



**NOTICE OF PUBLIC 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, December 1, 2022 – 9:30 a.m.**

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

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

The Agenda for the meeting is as follows:

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

**1. Call to order.**

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**2. Roll Call.**

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**3. Welcome and Opening Remarks.**

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**4. Consent Agenda.**

*For Possible Action.*

The Committee 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 Committee asks to remove the item from the consent agenda.

- a. Meeting Minutes: October 20, 2022\*
  - b. Fiscal Report\*
  - c. Executive Director's Report\*
  - d. MCWDB 1<sup>st</sup> Quarter Report\*
  - e. Title 1B 1<sup>st</sup> Quarter Report\*
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**5. Chairman Report.**

*Discussion Only.*

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**6. Information/Discussion Only.**

- a. Service Provider Update
  - b. ARPA Presentation
  - c. 2023 Central Arizona Annual Workforce Summit\*
  - d. Monthly Careers Pathway Strategist Reports\*
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**7. Information/Discussion/Possible Action.**

- a. One-Stop Operator Procurement Vendor Selection
  - b. FY24 MCWDB Budget Recommendation\*
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**NEXT MCWDB COMMITTEE MEETING: FEBRUARY 16, 2023**

*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. Call to Public.

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9. Adjourn.

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**NEXT MCWDB COMMITTEE MEETING: FEBRUARY 16, 2023**

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# Consent Agenda.

Meeting Minutes

**MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD**

Thursday, October 20, 2022 – 9:30 a.m.

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

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

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**Members Present:** Angela Creedon, Darcy Renfro, Elizabeth Valdez, Gregg Ghelfi, Grenee Martacho, Ismial Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Scott Holman, Shawn Hutchinson, Steve Navis, Subhash Chandra, Tina Drews

**Members Absent:** Bonnie Schirato, Matthew Clark, Scott Sudhalter

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**MEETING**

**Call to Order.**

Chair Leah Hill called the meeting to order at 9:32 a.m. and requested a roll call.

**Roll Call.**

MCWDB Board Liaison Deseret Romero took the roll call. A quorum was present.

**Welcome and Opening Remarks.**

Chair Hill welcomed everyone to the meeting, including new members Steve Navis and Elizabeth Valdez, and new Workforce Development Division Assistant Director Jared Beard. Chair Hill then welcomed Ms. Valdez and Mr. Beard to introduce themselves. (Mr. Navis arrived later in the meeting.)

In addition, Chair Hill shared the MCWDB's vision, values, and goals.

**Consent Agenda.**

- a. Meeting Minutes: October 25, 2022
- b. Fiscal Reports
- c. FY22 WIOA Final Expended and FY23 WIOA (BTA) Budget to Actuals
- d. MCWDB Annual Report
- e. MCWDB Executive Director Report
- f. Workforce Development Division Policies
  - Adult Eligibility Policy
  - Dislocated Worker Eligibility Policy
  - Youth Eligibility Policy
  - Basic Career Services Policy
  - Individualized Career Services

**MOTION:** Chair Hill asked for a motion to approve consent agenda items. Marcia Veidmark made a motion; Scott Holman seconded the motion.

**All in favor vote held:**



**In favor:** Elizabeth Valdez, Gregg Ghelfi, Grenee Martacho, Ismial Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Scott Holman, Shawn Hutchinson, Subhash Chandra, Tina Drews

**Opposed:** None

**Abstained:** None

Motion passed.

### Chair Report.

Chair Hill thanked everyone for attending the August Retreat and their continued engagement on the MCWDB.

### Community Impact Statements.

#### MCWDB Success Story

Tara Thain, Workforce Development Division Business Services Team Supervisor shared a few Employer Success Stories.

### Information/Discussion Only.

#### a. Priority of Service

Tina Luke, Workforce Development Division Workforce Program Manager provided a Priority of Service presentation. Below are the highlights from her presentation.

- Workforce Innovation and Opportunity Act (WIOA) Targeted Areas of Service
- Adult Priority of Service Overview
- Priority Populations Under WIOA
- Veterans
- Priority Order

#### b. 2022 Local Workforce Board Recertification Update

MCWDB Executive Director Steve Clark to share a brief update on the 2022 Local Workforce Board Recertification timeline, including tasks completed and notification of potential early submission of the recertification to the Department of Economic Security.

#### c. Monthly Careers Pathway Strategists Reports

##### Healthcare Careers Pathway Strategist

MCWDB Healthcare Careers Pathway Strategist Jordan Dodeward provided a summary of her monthly report. Below are the following highlights.

- Ongoing Work
  - Committee Participation
  - AzNA AzAC Workforce MSG
  - Outreach Effort (connections & Partnerships)
- Top Projects
  - Refugees Program
  - Apprenticeship Accelerator
- New Connections
  - First Things First

##### In-Demand Careers Pathway Strategist

Chair Hill noted that MCWDB In-Demand Career Pathway Strategist Ron Drake's monthly strategist report was enclosed in the meeting materials for reference.

d. FY23 MCWDB Committee Membership/Appointments

Chair Hill shared with the MCWDB her recent updates to the MCWDB Committee memberships.

- i. Youth Committee Appointment
  - Dr. Meredith Critchfield, Dean, College of Education, Grand Canyon University
  - Brittany Holmes, Vice President, ElevateEdAZ (Non-Board Member Appointment)
- ii. Employer Connection Committee Appointment
  - Steve Navis, Workforce outreach Manager, Arizona Builders Alliance
  - Julie Stiak, Workforce Education District Director, Maricopa County Community College (Non-Board Member Appointment)
- iii. Marketing and Outreach Committee Appointment
  - Toby Riley, Associate Creative Director, National University (Non-Board Member Appointment)
  - Elizabeth Valdez, Vocational Rehabilitation Program Supervisor, Department of Economic Security

e. Post 2022 MCWDB Retreat Discussion

i. Post 2022 MCWDB Retreat Survey Summary

Chair Hill shared the recent post-2022 MCWDB Retreat survey results with the MCWDB.

ii. What training and/or networking events would you like to see the staff provide or arrange for the MCWDB Full Board this fiscal year?

RESPONSES:

- Continue in-person opportunities for MCWDB meetings
- Retreat great experience/supports hybrid meeting opportunities
- Supports growing partnership communication/collaboration (i.e. Greater Phoenix Chamber/Community Colleges)
- Supports upcoming Healthcare Apprenticeship collaboration by Ms. Dodeward
- Trainings – written communications outside of the meetings (NOTE: Leah’s Comment)
- Supports more MCWDB networking opportunities (NOTE: Leah’s Comment)

MCWDB Executive Director Stave Clark noted a few upcoming trainings to be included at the MCWDB Full Board meetings.

- In-Demand Industries (Office of Economic Opportunities)
- Presentations by all Title Partners
- Regional Workforce Summit

iii. From a high-level perspective, what innovation ideas would the Executive Committee like staff to research and investigate?

RESPONSES:

- Helpful to identifying in-demand industry changes since the pandemic  
Mr. Clark noted that there would be a presentation by the Office of Economic opportunities) at the December 15<sup>th</sup> MCWDB focused on the in-demand industries.
- Identifying if in-person or virtual options are preferred for the clients being served  
Mr. Clark noted that he would reach out to the Service Provider to see if the data would be available to share with the MCWDB at the December meeting.

- Research the technology industry to better identify the programs available to fill the upcoming jobs similar to the Taiwan Semiconductor Manufacturing Company (TSMC).
- Noted that Intel will be adding 3,000 new jobs as well
- Research if we have enough qualified job seekers in Arizona available to fill the upcoming positions and what partnerships are working to fill these positions. (i.e. Chamber of Commerce presentation)
- Maricopa Community College (MCWDB Member Darcy Renfro) to provide a presentation on a partnership demonstration. Can include supply data, as well.  
Mr. Clark noted that he would put together some suggestions for the December MCWDB meeting, as Grand Canyon University (GCU), is also working on some similar initiatives.
- Agree, would also like to see the IT programs being provided by GCS and/or Mesa Community College.
- Contractors are also looking to fill over 200 positions, as well.
- Healthcare challenges – difficulties filling clinical hours, academic accreditation process being lengthy and expensive, and academic accreditation requirements not aligning with employers’ requirements.
- WestMec presentation – identifying program opportunities and enrollment limitations they are encountering.

iv. What other board development ideas would the Committees like staff to provide or arrange for further exploration?

RESPONSES:

- None.

**Call to the Public.**

Chair Hill made a call for public comment. No one spoke.

**Adjourn.**

Chair Hill adjourned the MCWDB meeting at 10:38 a.m.

*\*For additional information, contact MCWDB staff at: [MCWDB@maricopa.gov](mailto:MCWDB@maricopa.gov)*



# Consent Agenda.

Fiscal Reports



# Maricopa County FY23 WIOA (BTA) Budget to Actuals

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DECEMBER 1, 2022

WIOA FISCAL AGENT-NICOLE FORBES

# FY2023 WIOA Budget to Actual

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**Service Provider Approved Budget \$22,285,720**

Expended YTD as of October 31, 2022

\$5,625,508

**WDB Approved Budget= \$ 1,118,532**

Expended YTD as of October 31, 2022

\$267,074

\*\*In FY23 at minimum \$12,899,881 must be Expended By  
June 30, 2023\*\*

40% Expended as of October 31, 2022

# WIOA

## Funding by Category

FY23 Service Provider (WDD)						
	FY23 Approved Budget	YTD FY23 AS OF 10/31/2022	% Spent YTD	Forecast	% Forecast	Balance Remaining
<b>Roll Up</b>						
ADULT	13,371,432	3,594,531	27%	9,541,912	71%	3,829,520
DW	1,337,143	221,261	17%	748,935	56%	588,208
YOUTH	7,577,145	1,809,717	24%	4,045,841	53%	3,531,304
<b>Total</b>	<b>22,285,720</b>	<b>5,625,508</b>	<b>25%</b>	<b>14,336,688</b>	<b>64%</b>	<b>7,949,032</b>
<b>Fiscal Year 07/01/2022-06/30/2023</b>						
FY23 Workforce Development Board (WDB)						
	FY23 Approved Budget	YTD FY23 AS OF 10/31/2022	% Spent YTD	Forecast	% Forecast	Balance Remaining
<b>Roll Up</b>						
ADULT	805,343	202,976	25%	605,476	75%	199,867
DW	100,668	18,695	19%	75,685	75%	24,983
YOUTH	212,521	45,403	21%	159,778	75%	52,743
<b>Total</b>	<b>1,118,532</b>	<b>267,074</b>	<b>24%</b>	<b>840,939</b>	<b>75%</b>	<b>277,593</b>



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# QUESTIONS?

Contact Information:  
[Nicole.Forbes@Maricopa.gov](mailto:Nicole.Forbes@Maricopa.gov)

THANK YOU FOR YOUR TIME.





**WORKFORCE DEVELOPMENT BOARD  
BUDGET FY 2023  
YTD Oct 2022**

<b>WDB-FY23</b>	<b>BUDGET</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>YTD EXPENDED</b>	<b>FORECAST</b>	<b>BALANCE</b>	<b>YTD % EXPENDED</b>
<b>TOTAL COSTS</b>	<b>1,118,532</b>	<b>65,376</b>	<b>60,247</b>	<b>63,519</b>	<b>77,932</b>	<b>75,411</b>	<b>53,304</b>	<b>54,076</b>	<b>52,687</b>	<b>61,246</b>	<b>61,797</b>	<b>63,465</b>	<b>158,622</b>	<b>267,074</b>	<b>840,939</b>	<b>259,093</b>	<b>24%</b>
<b>Fund - 222</b>	<b>BUDGET</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>YTD EXPENDED</b>	<b>FORECAST</b>	<b>BALANCE</b>	<b>YTD % EXPENDED</b>
<b>PERSONNEL</b>																	
REGULAR SALARIES	477,600	43,641	41,759	39,943	20,582	46,558	31,038	31,038	31,038	36,312	36,312	37,451	37,451	145,925	433,124	44,476	31%
<b>TOTAL PERSONNEL</b>	<b>477,600</b>	<b>43,641</b>	<b>41,759</b>	<b>39,943</b>	<b>20,582</b>	<b>46,558</b>	<b>31,038</b>	<b>31,038</b>	<b>31,038</b>	<b>36,312</b>	<b>36,312</b>	<b>37,451</b>	<b>37,451</b>	<b>145,925</b>	<b>433,124</b>	<b>44,476</b>	<b>31%</b>
<b>FRINGE BENEFITS</b>																	
TAXES	36,536	3,532	2,936	3,014	1,556	3,562	2,374	2,374	2,374	2,778	2,778	2,865	2,865	11,037	33,008	3,528	30%
RETIREMENT	58,124	5,664	4,713	4,861	2,176	5,666	3,777	3,777	3,777	4,419	4,419	4,558	4,558	17,414	52,366	5,758	30%
MEDICAL	81,792	6,816	6,816	3,408	7,316	5,680	5,680	6,816	5,680	5,860	6,816	6,816	6,816	24,356	74,520	7,272	30%
UNEMPLOYMENT & WORKERS' COMP	2,234			505	-		505	-		505	-		558	505	2,073	161	23%
TUITION REIMBURSEMENT	10,500													-	-	10,500	0%
<b>TOTAL FRINGE BENEFITS</b>	<b>189,186</b>	<b>16,011</b>	<b>14,465</b>	<b>11,788</b>	<b>11,048</b>	<b>14,908</b>	<b>12,337</b>	<b>12,968</b>	<b>11,832</b>	<b>13,562</b>	<b>14,013</b>	<b>14,239</b>	<b>14,797</b>	<b>53,312</b>	<b>161,967</b>	<b>27,219</b>	<b>28%</b>
<b>INDIRECT COSTS</b>																	
INDIRECT COSTS	145,696		3,501	9,854	3,810	13,645	9,629	9,769	9,517	11,072	11,172	11,475	11,599	17,165	105,045	40,651	12%
<b>TOTAL INDIRECT COSTS</b>	<b>145,696</b>	<b>-</b>	<b>3,501</b>	<b>9,854</b>	<b>3,810</b>	<b>13,645</b>	<b>9,629</b>	<b>9,769</b>	<b>9,517</b>	<b>11,072</b>	<b>11,172</b>	<b>11,475</b>	<b>11,599</b>	<b>17,165</b>	<b>105,045</b>	<b>40,651</b>	<b>12%</b>
<b>TRAVEL &amp; TRAINING</b>																	
TRAVEL	35,000	306	162	-	-	-	-	-	-	-	-	-	30,000	468	30,468	4,532	1%
<b>TOTAL TRAVEL &amp; TRAINING</b>	<b>35,000</b>	<b>306</b>	<b>162</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,000</b>	<b>468</b>	<b>30,468</b>	<b>4,532</b>	<b>1%</b>
<b>SUPPLIES</b>																	
OFFICE SUPPLIES	4,500		113	922									1,000	1,035	2,035	2,465	23%
FOOD	1,000													-	-	50	0%
POSTAGE	50													-	-		0%
NON- CAPITAL EQUIPMENT	5,000													-	-		0%
<b>TOTAL SUPPLIES</b>	<b>10,550</b>	<b>-</b>	<b>113</b>	<b>922</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>1,035</b>	<b>2,035</b>	<b>2,515</b>	<b>10%</b>
<b>CONTRACTUAL</b>																	
ONE STOP OPERATOR	200,000				40,525	-							59,475	40,525	100,000	100,000	20%
CONSULTANT	40,000													-	-	40,000	0%
<b>TOTAL CONTRACTUAL</b>	<b>240,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40,525</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>59,475</b>	<b>40,525</b>	<b>100,000</b>	<b>140,000</b>	<b>17%</b>
<b>OPERATING SERVICES</b>																	
ASSOCIATION/MEMBERSHIPS	8,000	5,418	247	636									2,000	6,301	8,301	(301)	79%
MARKETING	2,000													-	-		0%
LABOR MARKET	1,000													-	-		0%
PRINTING (COPIER)	6,000				1,675								2,000	1,675	3,675	2,325	28%
CELL PHONES/LAND LINES	3,500			377	291	300	300	300	300	300	300	300	300	668	3,068	432	19%
<b>TOTAL OPERATING SERVICES</b>	<b>20,500</b>	<b>5,418</b>	<b>247</b>	<b>1,012</b>	<b>1,966</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>4,300</b>	<b>8,644</b>	<b>8,301</b>	<b>(301)</b>	<b>42%</b>
<b>TOTAL COSTS</b>	<b>1,118,532</b>	<b>65,376</b>	<b>60,247</b>	<b>63,519</b>	<b>77,932</b>	<b>75,411</b>	<b>53,304</b>	<b>54,076</b>	<b>52,687</b>	<b>61,246</b>	<b>61,797</b>	<b>63,465</b>	<b>158,622</b>	<b>267,074</b>	<b>840,939</b>	<b>259,093</b>	<b>24%</b>



# Consent Agenda.

MCWDB Executive Director Report

# Maricopa County Workforce Development Board Executive Director Report

December 1, 2022

## Maricopa County Workforce Development Board Roster

We are currently recruiting for the open Board seat representing Labor Organizations. This open seat was formerly held by Stan Chavira, United Food and Commercial Workers. We have until January 19, 2023, to fill this seat.

## 1st Annual Regional Workforce Summit

This annual convening of regional leaders in workforce development is a result of collaboration between Maricopa County, the City of Phoenix, and Pinal County. The idea is to bring together leaders in workforce development, education, and economic development to share best practices for each region and to create an open forum for regionally focused approaches to solutions in workforce development. More details will be shared at the December MCWDB meeting.

## 2023 National Association of Workforce Boards (NAWB) Forum

Our slate of attendees is nearly set to attend the 2023 NAWB Forum in March 2023 in Washington, D.C. The board members planning to attend have never participated before and are all new to the Board within the past year. This event has proven to be a great motivator and eye-opener for Board members. It allows collaboration with other workforce board members from across the U.S. to discuss solutions to common issues. We will plan for staff and Board members to share their experiences at the April Board meeting.

## Partnership Updates

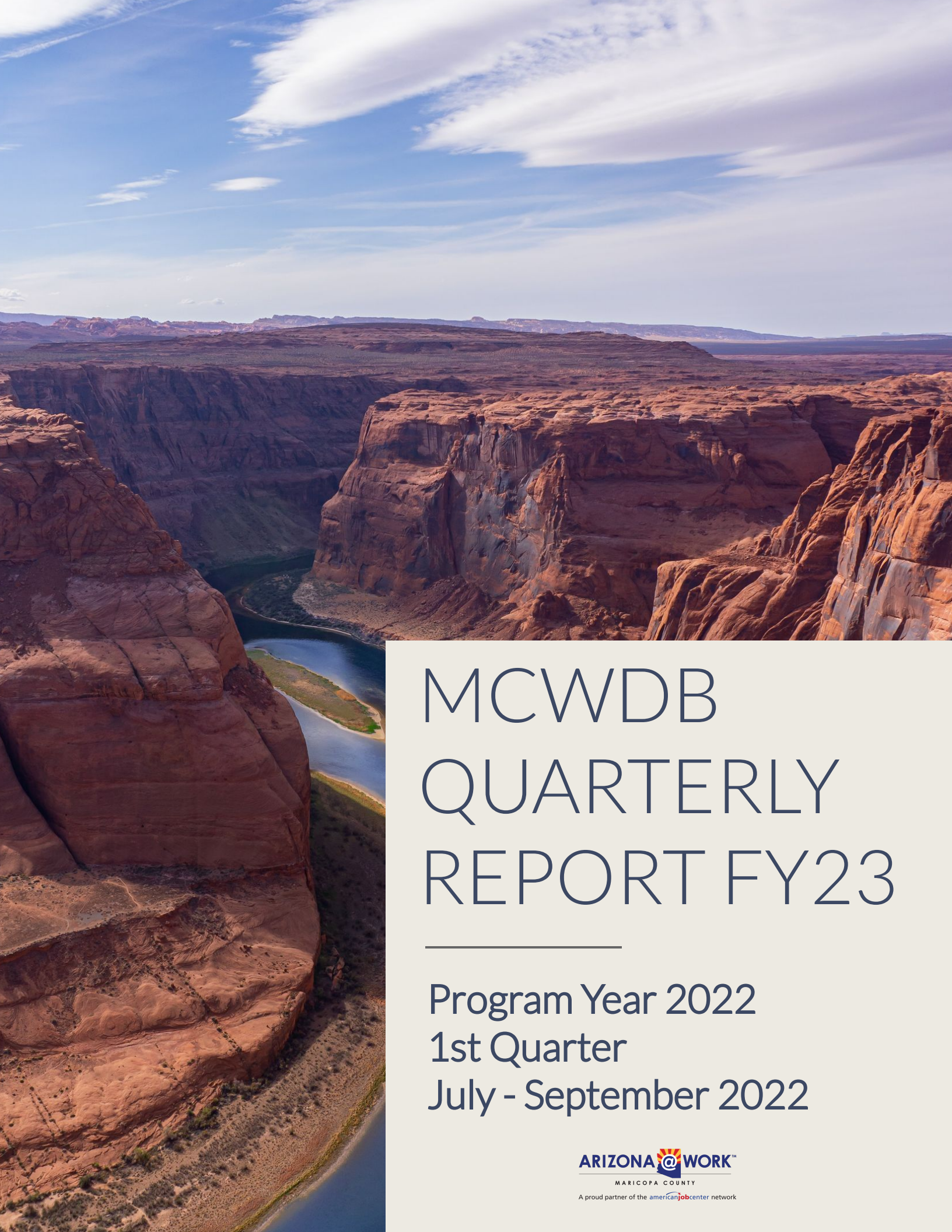
As we strive to have connections with all six of our in-demand industries, we continue to develop new workforce partnerships, and they include:

- Greater Phoenix Chamber of Commerce
- City of Phoenix
- Pinal County
- Pipeline AZ
- Maricopa County Community College District
- Grand Canyon University
- Healthcare Workforce Collaborative
- Arizona Association of Health Plans (AzAHP) Workforce Alliance
- WESTMARC
- AZ Next-ASU



# Consent Agenda.

MCWDB 1<sup>st</sup> Quarter Report



# MCWDB QUARTERLY REPORT FY23

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Program Year 2022  
1st Quarter  
July - September 2022



# Summary of Progress on Goals

During the 1st Quarter (July - September 2022), the Maricopa County Workforce Development Board (MCWDB) continued to clarify progress toward 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 actively worked on finalizing the 2022-2023 WIOA Local Area Plan Modification through multiple planning workshops for MCWDB Board approval at their August 25th meeting. In addition, the MCWDB received a continued review with "no findings" for the required quarterly WIOA Title I-A Governance submissions. Last but not least, the 2022-2023 Local Workforce Board Recertification review process is nearing completion and on schedule for MCWDB Board and Maricopa County Board of Supervisor approval in early 2023.

## MCWDB Goals

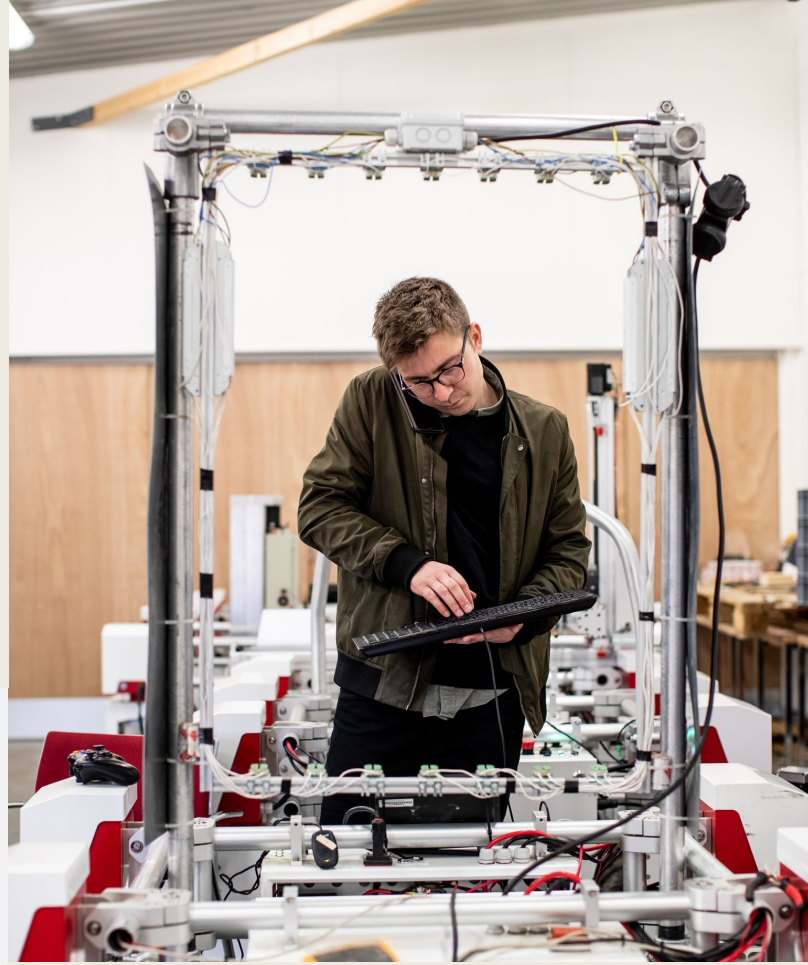
- Create a High-Quality Workforce Development System
- Build Brand Awareness of Workforce Development to Increase Utilization
- Implement Regional Workforce Entity
- Build a Self-Sustaining System of Workforce Development
- Design and Utilize Performance-Based Metrics that Ensure Capacity Management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



# Actions on MCWDB Required Roles

## Strategic Functions

- 01** Monthly MCWDB budget financial reviews with the MCWDB Fiscal Agent to ensure open communication and proper management of MCWDB funds.
- 02** Monthly meetings with the City of Phoenix and Pinal County WDB Leadership to discuss regionalism and alignment wherever possible.
- 03** Planning and development of a new Memorandum of Understanding - Infrastructure Funding Agreement.
- 04** Work with the MCWDB Board and partners to identify areas of improvement for employers and job seekers, as identified in the 2022 Strategic Plan.
- 05** Continued collaboration with postsecondary education and associated partners to identify career pathways by aligning occupational training in the targeted occupations and in-demand industries.
- 06** Continued collaboration with all workforce development local area stakeholders to ensure compliance.



## System Capacity Building

- 01** Regular engagement with community stakeholders and key partners to actualize the Board's vision of creating a best-in-class workforce system.
- 02** Engagement with the National Association for Workforce Boards by attending their 2023 Forum to identify best practices and trends for areas of improvement.
- 03** 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 Board of Supervisors' Liaison, Administrative Entity, and Career Service provider to ensure system and program oversight, alignment, and open and transparent communication.

## One Stop Operator (OSO) Quarter Progress

» The OSO continued collaboration efforts through virtual meetings with title partners where various activities take place, including customer flow and intake into the centers, and review of adult education programs.

» Visited the East and West Valley Career Centers.

» Continued to meet with partners at the City of Phoenix to discuss the new regional Customer Referral System (CRS) between Title Partners to enhance regionalism.

» Hosted Career Center Leadership meetings to discuss and share any necessary high-level projects and/or information.

## MCWDB Policies

MCWDB staff completed the following MCWDB policies required for Recertification. The policies were approved by the MCWDB Board and BOS in late August.

### Recertification Policies

- Conflict of Interest Policy
- Monitoring Oversight Policy
- Training Service Limits Policy
- Work-Based Training Services Policy

## Anticipated Activities

This program year, the MCWDB, with support from their staff, will focus on carrying out the goals and strategies within the 2022 Strategic Plan, continue measuring the outcome and performance of the local area to ensure resources are being maximized, pursuing regional and collaborative opportunities, and identifying innovative ideas 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
- Continued Policy Review as Needed
- Carrying out the 2022 Strategic Plan Goals and Strategies
- Regional Collaborative Opportunities
- Innovation in Workforce Development
- 2023 Regional Workforce Summit





# Consent Agenda.

Title 1B 1<sup>st</sup> Quarter Report

July 2022 -  
September 2022

# 1st Quarter Report



## Title 1B: Workforce Development Division

Quarterly Operations Report  
Program Year 2022

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

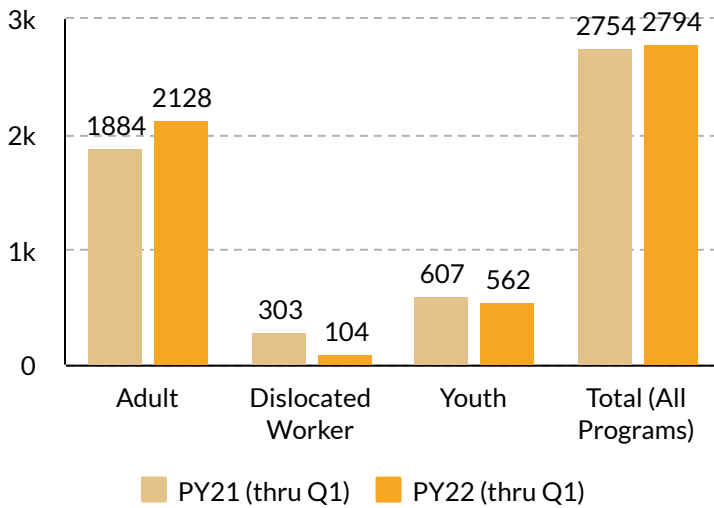


[maricopa.gov/findajob](http://maricopa.gov/findajob)

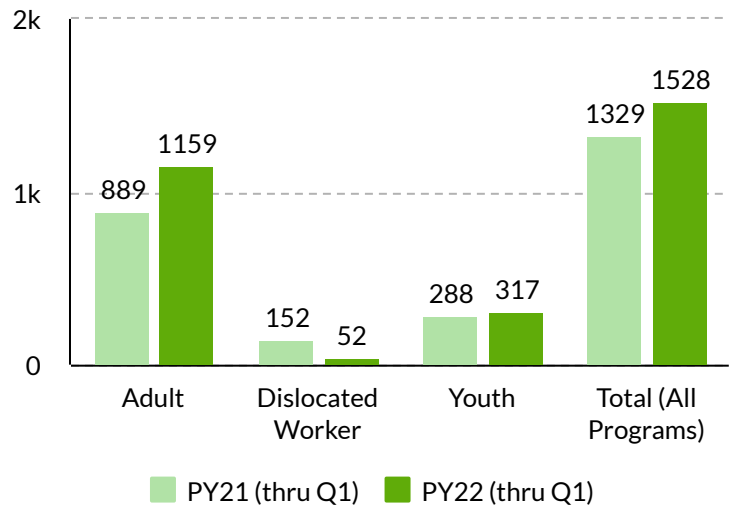
# Quarterly Participation

Through the 1st Quarter, the Workforce Development Division served 2,794 participants across the three WIOA Programs. This represents a year-over-year increase of 1.5% from the same time frame of Program Year 2021. **By the same metric, Training Service participation increased by 15%.**

### Program Participation

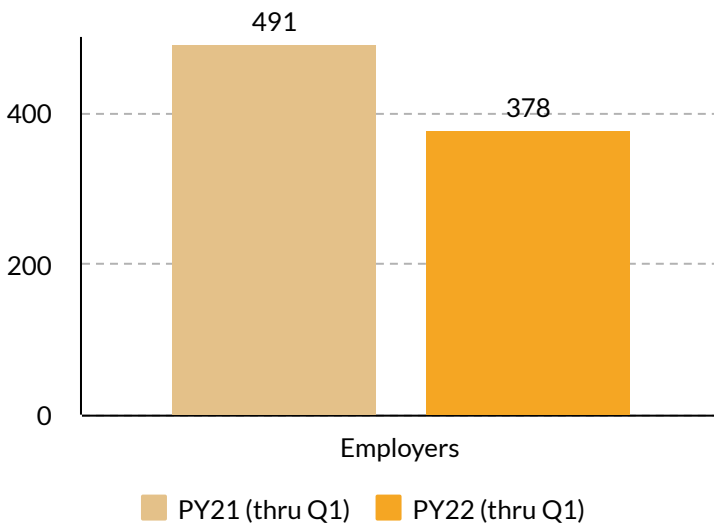


### Training Service Participation

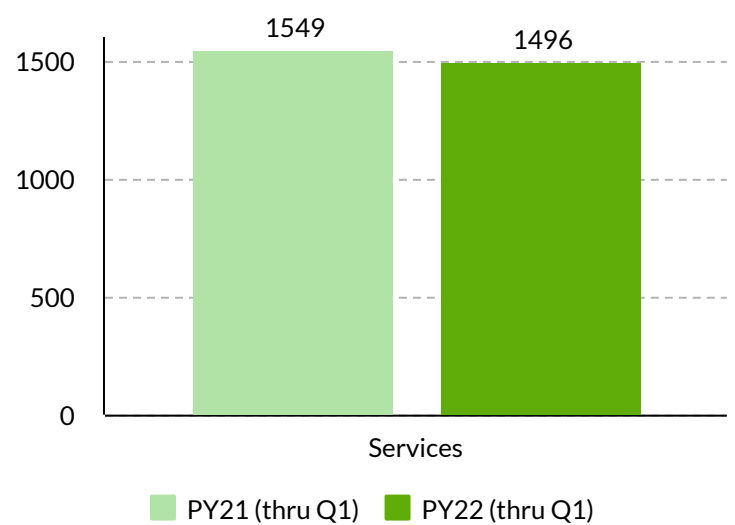


Through the 1st Quarter, the Business Services team served 378 employers, a year-over-year decrease of 23%. **Total services delivered to employers decreased by 3.4%.**

### Employers Served



### Employer Services



## Highlights



23% decrease in employers served



Served 2,794 participants (YTD thru Q1)

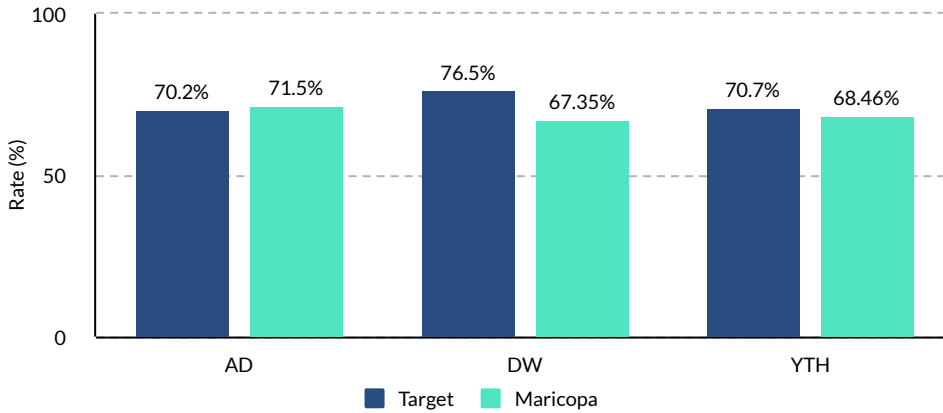


3.4% decrease in services delivered to employers

# WIOA Performance

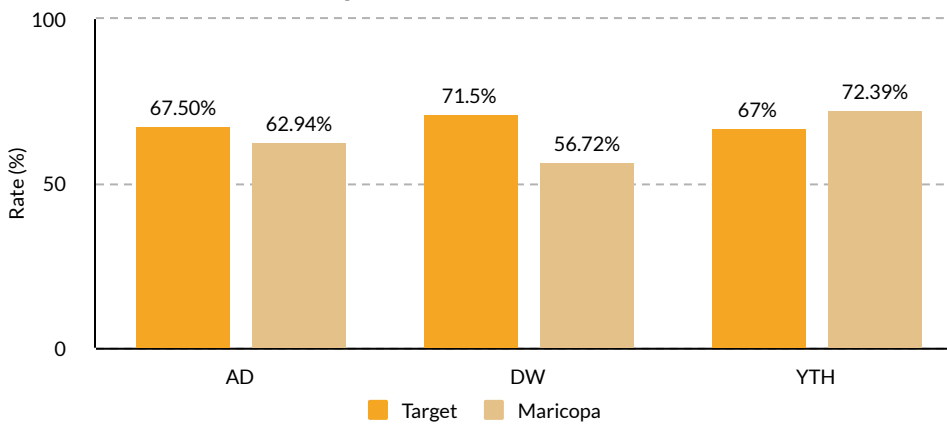
Through the 1st Quarter of PY22, Maricopa County is exceeding the negotiated performance levels in 7 of the 15 WIOA Performance Indicators across the all Programs. In an additional 2 measures, Maricopa County is meeting (within 90%) of the negotiated levels.

### 2nd Quarter Placement Rate



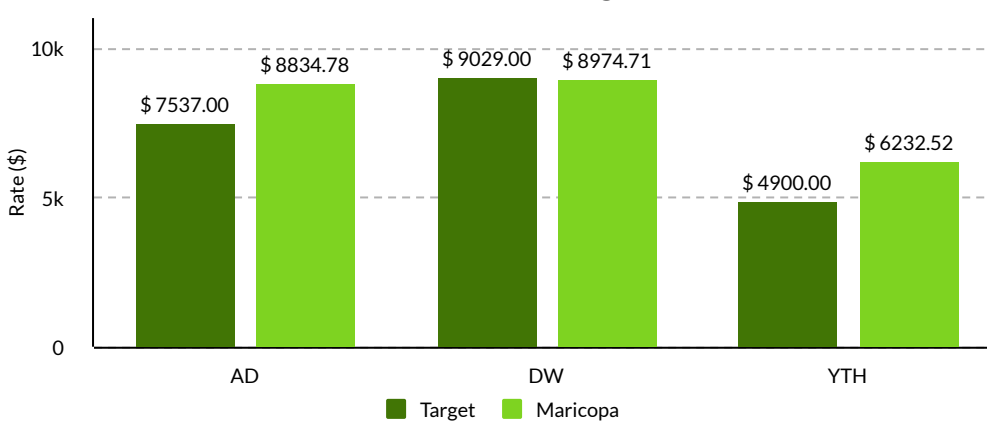
**Employment Rate (2nd Quarter After Exit):** The percentage of participants who are in unsubsidized employment (or education/training activities for Youth Program participants) during the second quarter after exit from the program

### 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

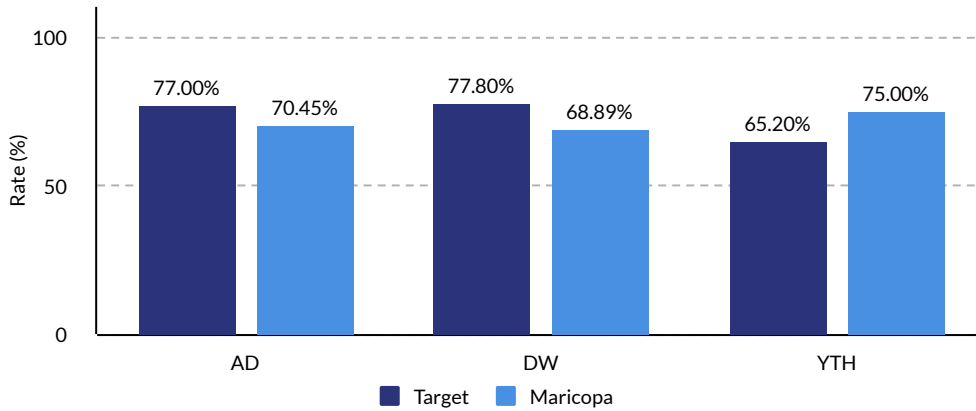
### Median Earnings



**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.

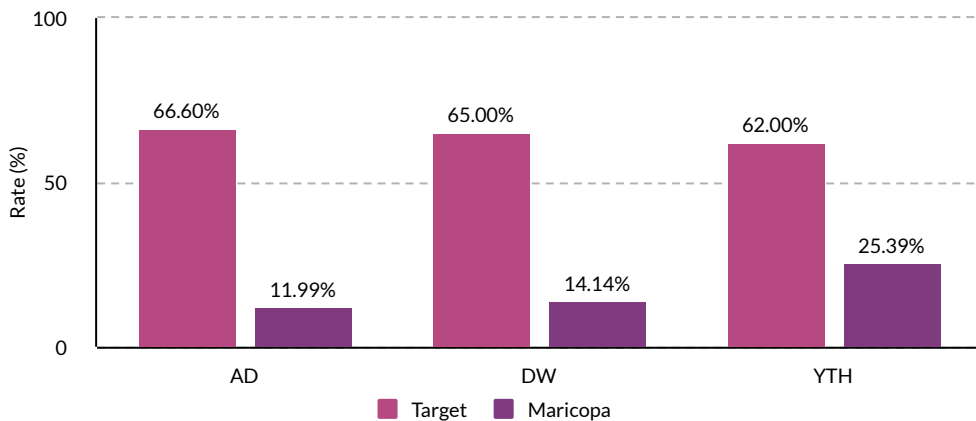
# WIOA Performance

## 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



Decreased Credential  
Attainment Rate



# Program Highlights

## SMART Justice

The ARIZONA@WORK Maricopa County SMART Justice (SJ) team had a total of 83 individualized enrollments in Quarter One. This team also Introduced LIFT WEX for Forklift Certification to help increase participant's employment opportunities.

A total of \$61,791.29 was expended to fund the enrollment of 22 participants in the Community Kitchen and LIFT program.

- 16 successfully completed the program and gained employment
- 8 obtained the ServeSafe Certification
- 7 the Forklift Certification
- 3 are currently in progress and on track to complete the program in the coming months

The SMART Justice (SJ) team also provided support to eligible participants through Occupational Skills Training (OST). In the first quarter of FY22 SMART Justice Obligated \$363,858 in approved funding for 73 participants.

- 65 participated in training related to the transportation industry
- 3 in HVAC
- 2 in Masonry
- 3 in Barbering/Nail Tech

## Apprenticeship Programs

The Workforce Development Division remains committed to the enhancement and expansion of apprenticeship opportunities throughout the county. Through the first quarter we've accomplished the following:

- 174 total enrollments in Apprenticeship Programs
  - ✓ Total of 42 successful one-year completions resulting in employment
  - ✓ \$835,898 obligated in approved funding for 174 participants
  - ✓ 164 participants enrolled into Construction Apprenticeship Programs, which include Electrical and Sheet Metal trades
  - ✓ 10 participants enrolled in the Information Technology Apprenticeship Program

## 2GEN

Maricopa County's 2Gen Initiative helps bring families out of poverty by connecting single parents to high-quality training and employment opportunities as well as early childhood education and care. Within this initiative we have seen the following:

- \$59,543 obligated in approved funding for 10 participants
- 10 participants in various training programs in various industries: (4 in CDL, 1 in Medical Assisting, 2 in Cosmetology, 1 in Nail Technician, 1 in Social Media Marketing, 1 in Phlebotomy)
- 6 successful completions with employment, (3) CDL, (2) Cosmetology, (1) Medical Assisting

## Program Highlights Continued

### Rio Salado - Medical Administrative Assisting

In collaboration with Rio Salado College, we've enrolled our fourth cohort in the Medical Administrative Assisting Program. A total of 12 participants between the Adult and Youth program enrolled with an estimated end date of May 23, 2023.

A total of \$39,192.32 has been obligated to support this cohort through the completion of their program.

### Youth WEX

35 youth participants were referred for a Work Experience (WEX) in Quarter 1 and up to \$409,330 was obligated to cover wages and administrative costs

### Business and Community Services

Effective FY22, Business Services will be referenced as Business and Community Services. This is because, in addition to six Business Service Representatives (BSRs) housed at our East Valley Campus and West Valley Career Center, eight Workforce Development Coordinators (WDCs) are housed in local municipality community centers and libraries. The BSRs and WDCs work collaboratively together to serve both job seekers and businesses.

Business Service Representatives (BSRs) are also working with WDD Trainers to increase and enhance the delivery of equitable, inclusive, and comprehensive services to businesses experiencing adversity. Strategic outreach to targeted community organizations has also resulted in the delivery of community-based trainings, career pathway and employment assistance, and support services to the most vulnerable populations. An example of this is a resume training and hands on lab that has been paired with direct referrals to specific employment opportunities, that is scheduled for next quarter with a group of 20 refugees.

### City of Tempe Partnership

The Tempe WDC, housed in the Tempe Library, has developed three new strategies that have resulted in an over tripling of participants served. In Q1 of PY21, this position served an average of ten participants per month. In Q1 of this program year, this position is serving an average of thirty-five participants per month.

This Tempe WDC is now partnering with *Tempe Works*, A program that provides a pathway to self-sufficiency for individuals experiencing homelessness in Tempe through stable employment and housing. The partnership has resulted in about 10 referrals a month of people experiencing homelessness. The WDC provides workforce and additional services to these referrals as needed.

The second strategy is targeted outreach to local apartment complexes. By educating the apartment complexes of local workforce services to those experiencing financial hardships, we have seen an increase in traffic for workforce services in that area.

The final strategy is to collaborate with The City of Tempe Office of Education and Career and Family Services to secure childcare for any participant who would like to attend a workforce workshop but experiences childcare as a barrier.

## Success Stories

### Collaboration with MCHSD Early Education Division

The Early Education Division, and the East Valley ARIZONA@WORK Maricopa County team are now co-located in the same building at the Mesa Campus. An Early Education Division co-worker came to one of our Business Services Representatives with a concern for their brother, Mario, a young man with developmental disabilities and limited English proficiency.

Mario was working in Central America and now moved to Arizona. He was having difficulty finding a job and was getting frustrated with the search. The Early Education employee reached out to our Business Services team for assistance. Our BSR, Harvey Smith, collected information on what Mario liked to do and what he did for employment in Central America?

Harvey contacted a local company noted for successfully hiring individuals with disabilities over the last 30+ years, EPI-HAB. EPI-HAB's mission is *"to provide meaningful employment for individuals with epilepsy and other challenges by performing valued work for area businesses in a safe and enjoyable environment"*. EPI-HAB handles fulfillment, e-commerce fulfillment, mailing, printing, inserting, hand assembly, bagging, label application and storage services.

Harvey met with EPI-HAB and took a tour of the facility, which led him to believe this company would be a great fit for Mario and his needs. With Harvey's referral, Mario was invited for an interview and a tour to see what the assembly job entailed, the Employer also provided a tour for Mario's family. Mario started his part time assembly job on 9/12/2022. He works three-hour shifts, four times a week, and earns \$12.80 /hour.

### Collaboration with MCHSD Housing and Community Development

In late June of 2022, The Human Services Department's Housing and Community Development, and Workforce Development Division began a partnership to address the workforce needs of homeless service providers in Maricopa County. Shelter staff had been reporting that they were unable to fill their shelters to capacity due to lack of staffing. Some shelters were only operating at fifty percent capacity due to this shortage.

Efforts began with an in-person listening session on July 14, 2022. The Business and Community Services Team met with 10 homeless and social service providers to listen to their needs and barriers while providing a safe space for collaboration to occur. WDD Staff also compiled Labor Market Information on shelter job openings, confirming that shelter-based positions are some of the most difficult to fill. Utilizing market tools, shelter case management and peer support ranked a 10 out of 10 for difficulty to hire.

Providers were broken into small groups and asked to discuss a few questions around recruitment and retention of staff. Provider staff identified that they could do the following to reduce turnover:

- Provide more in-depth new employee orientation and longer hands-on training periods.
- Prioritize organization culture and connection to the work.
- Advertise accurate job duties in job descriptions.
- Provide benefits or bonuses for dedicated staff.

Since the Listening Session, WDD has:

- Visited 6 of the agencies on site to better understand their needs and strengths. Two additional agencies were met with on-site prior to the listening session.
- Continued to run and share labor market information. Shelter related positions now rank a 7 out of 10 for hiring difficulty, with an increase in qualified candidates and a decrease in the number of jobs posting.
- Seven agencies are newly registered in Arizona Job Connection.
- Most agencies have posted their open positions through Arizona Job Connection.
- A hiring event featuring 3 agencies was held at the Mesa Campus on 10/13/22. Ten people attended, five were offered interviews on the spot. Two hires are currently pending fingerprint clearance backgrounds.





# Information/Discussion Only.

2023 Central Arizona Annual Workforce Summit

# 2023 CENTRAL ARIZONA ANNUAL WORKFORCE SUMMIT

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**“RECONCEPTUALIZING  
REGIONALISM”**

# Purpose of Summit

Convene regional strategic partners in the areas of economic development, workforce development, and education to collaborate and share innovative solutions from a regional perspective.



# Target Audience

- Workforce Board Members/Staff
- State, County, and Local leaders in:
  - Economic Development
  - Education
  - Workforce Development

# Event Details

- One-day event – June 29, 2023
- Location Options (central location)
  - Desert Willow Conference Center
  - Wild Horse Pass
  - The Buttes
  - Arizona Grande Resort
- Keynote Speaker –TBD
- Panelists –TBD
- Breakout Presenters -TBD

# Areas of Focus

Identify leaders in each of the three areas who represent Maricopa County, the City of Phoenix, and Pinal County to share the following:

1. Best Practices
2. Innovative Ideas
3. Forward Thinking/  
Regional Opportunities



# Draft Agenda

<b>8:30 am</b>	<b>Check In</b>
<b>8:30 am - 9:00 am</b>	<b>Breakfast and Networking</b>
<b>9:00 am – 9:30 am</b>	<b>Opening Remarks</b>
<b>9:30 am – 10:15 am</b>	<b>Breakout Session 1</b>
<b>10:30 am – 11:15 am</b>	<b>Breakout Session 2</b>
<b>11:30 am – 12:30 pm</b>	<b>Lunch/Networking</b>
<b>12:30 pm – 1:15 pm</b>	<b>Keynote Speaker</b>
<b>1:30 pm – 2:30 pm</b>	<b>Panel Discussion</b>
<b>2:30 pm – 3:00 pm</b>	<b>Closing Remarks/Next Steps</b>

# Questions/Ideas to Consider?







# Information/Discussion Only.

Monthly Careers Pathway Strategist Reports

# MCWDB Healthcare Careers Pathway Strategist Report

November 2022

Jordan Dodeward

## Ongoing Work

### Committee Participation

- New member of the **Greater Phoenix Chamber Foundation** Healthcare Collaborative.
- Participated in the **WESTMARC** Public Affairs Committee as Healthcare Co-Chair to help develop their 2023 legislative agenda.
- Attended the **WESTMARC** Board Retreat to help develop new and innovative goals for 2024.
- Regular attendance at the **Arizona Association for Economic Development (AAED)**, Workforce Committee

### AzNA AzAC Workforce MSG

- Planning to attend the AARP and Future of Nursing: Campaign for Action virtual health equity summit on December 1<sup>st</sup>. This event will bring together local, state, and national stakeholders focused on advancing equity in healthcare workforce decisions and private-sector policies.

## Top Projects

### Arizona Healthcare Registered Apprenticeship: Simplified Accelerator

Healthcare Career Advancement Program (H-CAP) in partnership with the Arizona Registered Apprenticeship Office and ARIZONA@WORK hosted an event on November 1, 2022 that informed attendees of the benefits of creating a Registered Apprenticeship in Healthcare.

**Participants**



50+ In-Person | 30+ Virtual | 80+ Total

**Interests**

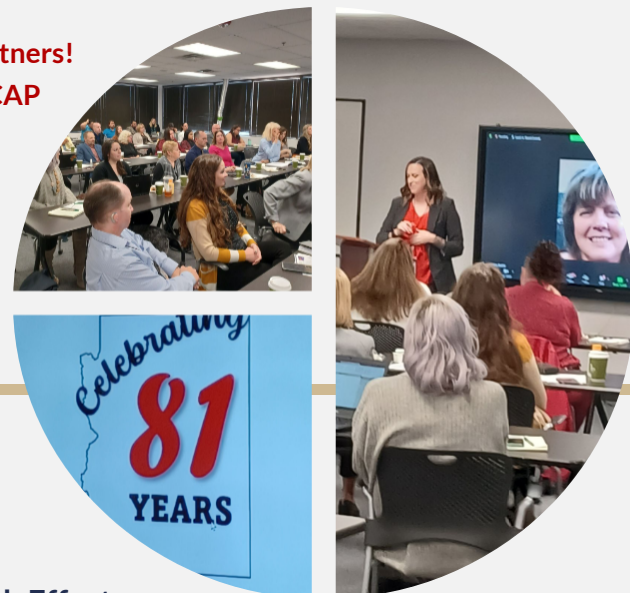


5+ Interested Employers

- **ARIZONA@WORK West Valley Conference room was near room capacity!**
- **The majority of the attendees were potential employer and educational partners!**
- **In just 2 weeks time, 5 potential employer partners have reached out to H-CAP and the State Apprenticeship Office!**

### Refugees

Currently meeting with other states of successful refugee resettlement programs specifically focused on helping healthcare professionals earn credentials, licensure and get into and stay in the healthcare workforce. Additionally, gathering information of a potential first cohort of students!



## New Connections

### Pipeline AZ Healthcare Hub

Pipeline AZ is in the midst of creating a new industry hub for healthcare. This industry hub will further expand healthcare careers and career ladders and will create additional partnerships within healthcare to strengthen regional collaboration. I, and ARIZONA@WORK, are partnering to create means of referral and data sharing while teaming up marketing and networking efforts.

### Outreach Efforts

Continued research for various avenues to make connections, seek partnerships and offer resources about Maricopa County Workforce Development and Maricopa County ARIZONA@WORK.

October 2022

# MCWDB In-Demand Careers Pathway Strategist Report

Ron Drake

## Ongoing Work

### **Committee Participation**

Participated in ongoing committee meetings with AAED Workforce Committee, AZ@Work Communications, AZ@Work Monthly Board Meeting, AZ Tech Council, and WESTMARC Economic Development Committee and Education & Workforce Committee.

### **Continued Research**

Continued to reach out to organizations and research avenues for new pathways. Met with Robin Reed, CEO of AZ Black Chamber of Commerce, and received a tour of the West-MEC Northwest Campus and a tour of the City of Surprise Resource Center of which MC has resources at the Center.

## Top Projects

### **Manufacturing Apprenticeship Convening Event**

With the conclusion of a very successful Healthcare Apprenticeship Accelerator Event, we now are turning our attention to Manufacturing. The plan is to convene a Manufacturing Apprenticeship Event similar to the event that Jordan Dodeward so successfully managed. We are planning this event in Q1 of 2023. The plan is to present the event in the same manner and format as the Healthcare event. We'll have intermediaries there along with a panel of experts to share their experiences from their apprenticeship programs. Then wrap it up with a Q&A. Look forward to an announcement soon.

## Top Projects (Cont.)

### **Workforce Development Collaborative**

As previously mentioned last month, Myself and others are working with Rob Beulow (Bee'-low) at ASU on a Workforce Development initiative to centralize all the Workforce Development efforts around the State. Rob is the Program Director for AZNext at ASU. Jordan Dodeward is also involved in these discussions. We convened a meeting recently and plan to have a member of a local CBO present their efforts in this arena to determine if what they have done meets the needs as we defined them. We plan to meet every two weeks into the foreseeable future.



# Information/Discussion Only.

FY24 MCWDB Budget Recommendation

## MCWDB FY24 Budget Recommendation

WDB-FY24	FY23 BUDGET	Recommended FY24 BUDGET	JUSTIFICATION
<b>TOTAL COSTS</b>	<b>1,118,532</b>	<b>1,358,879</b>	
<b>Fund - 222 Budget</b>			
<b>PERSONNEL</b>			
REGULAR SALARIES	477,600	506,340	Maintain current staffing budget levels for FY24 and merit increase 4% projected
<b>TOTAL PERSONNEL</b>	<b>477,600</b>	<b>506,340</b>	
<b>FRINGE BENEFITS</b>			
TAXES	36,536	38,735	
RETIREMENT	58,124	61,622	
MEDICAL	81,792	81,792	
UNEMPLOYMENT & WORKERS' COMP	2,234	2,500	
TUITION REIMBURSEMENT	10,500	10,500	
<b>TOTAL FRINGE BENEFITS</b>	<b>189,186</b>	<b>195,149</b>	
<b>INDIRECT COSTS</b>			
INDIRECT COSTS	145,696	153,340	
<b>TOTAL INDIRECT COSTS</b>	<b>145,696</b>	<b>153,340</b>	
<b>TRAVEL &amp; TRAINING</b>			
TRAVEL	35,000	35,000	
<b>TOTAL TRAVEL &amp; TRAINING</b>	<b>35,000</b>	<b>35,000</b>	
<b>SUPPLIES</b>			
OFFICE SUPPLIES	4,500	5,000	
FOOD SUPPLIES	1,000	1,500	
EQUIPMENT	5,000	5,000	
POSTAGE	50	50	
<b>TOTAL SUPPLIES</b>	<b>10,550</b>	<b>11,550</b>	
<b>CONTRACTUAL</b>			
ONE STOP OPERATOR	200,000	397,000	
CONSULTANT	40,000	40,000	
<b>TOTAL CONTRACTUAL</b>	<b>240,000</b>	<b>437,000</b>	
<b>OPERATING SERVICES</b>			
ASSOCIATION/MEMBERSHIPS	8,000	8,000	
MARKETING	2,000	2,000	
LABOR MARKET	1,000	1,000	
PRINTING (COPIER)	6,000	6,000	
CELL PHONES	3,500	3,500	
<b>TOTAL OPERATING SERVICES</b>	<b>20,500</b>	<b>20,500</b>	
<b>TOTAL COSTS</b>	<b>1,118,532</b>	<b>1,358,879</b>	