call to the Public.

Chairman McGuire made a call for public comment. No one spoke.

Adjourn.

Chairman McGuire adjourned the MCWDB meeting at 11:04 a.m.

**For additional information, contact MCWDB staff at: MCWDB@maricopa.gov*

DRAFT



Consent Agenda.

Fiscal Reports



Maricopa County FY2022 WIOA (BTA) Budget to Actuals

OCTOBER 21, 2021

WIOA FISCAL AGENT-NICOLE FORBES

FY22 WIOA Budget to Actual

Title 1 B Approved Budget \$21,971,657

- In FY22 at minimum \$15,757,336 must be Expended By June 30, 2022
26% Expended as of September 30, 2021

Service Provider(WDD) = \$21,210,273

- Expended YTD as of September 30, 2021
\$ 3,638,346

WDB Approved Budget= \$761,384

- Expended YTD as of September 30, 2021
\$121,634

WIOA Funding by Fiscal Year

County FY2022				
	FY22 Budget	YTD FY21 AS OF 09/30/2021	Balance Remaining	% Spent YTD
ADULT	8,286,807	2,593,788	5,693,019	31%
DISLOCATED WORKER	7,215,075	215,139	6,999,936	3%
YOUTH	6,469,775	1,358,484	5,111,291	21%
Total	21,971,657	4,167,410	17,804,247	19%

Fiscal Agent Updates

- **BFY 2022 Fiscal Monitoring**
 - Nov 8-9, 2021



QUESTIONS?

Contact Information:
Nicole.Forbes@Maricopa.gov

THANK YOU FOR YOUR TIME.



**WORKFORCE DEVELOPMENT BOARD
BUDGET FY 2022
YTD Sept 2021
UNIT 2250**

WDB-FY22	BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	13th close out	YTD EXPENDED	FORECAST	BALANCE	YTD % EXPENDED
TOTAL COSTS	761,384	11,314	56,145	54,175	42,410	40,774	42,364	39,871	38,935	41,743	40,179	41,129	41,129	-	121,634	489,804	261,580	16%
Fund - 222	BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	13th close out	YTD EXPENDED	FORECAST	BALANCE	YTD % EXPENDED
PERSONNEL																		
REGULAR SALARIES	284,114	7,443	40,114	23,852	22,767	23,852	24,936	23,236	22,598	24,512	23,446	24,094	24,094		71,408	284,943	(829)	25%
TOTAL PERSONNEL	284,114	7,443	40,114	23,852	22,767	23,852	24,936	23,236	22,598	24,512	23,446	24,094	24,094	-	71,408	284,943	(829)	25%
FRINGE BENEFITS																		
TAXES	21,735	558	3,011	1,986	1,742	1,825	1,908	1,778	1,729	1,875	1,794	1,843	1,843		5,555	21,891	(156)	26%
RETIREMENT	34,407	930	4,978	2,960	2,825	2,960	3,095	2,884	2,804	3,042	2,910	2,990	2,990		8,868	35,368	(961)	26%
MEDICAL	51,072	2,272	6,816	4,544	4,544	4,544	4,544	4,544	4,544	4,544	4,544	4,544	4,544		13,632	54,528	(3,456)	27%
UNEMPLOYMENT & WORKERS' COMP	312	-	372	-	372	186	186	186	186	186	186	186	186		372	2,234	(1,922)	119%
TUITION REIMBURSEMENT	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	0%
TOTAL FRINGE BENEFITS	107,526	3,760	15,178	9,490	9,483	9,515	9,732	9,391	9,263	9,647	9,433	9,563	9,563	-	28,427	114,020	(6,494)	26%
INDIRECT COSTS																		
INDIRECT COSTS	86,944	-	-	14,762	7,160	7,407	7,696	7,243	7,073	7,583	7,299	7,472	7,472		14,762	81,168	5,776	17%
TOTAL INDIRECT COSTS	86,944	-	-	14,762	7,160	7,407	7,696	7,243	7,073	7,583	7,299	7,472	7,472	-	14,762	81,168	5,776	17%
TRAVEL & TRAINING																		
TRAVEL	12,000	-	-	-	-	-	-	-	-	-	-	-	-		-	-	12,000	0%
TOTAL TRAVEL & TRAINING	12,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12,000	0%
SUPPLIES																		
OFFICE SUPPLIES	2,500	-	-	464	-	-	-	-	-	-	-	-	-		464	464	2,036	19%
EQUIPMENT	5,464	-	-	-	-	-	-	-	-	-	-	-	-		-	-	5,464	0%
POSTAGE	50	-	-	-	-	-	-	-	-	-	-	-	-		-	-	50	0%
TOTAL SUPPLIES	8,014	-	-	464	-	-	-	-	-	-	-	-	-	-	464	464	7,550	6%
CONTRACTUAL																		
ONE STOP OPERATOR	197,036	-	-	3,395	-	-	-	-	-	-	-	-	-		-	3,395	193,641	0%
CONSULTANT	50,000	-	-	-	-	-	-	-	-	-	-	-	-		-	-	50,000	0%
TOTAL CONTRACTUAL	247,036	-	-	3,395	-	-	-	-	-	-	-	-	-	-	-	3,395	243,641	0%
OPERATING SERVICES																		
ASSOCIATION/MEMBERSHIPS	5,750	-	600	2,214	3,000	-	-	-	-	-	-	-	-		2,814	5,814	(64)	0%
LABOR MARKET	1,000	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	0%
PRINTING (COPIER)	6,000	-	-	-	-	-	-	-	-	-	-	-	-		-	-	6,000	0%
CELL PHONES	3,000	111	253	-	-	-	-	-	-	-	-	-	-		364	364	2,636	12%
TOTAL OPERATING SERVICES	15,750	111	853	2,214	3,000	-	-	-	-	-	-	-	-	-	3,178	5,814	(64)	20%
TOTAL COSTS	761,384	11,314	56,145	54,175	42,410	40,774	42,364	39,871	38,935	41,743	40,179	41,129	41,129	-	121,634	489,804	261,580	16%



Maricopa County Final FY2021 & FY2022 WIOA (BTA) Budget to Actuals

SEPTEMBER 16, 2021

WIOA FISCAL AGENT-NICOLE FORBES

Final FY21 WIOA Budget to Actual

Title 1 B Approved Budget \$18,661,610

- In FY21 at minimum \$14,714,015 must be expended
100% Expended as of June 31, 2021

Service Provider(WDD) = \$18,028,442

- Expended YTD as of June 30, 2021
\$ 17,718,473

WDB Approved Budget= \$633,169

- Expended YTD as of June 30, 2021
\$592,373

WIOA Funding by Fiscal Year

County FY2021					
	FY21 Allocation	FY21 Budget	YTD FY21 AS OF 07/30/2021	Balance Remaining	% Spent YTD
ADULT	11,314,756	10,154,631	9,775,351	379,280	96%
DISLOCATED WORKER	5,527,150	1,818,329	1,785,734	32,595	98%
RR	775,326	775,326	775,326	-	100%
YOUTH	6,786,853	5,913,324	5,974,435	(61,111)	101%
Total	24,404,085	18,661,610	18,310,845	350,765	98%

FY22 WIOA Budget to Actual

Title 1 B Approved Budget \$21,971,657

- In FY22 at minimum \$15,757,336 must be Expended By June 30, 2022
15% Expended as of August 31, 2021

Service Provider(WDD) = \$21,210,273

- Expended YTD as of August 31, 2021
\$2,238,977

WDB Approved Budget= \$761,384

- Expended YTD as of August 31, 2021
\$67,459

WIOA Funding by Fiscal Year

County FY2022				
	FY22 Budget	YTD FY21 AS OF 07/30/2021	Balance Remaining	% Spent YTD
ADULT	8,286,807	1,481,248	6,805,559	18%
DISLOCATED WORKER	7,215,075	132,849	7,082,226	2%
YOUTH	6,469,775	692,339	5,777,436	11%
Total	21,971,657	2,306,436	19,665,221	10%

Fiscal Agent Updates

- **No current Updates**



QUESTIONS?

Contact Information:
Nicole.Forbes@Maricopa.gov

THANK YOU FOR YOUR TIME.



Consent Agenda.

Title 1B: PY20 4th Quarter Report

April 2021 -
June 2021

4th Quarter Report



Title 1B: Workforce Development Division

Quarterly Operations Report
Program Year 2020

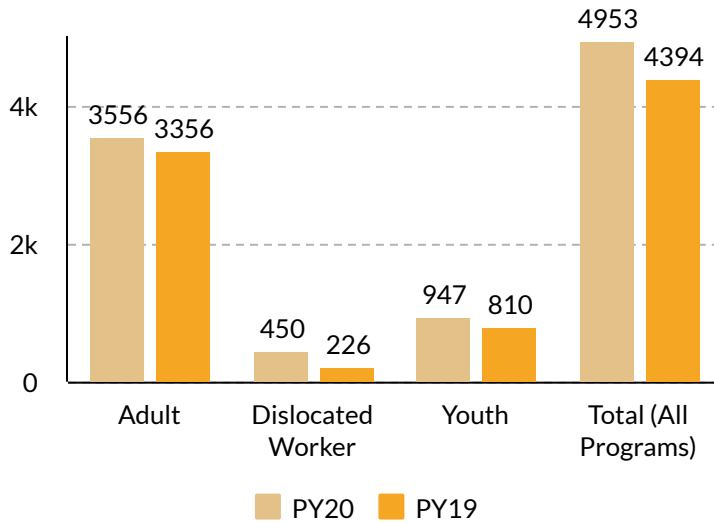
ARIZONA @ WORK™
MARICOPA COUNTY
A proud partner of the [americanJobcenter](#) network



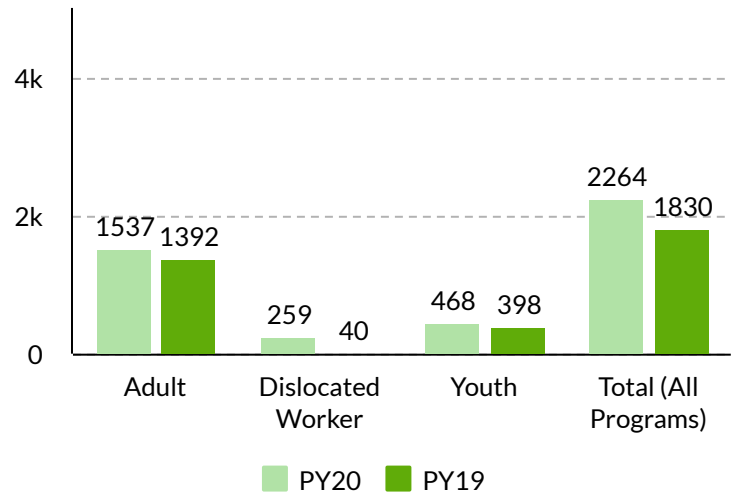
Quarterly Participation

Through the 4th Quarter, the Workforce Development Division served 4,953 participants across the three WIOA Title IB Programs. This represents a year-over-year increase of 13% from PY19. Of those individuals, 2,264 participated in Training Services - **an increase of 24% from the prior year.**

Program Participation

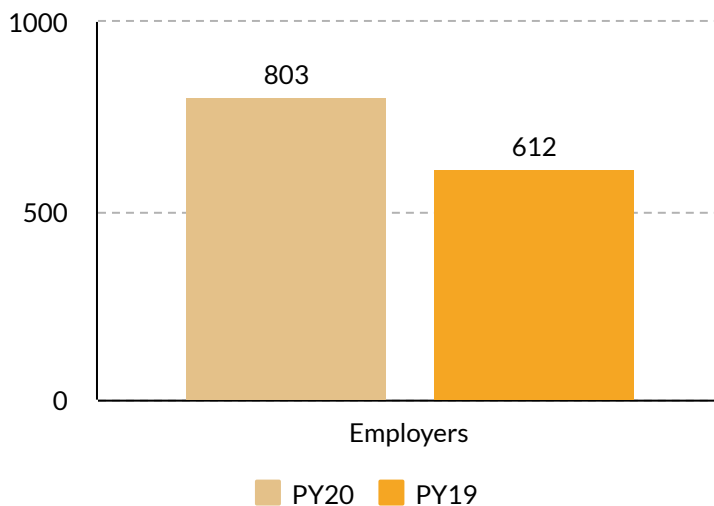


Training Service Participation

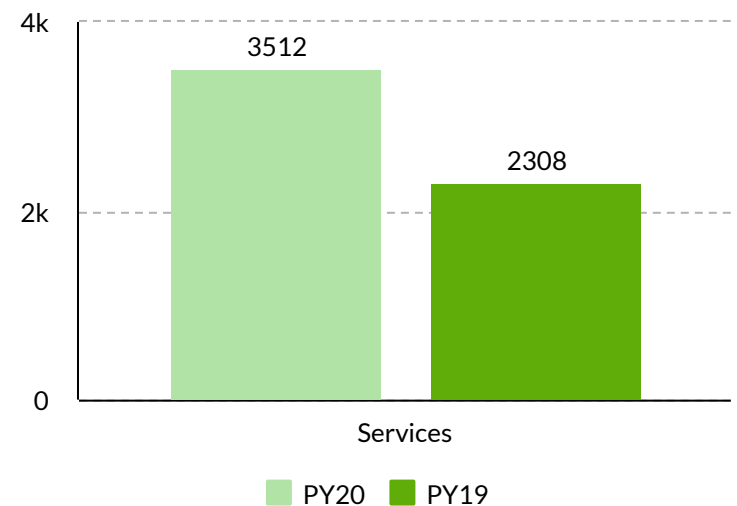


This Program Year, the Business Services team served 803 employers, a year-over-year increase of 31%. **Total services delivered to employers increased by 52%.**

Employers Served



Employer Services



Highlights



24% increase in training service participation



Served 4,953 participants

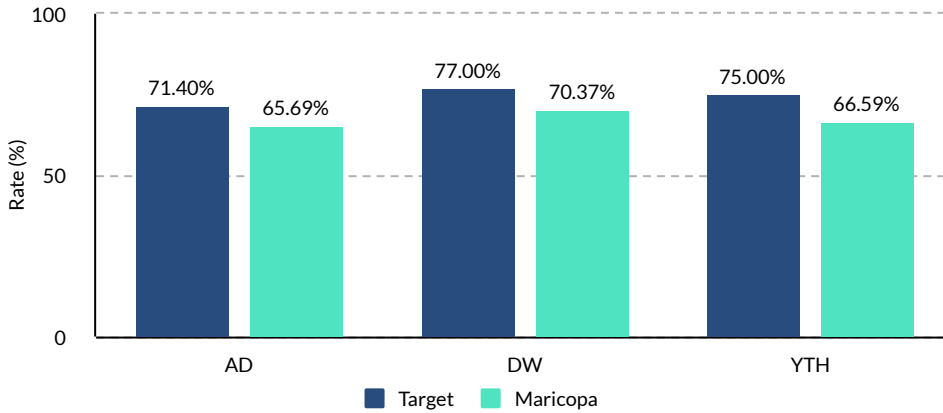


52% increase in services delivered to employers

WIOA Performance

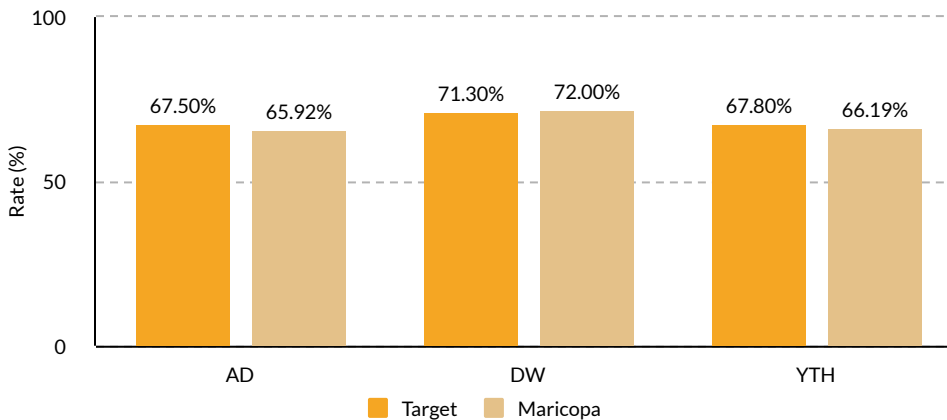
Through the 4th Quarter of PY20, Maricopa County exceeded the negotiated performance levels in 10 of the 15 WIOA Performance Indicators across all Programs. In an additional 4 measures, Maricopa County was within 90% the negotiated target levels.

2nd Quarter Placement Rate



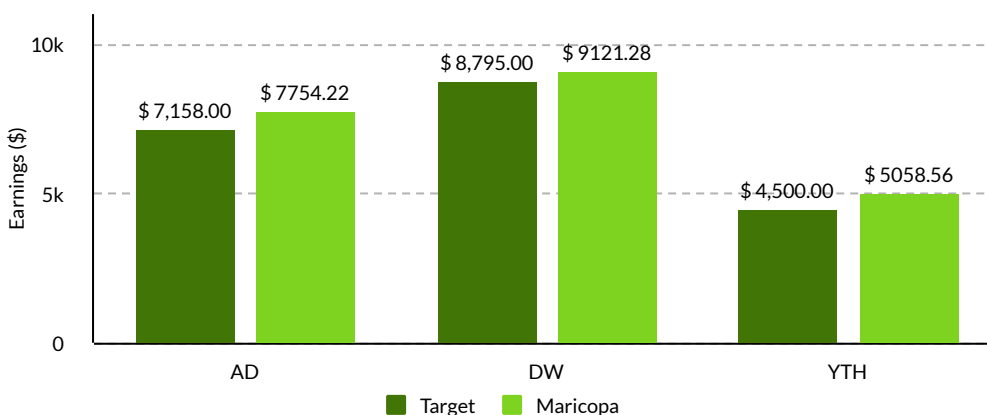
Employment Rate (2nd Quarter After Exit): The percentage of participants who are in unsubsidized employment (or education/training activities for Youth Program participants) during the second quarter after exit from the program

4th Quarter Placement Rate



Employment Rate (4th Quarter After Exit): The percentage of participants who are in unsubsidized employment (or education/training activities for Youth Program participants) during the fourth quarter after exit from the program

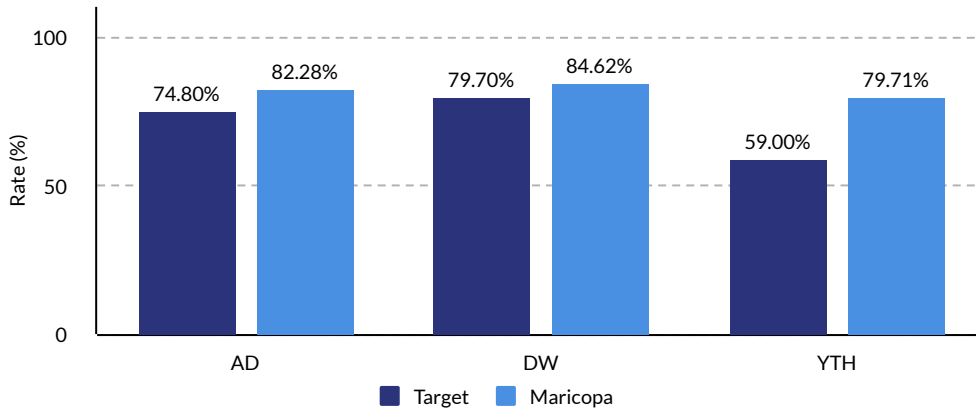
Median Earnings



Median Earnings (2nd Quarter After Exit): The median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program.

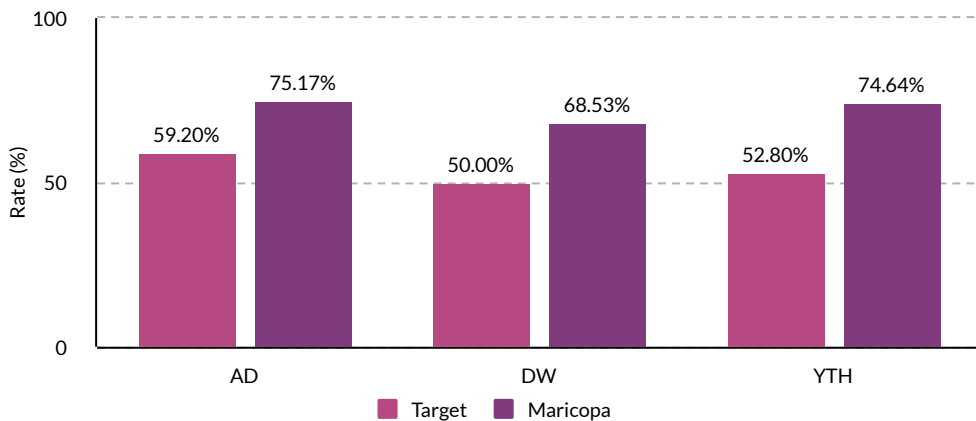
WIOA Performance

Credential Attainment Rate



Credential Attainment: The percentage of those participants enrolled in an education or training program who attain a recognized postsecondary credential or a secondary school diploma/equivalent, during participation in or within one year after program exit.

Measurable Skill Gains



Measurable Skill Gains: The percentage of program participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress, towards such a credential or employment.

Highlights



Meeting or Exceeding 14 Measures



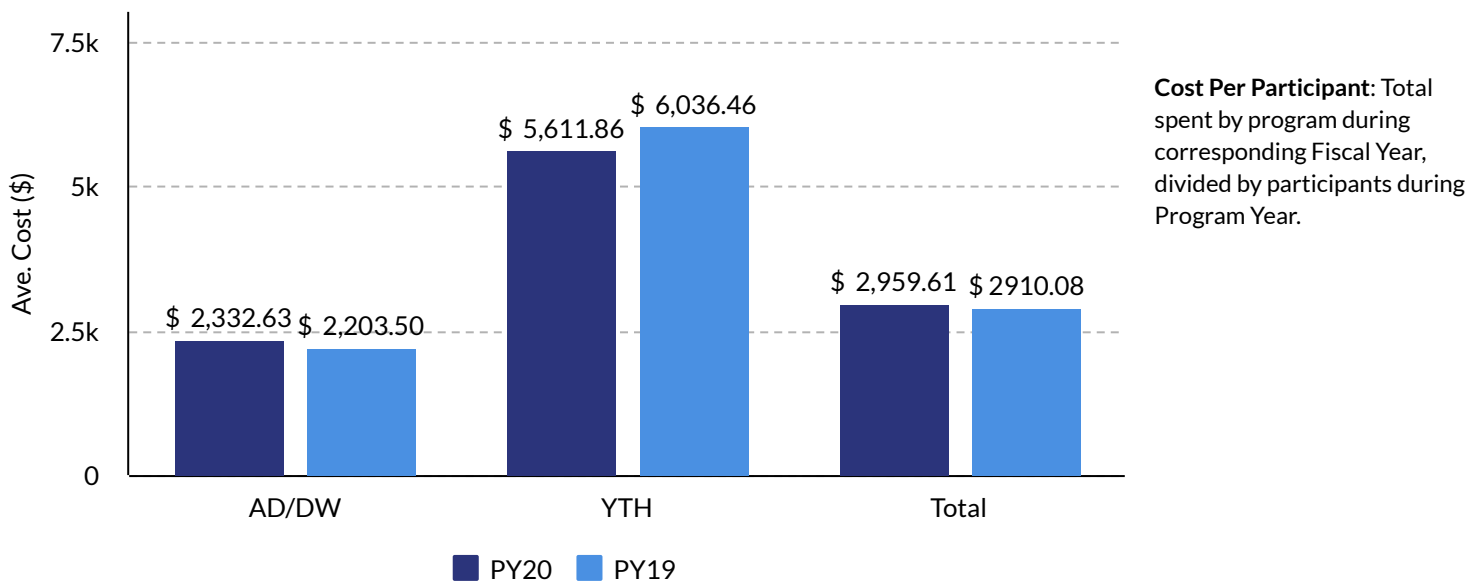
Statewide leader in Credential Attainment and Skill Gains

Cost Per Participant

While program participation increased across all WIOA Title IB programs in PY20, cost-per-participant averages remained steady when compared to PY19. Across all programs, this figure increased by 2%.

This indicates that the level of investment in Maricopa County residents did not significantly change from the prior year, despite the disruption in the labor market and dramatic increase in program participation - specifically in training service participation.

Average Cost Per Participant





Consent Agenda.

Audit Report Update



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

Douglas A. Ducey
Governor

Michael Wisehart
Director

September 15, 2021

Maricopa County LWDA
301 W. Jefferson St. 9th Floor
Phoenix, AZ 85003

RE: RESPONSE TO FINDINGS & OBSERVATIONS CLOSURE LETTER

Dear Mr. Steve Clark

This is in response to the communication received September 15, 2021 regarding the programmatic monitoring desk review for ARIZONA@WORK Maricopa County Local Workforce Development Area (LWDA) for the Workforce Innovation Opportunity Act (WIOA) Title IB Program for PY-2021.

The clarification submitted for the *findings* identified has been accepted. With the receipt of this letter, please be advised that the review is considered closed.

On behalf of the Quality Assurance and Integrity Administration (QAIA) WIOA Section, thank you for the cooperation and assistance provided by yourself and your staff during the review process.

If you have any questions, feel free to contact me directly at (480) 364-1573 or troyhawthorne@azdes.gov.

Sincerely,

Troy Hawthorne
WIOA Program Auditor
Quality Assurance & Integrity Administration

cc: Nancy Avina, MCWDB Management Analyst
Kennedy Riley, MCWDB Management Analyst
Deseret Romero, Workforce Development Board Liaison
Matt McGuire (LWDB) Chair
Stacey Anderson, Audit Manager (QAIA)
Melissa Pearl Moore, Audit Supervisor (QAIA)



Consent Agenda.

2022 Arizona@WORK LWDB Recertification Timeline



2022 ARIZONA@WORK LWDB RECERTIFICATION

Due to DES January 2023 (8/24/21 WAC)

LWDB Certification: Is required every two years.							
Action Steps	Resources	Start	Target End	Legal Review Required	Exec. Comm. Approval	MCWDB Approval	BOS Approval
Receive LWDB recertification template with requirements and timeline (projecting that LWDB recertifications will be due by January 2023)	DES and/or WAC	02/01/2022 TBD	October 2023				
1. LWDB Membership Roster (Verify and submit Local Board Membership Composition)	Board Staff	08/01/2022	08/30/2022	N	Aug. 2022	Aug. 2022	October 2022
2. List of Standing Committees and Standing Committee Members	Board Staff	08/01/2022	08/30/2022	N	Aug. 2022	Aug. 2022	October 2022
3. Bylaws (review and modification)	Board Staff	09/01/2021	12/31/2021	Y	Jan. 2022	Feb. 2022	April 2022
4. Shared Governance Agreement with Org. Chart	Board Staff	09/01/2021	12/31/2021	Y	Jan. 2022	Feb. 2022	April 2022
5. Service Provider Agreement	Board Staff	NA	Current agreement expires in 2023	NA	NA	NA	NA
6. OSO Agreement & Procurement	Board Staff	11/01/2022	01/01/2022	Y	Jan. 2022	Feb. 2022	March 2022
7. Local Area Plan (mid-cycle report)	Consultant TBD	10/1/2021	1/31/2022	N	Jan. 2022	Feb. 2022	March 2022
8. MOU/IFA Updated	Board Staff & Partners	01/1/2022	02/01/2022	Y	March 2022	April 2022	May 2022



2022 ARIZONA@WORK LWDB RECERTIFICATION

Due to DES January 2023 (8/24/21 WAC)

Action Steps	Resources	Start	Completion Target	Legal Review Required	Exec. Comm. Approval	MCWDB Approval	BOS Approval
9. Policy Development <ul style="list-style-type: none"> • Conflict of Interest • Training Services Policy • Work-Based Training Policy • Monitoring and Oversight Policy 	Board Staff	10/01/2021	02/02/2022	Y	March 2022	April 2022	May 2022
10. LWDB Oversight	Board Staff	06/01/2022	07/01/2022	TBD	Aug. 2022	Aug. 2022	Sept. 2022
11. LWDB Management of Funds	Board Staff	06/01/2022	07/01/2022	TBD	Aug. 2022	Aug. 2022	Sept. 2022
12. Submit LWDB recertification documents to DES	Board Staff		12/01/2022				
13. Preliminary review by State and Local Boards to respond to feedback	DES	01/30/2023	TBD				
14. Final changes to DES for feedback	Board Staff			TBD	TBD	Mar. 2023? TBD	April 2023 TBD
15. (WAC) Performance Excellence Committee will review the Re-Certification documents and recommend approval, partial approval, or denial to the Workforce Arizona Council.	WAC	TBD	TBD				
16. Final changes to DES Feedback	Board Staff			TBD	TBD	Mar. 2023? TBD	April 2023? TBD



Information/Discussion Only.

Labor Market and Economic Conditions Update

October 21, 2021

Arizona Economic Updates

Sam Briggs, Economist



Topics

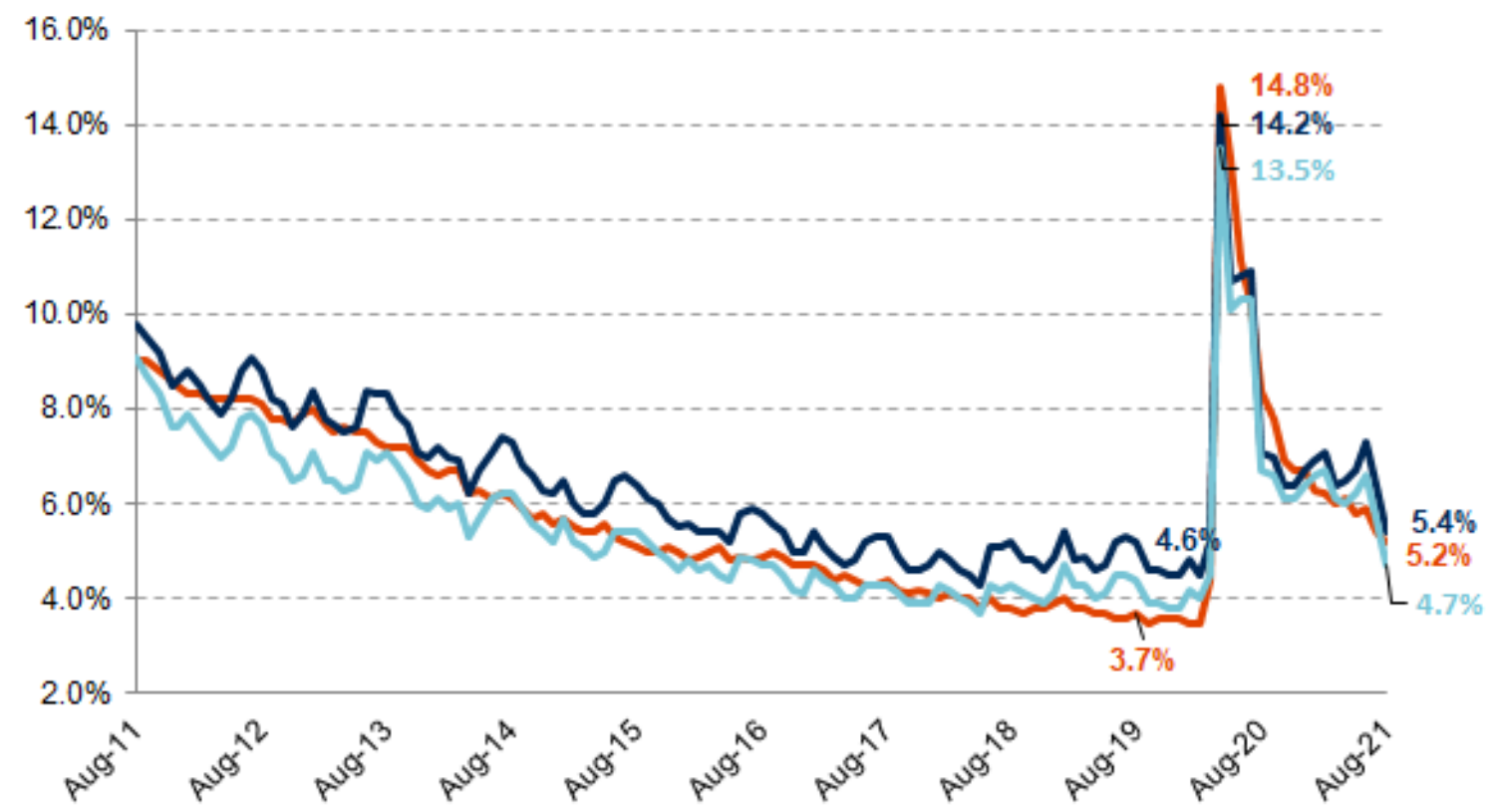
- Road to recovery for Arizona and Maricopa County
 - Unemployment Rate & Labor Force Trends
 - Recovery Over Pandemic
 - In-demand industry recovery

Impacts of the COVID-19 Pandemic on Maricopa County

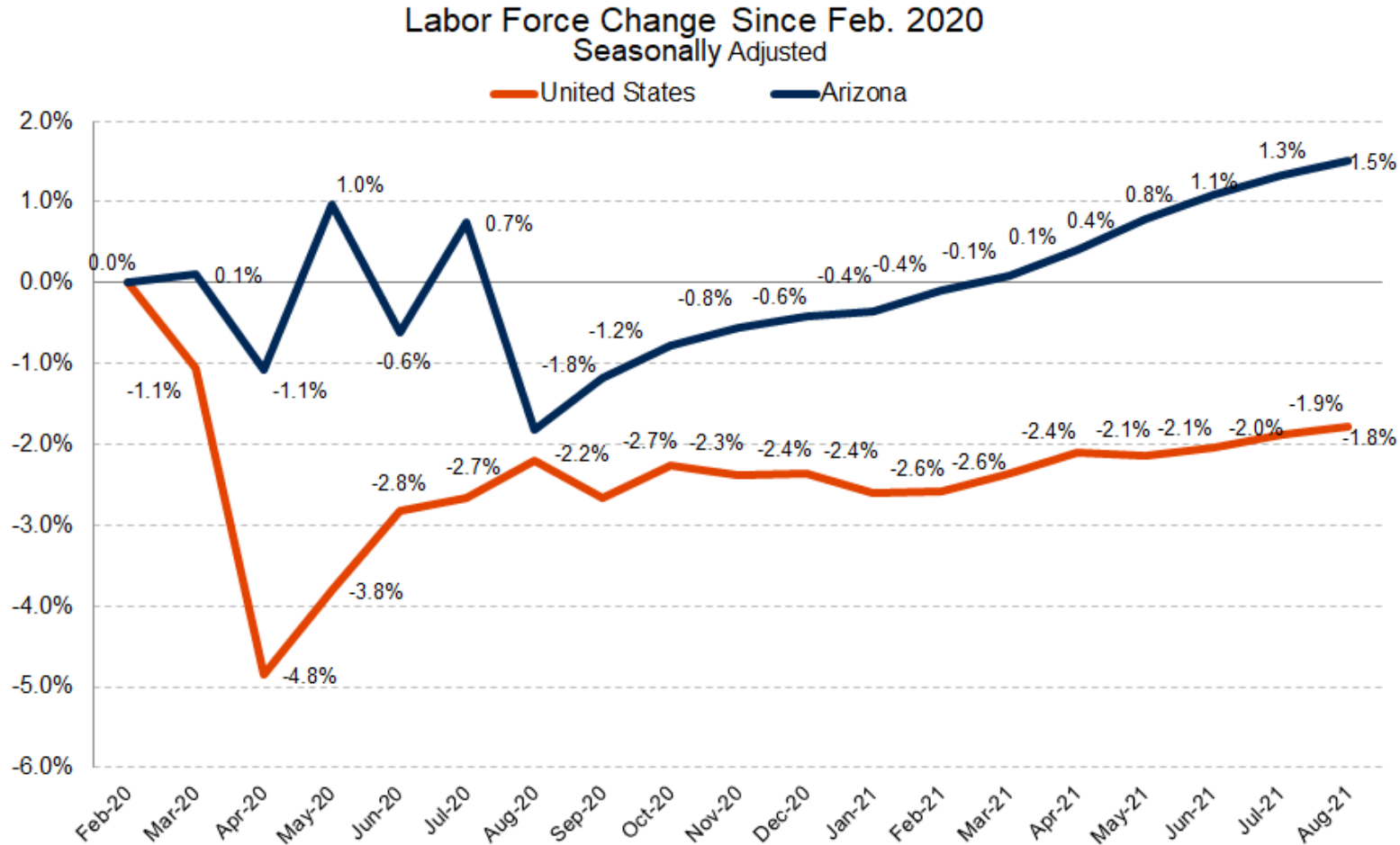
- Nonfarm employment dropped by 222,500 jobs (-11.6%) in one month (Mar. '20 to April. '20)
- The unemployment rate jumped from 4.5% to 13.5% in one month (Mar. 20 to Apr. '20)
- The labor force declined by 31,517 individuals from Mar. '20 to Aug. '20

Unemployment Rate Non-Seasonally Adjusted

— U.S. — AZ — Maricopa County



Labor Force Comparison

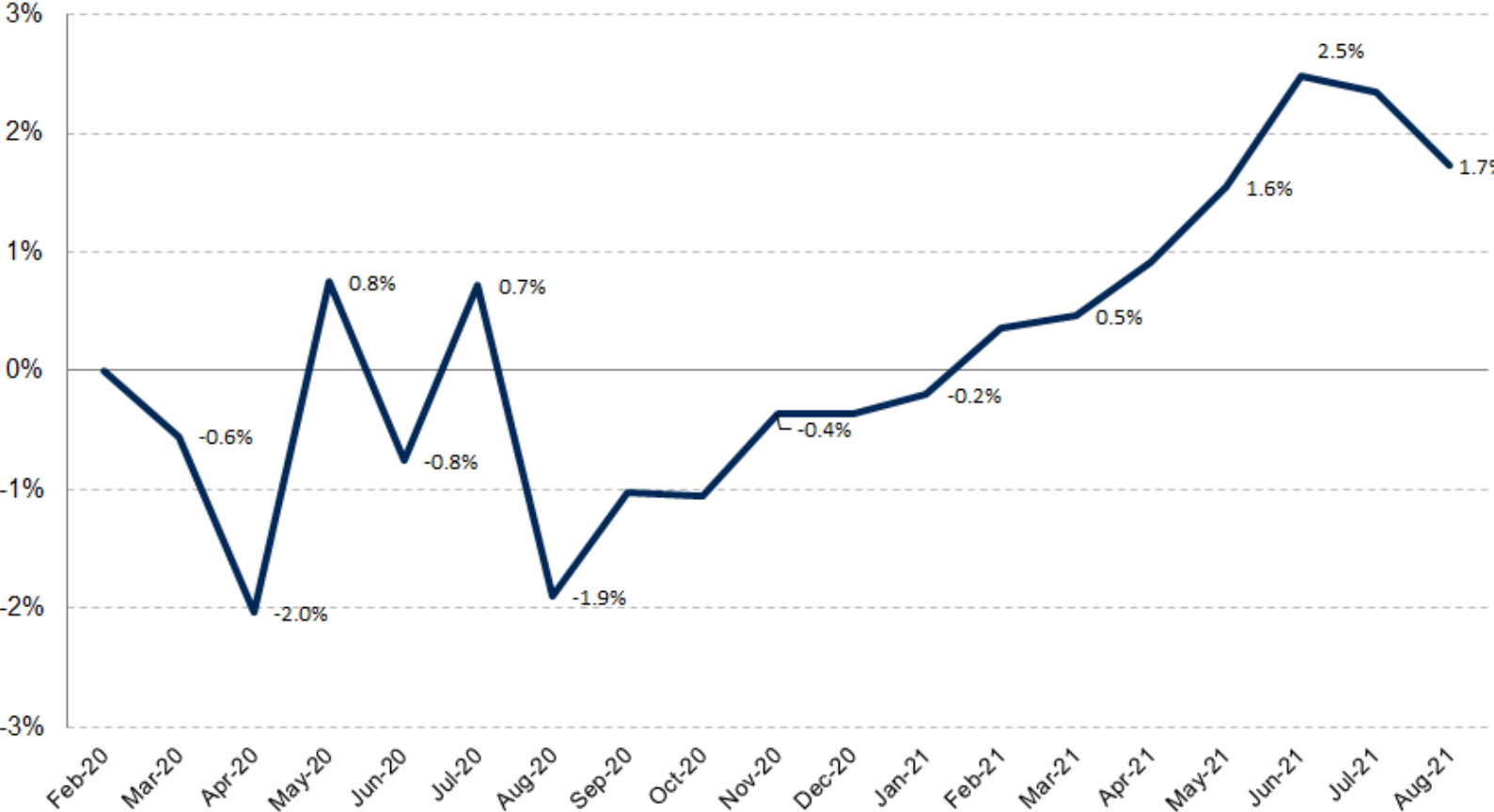


Source: Produced by the Arizona Office of Economic Opportunity in cooperation with the U.S. Dept. Of Labor, Bureau of Labor Statistics

- The Arizona labor force has grown by 53,943 people (1.5%) since Feb. 2020
- The U.S. labor force has declined by 2,911,000 people (-1.8%) since Feb. 2020

Labor Force

Maricopa County Labor Force Change Since Feb. 2020
Non-Seasonally Adjusted

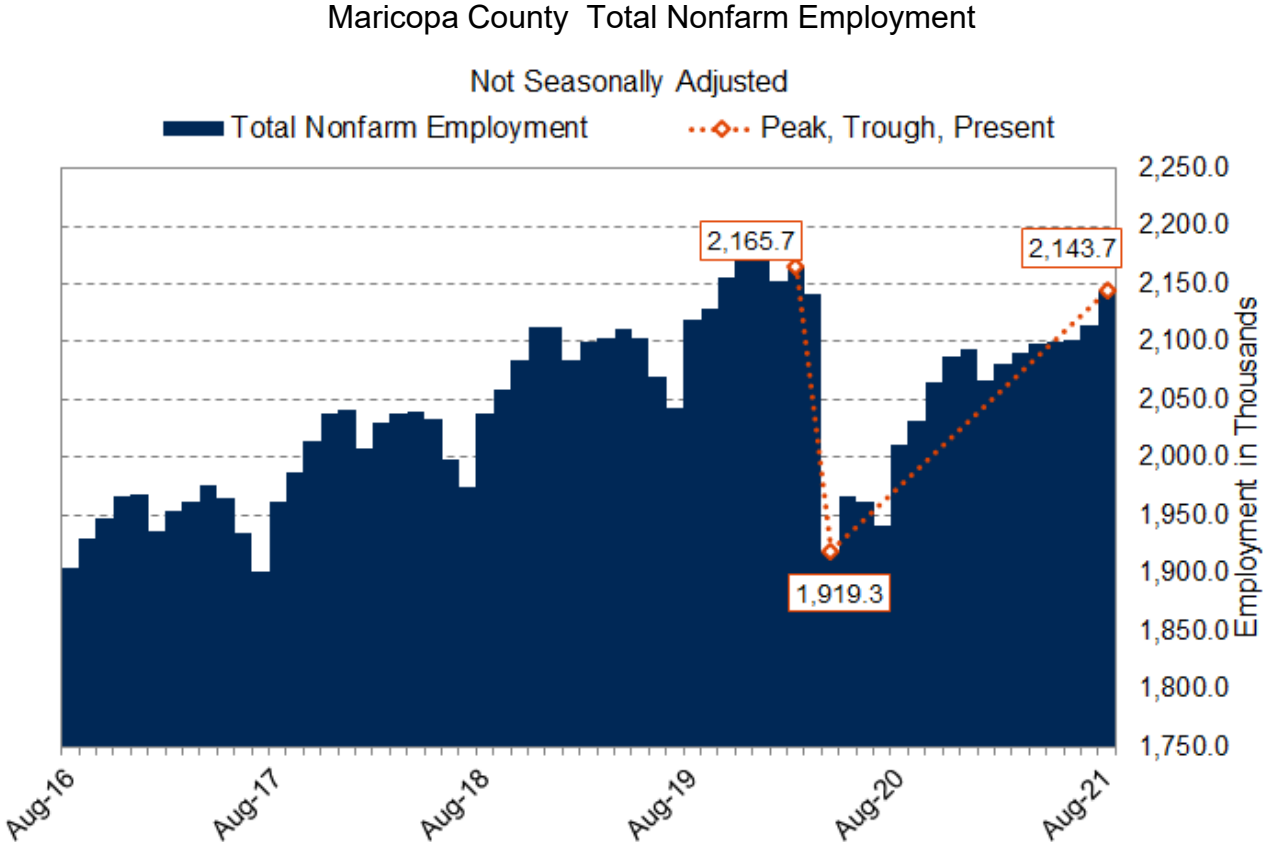


The Maricopa County labor force has increased by 40,607 people (1.7%) since Feb. 2020

Source: Produced by the Arizona Office of Economic Opportunity in cooperation with the U.S. Dept. Of Labor, Bureau of Labor Statistics



COVID-19 Pandemic Impact



Source: Produced by the Arizona Office of Economic Opportunity in cooperation with the U.S. Dept. of Labor, BLS

Since April 2020, 91% of the pandemic job losses have been recovered

Maricopa County Job Gains and Losses from Feb. '20 to Aug. '21

Non-Seasonally-Adjusted; In Thousands

Sector	Jobs Lost	Jobs Recovered	Percent Recovered
Education and Health Services	35.5	37.5	106%
Financial Activities	4.0	5.0	125%
Information	5.2	0.5	10%
Leisure & Hospitality	98.2	73.9	75%
Manufacturing	5.1	5.7	112%
Mining and Construction	4.2	4.5	107%
Other Services	23.9	14.4	60%
Professional & Business Svcs	29.7	37.2	125%
Trade, Transportation & Utilities	36.0	57.0	158%
Government	61.7	45.8	74%
Private Sector	240.6	234.5	97%
Total Nonfarm Employment	246.4	224.4	91%

Source: Arizona Office of Economic Opportunity in cooperation with the U.S. DOL BLS

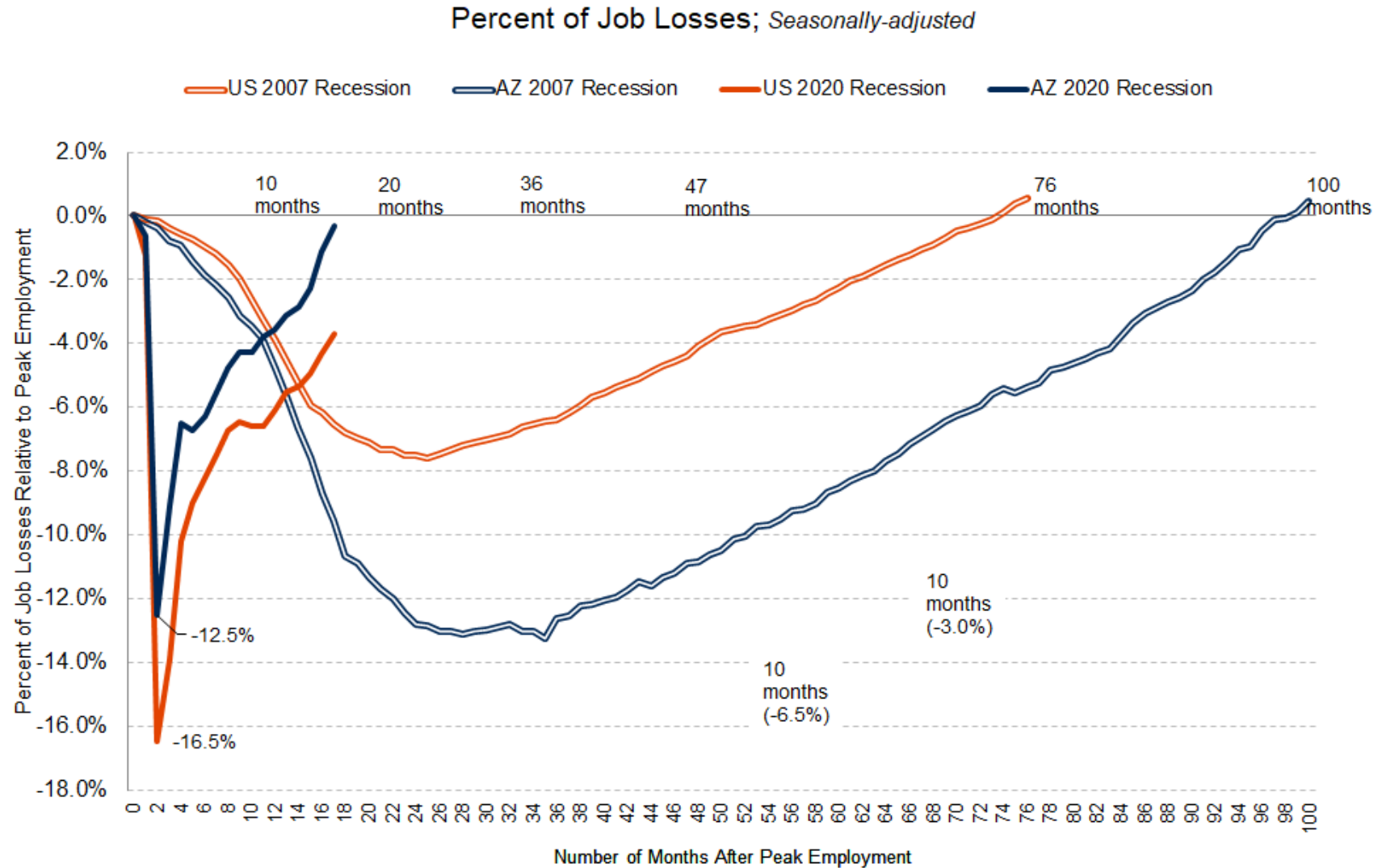
Job Gains and Losses from Feb. '20 to Aug. '21

Seasonally-Adjusted; In Thousands

Sector	Arizona Percent Recovered	U.S. Percent Recovered
Trade, Transportation & Utilities	165%	87%
Financial Activities	122%	90%
Professional & Business Svcs	109%	80%
Education and Health Services	105%	68%
Other Services	98%	87%
Construction	91%	79%
Manufacturing	88%	73%
Leisure & Hospitality	83%	79%
Natural Resources & Mining	80%	54%
Information	19%	53%
Government	43%	48%
Private Sector	101%	79%
Total Nonfarm Employment	97%	76%

Source: Arizona Office of Economic Opportunity in cooperation with the U.S. DOL BLS

Recession Comparison



Maricopa County Job **Losses** from Feb. '20 to Aug '21

Non-Seasonally-Adjusted; In Thousands

Industry¹	Jobs Lost	Percent of Industry Lost
Information	5.2	13%
Education and Health Services	35.5	10%
Manufacturing	5.1	2%
Financial Activities	4	3%
Mining and Construction	4.2	9%
Trade, Transportation & Utilities	36	4%
Total In-Demand	90	7%
Total Not In-Demand²	237.7	11%

Source: Arizona Office of Economic Opportunity in cooperation with the U.S. DOL BLS

1 Most selected industries were only available at the supersector level for this analysis

2 Any industry not designated as In-Demand is included in this category

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Maricopa County Job **Gains** from Feb. '20 to July '21

Non-Seasonally-Adjusted; In Thousands

Industry ¹	Jobs Recovered	Percent of Lost Jobs Recovered
Information	0.5	10%
Education and Health Services	37.5	106%
Manufacturing	5.7	112%
Financial Activities	5	125%
Mining and Construction	4.5	107%
Trade, Transportation & Utilities	57	158%
Total In-Demand	110.2	122%
Total Not In-Demand²	232.4	71%

Source: Arizona Office of Economic Opportunity in cooperation with the U.S. DOL BLS

1 Most selected industries were only available at the supersector level for this analysis

2 Any industry not designated as In-Demand is included in this category

Summary

- As of August 2021, 224,400 jobs (91%) have since been recovered from April 2020.
- The labor force has fully recovered, and continues to increase beyond pre-pandemic levels.
- In-demand industries were more resilient during the pandemic.
 - They have also had stronger recovery rates than non in-demand industries.



Information/Discussion Only.

FY23 MCWDB Budget Timeline



ARIZONA@WORK MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

Fiscal Year 2023 BUDGET TIMELINE (Fiscal Year July 1-June 30)

Action Steps	Resources	Target Start	Target Completion	Deadline
Review FY22 Budget and consider adjustments for FY23	Executive Director	September	October 1	November 1
<ul style="list-style-type: none"> • Prepare preliminary FY23 Budget • Discuss preliminary budget with WDB staff • Make any necessary adjustments to preliminary budget 	Executive Director/Board Staff	September	October 1	November 1
Review preliminary FY23 Budget with ACM and Board Chair (Make any necessary adjustments)	Executive Director	October	October 15	NA
Submit preliminary FY23 budget to fiscal agent for compliance review (Make any necessary adjustments)	Executive Director/Board Liaison	October 15	November 1	January 1
Present FY23 Budget to Executive Committee for approval	Executive Director/Fiscal Agent		November 18	Not required in SGA
Submit approved (tentatively by Executive Committee) FY23 Budget to ACM	Executive Director	November 18	November 19	December 1-SGA
Present FY23 Budget to Full WDB for approval	Executive Director/Fiscal Agent		December 16	Not required in SGA
Fiscal agent submits FY23 Budget (within HSD budget) to Budget Office	Fiscal Agent	January	TBD	Last week in January (typical)
FY23 Budget goes through County budget process		February	May	TBD
Proposed to BOS for final approval	BOS			June-SGA



Information/Discussion Only.

Mobile Career Center (MCC) Project

INNOVATING PRACTICE: A CASE FOR A MOBILE CAREER CENTER

October 21, 2021

Nancy Avina and Kennedy Riley, Management Analysts



The Case/Need

- How do we maximize services to our most vulnerable and in need populations?
 - Veterans
 - Single parents
 - Out of school Youth
 - Low-Income individuals
 - State Benefit individuals
 - Justice Involved
 - Homeless individuals
 - Individuals impacted by the Pandemic



Maricopa County Statistics

- Nation's 4th largest county in terms to population at 4,420,568 making up more than half of Arizona's population!
- Covers 9,224 square miles, that's larger than 4 U.S. States!
- Includes 24 cities and towns and several unincorporated communities

Maricopa County's Top 10 Employers!

Maricopa County

 **57,023**

Business Locations
with 5 or more Employees

 **39,278**

Employers
with 5 or more Employees

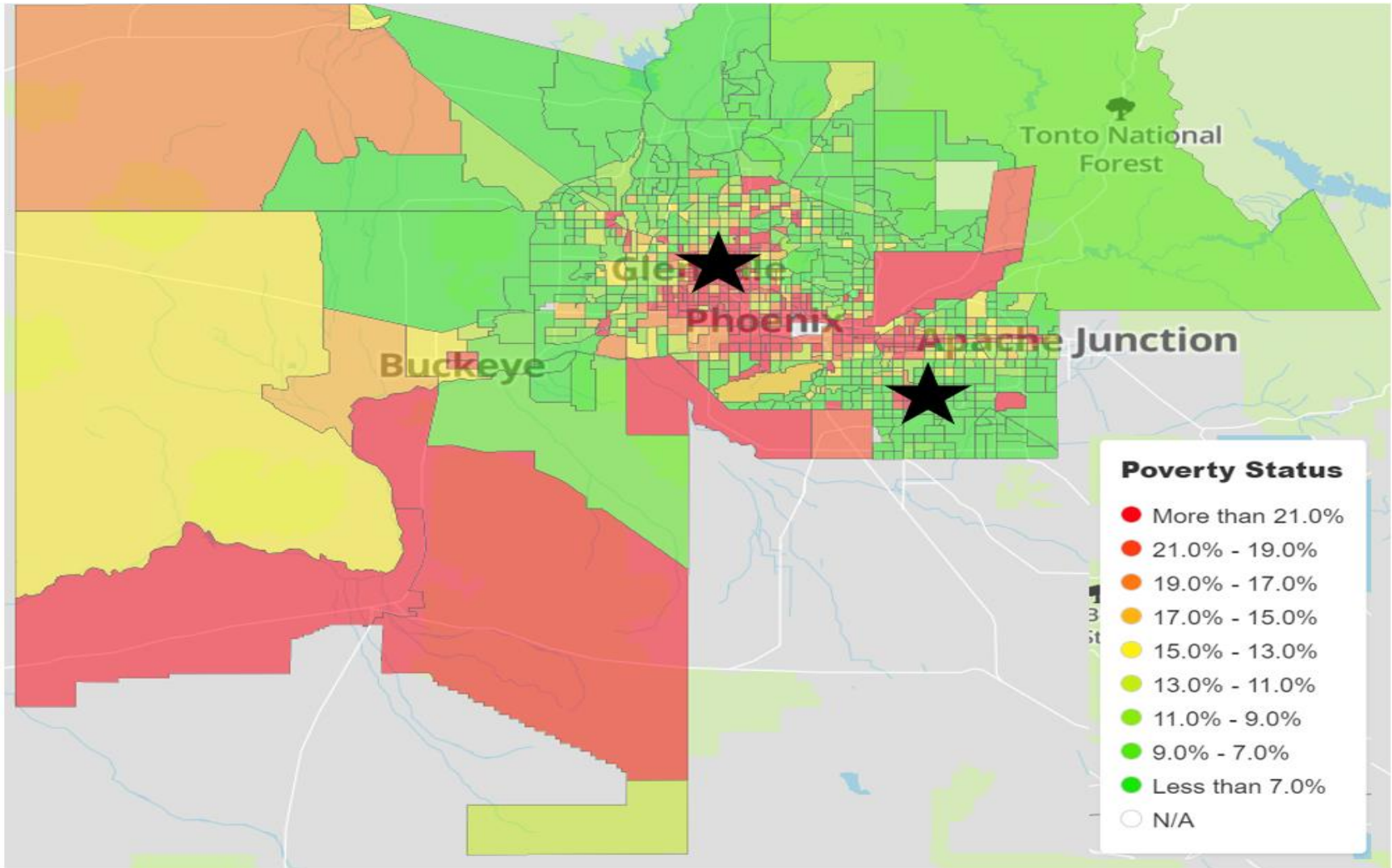
 **1,672,430**

Jobs
at Locations with 5 or more Employees

Employer Name	Locations	Jobs
Banner Health	104	27,650
State of Arizona	268	23,950
Walmart	61	16,870
Frys Food Stores	94	15,170
Wells Fargo	171	13,790
Maricopa County	148	13,350
City of Phoenix	137	12,190
Intel Corporation	3	11,410
Arizona State University	6	10,950
HonorHealth	25	9,430

***2019 data**

Maricopa County Poverty Map



The Solution

- More and more areas are converting brick and mortar buildings into mobile career centers
- Mobile Service Delivery has proven to be an effective trend in workforce development.
- Mobile career centers provide access to technology, career exploration ([Transfr VR](#)), workforce services, employers and more!



Job Seeker Benefits

- ✓ Overcomes barriers by bringing services into our communities
- ✓ Increased community engagement and reach
- ✓ Increased WIOA enrollment and utilization of resources
- ✓ Increased stronger partnerships
- ✓ Form of marketing
- ✓ Increased awareness of ARIZONA@WORK
- ✓ Greater access to support services for the most vulnerable and underserved
- ✓ Bridging skills gaps inside of communities most in need
- ✓ Career Fair Presence (high schools and trades)

Employer Benefits

- ✓ Develop stronger and more effective linkages and partnerships to support Employer utilization of the workforce development system
- ✓ Meet the individual needs of employers and continue to support economic growth in Maricopa County.
- ✓ Increased awareness of ARIZONA@WORK Employer services
- ✓ Bringing services to employer locations including soft skills training and career pathway development,
- ✓ Onsite candidate pre-screening, Interviewing and recruitment assistance
- ✓ Onsite rapid response for lay-off aversion and more!

Potential Partners

- Air Force Base and Veteran Affairs
- HSD Divisions (Head Start, CAP)
- DES (TANF, AHCCCS, Food Stamps) Offices
- Apprenticeship Programs
- Community Colleges
- K-12 Education Institutions
- Libraries
- Maricopa County Cities, Towns and Community Centers
- Job Fairs, Community Fairs & Events
- Shelters (Domestic Violence and Homeless)
- Justice System (Parole/Probation/Juvenile)
- Foster Care System (Group homes)
- Community and Non-profit agencies

Calendar (One-on-One Appointments)

October 17 - October 23

	SUN	MON	TUE	WED	THU	FRI	SAT	
<	17	18	19	20	21	22	23	>
10:00 am 45 min		Mobile Unit Career Exploration			2 spots available			Book Now
11:00 am 45 min		Mobile Unit Resume Assistance			2 spots available			Book Now
1:00 pm 45 min		Mobile Unit WIOA Enrollment			2 spots available			Book Now
2:00 pm 45 min		Mobile Unit Interview Preparation			2 spots available			Book Now
3:00 pm 45 min		Mobile Unit Career Exploration			2 spots available			Book Now

Monthly Calendar

Week Of	Monday	Tuesday	Wednesday	Thursday	Friday
10/18-10/22	Avondale Civic Center Library 11350 W. Civic Center Dr. Avondale, AZ 85323	Adult Probation Office	Gila Bend Library 777 N Logan Ave Gila Bend, AZ 85337	Rapid Response Event	El Mirage Public Library 14011 N 1st Ave El Mirage, AZ 85335
10/25-10/29	Job Fair/Event (West Valley)	Apache Junction Public Library 1177 N Idaho Rd Apache Junction, AZ 85119	Juvenile Probation Office	Chandler Public Library 22 S Delaware St Chandler, AZ 85225	PPEP Inc 811 E Riley Dr #1 Avondale, AZ 85323
11/1-11/5	Buckeye Public Library 21699 W Yuma Rd #116 Buckeye, AZ 85326	Community College	Tolleson Public Library 9555 W Van Buren St Tolleson, AZ 85353	Luke Airforce Base 14185 Falcon St Luke AFB, AZ 85309	Catholic Charities 7400 W. Olive Avenue #10 Peoria, AZ 85345
11/8-11/12	Employer Event	Youngtown Public Library 12035 N Clubhouse Square Youngtown, AZ 85363	Guadalupe Library 9241 S Avenida del Yaqui Guadalupe, AZ 85283	Job Fair/Event (East Valley)	Litchfield Park Library 101 W Wigwam Blvd Litchfield Park, AZ 85340
11/15-11/19	Cesar Chavez Library 3635 W Baseline Rd Laveen Village, AZ 85339	Rio Salado Community College 2323 W 14th St Tempe, AZ 85281	Goodyear Library 14455 W Van Buren St C-101 Goodyear, AZ 85338	Employer Event	A New Leaf 8581 N 61st Ave A Glendale, AZ 85302

Overcoming Pandemic Related Barriers

- Loss of Careers/Jobs
- Loss of Housing
- Childcare
- Loss of head of household (Displaced homemakers, Dislocated workers)
- Increased access to services in a safe and comfortable environment (high risk COVID population)
- Bridging skills gaps resulting from the Pandemic (Job Seeker and Employer)
- Provide additional services to low-income populations brought forth by the pandemic



<https://www.oconestop.com/mobile-unit>



<https://www.dws.arkansas.gov/programs/dislocated-worker-taskforce/>

❖ Texas

- <https://www.wfscameron.org/mobile-unit-employers/>
- <https://wspanhandle.com/about/mobile-career-services/>

❖ Tennessee

- <https://www.tn.gov/workforce/jobs-and-education/job-search1/mobile-american-job-centers.html>

❖ Florida

- <https://thebluepaper.com/help-is-on-the-way-rebuild-florida-mobile-bus-in-the-keys-this-week/>

❖ Georgia

- <http://www.careerdepot.org/mcc.html>

❖ Kansas

- <https://www.kansascommerce.gov/2020/01/governor-kelly-unveils-new-kansasworks-mobile-workforce-center/>

❖ Illinois

- <https://www.jobs4people.org/job-seekers/mobile-workforce-center/>

❖ Ohio

- <https://thejobcenter.org/job-seekers/mobile-workforce-unit/> (360-tour)

Funding

- Projected Costs \$360,000 per mobile career center.
 - Projected Maintenance Costs: \$15,000 annually per unit
- Funding Avenues
 - WIOA
 - Other grants (rural community grant, ARPA)
- Return on Investment
 - Increased access to services and enrollments
 - Increased vulnerable population awareness
 - Increased partnerships
 - Marketing on wheels
 - Pandemic relief

Other Factors

- Safety (social distancing, protocols)
- Insurance and licenses
- Maintenance and storage
- Coordination with Service Provider
 - Additional Staffing needed
- Community Input

Discussion...

Thoughts? Questions?





Information/Discussion/Possible Action.

FY22 Budget Amendment Recommendation

MCWDB FY22 Budget Amendment Recommendation

Amendment Summary

WDB-FY22	APPROVED BUDGET	RECOMMENDED BUDGET AMENDMENT
TOTAL COSTS	\$761,384	\$847,477
Fund - 222 Budget		
PERSONNEL		
TOTAL PERSONNEL	\$284,114	\$285,090
FRINGE BENEFITS		
TOTAL FRINGE BENEFITS	\$107,526	\$119,201
INDIRECT COSTS		
TOTAL INDIRECT COSTS	\$86,944	\$86,100
TRAVEL & TRAINING		
TOTAL TRAVEL & TRAINING	\$12,000	\$24,000
SUPPLIES		
TOTAL SUPPLIES	\$8,014	\$26,050
CONTRACTUAL		
TOTAL CONTRACTUAL	\$247,036	\$287,036
OPERATING SERVICES		
TOTAL OPERATING SERVICES	\$15,750	\$20,000
TOTAL COSTS	\$761,384	\$847,477

MCWDB FY22 Budget Amendment Recommendation

Amendment Breakout

WDB-FY22	APPROVED BUDGET	BUDGET AMENDMENT	DIFFERENCE	JUSTIFICATION
TOTAL COSTS	\$761,384	\$847,477	\$86,093	
Fund - 222 Budget				
PERSONNEL				
REGULAR SALARIES	\$284,114	\$285,090	\$976	Adjusted performance pay per fiscal agent
TOTAL PERSONNEL	\$284,114	\$285,090	\$976	
FRINGE BENEFITS				
TAXES	\$21,735	\$21,809	\$74	Benefit cost update (increased FY22 benefits)
RETIREMENT	\$34,407	\$35,380	\$973	Benefit cost update (increased FY22 benefits)
MEDICAL	\$51,072	\$54,528	\$3,456	Benefit cost update (increased FY22 benefits)
UNEMPLOYMENT & WORKERS' COMP	\$312	\$2,234	\$1,922	Benefit cost update (increased FY22 benefits)
TUITION REIMBURSEMENT	\$0	\$5,250	\$5,250	(1) Eligible FTE
TOTAL FRINGE BENEFITS	\$107,526	\$119,201	\$11,675	
INDIRECT COSTS				
INDIRECT COSTS	\$86,944	\$86,100	-\$844	To be updated by fiscal agent in early October.
TOTAL INDIRECT COSTS	\$86,944	\$86,100	-\$844	
TRAVEL & TRAINING				
TRAVEL	\$12,000	\$24,000	\$12,000	Additional travel to allow for staff/board member attendance at NAWB Annual Conference
TOTAL TRAVEL & TRAINING	\$12,000	\$24,000	\$12,000	
SUPPLIES				
OFFICE SUPPLIES	\$2,500	\$4,500	\$2,000	Increased budget due to needs of (4) full staff
FOOD SUPPLIES	\$0	\$1,000	\$1,000	Food supplies for in-person meetings
EQUIPMENT	\$5,464	\$20,500	\$15,036	lpads/Cases/Charging Cart (\$16,900) for in-person meetings
POSTAGE	\$50	\$50	\$0	
TOTAL SUPPLIES	\$8,014	\$26,050	\$18,036	
CONTRACTUAL				
ONE STOP OPERATOR	\$197,036	\$197,036	\$0	
CONSULTANT	\$50,000	\$90,000	\$40,000	Anticipated consultant costs for Local Area Plan Mid-Cycle Review and Strategic Planning
TOTAL CONTRACTUAL	\$247,036	\$287,036	\$40,000	
OPERATING SERVICES				
ASSOCIATION/MEMBERSHIPS	\$5,750	\$8,000	\$2,250	Increased professional memberships and costs
MARKETING	\$0	\$2,000	\$2,000	Anticipated costs associated with social media enhancement; marketing materials
LABOR MARKET	\$1,000	\$1,000	\$0	
PRINTING (COPIER)	\$6,000	\$6,000	\$0	
CELL PHONES	\$3,000	\$3,000	\$0	
TOTAL OPERATING SERVICES	\$15,750	\$20,000	\$4,250	
TOTAL COSTS	\$761,384	\$847,477	\$86,093	



Executive Director Report.

October 21, 2021

Executive Director Maricopa County Workforce Development Board Report

Steve Clark, Executive Director

Partnership Updates

Greater Phoenix Chamber Foundation

- o We continue to stay engaged with the greater Phoenix Chamber, particularly the ElevateEDAZ initiative. Any connection we can create and/or maintain with creating career pathways for youth is critical. I can see us potentially creating a board workgroup focusing specifically on career exploration for youth.

Valley of the Sun United Way

- o As you may know, the VSUW staff member Melissa Boydston, is a member of our marketing committee. She has also suggested bringing the VSUW marketing staffer with her at the next Marketing and Outreach Committee meeting.
- o I volunteered to serve as a grant reader for their workforce development program. I will be curious to see what kinds of projects are chosen to be funded by VSUW in the workforce development area. These proposals are from non-profit entities.

City of Phoenix/Pinal County

- o Our monthly conversations regarding collaboration are rewarding and insightful. Our areas are focused on marketing, client services, special projects, etc. The first meeting between the Chairs of each workforce area took place on October 20 and has set the stage for moving forward with more collaboration and innovative ways of providing best-in-class service to our clients.

Western Apprenticeship Coordinators Association of Arizona

- o The WACA group continues to welcome us into their board meetings and provide a connection between workforce development and apprenticeships. I hope to routinely bring along a representative from our Workforce Development Division (WDD) to join this group in addressing the workforce needs through apprenticeships in various trades. CJ Williams, WDD Assistant Director, attended in my place this month, and we agreed on the importance of this organization to move apprenticeships forward.

National Adult Education and Family Literacy Week

o National Adult Education and Family Literacy Week was in September and I would like to recognize and celebrate the important work our Title II providers do within the workforce development system. These programs provide a wide array of services including Adult Basic Education, High School Equivalency Preparation, employment and job training opportunities, and English language proficiency programs. Those providers are:

- The Arizona Center for Youth Services
- Friendly House
- The Gilbert Adult Learning Center
- International Rescue Committee
- Maricopa County Adult Probation's Frank X Gordon Adult Education Program
- Mesa Adult Education
- Queen Creek Adult Education
- Rio Salado College



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