



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:

REVISED

Thursday, December 16, 2021 – 9:30 a.m.

Microsoft Teams: [Click here to join the meeting](#)
Phone: +1 (480) 702-3496; Phone Conference ID: 234 080 990#

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. MCWDB Member Story*
MCWDB Member Marcia Veidmark will present an employee 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: October 21, 2021*
 - b. Job Center Certification Follow-up Action Plan*
 - c. Fiscal Reports*
 - d. MCWDB FY22 1st Quarter Report*
 - e. One-Stop Operator Quarterly Report*
 - f. Title 1B: PY21 1st Quarter Report*
 - g. Data Validation Audit Results (PY19)*
 - h. MCWDB Executive Director Report*
-

6. Chairman Report.

7. Information/Discussion/Possible Action.

- a. MCWDB Staff Reorganization*
-

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.

8. Information/Discussion Only.

- a. Partnership for Workforce Innovation – Strategic Planning*
 - b. Apprenticeship Recruitment Presentation*
 - c. Mobile Career Center (MCC) Update*
 - d. Service Provider Update
 - e. East Valley Career Center Lease*
 - f. Adult/Dislocated Worker Funding Transfer Update*
-

9. Committee Reports.

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

10. Call to the Public.

11. Adjourn.

NEXT MEETING: FEBRUARY 17, 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.

MCWDB Member Employee Story

LT – AZ Workforce Story

Letavian Coleman (LT) got his first job at Mac Donald's when he was 18 but ended up quitting because he felt it "wasn't for him". He says after that, he went down the wrong path and instead of getting a different job that challenged him more, he made money by selling drugs. This resulted in him spending 3 years in prison. While in prison, he learned about New Freedom but didn't think he qualified as he would be on parole. However, right before his release, a spot opened up for him and he was able to enroll in the program. Through the programs at New Freedom and the advice and counselling he received there, he realized that he could do better with his life – and that one important part of staying on the right track was to find good, steady employment.

New Freedom helped connect LT with SSC Underground where he started working in May 2021. In the 6 months that he has worked at SSC as a vacuum crew member, LT has graduated from New Freedom, rented his own apartment and purchased a car. His three goals when he got out of prison were to get a job, get his own place, and get a car – and he has achieved all three! As he looks ahead, his long term goals are to settle down and start a family.

When asked about the role that his work at SSC has played in his life, LT says he recognizes that he is fortunate to work at a good company with good people. Being a part of a stable environment with quality role models who help to hold him accountable has been a big part of his success. LT says the stability helps him focus on the positive things in life and see how he can continue to grow and succeed.

The best part about his work at SSC, LT says, is that it's a job that he can build a career at. He continually learns new things and sees that he has a future if he works hard for it. LT reports that his job and forced him to get out of his comfort zone and be more social – skills that will benefit him at work and in life!

LT has the following advice for others looking for a fresh start: "If a person really wants to change his life, he can do it, but it is hard work. If you don't know where to start, ask someone. People are out there that will help you if you put in the work." LT is putting this into practice as he is now a volunteer at New Freedom, helping orientate residents newly released from prison to the program. He is an example to them that they can turn their lives around for the better!



Consent Agenda.

Meeting Minutes

MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

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

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

Members Absent: Christopher Tafoya, Leah Hill

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 everyone to the meeting.

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

Community Impact Statements.

- a. Youth Success Story.
Career Advisor Nicole Higdon read the youth success story to the Board.

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

MCWDB Chairman McGuire asked for a motion to approve consent agenda items. Loren Granger made a motion; Marcia Veidmark seconded the motion.

All in favor vote held:

In favor: Bonnie Schirato, Brent Downs, Christine Colon, Collin Stewart, Erik Cole, Gregg Ghelfi, Jason Walker, Loren Granger, Marcia Veidmark, Matthew Clark, Matt McGuire, Scott Sudhalter, Shawn Hutchinson, Stan Chavira, Subhash Chandra, Tina Drews

Opposed: None

Abstained: None

Motion passed.

Chairman Report.

MCWDB Chairman McGuire provided an update on the recent meeting with Maricopa County, City of Phoenix and Pinal County WDB Chairs and Executive Directors. The focus of the group conversation was marketing of worker awareness.

MCWDB Executive Director Steve Clark also noted that the group will continue to meet and focus on sharing ideas to better serve the overlaying areas of the community.

Informational/Discussion Only.

a. Labor Market and Economic Conditions Update.

Arizona Office of Economic Opportunity Economic (OEO) Samantha Briggs provided the MCWDB Full Board with a presentation on the current labor market and economic conditions. Ms. Briggs provided presentation focused on the following areas.

- Impacts of the COVID-19 Pandemic on Maricopa County
 - Unemployment Rate
 - Labor Force Comparison
 - Labor Force Changes
 - COVID-19 Pandemic Impact (Employment)
 - Maricopa County Job Gains and Losses – Non-Seasonal (Feb. 2020 – August 2021)
 - Maricopa County Job Gains and Losses – Seasonal (Feb. 2020 – August 2021)
 - Recession Comparison
 - Maricopa County Job Losses – Non-Seasonal (Feb.2020 – August 2021)
 - Maricopa County Job Gains – Non-Seasonal (Feb. 2020 – August 2021)
 - Summary

Ms. Briggs noted that new numbers for September would be coming out later today and answered the following questions by the MCWDB Board Members.

- Is there a seasonal decline due to the summer climate and if we can take a deeper look?
 - Currently do not have the seasonally adjusted numbers. Agree with your analysis, as we typically see that drop off in the summer.
- The Information Technology sector recovery appears different than the other industries. Is there any insight into why?
 - It is reflective of the limited data analysis and also is a result of the specific NAICS codes used for information technology. A specific analysis can be produced if requested. Ms. Briggs will follow-up with the additional data request.
- How has the leisure and hospitality industry been affected?
 - Maricopa County has recovered 75% of the jobs lost and Arizona overall has recovered 83% jobs lost.
- Would it be possible to dive a bit deeper into the data for Maricopa County?
 - Ms. Briggs would follow-up with the deeper analysis.

Chairman McGuire thanked Ms. Briggs for her presentation, as it was very informative.

b. Strategic Planning and Local Area Plan Mid-Cycle Review Update.

MCWDB Executive Director Steve Clark provided a brief update to the Board on the Strategic Planning efforts.

- Preliminary approval by Office of Procurement Services has been achieved.
- Once FY22 Budget Amendment has been approved by the MCWDB Full Board (October) and Maricopa County Board of Supervisors (November), MCWDB staff will finalize the agreement with the vendor.
- The vendor has been updated and will continue to be updated.
- The timeline of approvals will not affect the Strategic Planning and Local Plan timeline.

c. FY23 MCWDB Budget Timeline.

MCWDB Executive Director Steve Clark provided the MCWDB Board will a brief review of the provided FY23 MCWDB Budget timeline.

d. Service Provider Update.

Workforce Development Division (WDD) Assistant Director CJ Williams provided the MCWDB Board with a Service Provider update that focused on the following.

- Community Impact Story
- ARPA Funding RFPs – RFPs will go live as soon as today.
 - Jobseekers (\$15 million)
 - Employers (\$5 million)
 - Youth & Parents – Career Pathways (\$10 million)
- WDD continues to focus on the program foundation.
 - Tier 1 - Critical services.
 - Smart Justice Program
 - Single Parent Program
 - Veterans Program
 - Tier 2 and 3 – Innovational Ideas and Delivery Model
 - Retirement celebration of long-term Human Services Director and welcoming of new Human Services Director.
- Challenges
 - Staff vacancies (Career Advisors)

e. Mobile Career Center (MCC) Project.

MCWDB Executive Director Steve Clark provided a brief introduction of the Mobile Career Center (MCC), how the conceptual plan came about and providing to the MCWDB Board for guidance on the concept.

MCWDB Management Analysts Nancy Avina and Kennedy Riley provided the Board with a presentation on the preliminary research for the MCWDB Mobile Career Center (MCC). The presentation focused on the following areas.

- Case/Need for a MCC
- Maricopa County Statistics
- Maricopa County's Top 10 Employers
- Maricopa County Poverty Map
- Solution
- Job Seeker Benefits
- Employer Benefits
- Potential Partners
- Mock Calendar with Booking Options
- Mock Calendar with Reserved Bookings
- Overcoming Pandemic related Barriers
- Communities that have successfully implemented the mobile career centers. (Websites included)
- Funding
- Other Factors

MCWDB Chairman McGuire complemented Ms. Avina and Ms. Riley on the presentation and opened for questions from the MCWDB Board.

- Does the \$360,000 include the MCC and staff?
 - The \$360,000 is the initial cost for the bus and its customization.
- Is there data to identify how many people are benefiting from the MCC?
 - Orange County is currently collecting the data and will be presenting to their Board in the near future. MCWDB staff can provide once the information has been made public.

- What is the annual maintenance costs?
 - The research shows that the maintenance can vary from \$10,000 to \$20,000 annually.
- St. Joseph the Work has utilized their mobile bus since 2013 and has found it to have successfully increased assistance to their clients. MCWDB Board Member Brent Downs offered to share their data with MCWDB staff.
- Dress for Success also has a bus, which could be an option if they are not using it.
- What would the timeline look like?
 - About one year.

MCWDB Chairman McGuire thanked MCWDB staff for the excellent, thought-out work and exciting concept.

f. MCWDB Social Media & Website Overview.

MCWDB Management Analyst Nancy Avina provided the MCWDB Board with a review of the recently established MCWDB social media platforms (Instagram and LinkedIn) including the recent posts. Ms. Avina noted that she had been working closely with WDD to include recent job fairs and career opportunities to the residents of Maricopa County.

Ms. Avina also provided the MCWDB Board with a review of the recently revamped Maricopa County Arizona@WORK website. The updated website streamlines the viewer's experience, ensuring that the viewer can easily find the areas they are looking for.

g. WIOA Overview Training.

Due to time constraints and technical issues the Chairman deferred the item to the next meeting.

Information/Discussion/Possible Action.

a. FY22 Budget Amendment Recommendation.

MCWDB Executive Director Steve Clark presented the FY22 MCWDB Budget Amendment recommendation for the Board's consideration.

Chairman McGuire asked for a motion to approve the FY22 MCWDB Budget Amendment as presented. Erik Cole made a motion; Gregg Ghelfi seconded the motion.

Roll call vote held:

In favor: Bonnie Schirato, Brent Downs, Christine Colon, Collin Stewart, Erik Cole, Gregg Ghelfi, Jason Walker, Loren Granger, Marcia Veidmark, Matthew Clark, Matt McGuire, Scott Sudhalter, Shawn Hutchinson, Stan Chavira, Subhash Chandra, Tina Drews

Opposed: None

Abstained: None

Motion passed.

Executive Director Report.

MCWDB Executive Director Steve Clark provided a brief summary of his previously provided Executive Director's Report, emphasizing the National Adult Education and Family Literacy Week.

Committee Reports.

MCWDB Chairman McGuire deferred the item due to time.

Call to the Public.

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

Adjourn.

MCWDB Chairman McGuire adjourned the MCWDB meeting at 11:02 a.m.

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

DRAFT



Consent Agenda.

Job Center Certification Follow-up Action Plan

JOB CENTER CERTIFICATION: FOLLOW-UP ACTION PLAN

November 18, 2021

Kennedy Riley, MCWDB Management Analyst



Agenda/Introduction

- Review follow-up action items from Workforce Arizona Council:
 - Clarification on checklist items
- Follow-up action items for:
 - Signage
 - Safety/Security at Affiliate Sites
 - Adequate Space at Affiliate Site
 - Certification Team Used

Clarification Points

- Clarification on:
 - 5.9 - Offers job readiness training provided in combination with services listed in 1 thru 8;
 - **MCWDB Staff to provide Employment Academy and Arizona Career Readiness Credential documentation**
 - 5.10 - Offers adult education and literacy activities, including English Language Acquisition, provided concurrently or in combination with services listed in 1 thru 7.
 - **MCWDB Staff to provide Title II providers and screen shot of referral platform process between Title I-B and Title II Providers**
 - 7.3 & 7.4 - If a customer feedback survey is utilized. Please provide a copy of the survey used.
 - **MCWDB Staff to provide Title I-B Participant Survey Information/Results**

Follow-Up Action Plan Items

- Signage – Require additional signage at:
 - Mesa Library Youth
 - TCAA
 - Tempe Escalante Youth
 - Tempe Library
 - Scottsdale Vista
 - Peoria Youth
- Plan: Work in partnership with Title I-B Service Provider (WDD) to develop a plan to station additional signage (external and/or internal) at the affiliate sites. MCWDB staff will track progress and ensure completion by February 2022.

Follow-Up Action Plan Items

- Security - Develop a plan for providing adequate safety and security precautions to protect the customers and staff (Section 1.11) at the following locations:
 - TCAA
 - Surprise
 - Wickenburg
- Plan: MCWDB staff will ensure that Workforce Development Division staff located at the above locations have received proper training on safety at their site. Additionally, MCWDB and WDD staff will work together to ensure barriers are in place for proper safety such as badge access on doors for entry/exit, security or other solutions if required by February 2022.

Follow-Up Action Plan Items

- Adequate Space – ensure staff have adequate space for services
 - Tempe Library
- Plan (**Completed**): MCWDB Staff have ensured that the staff member located at the Tempe Library has an individual office space and now has full access to all large conference rooms. The staff member utilizes the conference room to hold various events such as workshops, job fairs, and other job readiness activities.

Follow-Up Action Plan Items

- Proper Certification Team – ensure board members review and approve certification tools
- Plan (**Completed**): MCWDB Staff provided the Maricopa County Workforce Development Board Members a presentation on the job center certification process, tools and final submission at the Executive Committee Meeting on August 5, 2021, and Full Board Meeting on August 19, 2021. The full board voted to approve the center certification on August 19, 2021. Meeting minutes will be submitted with follow-up action plan to the WAC.

Recommendation

- Motion to approve follow-up action plan for Full Board review
- Follow-up plan to be provided to Full Board and vote for approval on December 16, 2021
- MCWDB staff to submit follow-up action plan to WAC by December 31, 2021

Questions?





Consent Agenda.

Fiscal Reports



Maricopa County FY2022 WIOA (BTA) Budget to Actuals

DECEMBER 16, 2021

WIOA FISCAL AGENT-NICOLE FORBES

FY22 WIOA Budget to Actual

Title 1 B Approved Budget \$22,057,750

- In FY22 at minimum \$15,757,336 must be Expended By June 30, 2022
47% Expended as of November 30, 2021

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

- Expended YTD as of October 31, 2021
\$7,278,270

WDB Approved Budget= \$847,477

- Expended YTD as of October 31, 2021
\$209,193

WIOA Funding by Fiscal Year

County FY2022				
	FY22 Budget	YTD FY21 AS OF 11/30/2021	Balance Remaining	% Spent YTD
ADULT	14,546,975	4,693,777	9,853,198	32%
DISLOCATED WORKER	1,033,252	466,327	566,925	45%
YOUTH	6,477,523	2,327,359	4,150,164	36%
Total	22,057,750	7,487,463	14,570,287	34%

Fiscal Agent Updates

- **No current updates**



QUESTIONS?

Contact Information:
Nicole.Forbes@Maricopa.gov

THANK YOU FOR YOUR TIME.



**WORKFORCE DEVELOPMENT BOARD
BUDGET FY 2022
YTD NOV 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	847,477	11,314	56,145	54,175	38,620	48,939	50,308	40,879	39,895	42,847	41,187	42,186	42,186	-	209,194	507,809	326,667	25%
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	285,090	7,443	40,114	23,852	11,926	21,683	25,688	23,923	23,252	25,265	24,133	24,814	24,814		105,017	276,907	8,183	37%
TOTAL PERSONNEL	285,090	7,443	40,114	23,852	11,926	21,683	25,688	23,923	23,252	25,265	24,133	24,814	24,814	-	105,017	276,907	8,183	37%
FRINGE BENEFITS																		
TAXES	21,809	558	3,011	1,986	898	1,834	1,965	1,830	1,779	1,933	1,846	1,898	1,898		8,287	21,436	373	38%
RETIREMENT	35,380	930	4,978	2,960	1,480	2,643	3,188	2,969	2,886	3,135	2,995	3,079	3,079		12,991	34,323	1,057	37%
MEDICAL	54,528	2,272	6,816	4,544	4,544	2,272	4,544	4,544	4,544	4,544	4,544	4,544	4,544		20,448	52,256	2,272	38%
UNEMPLOYMENT & WORKERS' COMP	2,234	-	372	-	186	-	372	186	186	186	186	186	186		559	2,048	186	25%
TUITION REIMBURSEMENT	5,250	-	-	-	-	-	-	-	-	-	-	-	-		-	-	5,250	0%
TOTAL FRINGE BENEFITS	119,201	3,760	15,178	9,490	7,108	6,749	10,069	9,529	9,395	9,798	9,571	9,708	9,708	-	42,285	110,063	9,138	35%
INDIRECT COSTS																		
INDIRECT COSTS	86,100	-	-	14,762	11,586	-	14,550	7,426	7,248	7,784	7,482	7,664	7,664		26,348	86,166	(66)	31%
TOTAL INDIRECT COSTS	86,100	-	-	14,762	11,586	-	14,550	7,426	7,248	7,784	7,482	7,664	7,664	-	26,348	86,166	(66)	31%
TRAVEL & TRAINING																		
TRAVEL	24,000	-	-	-	-	-	-	-	-	-	-	-	-		-	-	24,000	0%
TOTAL TRAVEL & TRAINING	24,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	24,000	0%
SUPPLIES																		
OFFICE SUPPLIES	4,500	-	-	464	(15)	20									469	469	4,031	10%
FOOD	1,000																	
NON CAPITOL EQUIPMENT	20,500	-	-	-	4,269	12,748									17,017	17,017	3,483	83%
POSTAGE	50	-	-	-	-	-									-	-	50	0%
TOTAL SUPPLIES	26,050	-	-	464	4,254	12,768	-	-	-	-	-	-	-	-	17,486	17,486	7,564	67%
CONTRACTUAL																		
ONE STOP OPERATOR	197,036	-	-	3,395	-	7,739									11,133	11,133	185,902	6%
CONSULTANT	90,000	-	-	-	-	-									-	-	90,000	0%
TOTAL CONTRACTUAL	287,036	-	-	3,395	-	7,739	-	-	-	-	-	-	-	-	11,133	11,133	275,902	4%
OPERATING SERVICES																		
ASSOCIATION/MEMBERSHIPS	8,000	-	600	2,214	3,240										6,054	6,054	1,946	0%
MARKETING	2,000																	
LABOR MARKET	1,000	-	-	-	-										-	-		0%
PRINTING (COPIER)	6,000	-	-	-	-										-	-	6,000	0%
CELL PHONES/LAND LINES	3,000	111	253		506										870	870	2,130	29%
TOTAL OPERATING SERVICES	20,000	111	853	2,214	3,746	-	-	-	-	-	-	-	-	-	6,925	6,054	1,946	35%
TOTAL COSTS	847,477	11,314	56,145	54,175	38,620	48,939	50,308	40,879	39,895	42,847	41,187	42,186	42,186	-	209,194	507,809	326,667	25%



Maricopa County FY2022 WIOA (BTA) Budget to Actuals

NOVEMBER 18, 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
37% Expended as of October 31, 2021

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

- Expended YTD as of October 31, 2021
\$5,728,263

WDB Approved Budget= \$761,384

- Expended YTD as of October 31, 2021
\$160,254

WIOA Funding by Fiscal Year

County FY2022				
	FY22 Budget	YTD FY21 AS OF 10/31/2021	Balance Remaining	% Spent YTD
ADULT	14,484,988	3,724,826	10,760,162	26%
DISLOCATED WORKER	1,016,894	313,395	703,499	31%
YOUTH	6,469,775	1,850,296	4,619,480	29%
Total	21,971,657	5,888,517	16,083,140	27%

Fiscal Agent Updates

- **BFY 2022 Fiscal Monitoring**
 - **Nov 8-9, 2021**
 - **NO Reported recommendations or findings**
 - **Awaiting Final Report**



QUESTIONS?

Contact Information:
Nicole.Forbes@Maricopa.gov

THANK YOU FOR YOUR TIME.



**WORKFORCE DEVELOPMENT BOARD
BUDGET FY 2022
YTD Oct 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	38,620	40,774	42,364	39,871	38,935	41,743	40,179	41,129	41,129	-	160,254	485,508	265,876	21%
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	11,926	23,852	24,936	23,236	22,598	24,512	23,446	24,094	24,094		83,334	274,102	10,012	29%
TOTAL PERSONNEL	284,114	7,443	40,114	23,852	11,926	23,852	24,936	23,236	22,598	24,512	23,446	24,094	24,094	-	83,334	274,102	10,012	29%
FRINGE BENEFITS																		
TAXES	21,735	558	3,011	1,986	898	1,825	1,908	1,778	1,729	1,875	1,794	1,843	1,843		6,453	21,047	688	30%
RETIREMENT	34,407	930	4,978	2,960	1,480	2,960	3,095	2,884	2,804	3,042	2,910	2,990	2,990		10,348	34,022	385	30%
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		18,176	54,528	(3,456)	36%
UNEMPLOYMENT & WORKERS' COMP	312	-	372	-	186	186	186	186	186	186	186	186	186		559	2,048	(1,736)	179%
TUITION REIMBURSEMENT	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	0%
TOTAL FRINGE BENEFITS	107,526	3,760	15,178	9,490	7,108	9,515	9,732	9,391	9,263	9,647	9,433	9,563	9,563	-	35,535	111,645	(4,119)	33%
INDIRECT COSTS																		
INDIRECT COSTS	86,944	-	-	14,762	11,586	7,407	7,696	7,243	7,073	7,583	7,299	7,472	7,472		26,348	85,594	1,350	30%
TOTAL INDIRECT COSTS	86,944	-	-	14,762	11,586	7,407	7,696	7,243	7,073	7,583	7,299	7,472	7,472	-	26,348	85,594	1,350	30%
TRAVEL & TRAINING																		
TRAVEL	12,000	-	-	-	-	-	-	-	-	-	-	-	-		-	-	12,000	0%
TOTAL TRAVEL & TRAINING	12,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12,000	0%
SUPPLIES																		
OFFICE SUPPLIES	2,500	-	-	464	(15)										449	449	2,051	18%
EQUIPMENT	5,464	-	-	-	4,269										4,269	4,269	1,195	78%
POSTAGE	50	-	-	-	-										-	-	50	0%
TOTAL SUPPLIES	8,014	-	-	464	4,254	-	-	-	-	-	-	-	-	-	4,718	4,718	3,296	59%
CONTRACTUAL																		
ONE STOP OPERATOR	197,036	-	-	3,395	-										3,395	3,395	193,641	2%
CONSULTANT	50,000	-	-	-	-										-	-	50,000	0%
TOTAL CONTRACTUAL	247,036	-	-	3,395	-	-	-	-	-	-	-	-	-	-	3,395	3,395	243,641	1%
OPERATING SERVICES																		
ASSOCIATION/MEMBERSHIPS	5,750	-	600	2,214	3,240										6,054	6,054	(304)	0%
LABOR MARKET	1,000	-	-	-	-										-	-	-	0%
PRINTING (COPIER)	6,000	-	-	-	-										-	-	6,000	0%
CELL PHONES/LAND LINES	3,000	111	253	-	506										870	870	2,130	29%
TOTAL OPERATING SERVICES	15,750	111	853	2,214	3,746	-	-	-	-	-	-	-	-	-	6,925	6,054	(304)	44%
TOTAL COSTS	761,384	11,314	56,145	54,175	38,620	40,774	42,364	39,871	38,935	41,743	40,179	41,129	41,129	-	160,254	485,508	265,876	21%



Consent Agenda.

MCWDB FY22 1st Quarter Report



MCWDB QUARTERLY REPORT FY22

Program Year 2021
1st Quarter
July - September 2021

Summary of Progress on Goals

During the 1st Quarter (July - September 2021), the Maricopa County Workforce Development Board (MCWDB) continued to clarify progress towards goals and closely monitor requirements to ensure compliance with the Workforce Innovation and Opportunity Act (WIOA) and the Department of Labor. The MCWDB, in partnership with the Chief Elected Official's liaison and the State of Arizona, has been successfully establishing procedures and timelines to ensure full compliance with WIOA and provide the best value-added services to the constituents of Maricopa County. During this quarter, the MCWDB is beginning to review policies and update other required documents which will lead to 2022 local board recertification. During the next quarter, MCWDB will turn its focus toward planning for the Local Area Plan mid-cycle review as well as preparing to embark on a new strategic planning process.

- » Create a High-Quality Workforce Development System
- » Build Brand Awareness of Workforce Development to Increase Utilization
- » Implement Regional Workforce Entity
- » Build a Self-Sustaining System of Workforce Development
- » Design and Utilize Performance-Based Metrics that Ensure Capacity Management and Improve System Outcome

Actions on MCWDB Required Roles

Strategic Functions



Continued monthly MCWDB budget financial reviews with Fiscal Agent to ensure open communication and proper management of MCWDB funds.



Continued meetings with City of Phoenix WDB Leadership and Pinal County to discuss regionalism and alignment wherever possible



Planning and development of new Memorandum of Understanding - Infrastructure Funding Agreement.



Preparation of new contract for Strategic Planning and Local Plan services.



Continued collaborated with all workforce development local area stakeholders to ensure compliance.

System Capacity Building



Engaged community stakeholders and key partners to actualize the Board's vision of creating a best in class workforce system.



Reviewed and addressed the goals and strategies for the 2022 MCWDB Strategic Plan.



Review of workforce development board national best practices and trends for areas of improvement.



Ongoing efforts to solicit and refer potential Board member candidates to the Board of Supervisors Liaison based on vacancies and needs of the MCWDB.

System Alignment & Effective Operations



Ongoing meetings with BOS Liaison, Administrative Entity and Career Service provider to ensure system and program oversight, alignment; and open and transparent communication.

One Stop Operator Quarter Progress

- Reviewed the Scope of Work and established timelines for project implementation.
- Presented to Title Partners on the customer referral system and provided technical assistance when requested.
- Implementation of co-enrollments into the customer referral system.
- Begin continuous improvement of program partner dashboards, referral systems and One Stop Centers.
- Ongoing virtual title partner meetings, communication improvement, identify barriers and areas of improvement.

MCWDB Policies

MCWDB staff is actively working on updating multiple policies for the Board's consideration at their upcoming meetings. No new policies were approved this quarter.

Anticipated Activities

This Program Year, the MCWDB with support from their staff will focus on the development of their Strategic Plan, Outcome and Performance of the local area to ensure resources are being maximized, Regional and Collaborative Opportunities, and Innovation in Workforce Development. All while ensuring compliance of the WIOA and the 13 required functions of the MCWDB.

MCWDB Activities include, but are not limited to:

- Board Training & Engagement
- Local Plan Review
- Policy Updates
- Strategic Plan Development
- Regional Collaborative Opportunities
- Innovation in Workforce Development



Consent Agenda.

One-Stop Operator Quarterly Report



MCWDB Executive Committee Maricopa County One-Stop Operator Q1 Progress Update

PY 2021-2022

NOVEMBER 18, 2021



OSO MCWDB Q1 Progress Update Overview



- ▶ **Maricopa County One-Stop Operator (OSO) Team & Purpose**
- ▶ **OSO Performance Areas**
- ▶ **OSO Key Deliverables**
- ▶ **Quarterly Success Story**
- ▶ **Q2 Goals**
- ▶ **OSO RFP Budget Snapshot**



GRETCHEN CARAWAY
MARICOPA COUNTY
ONE-STOP OPERATOR
PROJECT DIRECTOR

SUMMER HOUSTON
MARICOPA COUNTY
ONE-STOP OPERATOR
MANAGER



THE TEAM

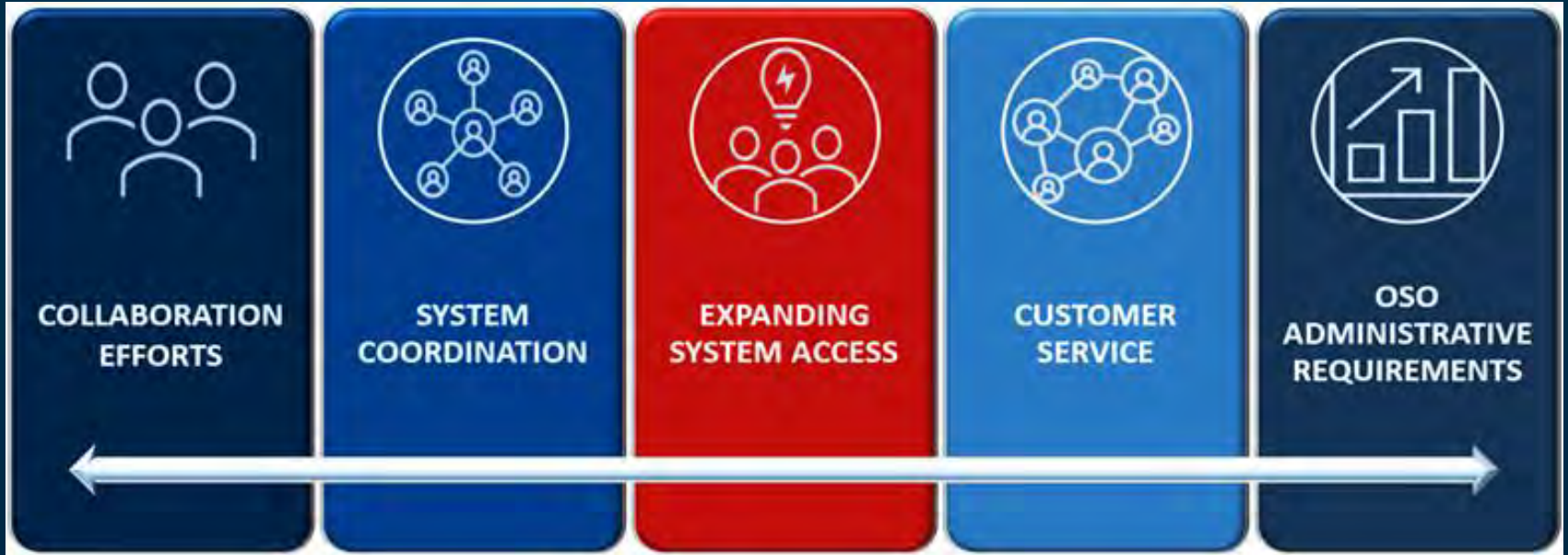
PURPOSE

At a minimum, the One-Stop Operator must coordinate the service delivery of required one-stop partners and service providers.

Local WDBS may establish additional roles of one-stop operator, including, but not limited to:

- Coordinate service providers across the one-stop delivery system;
- Coordinate service delivery in a multi-center area, which may include affiliated sites.

ONE-STOP OPERATOR PERFORMANCE AREAS





COLLABORATION EFFORTS

- Facilitated technical support and training on how to:
 - Access and navigate PartnerLink
 - Submit, process and track a Customer Referral
 - 36+ Partners received training in Q1

SYSTEM COORDINATION

Conduct workflow analysis in the development of a needs assessment that identifies gaps and or challenges in service availability, coordination and delivery.





SYSTEM ACCESS

- OSO will visit the Comprehensive site locations monthly and a Specialized site once a quarter; To ensure the efficient flow and integration of services at One-Stop Career Center service locations.
- One-Stop center checklist created to align with the OSO contract's SOW

CUSTOMER SERVICE

- Monthly Leadership Meetings
- Connecting Partners
- Facilitate Connection Meetings
- Manage customer referral tracking spreadsheet
- Conduct bi-monthly Collaboration Workgroups



PY 2021-2022 ONE-STOP OPERATOR SITE VISIT CHECKLIST

This checklist documents the Maricopa County One-Stop Operator (OSO) site visit experience and ensures the OSO reviews the items detailed in the RP's scope of work. Ensuring the efficient flow and integration of services at One-Stop Career Center service locations throughout the county is the purpose of the OSO site visits. [CLICK TO LEARN MORE](#)

OSO FIRST, LAST NAME:	SITE VISIT DATE:
SITE LOCATION:	SITE AREA(S) VISITED (e.g. Front desk):
SITE TYPE VISITED (check one):	
<input type="checkbox"/> COMPREHENSIVE	<input type="checkbox"/> SPECIALIZED

SITE VISIT CHECKLIST	SITE VISIT FEEDBACK & NOTES
----------------------	-----------------------------

Site Services And Activities To Assess If Available:

- Ensuring the seamless coordination of Resource Area and Basic Career services in Career Centers;
- Ensuring the seamless coordination of Reception and initial registration services for all customers
- Coordinating one-stop partner services, with guidance from MCWDB and Maricopa County Leadership
- Coordinating access to virtual resources at appropriate partner locations, libraries, and other points within the Career Centers
- Developing processes to ensure that all customers receive appropriate, timely, seamless and effective Career Services including appropriately communicating with persons with disabilities;
- Actively leading the Core and Required Partners to integrate services in the Maricopa County One-Stop System
- Developing and implementing a coordinated staff development/training plan (customer service, cross training on partner services, community resources, etc.) for Career Center staff and Partners program staff
- Ensuring compliance of hours of operations at Career Centers utilizing Arizona Department of Health Services guidance as a guideline for a safe opening or reopening of access sites and career centers to provide in person services
- Following federal and state regulations pertaining to handling of Equal Employment Opportunity responsibilities, customer complaints, and physical and programmatic accessibility
- Ensuring compliance with all Federal, State and local policies and procedures relative to the One-Stop System and One-Stop Centers and access sites
- Disclose any potential conflicts of interest arising from the relationships with particular training service providers or other service providers, including, but not limited to, career services providers
- Support the plan through strategies and outline a clear business strategy for the ARIZONA@WORK Maricopa County system that supports the Local Plan

Coordination of Services

- Actively leading the Core and Required Partners to integrate services in the Maricopa County One-Stop System;
- Ensure the flow and delivery of services in accordance with workforce system policies
- Coordinate the service delivery of required and participating One-Stop partners and service providers. All services must be consistent with the Local Plan. The OSO needs to encourage all One-Stop partners to work under the ARIZONA@WORK Maricopa County brand and represent one unified brand to customers. The OSO shall work to develop a plan to address coordinated branding

Onsite Partner Leadership

- Analyze whether one-stop center staff possesses the appropriate training, tools and equipment needed to carry out job functions, including:
 - Creating a needs assessment that identifies existing gaps among staff and partner agency staff to ensure their success in supporting one-stop deliveries, and providing recommendations at quarterly meetings regarding specific training needs and professional development;
- Learn and remain knowledgeable of the program services and performance standards of all system partners and facilitate cross training amongst all staff
- Reporting results of staff training to the MCWDB and other system partners when applicable
- Lead and coordinate the design and implementation of a functional and seamless integrated service delivery model.

In coordination with the MCWDB, assure partners understand their roles in workforce system initiatives impacting customers, such as career pathways, sector strategies and other key strategies or requirements under WIOA.

Ensure and Report Compliance

Ensure Americans with Disabilities Act and WIOA section 188 compliance for the ARIZONA@WORK Maricopa County service delivery locations as well as, County ADA policies.

ARIZONA@WORK Maricopa County service delivery locations have and maintain adequate, up-to-date signage related to accessibility of space and programs in compliance with ADA and WIOA section 188.

Report annually to the MCWDB on ADA and WIOA section 188 compliance.

Continuous Improvement Activities

- Coordinate and facilitate meetings with key and core partners, officials, leaders and staff to share best practices, discuss workforce trends, address the needs of the local and regional area, provide education on System Partner programs and services, and review service delivery and efficiencies;
- Deliver ongoing training and technical assistance as needed.

Meeting Attendance, Tracking and Reporting

One-Stop referrals and enrollments, as well as referrals and enrollments received through WIOA programs operated by partner agencies, in furtherance of an integrated service delivery system. The OSO shall gather data in partnership with all partners as required by the MCWDB and disseminate as necessary

Ratio of referrals to enrollments into partner programs

Results of customer satisfaction surveys and any event participant survey results, including a list of recommended system improvements to address any concerns identified by customers or participants; and other information requested by the County

Points of Data to Collect or Discuss...

Total number served by:	Total number placed in employment, and total number broken out by the following:		
Comprehensive Center:	Number of placed in targeted industries/in demand occupations as defined by the MCWDB:		
Specialized Centers (list individually)			
System training and professional development	Results of customer satisfaction surveys and any event participant survey results, including a list of recommended system improvements to address any concerns identified by customers or participants; and other information requested by the County		
System partner meetings and outcomes.			

Scorecard

of Referrals Submitted Since Go Live Date of 12/30/2020

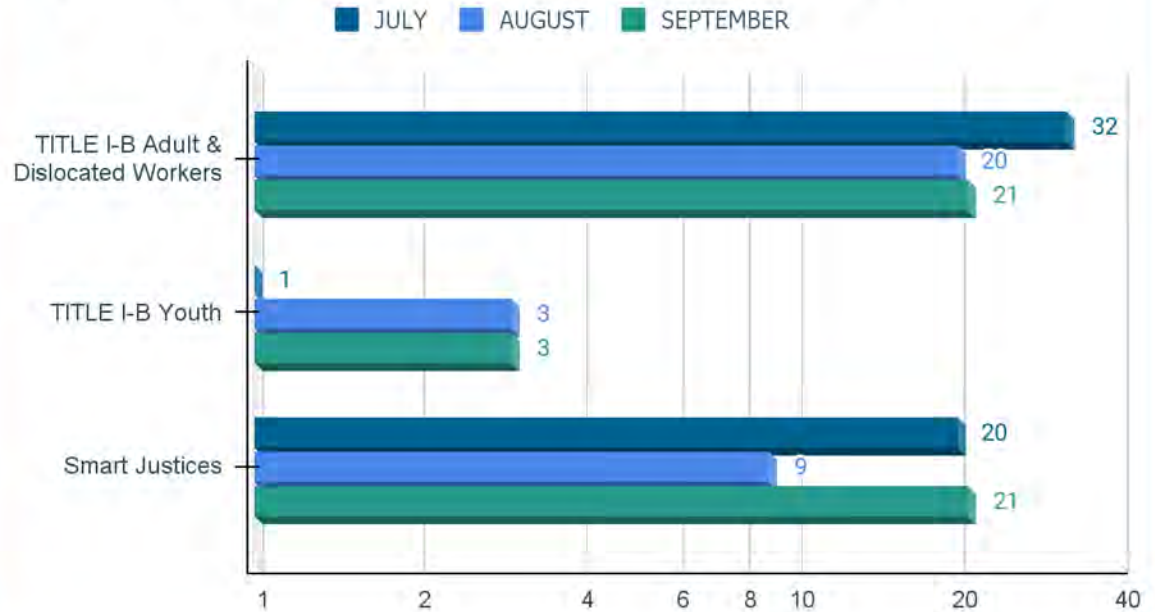
455

Scorecard

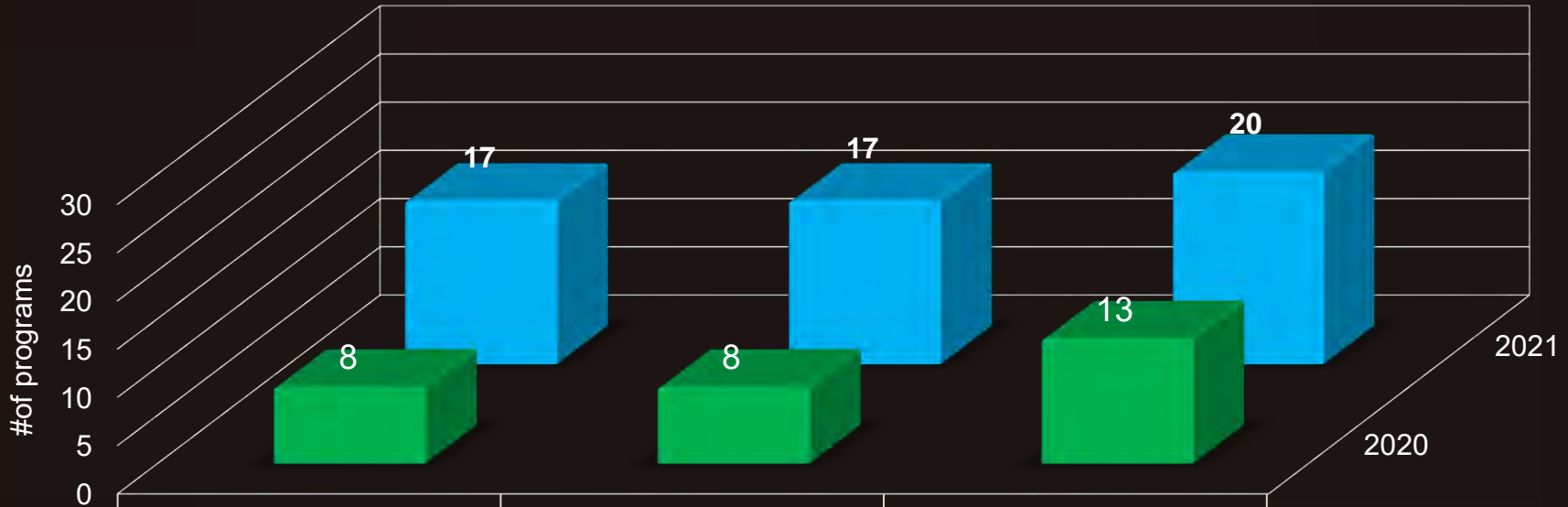
PY21 Q1 Referrals Submitted

178

PY Q1 PY2021 - 2022 TITLE I-B WIOA CUSTOMER REFERRALS RECEIVED



of Programs Participating in Collaboration Group Session 2020 vs. 2021 Comparison



	AUG	SEPT	OCT
2020	8	8	13
2021	17	17	20

2020 2021

Q1 Success Story

- Title I Youth Program & Title IV Youth Transition Program presented Gilbert Public Schools District Transition Faculty Members
- Working Together To Serve The Needs of Individuals with Disabilities

OSO facilitated a meeting between Title I Youth Program & Title IV Youth Transition programs to provide technical assistance to Gilbert's Public Schools District Transition faculty members. Resulting in continued collaboration between both programs to provide regular info sessions to parents and students about services and program eligibility. This collaboration also allowed the Partners to see the areas of their program where they can support one another moving forward.



Q2 Goals

1. Analysis & Improvement
Recommendations Plan
2. Breaking Barriers & Knowledge Sharing
(Collaboration Workgroup & Study
Sessions)
3. One-Stop Center Checklist
Implementation
4. Service Design & Delivery Efforts



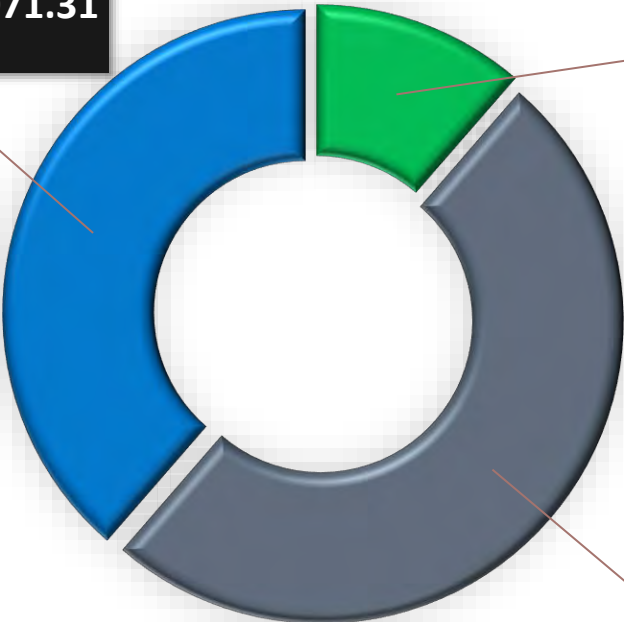
OSO Administrative Requirements

Q1	Meet with WDB Staff; monthly invoice and report	07/15/2021	COMPLETE	100%
Q1	Review contract; establish goals, objectives and timelines; assess areas of performance	07/30/2021	COMPLETE	100%
Q1	Review contract activities continued...	08/02/2021	COMPLETE	100%
Q1	Assist with MOU/IFA efforts and implementation	08/03/2021	COMPLETE	100%
Q1	Meet with WDB Staff; monthly invoice and report	08/13/2021	COMPLETE	100%
Q1	Meet with WDB Staff; monthly invoice and report	09/15/2021	COMPLETE	100%
Q1	Center Checklist creation	10/01/2021	COMPLETE	100%
Q1	Schedule comprehensive/affiliate center visits	10/01/2021	COMPLETE	100%

MCWDB One-Stop Operator RFP Budget Snapshot

Balance, \$150,071.31

YTD Expenditures,
\$44,077.95



- YTD Expenditures
- Budget
- Balance

Budget, \$194,149.26



Consent Agenda.

Title 1B: PY21 1st Quarter Report

July 2021 -
September 2021

1st Quarter Report



Title 1B: Workforce Development Division

Quarterly Operations Report
Program Year 2021

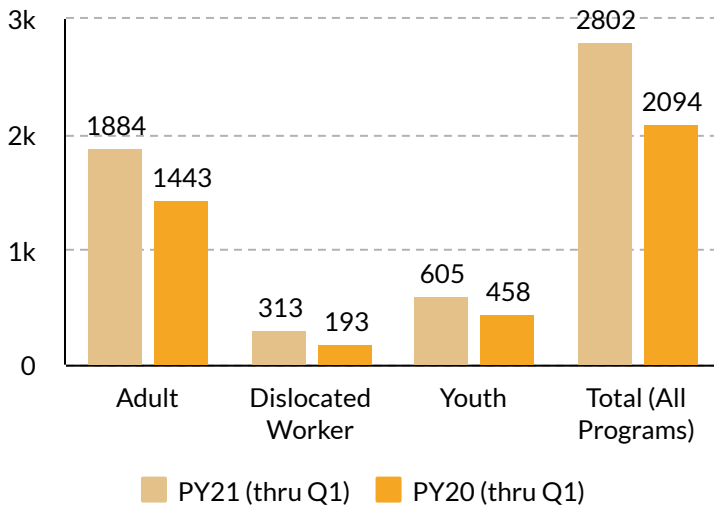
ARIZONA @ WORK™
MARICOPA COUNTY
A proud partner of the americanJobcenter network



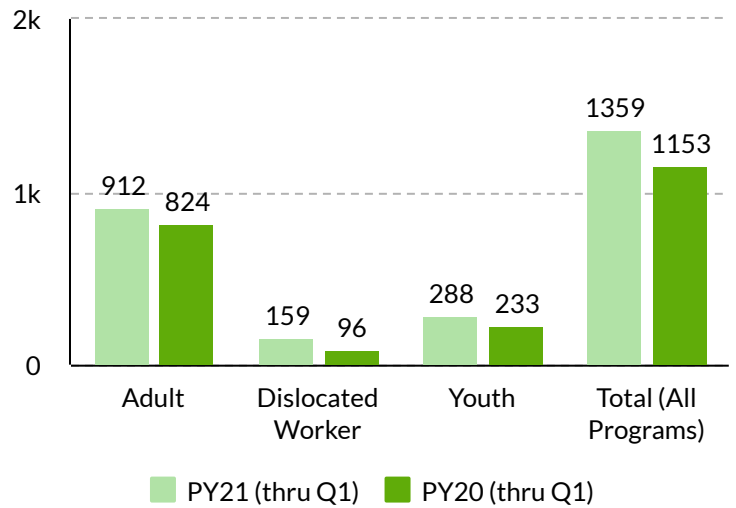
Quarterly Participation

Through the 1st Quarter, the Workforce Development Division served 2,802 participants across the three WIOA Programs. This represents a year-over-year increase of 34% from the same time frame of Program Year 2020. **By the same metric, Training Service participation increased by 18%.**

Program Participation

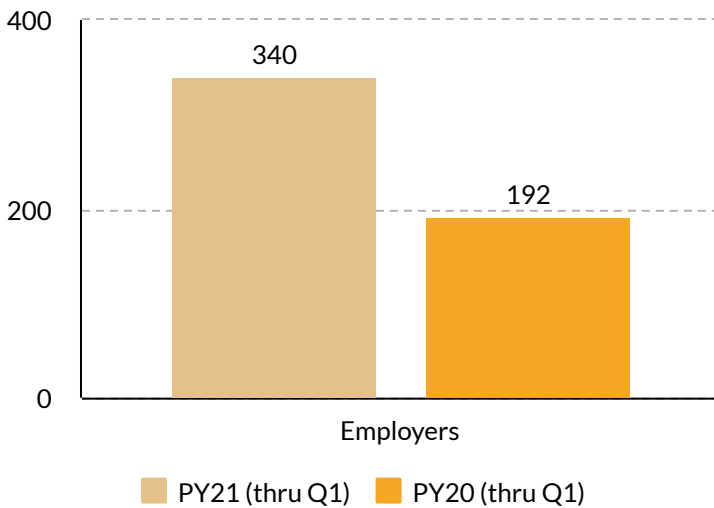


Training Service Participation

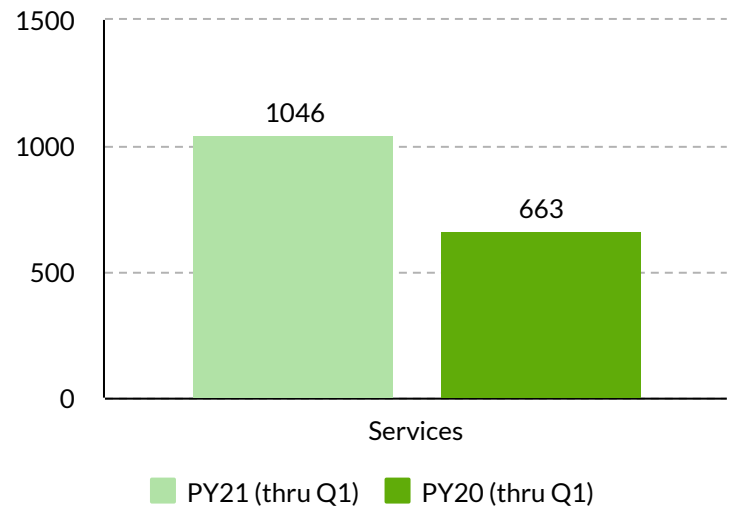


Through the 1st Quarter, the Business Services team served 340 employers, a year-over-year increase of 77%. **Total services delivered to employers increased by 58%.**

Employers Served



Employer Services



Highlights



77% increase in employers served



Served **2,802** participants (YTD thru Q1)

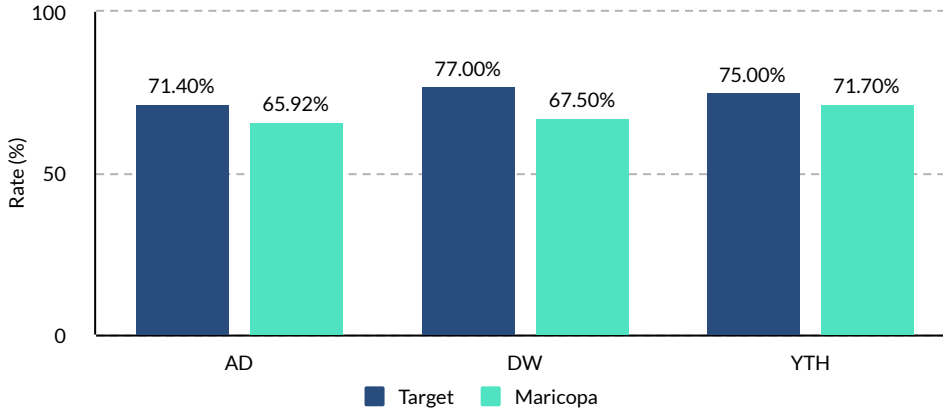


58% increase in services delivered to employers

WIOA Performance

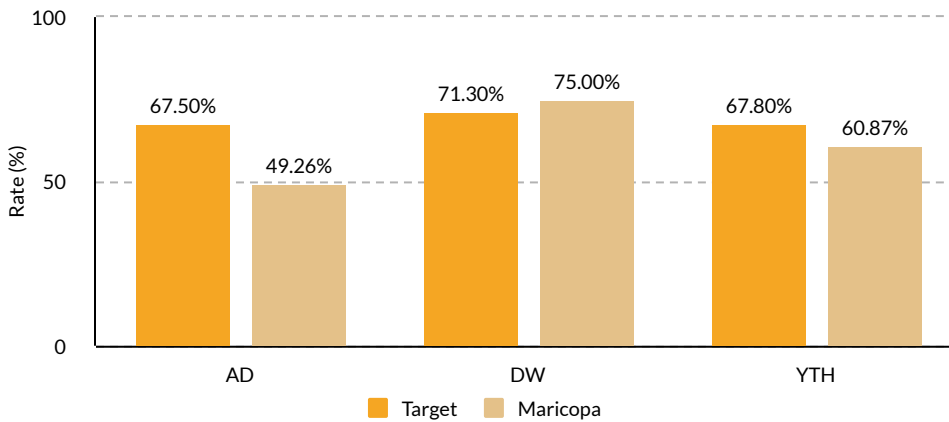
Through the 1st Quarter of PY21, Maricopa County is exceeding the negotiated performance levels in 7 of the 15 WIOA Performance Indicators across the all Programs. In an additional 2 measures, Maricopa County is meeting (within 90%) of the negotiated levels.

2nd Quarter Placement Rate



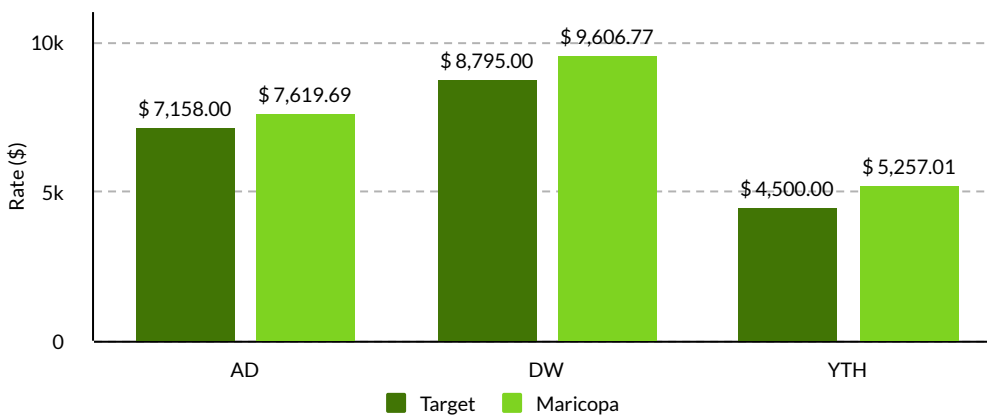
Employment Rate (2nd Quarter After Exit): The percentage of participants who are in unsubsidized employment (or education/training activities for Youth Program participants) during the second quarter after exit from the program

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

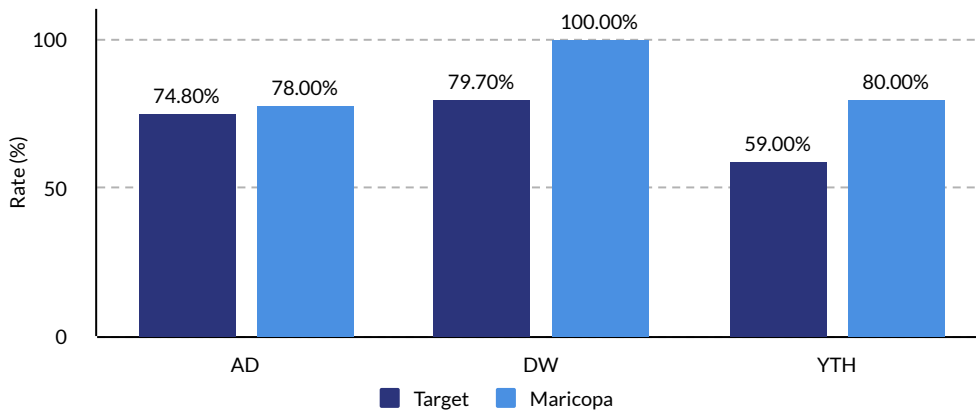
Median Earnings



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.

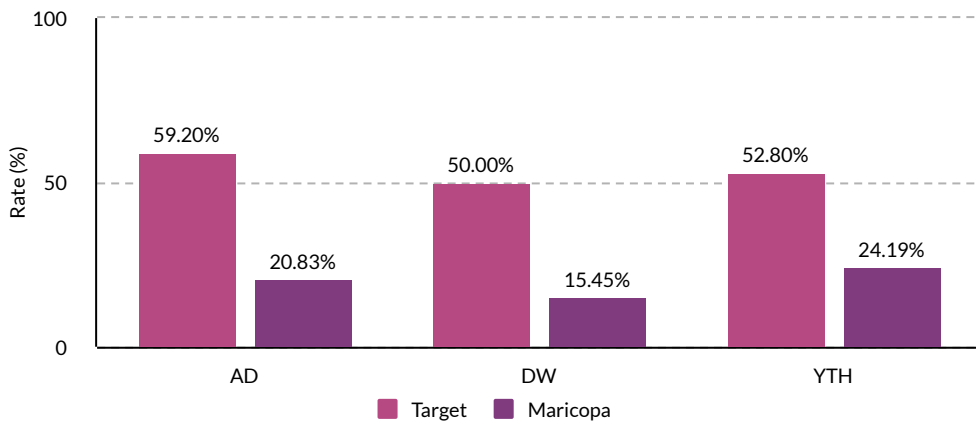
WIOA Performance

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.

*Note: Measurable Skill Gains is a cumulative measure that has performance added to it throughout the year. As additional performance information comes in, this score will increase and the target should be met.

Highlights



Meeting or Exceeding
9 Measures



Increased Credential
Attainment Rate

Program Highlights

Adult and Dislocated Worker

- New IT Apprenticeship in partnership with Gateway Community College
- Established partnership with House of Refuge to provide career services to residents
- DES Resource Employment Development (RED) – Presenting Work Readiness Workshops
- Developed new Resume and Interview workshops specific to re-entry_

Business Services

- Multi-employer hiring event in Wickenburg resulting in 11 placements
- Tempe Workforce Development Coordinator (WDC) mock interview support results in job placement as a new partner with Phoenix Job Corps and new best practice
- Taiwan Semiconductor Manufacturing Company (TSMC) hiring event in West Valley

Youth Success Story

Riley V enrolled in the Youth Program as a 12th grader in high school and qualified due to his disability and low-income status. Riley was facing barriers to gaining employment and felt frustrated by the hiring process overall. Riley was very excited when he got the call from his Youth Career Advisor, Jessica Benenson, that his enrollment had been approved.

It was not long after his enrollment that the vendor Equus was able to locate a paid work experience for Riley in the early childhood industry, which was exactly where Riley wanted to be working. After several months of working at the early childhood center, Riley had gained valuable hands-on experience and skills.

During this time, Riley also successfully graduated from high school and the EVIT program! In May of 2021, Riley earned his high school diploma and a certificate of completion from EVIT in Early Childhood Education. Soon after he graduated high school, he called his Youth Career Advisor with the great news that he had accepted a full-time position at Sunrise Preschool as an Early Childhood Education Teacher Assistant.

Riley is now working in his dream job in early childhood education and taking classes at the local community college to earn his associate's degree in early childhood education so he can be a classroom teacher one day.

Contact Information

Matthew Smith, Management Analyst
matthew.smith@maricopa.gov



Consent Agenda.

Data Validation Audit Results



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

Douglas A. Ducey
Governor

Michael Wisehart
Director

November 12, 2021

Steve Clark, Executive Director
Maricopa County LWDA
301 W. Jefferson St. 9th Floor
Phoenix, AZ 85003

RE: Data Validation Audit Results (PY19)

Dear Mr. Steve Clark,

The Division of Employment and Rehabilitation Services (DERS), Quality Assurance and Integrity Administration (QAIA) has completed the Data Validation Audit for the ARIZONA@WORK Maricopa County Local Workforce Development Area (LWDA) for the Workforce Innovation Opportunity Act (WIOA) Title IB Program for PY-2019.

Based on the audit conducted, the failed data elements have been corrected. With the receipt of this letter, please be advised that the audit is considered closed for PY19.

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) 825-5981 or CrystalMoody@azdes.gov.

Sincerely,

Crystal Moody

Crystal Moody
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.

MCWDB Executive Director Report

Maricopa County Workforce Development Board Executive Director Report

December 16, 2021

Strategic Planning/Local Area Plan Mid-Cycle Review

Both of these projects are poised to kick off this month. Trevor Stokes, Partnership for Workforce Innovation CEO, will present the revised plan and timeline at our December 16 WDB meeting. The projects should be completed by the end of this fiscal year.

Memorandum of Understanding and Infrastructure Funding Agreement (MOU-IFA)

WDB Staff is currently working with MOU/IFA partners to ensure the MOU/IFA is up to date and any revisions needed are made. The agreements themselves do not officially expire until June 30 of 2023; however, a semi-annual review is part of our commitments to the documents. The last review was conducted in the May-June timeframe of this year.

Maricopa County Workforce Development Board Staff Reorganization

We have been evaluating the current areas of responsibilities, future areas of expansion and aligning these with the best-in-class expectations of our board and our staff. As the sense of urgency continues to grow, I will be sharing more about this during the December 16 MCWDB meeting. More to come.

Compliance Update

We are settling into an annual schedule regarding the WIOA required compliance documents. We are in the process of reviewing policies and other documents in preparation for FY 2022 Board Certification. You can expect to see these documents throughout the next several months as our staff present these for approval.

We are currently waiting for approval of our Career Center Certification report. This month, we obtained provisional approval from the Workforce Arizona Council and expect full approval very soon.

Partnership Updates

Greater Phoenix Chamber Foundation

We continue to stay engaged with the greater Phoenix Chamber, particularly the ElevateEDAZ initiative. We are joining the City of Phoenix to create new career pathways and focus on high school alignment. Brittany Holmes, Director of ElevateEdAZ, and the MCWDB staff will meet this month and discuss ways that the MCWDB can play a role.

City of Phoenix/Pinal County

- This unofficial consortium of three workforce areas continues to progress. We have recently shared the benefits of the mobile career center units, as the City of Phoenix has secured funding for one unit within their workforce area. Other topics we are working on include joint marketing ideas, joint regional philosophies in our strategic and local area plans, and continuing to try and align policies, services, and calendars.
- The newly formed group of the Executive Directors and WDB Chairs of each region will meet again very soon to continue building a working relationship towards regional issues and innovative ideas.

Western Apprenticeship Coordinators Association of Arizona

The WACA group continues to welcome us into their board meetings and provide a connection between workforce development and apprenticeships. Apprenticeships are critical to an effective workforce plan, and we continue to be proud of our top ranking nationally. CJ Williams and Deb Furlong, our service provider, will continue to network with this organization as we explore additional apprenticeship opportunities.



Information/Discussion/Possible Action.

MCWDB Staff Reorganization

MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD STAFF REORGANIZATION

December 2021

Steve Clark, Executive Director





Reorganizational Process

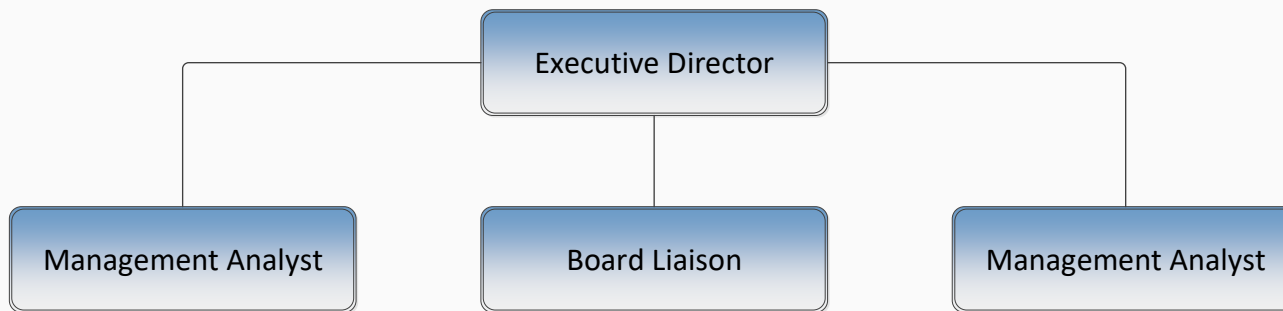
- Addressing workforce needs in our in-demand industries
 - Planning strategic areas of focus (ongoing)
 - Systemic organizational changes (short and long-term)
 - Appropriate timeline for integration of changes



Maricopa County In-Demand Industries

- Construction
- Transportation and Warehousing
- Information Technology
- Healthcare and Social Assistance
- Finance and Insurance
- Manufacturing

Current Structure



Healthcare Industry

- Crisis situation
 - Lack of trained healthcare providers
 - Mass exodus of current healthcare workers
 - Loss of direct care providers due to COVID
 - Numerous barriers to certifications/credentials
 - Inadequate healthcare pipeline

Proposed New Job Description

- **Healthcare Careers Pathway Strategist Overview**

- Address healthcare labor shortages in Maricopa County
- Convene public and private agencies to identify barriers
- Identify existing local efforts in healthcare career pathways and determine ways to maximize those relationships
- Assess healthcare industry needs
- Develop a comprehensive strategy to meet industry demands
- Facilitate a stakeholder group to reverse healthcare labor shortages
- Ensure quality healthcare services are available to all MC residents

Proposed New Job Description

- **Healthcare Careers Pathway Strategist Qualifications**

Required:

- Background in healthcare-related field
- Experience in project management

Preferred:

- Experience facilitating and convening stakeholder groups
- Experience/knowledge in creating career pathways
- Experience navigating government entities

Proposed Structure





Timeline

January 2022:

- Post/Recruit/Interview
- Begin FY 22 Budget Amendment
- Modify FY 23 Budget Proposal

February/March 2022:

- Human Resources
 - Required hiring processes
 - Offer position to selected candidate
- New hire onboarding begins

Discussion? Questions?





MARICOPA COUNTY JOB DESCRIPTION

Healthcare Careers Pathway Strategist

MARKET RANGE TITLE: Special Projects Manager

DEPARTMENT: Assistant County Manager's Office

DIVISION: Workforce Development Board

FLSA STATUS: Exempt

CLASSIFIED/UNCLASSIFIED: Unclassified

POSITION NUMBER: TBD

JOB CODE: TBD

POSITION OVERVIEW

About the Position

Are you an innovative individual that seeks a challenging opportunity to improve the healthcare services in Maricopa County? Then join our team as the Healthcare Careers Pathway Strategist and address the healthcare labor shortages in Maricopa County. The Healthcare Careers Pathway Strategist will seek out and partner with public, private, and community-based entities to identify the barriers to healthcare careers, identify existing efforts to respond to these barriers, assess industry needs, and develop a comprehensive strategy to meet industry demands for healthcare personnel needs of Maricopa County. As the Healthcare Careers Pathway Strategist, you will facilitate a stakeholder group to reverse the healthcare labor shortages, and in turn, ensures quality healthcare services are available to all Maricopa County residents.

About the Office of the Workforce Development Board

The Maricopa County Workforce Development Board assists the Board of Supervisors in strategic planning, oversight, and evaluation of the local workforce development area. As County leaders, we represent various individuals, businesses, and organizations throughout the local area. We serve as a strategic convener to promote and broker effective relationships between the County and economic, education, and workforce partners. The Workforce Development Board maintains strategic and strong relationships with business organizations, chambers of commerce, labor and trade associations, education providers, and others as needed or required.

POSITION QUALIFICATIONS

We recognize your time is valuable, so please apply if you meet the following required qualifications.

Education

- Bachelor's degree in a healthcare-related field, business administration, public administration, or related area

Experience

- Four years of related professional administrative experience managing projects and conducting complex research and analysis
- Three years of professional experience in a healthcare-related setting

Combined education and experience qualifications

- A combination of post-secondary education and/or job-related experience may substitute for the minimum qualifications on a year-for-year basis

Our Preferred Candidate has

- Experience in healthcare human resources and/or workforce initiatives

- Experience in facilitating and convening stakeholder groups
- Proficiency in project management
- Excellent analytical skills and creative problem-solving skills
- Experience navigating government entities

ESSENTIAL JOB TASKS

The tasks listed are a representation and not an all-inclusive list of essential job tasks for this position.

- Assess and inventory Maricopa County healthcare industry needs and healthcare education and training programs, including identifying gaps
- Works with all stakeholders in healthcare to identify existing and develop new career pathways to alleviate labor shortages
- Develops partnerships, promotes teamwork, and coordinates implementation plans with employers, educators, community-based organizations, public entities, and other stakeholders in the local healthcare industry
- Develops short and long-term recommendations to address gaps to meet industry needs
- Informs the Maricopa County Workforce Development Board (MCWDB) about possible career paths, including identifying impacts and concerns
- Creates and manages project plans and completes project materials and deliverables in a timely manner
- Ensures the accuracy of all work related to the development and implementation of healthcare-related workforce strategies
- Facilitates stakeholder involvement and collaboration needed to recommend feasible policies among private providers, business partners, educational and training institutions, and other government agencies
- Works in partnership with the Maricopa County Human Services Department Workforce Development Division to develop strategies to address the healthcare needs, including but not limited to job fairs, job training, and funding of apprenticeship programs
- Identify existing local efforts in healthcare career pathways and identify ways to maximize those relationships
- Serves as a resource for MCWDB members and staff regarding healthcare pathway trends in Maricopa County, the State of Arizona, and nationally

Working Conditions

- Work is performed in an office environment and requires long periods of sitting, reading, and typing
- May require travel to program sites
- Must be able to occasionally travel for day and overnight trips for training and conferences
- Must possess or have the ability to obtain a valid Arizona driver's license at the time of hire
- Must complete background check and fingerprint identification upon hire to successfully secure and maintain a Level 1 DPS Fingerprint Clearance Card.

SELECTION PROCEDURE

The Maricopa County Human Resources Department reserves the right to admit to the selection process only those candidates considered to be the most highly qualified. Those selected will be assessed based on the evaluation of listed education and experience. The hiring authority will interview and select the successful candidate from a list provided by Human Resources.

All offers of employment made to new hires and rehires at Maricopa County are contingent upon successful completion of a post-offer, pre-employment thorough background investigation. A background investigation is conducted on a current employee who changes to a safety sensitive position or one having the potential for serious adverse impact on the integrity or efficiency of the County. These requirements do not pertain to employees of elected officials who undergo background investigation processes administered through their respective offices.

Maricopa County is an EEO/ADA Reasonable Accommodation Employer.

Attention Current Maricopa County Employees: As of 1/1/2022, the Judicial Branch of Arizona in Maricopa County will formalize themselves as a separate entity and employer from Maricopa County. To learn more about how that may affect you, please click [here](#).



Information/Discussion Only.

Partnership for Workforce Innovation – Strategic Planning

The Maricopa County Workforce Development Board



**PARTNERSHIP FOR
WORKFORCE INNOVATION**

Making The World of Work Understandable

Introduction to Board Strategic Planning



**PARTNERSHIP FOR
WORKFORCE INNOVATION**

Making The World of Work Understandable



Trevor Stokes

*CEO, The Partnership for Workforce
Innovation*

The Role of the Local Workforce Board

Local Workforce Development Boards

Chief Architects of the Workforce System

- **Strategist**
- **Convener**
- **Manager**
- **Optimizer**



LOCAL WORKFORCE BOARD AS A CONVENER

Three Streams of Work

1. Developing Comprehensive Plans
2. Engaging Business and Community Partners
3. Establish Traditional and Non-Traditional Partnerships



Local Workforce Development Board Roles and Responsibilities

The Convener: *Bring partners together, align services and vision*

- Convene, collaborate, and host community conversations
- Build and nurture strong local partnerships with:
 - Business
 - Education
 - Economic Development
 - Non-traditional partnerships
 - Public and private research organizations
 - Organizations that support Entrepreneurship
 - Philanthropic Organizations
 - Financial Institutions
 - Business and Industry Associations



Local Workforce Development Board Roles and Responsibilities

The Strategist: Understanding Trends, Setting the Collective Vision

- Create an agile system that identifies and responds quickly to the needs of focus industries and populations
- Develop Talent Pipeline Strategies
- Fostering Innovation
 - Promote proven and promising practices
 - Effective use of technology to streamline systems and processes
 - Testing New Models of Service Delivery



Local Workforce Development Board Roles and Responsibilities

The Optimizer: Use Data to Drive Decisions, Continuous Improvement

- Timely and Accurate workforce Intelligence is critical
 - Analyzing available data sets
 - Developing tools to collect area-specific data
 - Feedback from Business, Economic Development, Education
- Continuous Improvement Plans
 - Performance Measures
 - Customer awareness and Satisfaction Measures
 - Cost and Efficiency Measures



Local Workforce Development Board Roles and Responsibilities

The Manager: Design and Manage Customer-Centered Service Delivery

- Design and Manage Customer-Centered Service Delivery
- Serve as Stewards of Federal and non-Federal Funds
- Hiring and Inspiring Talented Members



Introduction to the Strategic Planning Lifecycle



- **Vision** is the world we want to see.
- **Mission** is a description of what we are going to do to get us to that vision.
- **Values** are the principles which govern our actions
- **Goals** are the improvements we want to see in the areas that fall within our mission.
- **Strategies** are the efforts we will make to bring the goals to reality.
- **Tactics** are the detailed components of the strategies to which we are committing.
- **Metrics** are the standards and mechanisms by which we will measure our success.
- **Evaluations** are a standard effort to analyze performance against our goals and supplement or revise goals and strategies

What can this board
impact and what is
beyond our reach?



Describe the Maricopa
County Workforce in its
ideal state.



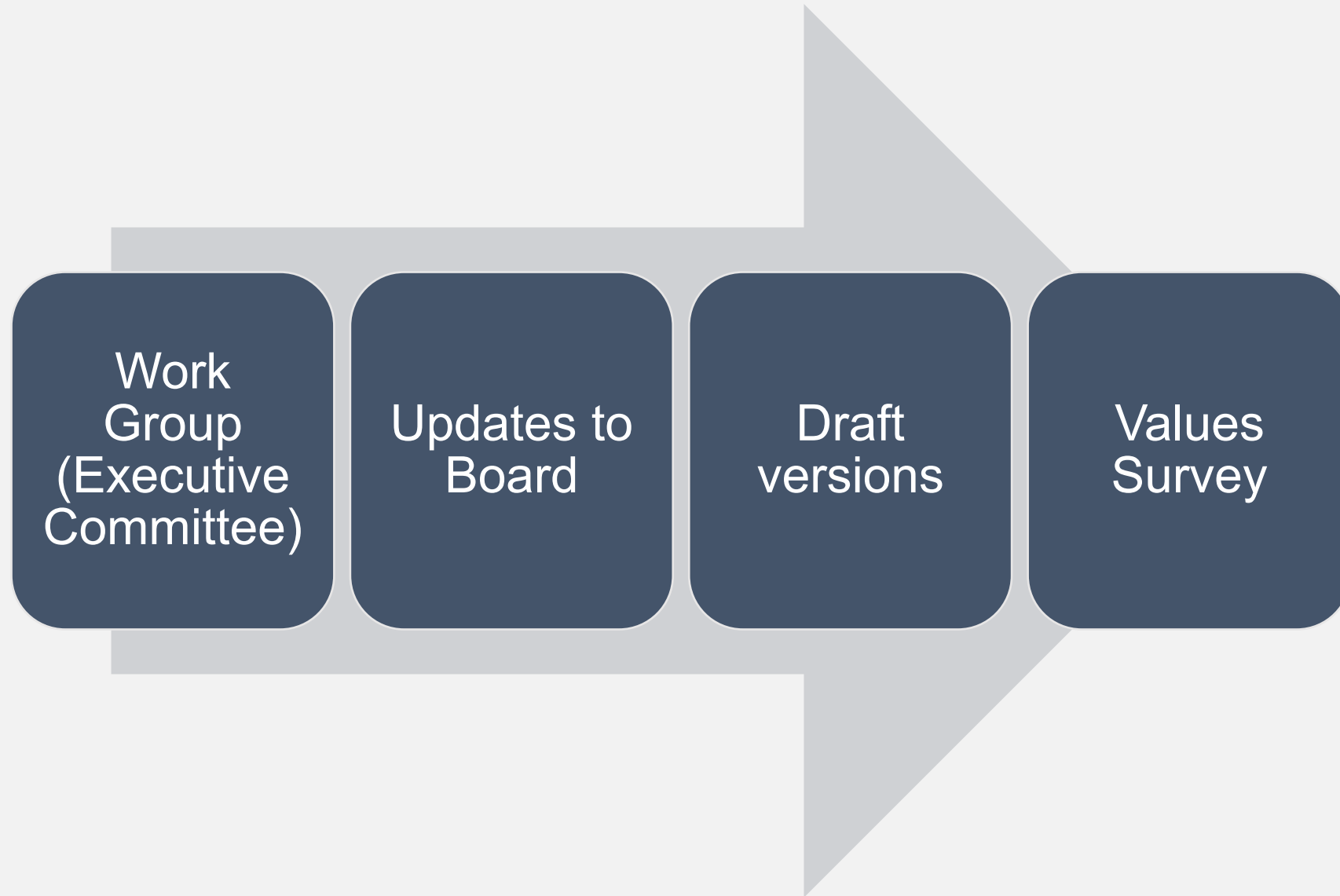
Describe the role of this board in making that a reality.



Think of two goals which the Maricopa County Workforce Board could immediately pursue within the imperative of our mission.



- 1. Vision Statement**
- 2. Mission Statement**
- 3. Values Statements**
- 4. Five Goals**
- 5. Strategies to achieve each goal**
- 6. Tactics within each strategy**
- 7. Metrics for each strategy**
- 8. Continuous improvement protocol**





**PARTNERSHIP FOR
WORKFORCE INNOVATION**

Making The World of Work Understandable



Information/Discussion Only.

Apprenticeship Recruitment Presentation



Construction Apprenticeship Information Meeting Maricopa Workforce Development Board Meeting 2021_12-16

Welcome / Introduction

“A Day in the Life”

<https://www.youtube.com/watch?v=DNgKyC2Qulg>

Phoenix Electrical JATC Apprenticeship Program

- Since 1943, our training center has graduated thousands of men and women, who are now Journey-Level Electricians in the commercial and industrial sectors of our industry. Currently, there are over 500 registered apprentices training at all levels in the program, in addition to the JATC delivering continuing education classes for graduates, providing new skills and knowledge applicable to emerging markets.
- Our Instructional staff are Journey-Level Electricians who facilitate a nationally consistent program, and follow the highest and most exacting standards in the industry.
- The sponsoring employers of the National Electrical Contracting Association, and members of the International Brotherhood of Electrical Workers, jointly collaborate to deliver highly skilled and trained electrical workers to the thousands of complex construction projects in the Maricopa County area. From constructing data centers, hospitals, and high-tech manufacturing plants, to a remodel of a small local business or restaurant, every customer is guaranteed the same level of skill and knowledge from our trained electricians

Apprenticeship Basics

- Apprenticeship is Full-time On-the-Job Learning, complemented by a structured program of part-time related classroom training
- Most programs in Building-Trades are 3-5 years
- Credentials earned include
 - State Certificate of Apprenticeship Completion
 - Industry-Recognized Certificates
 - In most cases, College credit to apply towards an Associates Degree in Applied Science at a local Community College

Apprenticeship Basics

- Positions are competitive
 - Minimum qualifications include
 - HS Diploma or GED
 - A “C” or better in HS Algebra, or 1 successful semester of college-level algebra
 - Program qualifications can vary
 - Applications are accepted year-round, online
 - Aptitude testing is included
 - Formal interview with a Committee
 - Application data and Interview score will be compiled, placing applicant on a list of preferred candidates to be selected from
 - Industry’s Training Committee will periodically select a number of candidates as new apprentices based on industry needs

On-the-Job Learning

- Apprentice is placed to work with a sponsoring employer of the program
- Employment is full-time
- Experience is monitored and tracked by the program
- Most programs are 8,000 hours of OJL for completion
- Raises are issued based on successful completion of school and work-hours

Apprenticeship Standards and Policies

- Apprenticeship Standards are public documents that require approval of the State office of Apprenticeship Director (Willie Higgins)
- Based on CFR part 29 § 29 & 30, defining structure, rules, and EEO compliance
- Programs are held responsible to their Standards by the State Office of Apprenticeship and any other applicable governmental agencies.

Apprenticeship Costs

- Most programs have costs associated with books and tuition
 - Relatively low-cost, in comparison to colleges
- Sample of program costs vs. income
 - 1st Year books: \$910 (based on July 2021 prices)
 - 1st and 2nd semester tuition: \$750 each (based on July 2021 cost)
 - 1st Year total cost: \$2,400.00
- Starting wages for 1st Year Apprentice
 - \$17.60/hr (based on July 2021 IBEW / NECA CBA) 1st 1,000 hours = \$17,600
 - \$19.20/hr (based on July 2021 IBEW / NECA CBA) 2nd 1,000 hours = \$19,200
 - Total 1st – year wages = \$36,800
- Raises scheduled during entire 4-year apprenticeship
 - Total Income for a graduate after 4-years: >\$185,000
 - Total program cost for 4 years: \$9,300.00
 - Total college debt to start career: \$0.00

WIOA Participation

- WIOA Benefits are available through the Maricopa County Human Services Department to offset some start-up costs for apprentices:
 - Books and tuition
 - Tools
- For qualified applicants through an Individual Training Account, benefits can include:
 - 1st – year tuition
 - 1st and 2nd – year books
 - A set of hand-tools
- HSD Supportive Services has provided assistance to Apprentices with barriers to success
 - Transportation
 - Housing
 - Childcare
 - Continuing Partnership with HSD, and their consistent interest in the apprentice's success, has developed a much-needed resource for participants in the program through open communication between all parties.
 - Betsy Nelson, Apprenticeship Career Advisor

Career Dynamics After Apprenticeship

- Most graduates enjoy satisfying career in the construction industry working on a variety of projects
 - Something new to experience every day
 - Conditions
 - Locations
 - Professional relationships
 - Transitional employment
 - Most construction workers will work for dozens of employers during their career
 - Contractors employ workers only during times of construction, maintenance, and remodeling for their customers
 - Construction Workers consistently “working themselves out of a job”
 - Apprentices must remain “readily available” for placement back to work after lay-offs, and time can vary between jobs

Career Dynamics After Apprenticeship

- Working up the “Corporate Ladder”
 - Positions in management include:
 - Foremen, General Foremen
 - Pay increases with level of responsibility, managing others
 - Superintendents, Project Managers
 - Salaried positions, additional benefits and pay
 - Senior Managers, Presidents, Company Ownership
 - Profit-based income, Proprietary Benefits and Pay
 - Contractors who hire apprentices were once apprentices themselves

Challenges to Overcome

- Many younger apprentices are initially unsuccessful in program due to rigorous **responsibilities in becoming an “adult”**
 - Required regular attendance in a full-time employment position
 - Early start-times in construction pose a challenge
 - Starting as early as 4:30AM
 - County is a large geographic area, putting transportation as a real barrier to success
 - Many jobs require additional overtime hours
 - Many schedules run 10-12 hours every day
 - Worker shortage is enhancing the issue

Challenges to Overcome

- School Attendance is required for all 4 years
 - School policies are typically very strict
 - All classes required to be attended
 - Absences are never without penalty, up to and including termination from program
 - Minimum GPA must remain > 75% at all times
 - All homework assignments required to be completed when due
 - Math is a critical component to most construction programs
 - All lab work is required to be successfully completed
 - Mechanical aptitude is challenging to many apprentices
 - Younger generations are not as likely to have worked on cars or other mechanically-driven hobbies

Challenges to Overcome

- Considering Apprenticeship as a viable career path in High School
 - Counselors continuing to push college as path to success
 - Parents wanting “better” for their children
- Apprenticeships have become more “mainstream”, but have a long way to go
- Transitional Employment premise is a difficult conversation
 - Students need to quickly learn financial literacy, and be able to plan and save for times of unemployment
 - Many start the program and have never had a checking account

Challenges to Overcome

- Drug-Free Workplace Policy for Industry
 - Most construction trades are deemed a “Safety-Sensitive” occupation, placing a restrictive DFW policy to protect all workers
- Policy is in effect at all times
 - Random
 - Pre-Employment
 - Post-Accident
 - Training Center

Conclusion

- Apprenticeship Programs are in need of thousands of participants in coming years
- Retirements and worker shortages will ensure ample opportunities and secure employment for the foreseeable future
- Apprenticeships can provide a credentialed, post-secondary education path with ability to apply towards Associate's Degree and continuing education paths forward to a rewarding career and secure retirement.

Questions?

Shawn Hutchinson

Training Director

Phoenix Electrical JATC Apprenticeship

(602) 571-0957

Shutchinson@pejatc.org

... And a product of Apprenticeship



Information/Discussion Only.

Mobile Career Center (MCC) Update

MOBILE CAREER CENTER INITIATIVE UPDATE

December 2021

Steve Clark, MCWDB Executive Director



Current Status

- Executive Committee/MCWDB discussions
- Brent Downs MCC
Experiences/recommendations
- Phase I-Initial research complete
- Transitioning from strategic discussions to feasibility research

Next Steps

- Continue to work with our service provider in researching all aspects of MCC
 - Management/Oversight
 - Further research where MCC units are used
 - Evaluating successes and forecasting problem areas
 - Continue collaborating with Workforce Development Division
 - Future updates TBD

Discussion? Questions?





Information/Discussion Only.

East Valley Career Center Lease



East Valley Career Center Relocation

Jacqueline Edwards, Director
Maricopa County Human Services Department

November 18, 2021



Current East Valley Career Center Background

- Located: Shopping Center at Gilbert Rd & Guadalupe Rd
- Lease: Extended to June 2022
- Client Demographic: Less than 10% of population are below the poverty line in surrounding area; Only 10% of clients are from the surrounding community
- Facility: Insufficient space for services



Current East Valley Career Center Background

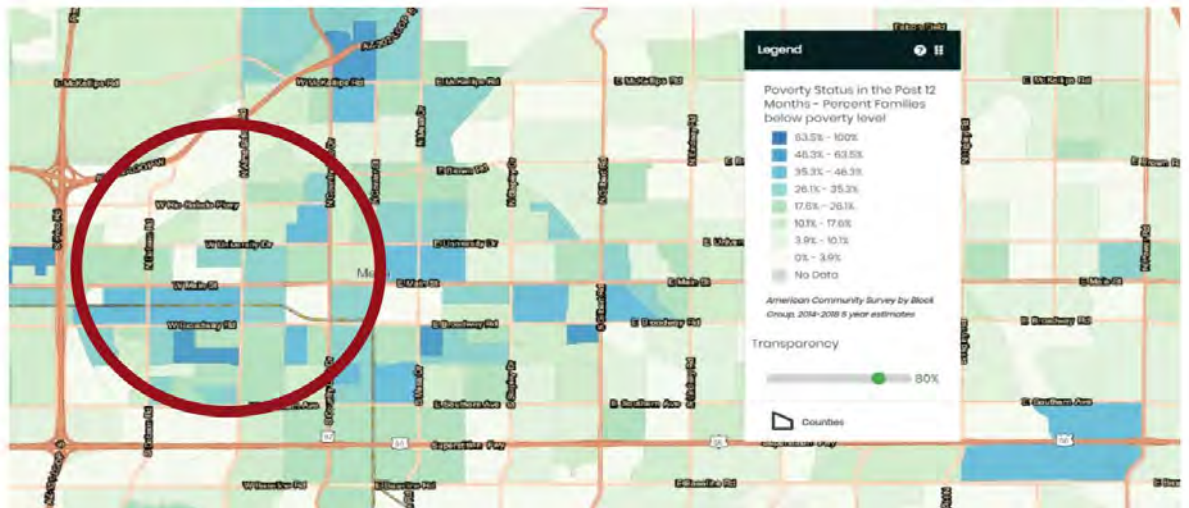
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- Lease: Extended to June 2022
- Client Demographic: Less than 10% of population are below the poverty line in surrounding area; Only 10% of clients are from the surrounding community
- Facility: Insufficient space for services



New East Valley Career Center Location Search

Poverty Data

- The poverty map shows the greatest need for clients is in West Mesa area with a poverty rate of 63-100%.
- Additionally, the greatest number of clients we serve live in Mesa (reference slide #5; where our clients live)



- Began location search in 2019 based on these factors:
 - **Client data** - Majority East Valley clients live in Mesa
 - **Poverty data** – West Mesa has the greatest poverty rate in the East Valley
 - **Public Accessibility** – Transportation is a barrier for many clients; Public transportation routes must be available
 - **Facility** – Cost-effective with ample space for training and job fairs



New Location – 1001 W. Southern Ave. Mesa 85210

- Located: Mesa Corporate Center at Alma School Rd. & Southern Ave.
- Lease: Commence - March – June 2022; 124 months
- Facility: 23,000 sq ft dedicated workforce development space
- Tenant Improvements: Completed by landlord





Supporting Comprehensive Services & Strengthening Integration

Location with host both Maricopa County HSD Workforce Development and Early Education Administration

To achieve a strong human services system that is responsive, efficient, effective, and accountable in Maricopa County, it can only be achieved through robust partnerships.

- **Comprehensive Services**
Wrap around services for individuals and families supports their long-term self-supporting goals
- **Dual Program Coaching & Case Management Services**
Coaching/case management from both programs produces better outcomes, especially for those with the greatest barriers to employment
- **Financially Beneficial Partnership**
Shared space benefits both programs' operations and saves funding to be used towards client services
- **Collaboration Expansion**
Expansion of other partnerships, such as WIC and food bank services, will benefit all clients and the community



Information/Discussion Only.

Adult/Dislocated Worker Funding Transfer Update

ARIZONA DEPARTMENT OF ECONOMIC SECURITY
Workforce Innovation and Opportunity Act (WIOA) Title I-B

TRANSFER OF FUNDS REQUEST FORM

1. CONTRACTOR Maricopa County Human Services Department 2. CONTRACTOR ID NUMBER DI21-002283-A1

WIOA Section 133 (b) (4) provides the authority for Local Workforce Development Boards (LWDBs) the ability to transfer, if such a transfer is approved by the Arizona Department of Economic Security (ADES), up to and including 100 percent of the funds allocated to the Local Workforce Development Area (LWDA) under paragraph (2)(A) or (3), and up to and including 100 percent of the funds allocated to the local area under paragraph (2)(B), for a fiscal year between— (A) adult employment and training activities; and (B) dislocated worker employment and training activities.

WIOA Title I-B Fiscal Policy, Section 600-Transfer of Funds, allows LWDBs to request a transfer of unexpended Rapid Response funds to the WIOA Title I-B Dislocated Worker Program when dislocated worker funds in a LWDA have been fully expended for a Program Year.

This request does not change the amount of the allocation, but only the use of funds for respective programs.

Adult

PY/ FY FY21 Original Allocation of \$ 4,291,256.00 To New Allocation of \$ 8,626,434.00

Dislocated Worker

PY/FY FY21 Original Allocation of \$ 5,352,072.00 To New Allocation of \$ 1,016,894.00

Unobligated Rapid Response

PY/FY _____ Original Allocation of \$ _____ To New Allocation of \$ _____

**can only be transferred to DW when all DW funds have been expended.*

ARIZONA DEPARTMENT OF ECONOMIC SECURITY		CONTRACTOR: <u>Maricopa County Human Services Department</u>	
SIGNATURE OF AUTHORIZED INDIVIDUAL <i>Maha Madhanakumar</i>	SIGNATURE OF AUTHORIZED INDIVIDUAL <i>Nicole Forbes</i>		
TYPED NAME Maha Madhanakumar	TYPED NAME Nicole Forbes		
TITLE Finance Manager	TITLE Finance & Budget Manager		
DATE 11/8/2021	DATE <i>10/27/21</i>		

TRANSFER OF FUNDS REQUEST FORM

WRITTEN REQUEST

Date: 10/27/21

Local Workforce Development Board: Maricopa County Workforce Development Board

Funding Source of Transfer			Amount of Transfer Requested	Percent of Transfer Requested
<input type="checkbox"/> Adult	<input checked="" type="checkbox"/> DW	<input type="checkbox"/> Rapid Response (to DW)	\$ 4,335,178.00	81.00 %

- Describe the situation that necessitates the LWDA's need to transfer funds. Include labor market information and other economic conditions that contributed to the need for this transfer request.

According to Arizona's Office of Economic Opportunity Monthly Unemployment Trends (LAUS Program), the seasonally adjusted unemployment rate for The Phoenix-Mesa-Scottsdale MSA (Maricopa & Pinal Counties) in August 2021 was 4.2%, down from 5.1% in July 2021. If low rates of Unemployment continue, the capacity to serve Dislocated Workers in FY22 is reduced.

- Explain how the transfer of funds will impact the participant levels in both the Adult and Dislocated Worker Programs. Provide an estimate of the number of Adult and Dislocated Worker expected to be served if the transfer is granted.

At the current pace, Maricopa County is projected to serve approximately 4,050 Adults and 520 Dislocated Workers in FY22, if this transfer is granted. Historically, Maricopa County has experienced lower unemployment rates and more rapid job growth relative to rest of the state. These labor market factors contribute to the limited number of individuals eligible for the Dislocated Worker Program.

- Explain the effect of the transfer on current providers of training and other services. Include the impact on jointly funded employment and training programs in the local ARIZONA@WORK Job Center.

At the current pace, Adult Program participants are expected to account for 89% of FY22 AD/DW enrollments. Occupational Skills Training, Apprenticeships and paid Work Experiences are the most-requested services by both Adults and Dislocated Workers in our Job Centers. The transfer of funds will allow us to meet the future needs of the participants looking for training services, while still allowing for sufficient funding of services for Dislocated Worker Program participants.

- Describe the expected improvement in WIOA performance outcomes in terms of percentage for both funding streams, if funding is better aligned with participants' needs in the LWDA.

The transfer of funds will allow us to better support the needs of the people entering the One-Stop Center. Economic conditions show that the local area labor market is stabilizing, and performance improvements will be seen in the ability to assist the expected clientele in improving their skills in in-demand industries. Without the transfer, it is likely that funded services will have to be limited for Adult program participants. According to WIOA Adult Program PY20 Performance reports: The 2nd Quarter Employment Rate among Training participants was 28.1 percentage points higher than that of basic career service participants. For the 4th Quarter Employment Rate indicator, the rate was 25.0 points higher.

TRANSFER OF FUNDS REQUEST FORM

ASSURANCES

I assure that the transfer of funds requested herein will not:

1. Adversely affect individuals needing services provided by the program subject to reduced funding.
2. Reduce the required rate of expenditure by the end of the program year for the funding source to which funds are transferred.

Steve Clark	<i>Steve Clark</i>	10/27/21
Name of LWDA Director (Printed)	Signature	Date
Matthew A. McGuire	<i>Matthew A. McGuire</i>	10/27/21
Name of LWDB Chairperson (Printed)	Signature	Date

SUBMITTAL INSTRUCTIONS

This form may be submitted electronically or by mail to the Department of Economic Security for review to:

Maha Madhanakumar
 Financial Manager, Division of Employment & Rehabilitation Services (DERS)
 Finance and Budget Unit
 Phone: 602-542-2474
 Email: mmadhanakumar@azdes.gov

Equal Opportunity Employer/Program • Under Titles VI and VII of the Civil Rights Act of 1964 (Title VI & VII), and the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title II of the Genetic Information Nondiscrimination Act (GINA) of 2008; the Department prohibits discrimination in admissions, programs, services, activities, or employment based on race, color, religion, sex, national origin, age, disability, genetics and retaliation. To request this document in alternative format or for further information about this policy, contact your local office; TTY/TDD Services: 7-1-1. • Free language assistance for DES services is available upon request. Disponible en español en línea o en la oficina local.

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Dislocated Worker

PY/FY PY20 Original Allocation of \$ 1,189,815.00 To New Allocation of \$ 0.00

Unobligated Rapid Response

PY/FY _____ Original Allocation of \$ _____ To New Allocation of \$ _____

**can only be transferred to DW when all DW funds have been expended.*

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I assure that the transfer of funds requested herein will not:

1. Adversely affect individuals needing services provided by the program subject to reduced funding.
2. Reduce the required rate of expenditure by the end of the program year for the funding source to which funds are transferred.

Steve Clark	<i>Steve Clark</i>	10/27/21
Name of LWDA Director (Printed)	Signature	Date
Matthew A. McGuire	<i>Matthew A. McGuire</i>	10/27/21
Name of LWDB Chairperson (Printed)	Signature	Date

SUBMITTAL INSTRUCTIONS

This form may be submitted electronically or by mail to the Department of Economic Security for review to:

Maha Madhanakumar
 Financial Manager, Division of Employment & Rehabilitation Services (DERS)
 Finance and Budget Unit
 Phone: 602-542-2474
 Email: mmadhanakumar@azdes.gov

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