



**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, August 17, 2023 – 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.

2. Roll Call.

3. Welcome and Opening Remarks.

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: June 15, 2023*
 - b. Fiscal Reports*
 - c. Executive Director's Report*
 - d. PY23 Allocations*
 - e. FY23 MCWDB 4th Quarter Report*
 - f. Title IB 4th Quarter Report*
 - g. 2022 Maricopa County Recertification Approval*
 - h. One-Stop Operator Monthly Report*
 - i. June Jobs Report*
 - j. Shared Governance Agreement*
-

5. Chair Report.

Discussion Only.

6. Information/Discussion Only.

- a. In-Demand Industries Presentation: Healthcare Careers Pathways at Banner*
-

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.

7. Community Impact Statements.

- a. MCWDB Success Story*
-

8. Information/Discussion Only.

- a. MCWDB Training: Title III*
 - b. Service Provider Update*
 - c. In-Demand Careers and Apprenticeship Strategist Highlights*
 - d. 2023 Arizona Workforce Summit
 - e. MCWDB Committee Updates
 - i. Executive Committee
-

9. Call to Public.

10. Adjourn.

NEXT MEETING: October 19, 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***

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Consent Agenda Meeting Minutes



MARICOPA COUNTY

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MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

Thursday, June 15, 2023 – 9:30 a.m.

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

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

Members Present: Angela Creedon, Bonnie Schirato, Kathryn “Che” Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Members Absent: Darcy Renfro, Grenee Martacho, Jacob Evenson, Matt Clark, Scott Sudhalter, Scott Holman, Steve Navis, Subhash Chandra

MEETING

Call to Order.

Chair Leah Hill called the meeting to order at 9:31 a.m. and requested a roll call.

Roll Call.

MCWDB Management Analyst Nancy Avina took the roll call. A quorum was present.

Welcome and Opening Remarks.

Chair Hill welcomed everyone and read the MCWDB’s vision, values, and goals.

Consent Agenda.

- a. Meeting Minutes: April 20 2023
- b. Fiscal Reports
- c. Executive Director’s Report
- d. Monthly Careers Pathway Strategist Report
- e. FY23 MCWDB 3rd Quarter Report
- f. Title IB 3rd Quarter Report
- g. FY24 MCWDB Meeting Schedule
- h. Title IA Governance Monitoring – 2nd Quarter
- i. Maricopa County Recertification Approval

MOTION: Chair Hill asked for a motion to approve consent agenda items. Bonnie Schirato made a motion; Shawn Hutchinson seconded the motion.

All in favor vote held:

In favor: Bonnie Schirato, Kathryn “Che” Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

Chair Report.

Chair Hill discussed our regional landscape in regard to a potential or current recession. Chair Hill also thanked each board member for their commitment to this board and within their respective careers.

Community Impact Statements.

a. MCWDB Success Story

Workforce Development Division Smart Justice Career Advisor Charles Mathews shared the MCWDB success story.

Information/Discussion/Possible Action.

a. In-Demand Industries Recommendation

MCWDB Executive Director Steve Clark proceeded by presenting the In-Demand Industries Discussion/Recommendation. Mr. Clark highlighted that our in-demand industries were last decided upon in 2018. The purpose of this presentation is to set the precedent for reviewing our in-demand industries annually and to vote upon them today. Mr. Clark reviewed the process and history of discussions we have had about our in-demand industries this FY, including guest presentations by Rachel Tashbook, giving credit to the Employer Connection Committee. Mr. Clark then reviewed why in-demand industries are important and how they guide our decisions within ARIZONA@WORK. Mr. Clark laid out the top 16 industries by overall ranking. The Executive Committee's recommendation to the Full Board is to keep our current 6 in-demand industries (Construction, Healthcare & Social Assistance, Manufacturing, Finance & Insurance, Transportation & Warehousing, and Information Technology). No questions by the board.

MOTION: Chair Hill asked for a motion to approve the In-Demand Industries Recommendation as presented. Marcia Veidmark made a motion; Noelle Trinder seconded the motion.

A Roll Call vote held:

In favor: Bonnie Schirato, Kathryn "Che" Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

b. Memorandum of Understanding/Infrastructure Funding Agreement

MCWDB Management Analyst Nancy Avina proceeded by presenting the Memorandum of Understanding/Infrastructure Funding Agreement. Ms. Avina delivered a background and the process of the MOU & IFA. Ms. Avina then moved to go over the summary of revisions and editing processes to both the MOU and the IFA. Currently, the MOU & IFA are in the process of collecting final signatories prior to moving to the BOS for approval. Today, asking for MCWDB approval in order to continue moving forward. Ms. Avina then asked for any questions, there were no questions.

MOTION: Chair Hill asked for a motion to approve the Memorandum of Understanding/Infrastructure Funding Agreement as presented. Bonnie Schirato made a motion; Marcia Veidmark seconded the motion.

A Roll Call vote held:

In favor: Angela Creedon, Bonnie Schirato, Kathryn "Che" Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

c. One-Stop Operator Contract Performance Assessment

MCWDB Management Analyst Nancy Avina proceeded by presenting the One-Stop Operator Contract Performance Assessment. Ms. Avina gave an overview of what the assessment is and the process, and how it applies to our OSO. Avina walked through the current spreadsheet document showing the MCWDB members how performance items are rated, measured, and scored. Ms. Avina then handed the presentation to Executive Director Steve Clark for any additional comments and then recommended that the MCWDB approves the One-Stop Operator Contract Performance Assessment.

Ms. Avina asked for any questions or discussion. Tina Drews made the comment of thanking Ms. Avina and those involved in the work to create this. Ismael Rangel made the comment of additionally thanking Ms. Avina and those involved. Rangel asked a question about the ability of the OSO to visit the career center sites once per week. Ms. Avina stated that the OSO is currently located at one of our comprehensive sites and has agreed to visit our other site on a weekly visit. Rangel asked where our one-stop centers are located and if they are required to visit our affiliate sites. Ms. Avina noted that they are required to visit our comprehensive sites weekly and our affiliate sites quarterly. Ms. Avina also noted that the OSO scope of work is frequently visited to ensure success and capacity to meet the performance measures.

MOTION: Chair Hill asked for a motion to approve the One-Stop Operator Contract Performance Assessment as presented. Angela Creedon made a motion; Noelle Trinder seconded the motion.

A Roll Call vote held:

In favor: Angela Creedon, Bonnie Schirato, Kathryn "Che" Collins, Elizabeth Valdez, Gregg Ghelfi, Ismael Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

d. MCWDB Officer Elections

Chair Hill opened nominations for the MCWDB Officer Elections.

i. MCWDB Chair

Shawn Hutchinson made a motion to nominate Leah Hill to serve as the Chair of the MCWDB.

Leah Hill accepts the nomination. Chair Hill asks if there are any further nominations. None were made, so Chair Hill closes Chair nominations. Chair Hill delivers her vision for the MCWDB.

MOTION: Shawn Hutchinson made a motion to nominate Leah Hill to serve as the Chair of the MCWDB; Marcia Veidmark seconded the motion.

A Roll Call vote held:

In favor: Angela Creedon, Bonnie Schirato, Kathryn "Che" Collins, Elizabeth Valdez, Gregg Ghelfi, Ismael Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

ii. MCWDB Vice Chair

Chair Hill opens nominations for the Vice Chair of the MCWDB. Marcia Veidmark made a motion to nominate Bonnie Schirato as Vice Chair of the MCWDB. Schirato accepts the nomination. In the chat function of GoToMeeting, Liz Valdez additionally nominates Bonnie Schirato for Vice Chair of the MCWDB. With hearing no other nominations, Chair Hill closes nominations to the MCWDB Vice Chair and offers Schirato the chance to deliver her vision as Vice Chair. Bonnie speaks about her excitement about the opportunities ahead of us.

MOTION: Chair Hill asked for a motion to approve Bonnie Schirato for Vice Chair of the MCWDB. Marcia Veidmark made a motion; Loren Granger seconded the motion.

A Roll Call vote held:

In favor: Angela Creedon, Bonnie Schirato, Kathryn “Che” Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

iii. MCWDB Second Vice Chair

Chair Hill opens nomination for the Second Vice Chair of the MCWDB. Bonnie Schirato nominates Shawn Hutchinson. Shawn Hutchinson accepts the nomination. With no further nominations, Chair Hill closes the nominations and invites Shawn Hutchinson to deliver his vision for the MCWDB. Hutchinson welcomes the MCWDB staff and the programs and initiatives the staff has led.

MOTION: Chair Hill asked for a motion to approve Shawn Hutchinson for Second Vice Chair of the MCWDB. Bonnie Schirato made a motion; Gregg Ghelfi seconded the motion.

A Roll Call vote held:

In favor: Angela Creedon, Bonnie Schirato, Kathryn “Che” Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

e. FY24 MCWDB Committee Structure

Chair Hill then invites MCWDB Executive Director Steve Clark to present the FY 2024 Maricopa County Workforce Development Board Committee Structure Discussion. Mr. Clark starts by thanking the newly appointed Chair, Vice, and Second Vice Chair for their acceptance of their roles on the MCWDB. Mr. Clark reviewed the current committee structure, including the executive, youth, employer connection, and marketing and outreach committees. The proposed plan is to keep and move forward with Youth Committee and the Employer Connection Committee. Mr. Clark is proposing to sunset the Marketing & Outreach Committee and ask to integrate marketing efforts with our Maricopa County Human Service Department. Clark presented new committee considerations; Talent Pipeline Committee to embed within the Employer Connection Committee and create a new Regional Workforce Initiatives Committee. After reviewing the recommendation to sunsetting the Marketing & Outreach Committee and creating the Regional Workforce Initiatives Committee, asks for any questions or discussion. Tina Drews asks to consider the talent pipeline in other areas rather than Youth specifically. Mr. Clark emphasizes that the talent pipeline will be considered within all of the committees.

MOTION: Chair Hill asked for a motion to approve the FY24 MCWDB Committee Structure as presented. Gregg Ghelfi made a motion; Bonnie Schirato seconded the motion.

A Roll Call vote held:

In favor: Bonnie Schirato, Kathryn “Che” Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Tina Drews

Opposed: None

Abstained: None

Motion passed

Information/Discussion Only.

a. MCWDB Training: Title II

Chair Hill introduced Kristi Wimmer to present the MCWDB Training: Title II. Ms. Wimmer delivers an overview of all the services offered within Title II-Adult Education. Following Ms. Wimmer's presentation, E. Cole added the perspective from Rio Salado.

b. Healthcare Careers Pathways at Banner

Due to limited time, Noelle Trinder asked to move this presentation to the next meeting. Chair Hill referred to Steve Clark for his recommendation, and Mr. Clark agreed and stated that Banner's presentation will be on the next board meeting agenda. Chair Hill then moves to call the public.

c. FY24 MCWDB Committee Chairs and Roster Recommendations

Due to limited time and per recommendations above by Steve Clark, the item agenda was not discussed during the MCWDB Full Board meeting today, June 15, 2023.

Call to the Public.

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

Adjourn.

Chair Hill adjourned the MCWDB meeting at 10:59 a.m.

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



Consent Agenda. Fiscal Report



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FY24 WIOA Financial & Budgetary Review





FY24

WIOA Financial & Budgetary Review

Nicole Forbes
Finance & Budget Manager

FY2024 WIOA Budget to Actual

Service Provider Approved Budget \$17,186,716

Expended YTD as of July 31, 2023

\$894,469

WDB Approved Budget= \$ 1,263,757

Expended YTD as of July 31, 2023

\$1,006

WIOA Funding by Category

Fiscal Year 07/01/2023-06/30/2024						
FY24 Service Provider (WDD)						
	FY24 Approved Budget	YTD FY24 AS OF 7/31/2023	% Spent YTD	Forecast	% Forecast	Balance Remaining
Roll Up						
ADULT	10,946,617	593,244	5%	9,620,628	88%	1,325,990
DW	951,880	45,391	5%	777,651	82%	174,229
YOUTH	5,288,219	255,834	5%	3,889,149	74%	1,399,070
Total	17,186,716	894,469	5%	14,287,427	83%	2,899,288
Fiscal Year 07/01/2023-06/30/2024						
FY24 Workforce Development Board (WDB)						
	FY24 Approved Budget	YTD FY24 AS OF 7/31/2023	% Spent YTD	Forecast	% Forecast	Balance Remaining
Roll Up						
ADULT	960,455	765	0%	637,498	66%	322,957
DW	88,463	70	0%	58,717	66%	29,746
YOUTH	214,839	171	0%	142,598	66%	72,240
Total	1,263,757	1,006	0%	838,813	66%	424,944





Thank You



**WORKFORCE DEVELOPMENT BOARD
BUDGET FY 2024
Jul-23**

	202401	202402	202403	202404	202405	202406	202407	202408	202409	202410	202411	202412	YTD EXPENDED	FORECAST	BALANCE	YTD % EXPENDED	
WDB-FY24	BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD EXPENDED	FORECAST	BALANCE	YTD % EXPENDED
TOTAL COSTS	1,263,757	1,157	130,795	65,398	93,161	64,009	64,009	64,773	64,009	93,786	66,161	65,398	66,135	772,657	838,791	424,966	61%
	BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD EXPENDED	FORECAST	BALANCE	YTD % EXPENDED
PERSONNEL																	
REGULAR SALARIES	411,218		77,475	38,738	58,106	38,738	38,738	38,738	38,738	58,106	38,738	38,738	38,738	-	503,589	(92,371)	0%
TOTAL PERSONNEL	411,218	-	77,475	38,738	58,106	38,738	38,738	38,738	38,738	58,106	38,738	38,738	38,738	-	503,589	(92,371)	0%
FRINGE BENEFITS																	
TAXES	38,735		5,927	2,963	4,445	2,963	2,963	2,963	2,963	4,445	2,963	2,963	2,963	-	38,525	210	0%
RETIREMENT	61,622		9,522	4,761	7,141	4,761	4,761	4,761	4,761	7,141	4,761	4,761	4,761	-	61,891	(269)	0%
MEDICAL	81,792		13,632	6,816	5,680	5,680	5,680	5,680	5,680	6,816	6,816	6,816	6,816	-	76,112	5,680	0%
UNEMPLOYMENT & WORKERS' COMP	2,500				625			625			625		625	-	2,500	-	0%
TUITION REIMBURSEMENT	10,500													-	-	10,500	0%
TOTAL FRINGE BENEFITS	195,149	-	29,081	14,540	17,891	13,404	13,404	14,029	13,404	18,402	15,165	14,540	15,165	-	179,028	16,121	0%
INDIRECT COSTS																	
INDIRECT COSTS	153,340	-	23,655	11,828	16,872	11,575	11,575	11,714	11,575	16,985	11,966	11,828	11,966	-	151,541	1,799	0%
TOTAL INDIRECT COSTS	153,340	-	23,655	11,828	16,872	11,575	11,575	11,714	11,575	16,985	11,966	11,828	11,966	-	151,541	1,799	0%
TRAVEL & TRAINING																	
TRAVEL	35,000	130												130	130	34,870	0%
TOTAL TRAVEL & TRAINING	35,000	130	-	-	-	-	-	-	-	-	-	-	-	130	130	34,870	0%
SUPPLIES																	
OFFICE SUPPLIES	5,000	21												21	21	4,979	0%
FOOD	1,500													-	-	1,500	0%
POSTAGE	50													-	-	50	0%
NON- CAPITAL EQUIPMENT	5,000													-	-	5,000	0%
TOTAL SUPPLIES	11,550	21	-	-	-	-	-	-	-	-	-	-	-	21	21	11,529	0%
CONTRACTUAL																	
ONE STOP OPERATOR	397,000													-	-	397,000	0%
CONSULTANT	40,000													-	-	40,000	0%
TOTAL CONTRACTUAL	437,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	437,000	0%
OPERATING SERVICES																	
ASSOCIATION/MEMBERSHIPS	8,000	1,006												1,006	1,006	6,994	13%
MARKETING	2,000													-	-	2,000	0%
LABOR MARKET	1,000													-	-	1,000	0%
PRINTING (COPIER)	6,000													-	-	6,000	0%
CELL PHONES/LAND LINES	3,500		584	292	292	292	292	292	292	292	292	292	266	3,500	0	0%	
TOTAL OPERATING SERVICES	20,500	1,006	584	292	292	292	292	292	292	292	292	292	266	1,006	4,505	15,995	5%
TOTAL COSTS	1,263,757	1,157	130,795	65,398	93,161	64,009	64,009	64,773	64,009	93,786	66,161	65,398	66,135	1,157	838,813	424,944	0%



FY23 WIOA Financial & Budgetary Review





FY23

**WIOA Financial & Budgetary
Review**

**Nicole Forbes
Finance & Budget Manager**

FY2023 WIOA Budget to Actual

Service Provider Approved Budget \$22,285,720

Expended YTD as of June 30, 2023

\$17,434,381

WDB Approved Budget= \$ 1,118,532

Expended YTD as of June 30, 2023

\$1,018,113

****In FY23 at minimum \$13,039,572 must be Expended By June 30, 2023****

100% Expended as of June 30, 2023

WIOA Funding by Category

Fiscal Year 07/01/2022-06/30/2023						
FY23 Service Provider (WDD)						
	FY23 Approved Budget	YTD FY23 AS OF 6/30/2023	% Spent YTD	Forecast	% Forecast	Balance Remaining
Roll Up						
ADULT	13,371,432	12,098,713	90%	12,098,713	90%	1,272,719
DW	1,337,143	907,355	68%	920,688	69%	416,455
YOUTH	7,577,145	4,428,312	58%	4,428,312	58%	3,148,833
Total	22,285,720	17,434,381	78%	17,447,713	78%	4,838,007
Fiscal Year 07/01/2022-06/30/2023						
FY23 Workforce Development Board (WDB)						
	FY23 Approved Budget	YTD FY23 AS OF 6/30/2023	% Spent YTD	Forecast	% Forecast	Balance Remaining
Roll Up						
ADULT	850,084	773,766	91%	773,766	91%	76,319
DW	78,297	71,268	91%	71,268	91%	7,029
YOUTH	190,150	173,079	91%	173,079	91%	17,071
Total	1,118,532	1,018,113	91%	1,018,113	91%	100,419





Thank You



Consent Agenda. Executive Director's Report



MARICOPA COUNTY

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Maricopa County Workforce Development Board Report

Steve Clark, Executive Director

August 2023

2024 Local Plan Submission Proposed Changes

As a part of the Office of Economic Opportunity's (OEO) attempt at streamlining processes and working more closely with local areas, they are proposing to change the timeline for our Local Plan submission. Currently, the timeline would require Local Workforce Development Board's (LWDB) to submit their Local Plans for 2024-2027 in June 2024 which is only a couple of months after the State Plan is finalized. This time frame does not give LWDB's satisfactory time to incorporate the State Plan and its guiding principles into their local plan. To better align with the State Plan submission, OEO would like to change the submission dates to the following: Local Plans become effective beginning January 1, 2025, and ends December 31, 2028. The 2-year modification would take effect January 1, 2027. This also ensures that all Local Plans/Modifications would cover an entire calendar year. Implementing this change will require OEO to request that the Workforce Arizona Council approve a one-year extension for all current Local Plans. I applaud this effort and support their proposal.

MCWDB Staff Update

We are in the recruitment phase to fill the In-Demand Career Pathways Strategist position, which has been vacant since last year. With our renewed focus on performance in the in-demand industries, I feel that the time is right to find our newest team member. There are several qualified candidates, and we hope to finalize the recruitment process in the next couple of weeks with a target start date of early September.

One-Stop Operator (OSO) Update

There have been a few changes taking place with our OSO team. We are navigating through a slight restructuring of the OSO to potentially include a regional approach that will also allow us to maintain our autonomy. While this internal maneuvering plays out, services from the OSO are expected to continue at a high level.

Projects

We are continuing to work on several projects. They include:

- Title II Set Aside Funds negotiation
- Partner collaboration and delegation
- ETPL shift from WDD to WDB staff oversight
- OSO changes
- MOU/IFA 6-month review/revisions
- Service Provider Agreement Review/Renewal
- Strategist recruitment
- Regional collaboration
- Healthcare/IT Apprenticeships



**Arizona Healthcare
Apprenticeship
Accelerator 2.0**

 August 30th, 2023
Check-in 8:30 am

 GateWay
Community College
Washington Campus,
The Copper Room

REGISTER NOW 



Consent Agenda. PY23 Allocations



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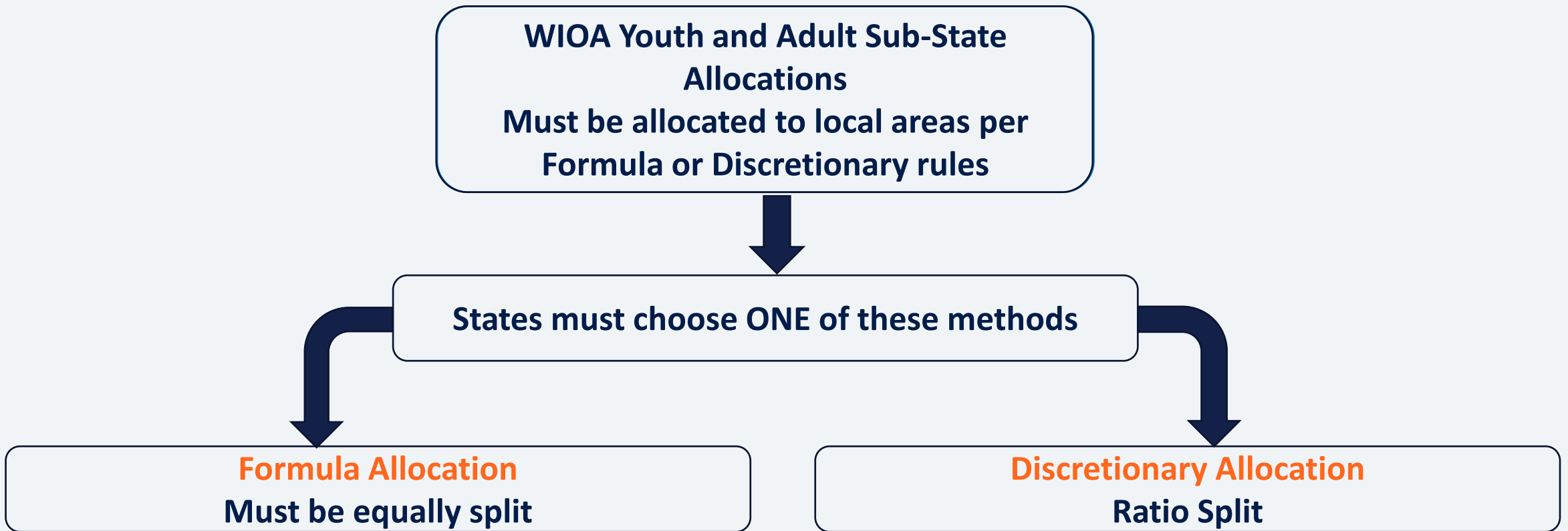
PY 2023 Allocations

Steve Clark, Executive Director
August 2023

Funding Allocations

- ✓ **WIOA requirement**
- ✓ OEO/DES Staff receive State allotment(s)
- ✓ Summary:\$79.7 mil (Program Year 23 –Title 1)
- ✓ State Reserve -\$19,489,254
- ✓ Local Area Allocation -\$60,178,737

Allocations Distribution Methods



Allocations Distribution Methods

Formula Allocation Method
Must be equally split



Areas of Substantial
Unemployment



Excess
Unemployment



Disadvantaged
AD/Youth

Minimum percentage (stop loss) applies

Allocations Distribution Methods

Discretionary Allocation Formula Ratio Split

Must Be split in equal parts and must total no less than 70% of total funding



May be split at any ratio using both factors but no more than 30% of total funding

1
/
3

1
/
3

1
/
3

ASU

Excess UI

Disadvantaged
AD/Youth

Excess UI

Excess
Youth/Poverty

Minimum percentage (stop loss applies)

Minimum percentage (stop loss may apply)

PY 23 Allocations

Factors for Consideration

- ✓ Option that provides the greatest benefit to the majority of the local areas while causing the least harm to all areas
 - Adult-2b
 - Youth-2b
 - Dislocated Worker-Option 1
- ✓ Continuing unemployment impacts of Covid-19 on local areas
- ✓ Local areas allocation based on size of labor pool & # of unemployed
- ✓ Negative impacts to specific local area(s)
- ✓ Amount of reverted funds in prior years

Summary of Distribution of Funds

Program Fund	Total Arizona Allotments	Total State of Arizona Reserves	Total Local Area(s) Allocations
Adult	\$24,088,343	\$3,613,251	\$20,475,092
Dislocated Worker	\$30,156,226	\$12,062,490	\$18,093,736
Youth	\$25,423,422	\$3,813,513	\$21,609,909
Total	\$79,667,991	\$19,489,254	\$60,178,737

Local Area Allocations (PY 23)

Program Fund	Total Local Workforce Area Allocations	% of Total State Allotment
Adult	\$20,475,092	85% of Total Adult Allotment
Dislocated Worker	\$18,093,736	60% of Total Dislocated Worker Allotment
Youth	\$21,609,909	85% of Total Youth Allotment
Total	\$60,178,737	75% of Total Arizona Allotment

MCWDB Annual Comparison

Program Fund	PY 22	PY 23	Decrease
Adult	\$5,300,033	\$4,331,066	\$968,967
Dislocated Worker	\$6,701,532	\$5,545,694	\$1,155,838
Youth	\$5,692,414	\$4,638,718	\$1,053,696
Total	\$17,693,979	\$14,515,478	\$3,178,501

Next Steps

- ✓ DES executes Subgrant Agreements
- ✓ Allocations are provided to Local Areas
 - (30 days after funds are received by the State)

Questions?



Consent Agenda.

FY23 MCWDB 4th Quarter Report



MARICOPA COUNTY

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MCWDB FY23 QUARTERLY REPORT

ARIZONA  WORK™

 MARICOPA
COUNTY



Program Year 2022
4th Quarter
April - June 2023

Summary of Progress on Goals

During the 4th Quarter (April - June 2023), 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 following highlights were completed:

- Formal approval of the 2022 Recertification by the Arizona Workforce Council;
- MCWDB staff actively participated in the planning and organization of the 2023 Arizona Workforce Summit (June 29-30) in collaboration with the Arizona Office Economic Opportunity, City of Phoenix and Pinal County with 300+ attending;
- MCWDB staff diligently worked with our title partners on the renewal of the Memorandum of Understand (MOU) and Infrastructure Funding Agreement (IFA) receiving MCWDB Full Board and Maricopa County Board of Supervisors approval;
- MCWDB Employer Connection Committee provided a review and recommendation of the In-Demand Industries receiving MCWDB Full Board approval;
- MCWDB staff participated in the organization of the WESTMARC Healthcare Summit; and
- MCWDB continues to receive a Department of Economic Security (DES) review with "no findings" for the required quarterly WIOA Title I-A Governance submissions.

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 regional partners, including the City of Phoenix and Pinal County.
- 03 Review and oversight Memorandum of Understanding - Infrastructure Funding Agreement.
- 04 Continued 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. As an example of this collaboration, MCWDB staff and community partners held another healthcare apprenticeship accelerator event this quarter. MCWDB staff are in the planning process for potential future events.
- 06 Continued collaboration with all workforce development local area stakeholders to ensure compliance.



2023 Arizona Workforce Summit: (Top Photo) Marcia Veidmark, Ismial Rangel, Subhash Chandra, Noelle Trinder, Leah Hill, Kathryn "Che" Collins, Tina Drews, Scott Holman, Liz Valdez, Bonnie Schirato, and Steve Clark. (Bottom Photo) Steve Clark, Jordan Dodeward, Deseret Romero, Vice Chairman Jack Sellers, Nancy Avina, and Julia Maciel.

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 Quarterly Progress

➤ Advocate for all partners to ensure collaboration and commitment to integrated service and ensure open door policy on site, through phone or email.

➤ Facilitate monthly One-Stop Operator meetings and individual discussions to lead productive discussions aimed at improving customer service flow and establishing a seamless service delivery system.

➤ Visit each comprehensive career center location multiple times a week and attend all monthly meetings scheduled for each center to promote collaboration, encourage participation, and stay informed and up to date in all matter's day to day activities.

MCWDB Policies

No policies were renewed at this time, as the MCWDB major policies were recently approved during the 1st Quarter. Policies will continue to be reviewed on a regular basis, as part of the MCWDB best-in-class practices.

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
- In-Demand Industry Focus

Arizona Healthcare Apprenticeship Accelerator 2.0

August 30th, 2023
Check-in 8:30 am

GateWay Community College
Washington Campus,
The Copper Room

REGISTER NOW ➔

Hear from our State's top educators who are ready to partner with employers to create healthcare apprenticeships! Additionally, Maricopa Community Colleges, our trusted intermediary H-CAP, the State Apprenticeship Office, ARIZONA@WORK team, and other workforce professionals will all join the stage to showcase the resources available to help end our healthcare worker shortages!


MARICOPA COUNTY | ARIZONA @ WORK | MARICOPA COMMUNITY COLLEGES



Consent Agenda. Title IB 4th Quarter Report



MARICOPA COUNTY

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July 2023

Quarter 4

Report

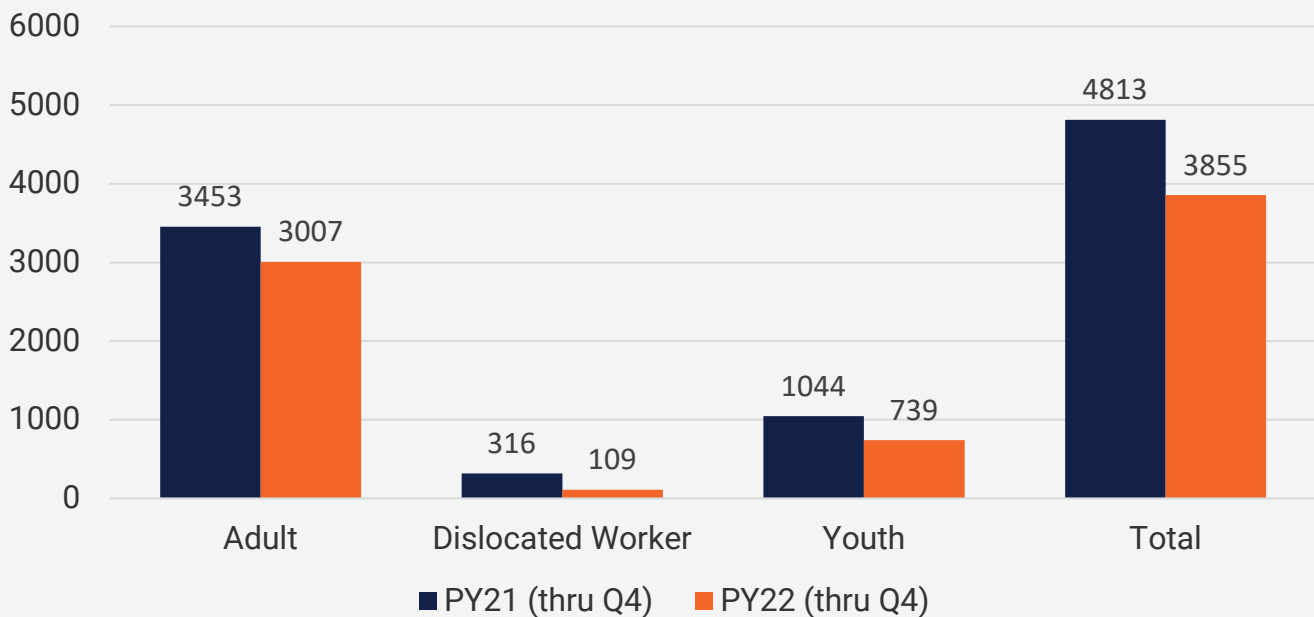
FY23

Maricopa County
Human Services Department
Workforce Development Division

Overall Participation

In the 4th quarter, program participation declined compared to the previous year. The decrease participation can be associated with the counties very low unemployment rate. There was approximately a 20% decrease in overall participation between the two fiscal years. Programmatic changes, Priority of Service, and budget curbed enrollment into OST's to the previous levels. The goal is to more intentionality identify services are provided to clients most in need. Transportation continues to be our most sought-after industry; however, an increase in healthcare/social service training supporting more than 178 participants in the industry during through this past quarter.

Program Participation



Comprehensive Center Traffic

We currently operate 2 Comprehensive Centers, One located in the East Valley at 1001 W Southern Ave. Suite 101 Mesa, AZ 85210, the other located in the West Valley at 4425 W Olive Suite 190 Glendale, AZ 85302. Through the 4th quarter that traffic through those centers was captured as follows:

West Valley – 8449 Job Seekers

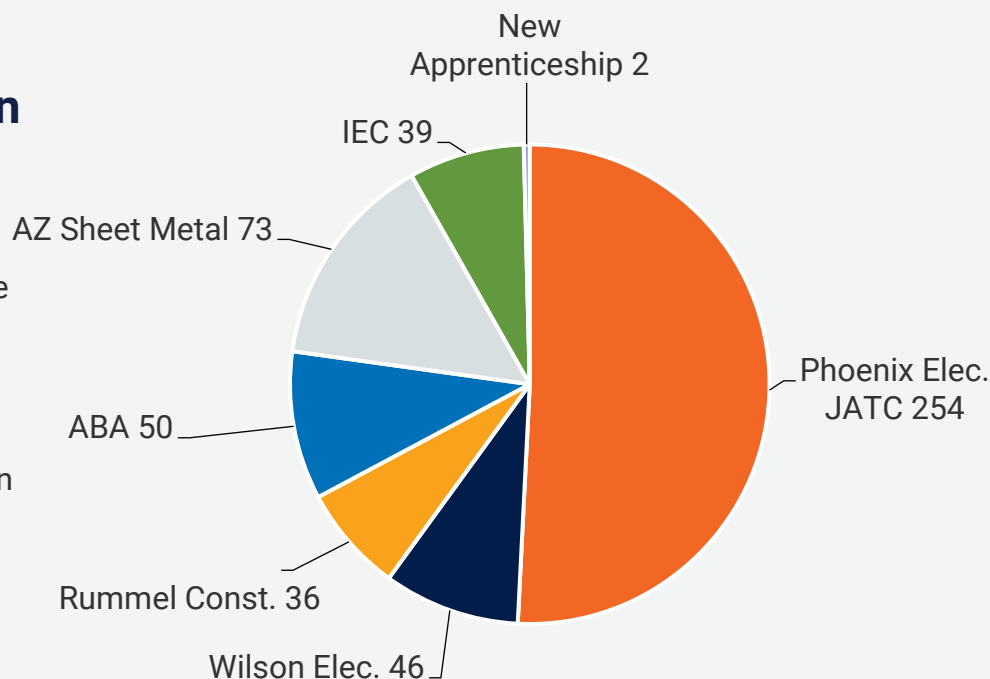
East Valley – 6954 Job Seekers

Apprenticeship

During the 4th quarter, the Maricopa County apprenticeship team supported 500 apprentices across our partner programs. Construction related fields continue to be the most sought-after programs, however, staff are actively working with employers and training providers from other industries such as healthcare and manufacturing to expand the number of opportunities available to those seeking them. During Q4 the apprenticeship team also engaged and enrolled 273 new apprentices into their respective programs with a start date in Q1 PY23

Apprenticeship Participation Breakdown

Currently seven apprenticeship training providers are receiving assistance. The program staff have connected and established 3 new formal relationships with Western Electrical Contractors Association, Skill up AZ, and Okland Construction to assist new participants moving forward with funding opportunities.



The Apprenticeship Team attended the Arizona Registrar of Contractors (AZ ROC) second annual Construction Science Technology Apprenticeship Fair and VIP Summit on April 26th, 2023 at Chase Field in Phoenix.

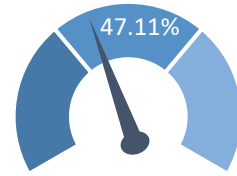
Breakdown: 40 exhibitors in construction trades—mix of Training Providers and employers. ABA/AZ Sheet Metal and PEJATC were all in attendance

During the Summit, AZ ROC reported 915 attendees and 40 employers at the event. The Apprenticeship Team engaged with business owners/training providers to discuss the apprenticeship career pathway.

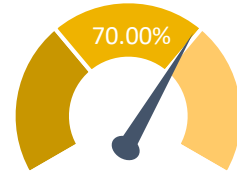


Priority Population Summary

In November 2022, the Maricopa County Workforce Development Division implemented a Priority of Service Policy to ensure available funding was available to job seekers with the highest need. The policy aligned the Adult/DW Program’s caseloads with priority funding specifically available to Veteran’s, Eligible Spouse’s of Veterans, Basic Skills Deficient, receiving Public Assistance, and/or low-income. The transition successfully shifted the composition of our caseload over the past six months and now 70% of the program’s caseload is individuals within those parameters.



January 2023

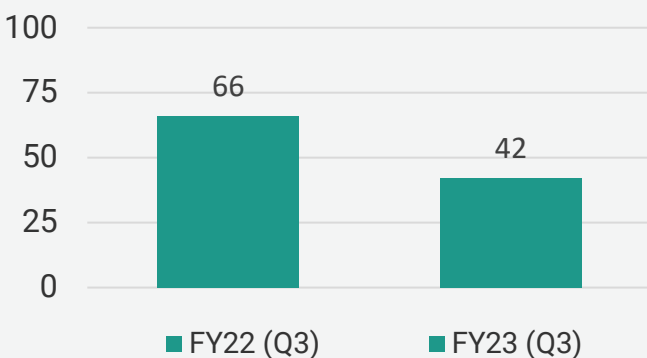


June 2023

Work Experience

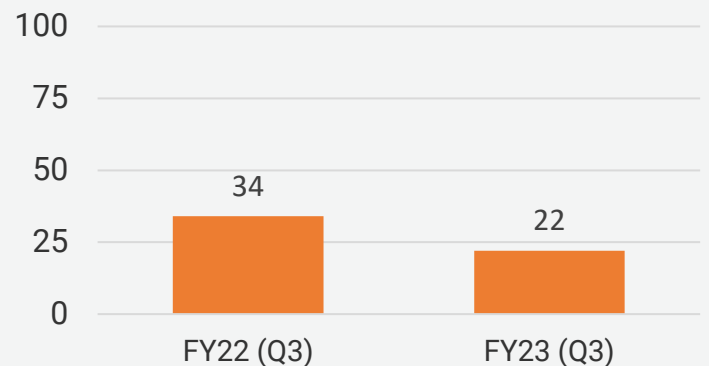
A Work Experience (WEX) is a planned, structured learning experience that takes place in a workplace for a limited time. Work Experiences may be paid or unpaid, as appropriate, and consistent with other laws, such as the Fair Labor Standards Act. A Work Experience provides participants with opportunities for skill development and includes academic and occupational education. The employer provides supervision and training to the participant as outlined in a Worksite Agreement. Work Experience wages are funded through the WIOA grant.

Youth Program



The Youth WEX program experienced a decrease in participation during the 4th quarter. The program the FY24 budgets in all youth elements and resulted in a reduction in youth participants at the comprehensive centers.

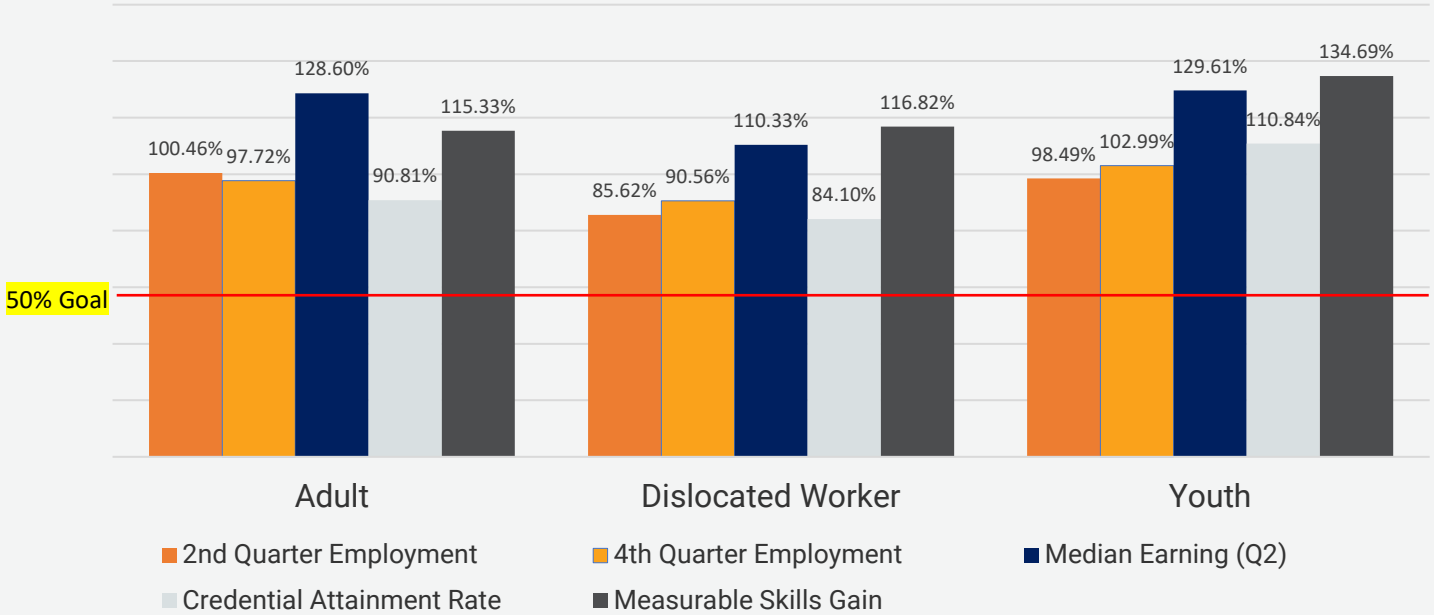
Smart Justice



In Q4 of FY23, there was a decrease in the number of Smart Justice participants in the WEX Program. The program does not anticipate future decreases in service delivery levels.

WIOA Performance

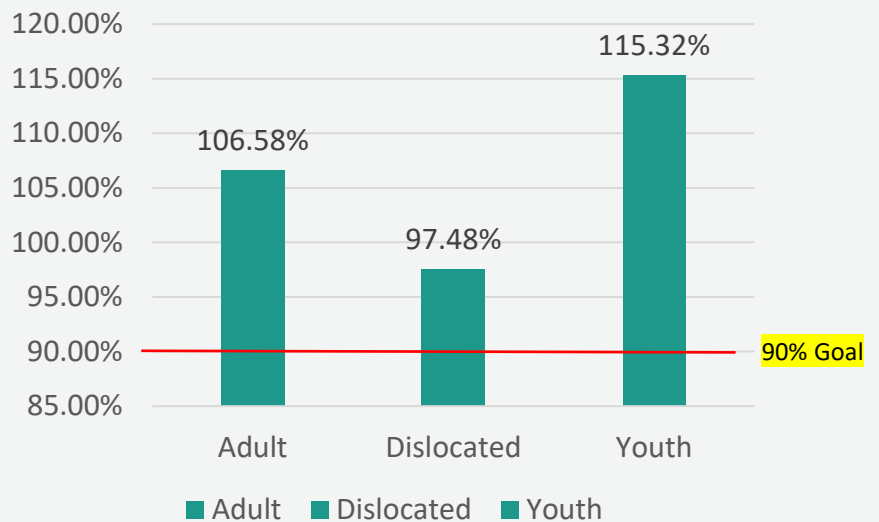
Adjusted Performance Measures



Adjusted Performance: Within the adjusted performance metrics, all program are currently above the targeted fifty percent line in all categories. Due to the targeted efforts from the career advisors and quality improvement team, the Dislocated Worker program is now exceeding the targeted metrics in all categories.

Overall Scoring: The overall scores for the three core programs are an average of the scores from the five performance measures displayed above. The Youth and Adult programs are exceeding the annual goals. Staff are confident that by the end of the program year the Dislocated Worker Program will have captured more credentials and measurable skills gains in to exceed the goal in this program as well.

Overall Scores



Program Highlights

Youth Program

The Youth Team was very active in its Community Partnerships by

- Co-hosting a Youth Job Fair with the City of Tempe
- Hosting Gilbert High Students at our East Valley Career Center
- Presenting program information to our OSO and Title Partners
- Providing a Career Readiness Workshop for 30+ Youth participating in a Tempe Summer Internship Program
- Providing a Resume Workshop for the MESA PD Youth Program
- Presenting program information to Rio Salado College, and

Additionally, the team continued to meet internally to drive the successful transition of In-House delivery of seven of the fourteen Youth Elements. Vendor meetings began in June providing a platform to communicate the importance of quality and fiscal responsibility expected of all program partners when delivering services to valued Participants

Smart Justice Program

The Smart Justice team continued a successful collaboration with MCAPD at the various probation sites, and with DES & ADCRR at the Second Chance Centers at Phoenix West and Perryville. Smart Justice was able to provide direct services to 85 individuals at those locations. These services included orientation, meet and greets, and individualized enrollments.

In an additional partnership with ADCRR & DES, Smart Justice provided orientation and facilitated workshops during the Resource Employment Development (RED) Program to 298 individuals in a virtual classroom setting. These partnerships continue to showcase how Reentry services are successfully being provided as a collaborative.

To end the year, in partnership with St. Mary's Skills Center, Smart Justice enrolled 15 new participants and managed 22 clients overall in the WEX Program for Q4. This led to 14 participants successfully completing the Culinary or Forklift Operator Program. With the newly acquired life and workforce skills to go with newly obtained employment, these participants will begin their workforce journey towards self-sufficiency.

Program Highlights (continued)

Adult/Dislocated Worker Program

During the 4th Quarter, the Adult/Dislocated Worker team completed 212 Meet & Greet appointments and enrolled 63 individuals and focused on service to high priority individuals which includes veterans, eligible spouses of veterans, low-income individuals, and basic skills individuals. The team also partnered with City of Phoenix and processed 27 transfers to prevent the delay of services to participants applying for OST funding. The team promoted new workshops in the center by engaging participants to attend center workshops such as Financial Empowerment, Resiliency in the Workplace, and LinkedIn.

The Adult/Dislocated Worker team ensured that all Measurable Skill Gains (MSG) overlapping program years were resulted out and documented the successful closure of the training milestones. Staff participated in special initiatives to focus on special populations in the community. Career Advisors were identified to conduct outreach at Rapid Response events to increase engagement with dislocated workers. Career Advisors were identified to partner with Rapid Rehousing/CBI-Homeless Division, Empowerment Pathways Programs, and Early Education to provide 2 Gen Services.

Business and Community Services

The business services portion of Microsoft Dynamics, a customer relationship management software tool (CRM), is in full implementation. Staff record all contact with business, hiring event data and job placements on this platform. Staff identify a business's industry in the profile and track and monitor activity in the six in-demand industries. The information is cross referenced with any participant engaging in hiring events, job referrals and ultimately job placements.

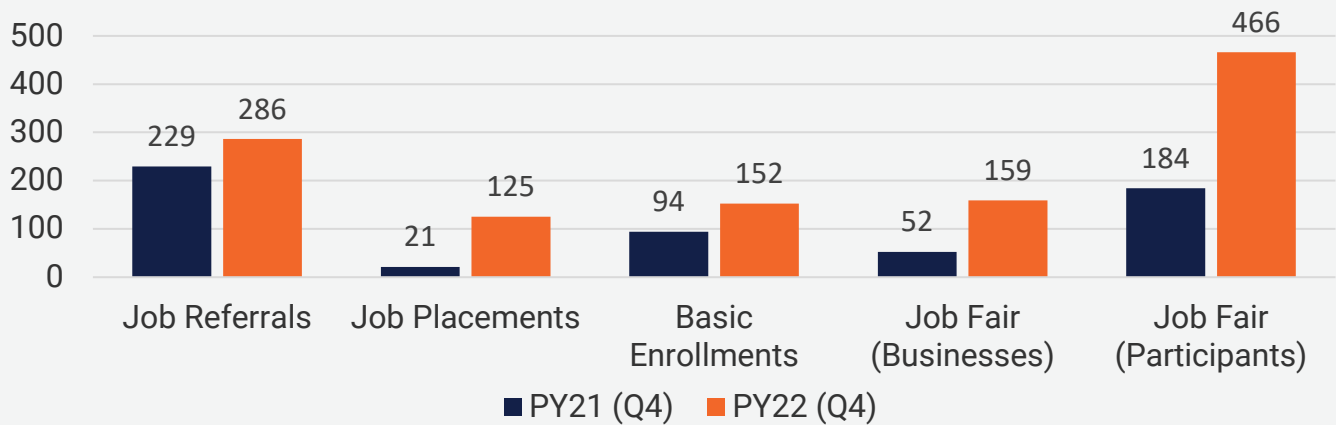
Core participant workshops and hands on labs focusing on Job Search, Resume' and Interview skills are created based off staff collaboration in workgroups. For service delivery consistency, staff attended the three workshops. The same three core workshops, in addition to others, are regularly provided at all eight workforce partnership sites and two comprehensive enters.

A cost-sharing agreement with the City of Goodyear established Goodyear Workforce Development Coordinator. The position will be housed at the Maricopa County Human Services campus in Goodyear, also housing Early Education Division classrooms and a public health facility. Workforce services are expected to begin early next quarter.

Business and Community Services

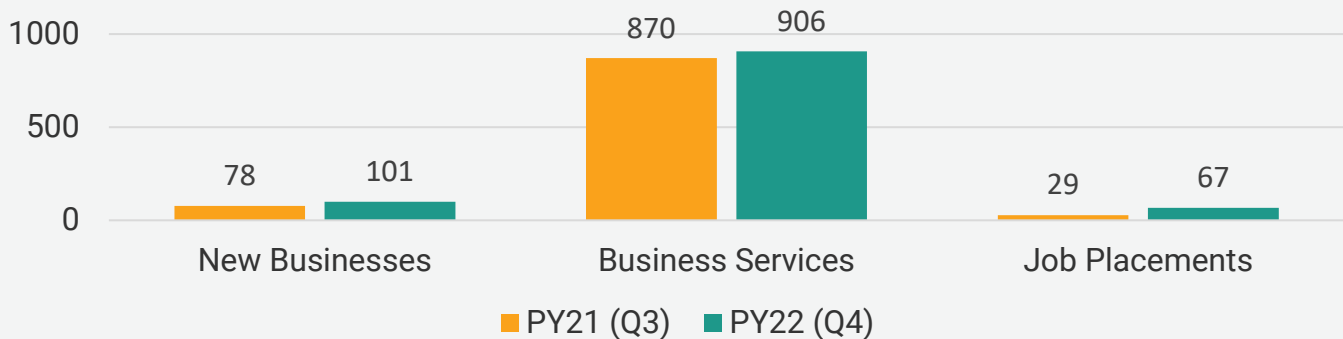
The Business and Community Services team re-alignment has been successful with an increase in community participation. The hiring events are being promoted both internally and externally by community partners. Increases the number of participants from businesses and job seekers. The Business Service Representatives are providing labor market information and job leads to the Workforce Development Coordinators monthly, which is resulting in an increase in both job referrals and placements.

Workforce Development Coordinators



The Workforce Development Coordinators (WDC's) continue to work closely with the local municipalities in whom we share an agreement with. The WDC's are tasked with providing all services offered at the two main career centers in Glendale and Mesa.

Business Service Representatives



The Business Service Representatives serve as the face of services available to local businesses on behalf of the program. Staff are committed to connecting employers with highly trained and talented job seekers throughout our communities. There have been increases in all major Key Performance Indicators amongst our BSR team. Staff are tracking follow up services and providing the information to the employers for enhanced engagement.

Success Stories

Success Story 1: Mesa Event

On 6/27/23, Workforce Development Coordinators and Business Service Representatives held a hiring and resource event at the Mesa Arts Center. In attendance were 38 employers, 8 community resource organizations and 80 job seekers. Of the 38 employers, 28 of them were in our board identified in demand sectors. The event has yielded 6 job interviews and 3 job placements to date, with outcomes continuing to occur.

A unique highlight of this event was the large-scale, on site, clothing boutique. Women's and men's professional clothing, shoes, jewelry, bags and more were available to pick out, try on and take home. The job seekers were all super excited about being able to receive clothing to participate in their upcoming job interviews with the onsite employers and eventually wear to their new jobs. Almost 50 job seekers went home with attire.

One client expressed that being able to pick out, try on and take-home professional clothing from the boutique gave her confidence in her appearance in her current role and in attending interviews for a growth position she applied for. She was so thankful for the opportunity she promised that she would pay it forward by referring other job seekers to come see us at the Mesa partner site.

Success Story 2: RaShell

RaShell, a job seeker working with Melinda, the Workforce Development Coordinator in Surprise, participated in workforce services and secured employment.

RaShell wrote the following powerful email:

I was out of work, starting to feel unemployable, at a loss and just feeling down. I went to ARIZONA@WORK at the suggestion of a neighbor and was introduced to Melinda. At first, I put it off, I did not believe that I would benefit from going there, and I soon found out how wrong I was.

The day I walked into the office I was greeted immediately with a smile and kindness, but I was not alone. That is how everyone that walks into that office is greeted. Melinda met with me, and I was still not sure if she would be able to help me find a job. But, when I walked out the door, I felt a lot more upbeat, Melinda talked with me, not to me. I left with information on how to redo my current resume, (which needed to be done) information on Community Resources, as well as fliers on upcoming Job Fairs and Career Workshops. I was given the tools I needed to find a job and the support, but I did the work. I took full advantage of everything I was offered, and it made a difference. I would not have been as successful without Melinda's help and support. I now have a job and a new perspective. The Career Workshops are very beneficial and really help one to get out of their comfort zone, prepare for interviews and build confidence. I am very appreciative of the services provided by ARIZONA@WORK, Melinda and all the staff there. I highly recommend to anyone looking for a job, or a better job to go to the ARIZONA@WORK office for assistance.

-RaShell

Rate of pay: \$22.00 an hour

Hours: 40 hours per week

Position: Family Connections Consultant

Start date: June 26, 2023



Maricopa County
Human Services Department
Workforce Development Division
Maricopa.gov/WDD



Consent Agenda.

2022 Maricopa County Recertification Approval



MARICOPA COUNTY

A proud partner of the  network

Erin Gallagher
erin.gallagher@oeo.az.gov
480-798-4809
June 28th, 2023

Leah Hill
Chair
Maricopa County Workforce Development Board

Recertification Approval from the Workforce Arizona Council

Hello Chair Hill,

The Workforce Arizona Council approved your Local Workforce Development Board recertification on June 1, 2023. By receiving this recertification, Maricopa County Workforce Development Board will continue to demonstrate its dedication to advancing the skills of Arizona's workforce, promoting economic prosperity, and addressing the evolving needs of our communities.

Should you have any questions or require further information, please do not hesitate to contact Council Manager, Erin Gallagher directly at 480-798-4809 or via email at erin.gallagher@oeo.az.gov.

Thank you for your commitment to advancing the workforce in Arizona.

Sincerely,

Erin Gallagher

Erin Gallagher
Workforce Arizona Council Project Manager
Workforce Arizona Council

cc: Chair, Mark Gaspers
Deputy Workforce Administrator, Stacey Faulkner
Deputy Assistant Director, Lynn Larson
Workforce Board Executive Director, Steve Clark



Consent Agenda. One-Stop Operator Monthly Report



MARICOPA COUNTY

A proud partner of the americanjobcenter network

To: Steve Clark, Workforce Board; Nancy Avina, Workforce Board of Maricopa Workforce Development Board (MCWDB)

Date: July 10, 2023

From: Marianna Smith Maricopa County One Stop Operator

Subject: One-Stop Operator Monthly Report – June 2023

1. Maricopa County One Stop Operator Front Desk Customer Interactions:

East Valley Career Center (Mesa)

Service	June 2023
On-site assistance (resume writing, Title I registration, program referrals, job referrals, Arizona Job Connection (AJC) referrals, and other related services)	223
Calls	357
DES (AJC, Unemployment)	36
Smart Justice	2
Core Partner Referral (Title I, II, III, IV)	0
Community Partner Referrals	0
Faith Based Partner Referrals	0

West Valley Career Center (Glendale)

Service	June 2023
On-site assistance (resume writing, Title I registration, program referrals, job referrals, Arizona Job Connection (AJC) referrals, and other related services)	217
Calls	857
DES (AJC, Unemployment)	71
Smart Justice	33
Core Partner Referral (Title I, II, III, IV)	17
Community Partner Referrals	13
Faith Based Partner Referrals	1

2. Maricopa County One Stop Operator

- OSO visited Title II, Arizona Center for Youth Resources (ACYR) partner, open house.
- OSO visited following Satellite locations: Mesa Workforce Center, Mesa Youth Hub, Queen Creek Library, Scottsdale Vista Del Camino Community Center, Surprise, Tempe Library, Tempe Youth Hub, Wickenburg



- Hosted the first ARIZONA@WORK Leadership meeting, attended by partners from Title I-IV.
- Participated in the East and West Valley Career Centers staff meetings.
- Met with Kari Hogan Chief Administrative Officer for the Migrant and Seasonal Farmworker program (MSFW) under Title I of WIOA. Introduced her to the Diana Kramer, with Community Care, Unite US to start the onboarding process.
- Met with Nicole Kelsheimer, Director of Program Operations & Compliance, Adult Education Services, Arizona Department of Education. She invited me to attend the WIOA Title II conference in September held in Tucson Arizona.
- Supported Title I, Maricopa County On-boarding process for Community Care, Unite US. They are moving forward with the launch date of Mid-Late August.
- Led Maricopa County One Stop Operator Monthly meeting with 20 participants (Agenda and minutes below).
- ARIZONA@WORK Maricopa County Leadership meeting at the East Valley Career Center (EVCC) and had participants from Titles I-III. All requested to have the meeting monthly (Agenda and minutes below).
- Met with The Arizona Center for the Blind and Visually Impaired to bring ADA training to the Centers, with DES and Vocational Rehabilitation collaboration.
- Calibration, constructed, and submitted the Needs Analysis Report for ARIZONA@WORK Maricopa County to Maricopa County Workforce Development Board.
- Organized a technical training session: Registered Apprenticeship presented by Joann Bueno, PHR from Arizona Apprenticeship Office with 24 participants, receiving excellent reviews.
- Attended the 2023 Arizona Summit and made lasting connections with key partners in the workforce.
- Toured Sojourner Center a community Partner program.
- Attended Maricopa Counties Ice Cream social at the EVCC.



3. Maricopa County June OSO Partner Meeting Agenda and Minutes



AGENDA

Maricopa County One Stop Operator (OSO)
Monthly Partnership Meeting.

Date: June 15th, 2023

1:30PM – 2:30PM

Meeting called by Marianna Smith
Attendees: WIOA and Community partners

- 1:30 – 1:45 Welcome Remarks Microsoft Teams
Marianna Smith, One Stop Operator
- 1:45 – 1:10 Maricopa County Title I, Youth
Title IB overview | Zach Lynch, Aseel
Rassam, Workforce Program Supervisors
- 1:10 – 2:30 Discussion, New Program Year
We would like to hear from you and “your
best practice”.

Updates

Training: Registered Apprenticeship presented by Joann Bueno, PHR from Arizona Apprenticeship Office. June 27, 2023, 1-2:30

Program updates | If you would like to provide your program updates please do so now.

Additional Instructions:

Thank you for participating in the Monthly One Stop Operator Monthly Partnership meetings. I am looking forward to working and meeting with everyone. If you would like to present in the future meetings, please contact me: Marianna.Smith@maricopa.gov. Also, your future topic suggestions are appreciated. I would like to hear from you please fill out the [Maricopa County One Stop Operator Community Partners Meeting Survey](#).



June 2023 - Maricopa One Stop Operator (OSO) Meeting Minutes

Date: June 15th, 2023

Attendees: 20

Title I: Zach Lynch (HSD), Tina Luke (HSD), Aseel Rassam (HSD)

Title II: Jose Vaquera, David Howden, Mika Valois

Title III: Maja Malkoc (Guest), Danielle Nahass,

Title IV: Sharon Cunningham,

Other: Nancy Avina (COA), Emory Flagg, Cynthia G Vega, Travis Thompson, Robert Bentley, Mayen Akpan, Daren Strunk, Ashley Eaton.

Summary of monthly meetings going forward with the agenda and meeting minutes.

- I. Welcome Remarks
Marianna Smith welcomed participants and asked a question: Please share your bucket list that you would like to achieve in the future.

- II. Zach Lynch and Aseel Rassam from the Maricopa County Title I Youth program presented. They help individuals reach their education and career goals. The Maricopa County Youth Workforce Services program is funded by the Workforce Innovation and Opportunity Act, also known as WIOA, and aims to assist youth aged 14 to 24 in achieving their educational and employment objectives. It is important to note that this is not an entitlement program, and interested youth must apply to determine their eligibility. The program offers various opportunities such as the Pay for GED Wax Program (Work Experience programs), occupational skills training with approved training providers in high-demand industries (up to \$6,000), employee academy, and workshops. Maricopa Youth is dedicated to supporting participants in achieving their financial, personal, and health-related goals. PowerPoint slides are attached for reference.

- III. Discussion with the group of best practices to assist job seekers/clients.
 - Emory Flagg stated that he thought that following up after seeing a client is the best practice.
 - Mayen Akpan stated having an outreach team has helped her AZ Refugee resettlement to ensure they have access to job opportunities for their clients.



IV. Program Updates:

- Title III is successfully using Community Cares powered by Unite US referral platform.
- Darren Strunk updated the group on Saint Joseph the Worker organization. The organization has been actively involved in various initiatives based in Mesa and Phoenix. Alongside their two offices, they have developed a transitional housing program called Workforce Villages over the past couple of years. This program follows an employment-first housing model, providing individuals with 90 days of rent-free accommodation in master-leased multifamily properties. Participants are required to save 80% of their post-tax income and receive training in financial literacy, budgeting, and meal preparation. The program aims to help individuals transition to independent housing using their own finances. Previously, they experimented with temporary hotel rooms during the COVID-19 pandemic, but they have now shifted their focus to apartments, allowing participants to save more money by having a kitchen and reducing reliance on take-out meals. The program has a minimum wage requirement of \$17.00 per hour, with certain background check restrictions in place to ensure the success of residents' transition to independent housing. Although the program does not accommodate families, it accepts single individuals who live with roommates. Visitors, as well as the presence of legal or illegal substances, are not permitted. Regular check-ins with a case manager are mandatory to monitor savings progress and provide life skills training. This program serves as a crucial component of their comprehensive support services, as employment partners can refer individuals facing housing insecurity or living in their cars. The organization aims to prevent emergency shelter situations and homelessness by addressing the gap between emergency housing and long-term stability. They prioritize direct hires over staffing companies to promote sustainable employment and gather data from employer partners to assess retention rates. The organization's focus is on helping individuals with stable employment overcome housing insecurity caused by rising rents. They aid those who have lost their jobs, but participants who voluntarily quit their jobs are no longer eligible for the program. Ultimately, the organization aims to empower individuals to achieve self-sustainability through employment and secure housing.
- Travis Thompson is with the Arizona refugee resettlement program (AZRRP). While AZRRP does not directly work with clients, they collaborate with contractors in the state who do. Their focus is on understanding the landscape of refugee resettlement and identifying opportunities for growth and expansion. Most refugees receive intensive services for about 6 1/2 months, primarily centered around securing their first job placement. However, given the



challenges faced by newcomers in a foreign country, this duration may not be sufficient for comprehensive integration. Therefore, AZRRP targets individuals who have already obtained their initial employment, secondary wage earners, those seeking upskilling and career advancement, as well as privately resolved individuals (refugees who arrive without a resettlement agency). One of their current initiatives involves a "hire to train" model in collaboration with a healthcare initiative, where individuals are employed, trained for six weeks, and then promoted to CNA roles. They aim to develop more pilot programs and engage employers interested in intentionally working with the refugee population. Additionally, they seek to establish partnerships with community organizations to identify supportive services available beyond the initial resettlement phase. Their goal is to broaden their reach in mainstream services, particularly in employment, to facilitate the integration and success of refugees in Arizona by providing cultural understanding, information about available job opportunities, industry-specific credentials, and access to supportive services.

Next Meeting:

Our next meeting is July 20th, 2023, from 1:30 PM to 2:30 PM.

Adjournment



4. ARIZONA@WORK Maricopa County Leadership Meeting Agenda and Minutes



AGENDA

ARIZONA@WORK Maricopa County Leadership Meeting

Date June 21, 2023

12:00PM-1:00PM

Meeting called by: Marianna Smith Maricopa County One Stop Operator
Location: 1001 West Southern Avenue, Suite 207, Mesa, Arizona 85210.

- I. Welcome Remarks
- II. Referral System update
 - Community Cares, Unite US
- III. Customer sign-in Kiosk
 - Kiosk – Dynamics
 - Google Sign in
 - Other
- IV. Identifying the needs of ARIZONA@WORK clients
 - Working with Betsy Hall to do client flow.
- V. Proposal for AJC workshops to be held at the Centers.
 - Co-facilitation between Maricopa Staff and DES
- VI. What has been done in the past when we had recession?
 - What were the procedures?
 - What has worked in the past?
 - What did not work in the past?
- VII. Program collaboration
 - What would you like to bring to the table?
- VIII. Next Meeting Scheduling
 - Location to be determined by everyone.
 - Wednesday, July 19th, 2023, 10:00AM - 12:00AM



ARIZONA@WORK Maricopa County Leadership Meeting

Date: June 21, 2023

Attendees:

Title I: Tina Luke,

Title II: David Howden (ACYR), Elnaz Bourbour(IRC), Marissa Lomeli (FH)

Title III: Danielle Nahass, John Soto, Maja Malkoc

Title IV:

OSO Team: Marianna Smith, Camille Withrow

Summary of monthly meetings going forward with the agenda and meeting minutes.

I. Welcome Remarks

Marianna Smith welcomed participants to the ARIZONA@WORK Maricopa County leadership meeting.

II. Referral System update

- Maricopa County is getting on the referral system. More to come when the onboarding process begins.
- DES Title III is already on the platform, and they are receiving referrals.
- ACYR is on the platform and need to update their descriptions.
- Friendly House has been introduced to the Community Care powered by Unite Us referral system and is going to meet with Contexture.

III. Customer sign-in Kiosk

- We are tabling this topic for right now to see if Community Care powered by Unite Us can be used as the center referral program.

IV. Identifying the needs of ARIZONA@WORK clients

- Marianna is going to contact Betsy Hall from DES to set up a collaborative interactive partner session to create a process for the Comprehensive Centers. It was suggested that we include front line staff to map the process out. Tina Luke said Title I has a process, and it was discussed to build off Maricopa County's process.

V. Proposal for AJC workshops to be held at the Centers.

- No new information has been provided by the partners.



VI. What has been done in the past when we had recession?

- It was suggested that there will be a direct line provided to Unemployment Insurance (UI) in the resource room at each center as before. John Soto was asked to see if he can contact UI to see if one can be provided again.
- The county does Rapid Responses and WARN notices, but here has not been any recently.

VII. Program Collaboration and updates.

- ACYR has a new Certificate program for Microsoft Office.
- DVOPs need Gas Cards, Bus Passes, and assistance with cost-of-living partners.
- Maricopa County is now accepting applications for the fiscal year. They are doing the program a little differently and Tina Luke will give an update (attached)

Next Meeting:

Next meeting was scheduled for Wednesday, July 19th. The meeting will be held in the WVCC and will be moved to 1:30-4:30

Adjournment

5. Results of Customer Satisfaction Surveys (CSS) and event participant surveys

4 Surveys have been completed in the Month of June.

Customer Satisfaction Survey

Q1 Which office did you visit?



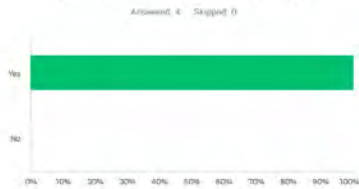
ANSWER CHOICES	RESPONSES
1001 West Southern Avenue Suite 101 Mesa, Arizona 85210	75.00% 3
1425 West Olive Avenue Suite 190 Glendale, Arizona 85302	25.00% 1
Other	0.00% 0
TOTAL	4

Q2 Were you greeted in a welcoming and professional manner?



ANSWER CHOICES	RESPONSES
Yes	100.00% 4
No	0.00% 0
If "NO" please explain	0.00% 0
TOTAL	4

Q3 Did someone assist you today?

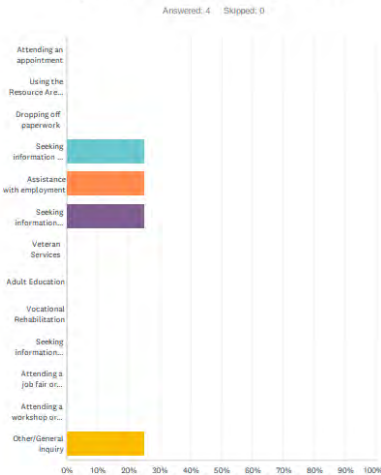


ANSWER CHOICES	RESPONSES
Yes	100.00% 4
No	0.00% 0
TOTAL	4

Q4 Please provide the name of the person who helped you.

Answered: 4 Skipped: 0

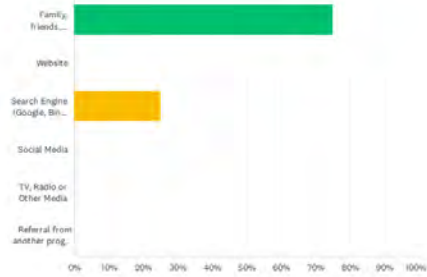
Q5 What was the reason for your visit?



ANSWER CHOICES	RESPONSES
Attending an appointment	0.00% 0
Using the Resource Area (computers, phones, fax machines, and printers)	0.00% 0
Dropping off paperwork	0.00% 0
Seeking information on how to apply for Unemployment Insurance (UI)	25.00% 1
Assistance with employment	25.00% 1
Seeking information about training, apprenticeships, or other	25.00% 1
Veteran Services	0.00% 0
Adult Education	0.00% 0
Vocational Rehabilitation	0.00% 0
Seeking information about Youth Program services (Ages 14-24)	0.00% 0
Attending a job fair or other on-site event	0.00% 0
Attending a workshop or assessment	0.00% 0
Other/General Inquiry	25.00% 1
TOTAL	4

Q6 How did you hear about ARIZONA@WORK?

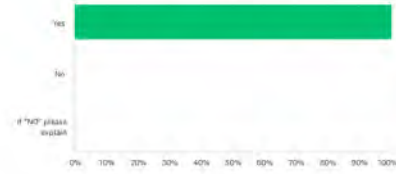
Answered: 4 Skipped: 0



ANSWER CHOICES	RESPONSES
Family, friends, co-workers	75.00% 3
Website	0.00% 0
Search Engine (Google, Bing, etc.)	25.00% 1
Social Media	0.00% 0
TV, Radio or Other Media	0.00% 0
Referral from another program (DES, School, Community Organization)	0.00% 0
TOTAL	4

Q7 Do you feel the physical environment is easily accessible and identifies the services offered at ARIZONA@WORK?

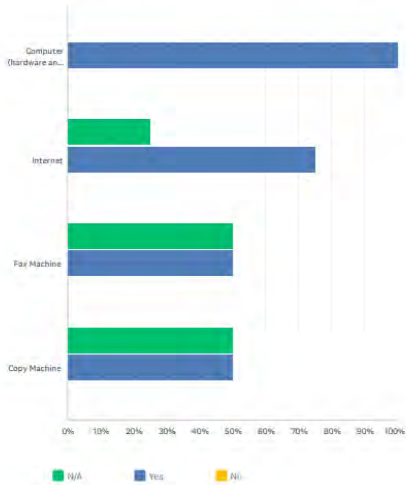
Answered: 4 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	100.00% 4
No	0.00% 0
If "NO" please explain	0.00% 0
TOTAL	4

Q8 Did you feel the technology met your needs?

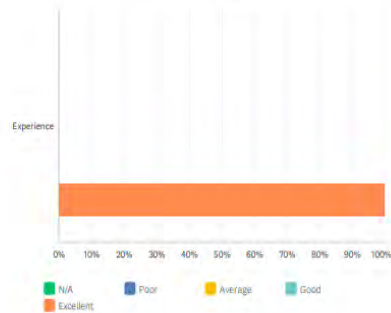
Answered: 4 Skipped: 0



	N/A	YES	NO	TOTAL RESPONDENTS
Computer (hardware and software)	0.00% 0	100.00% 4	0.00% 0	4
Internet	25.00% 1	75.00% 3	0.00% 0	4
Fax Machine	50.00% 2	50.00% 2	0.00% 0	4
Copy Machine	50.00% 2	50.00% 2	0.00% 0	4

Q9 How would you rate your overall experience?

Answered: 4 Skipped: 0



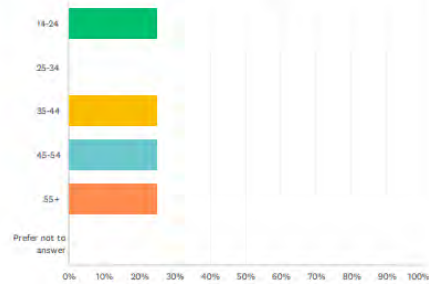
	N/A	POOR	AVERAGE	GOOD	EXCELLENT	TOTAL	WEIGHTED AVERAGE
Experience	0.00% 0	0.00% 0	0.00% 0	0.00% 0	100.00% 4	4	5.00

Q10 What can we do to serve you better?

Answered: 1 Skipped: 1

Q12 What is your age?

Answered: 4 Skipped: 0



Q11 If you would like someone to contact you regarding your responses, please provide contact information.

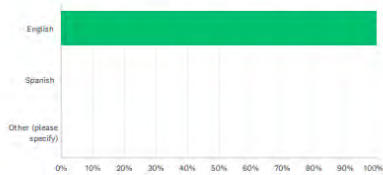
Answered: 3 Skipped: 1

ANSWER CHOICES	RESPONSES
Name	100.00% 3
Phone Number or Email	66.67% 2

ANSWER CHOICES	RESPONSES
14-24	25.00% 1
25-34	0.00% 0
35-44	25.00% 1
45-54	25.00% 1
55+	25.00% 1
Prefer not to answer	0.00% 0
TOTAL	4

Q13 What is your primary language?

Answered: 4 Skipped: 0



ANSWER CHOICES	RESPONSES
English	100.00% 4
Spanish	0.00% 0
Other (please specify)	0.00% 0
TOTAL	4

6. Number of customers welcomed at each Center.

JOB CENTER LOCATION	NUMBER OF CUSTOMERS WELCOMED
East Valley Career Center	
West Valley Career Center	

Data provided by:

7. Number of customized recruitments and job fairs hosted in Maricopa County and number of jobseekers in attendance.

8. Center Training

SERVICE	June 2023	Program Year to Date
Job Search Assistance		
Customized Resume Assistance		
Mock Interview		
Arizona Career Readiness Credential Obtained		
Office Proficiency Assessment and Certification Obtained		
Youth Office Proficiency Assessment Assisted		
Total Job Placements		
New Basic Enrollments (Includes Rapid Response)		

TRAINING	June 2023	PROGRAM YEAR TO DATE
Virtual Adult Orientation Participants Completed		
Employment Academy Participants Completed A-C		
Employment Academy Participants <i>Completed A-C</i>		
<i>Module A</i>		
<i>Module B</i>		
<i>Module C</i>		
<i>Module D</i>		
Virtual Introduction to Entrepreneurship Completed		
Resume Tutorial Views		
Interview Tutorial Views		
Community Outreach Event Participants (Refugee, etc.)		
CAP Training Participants		
Basic Computer Skills Workshop Participants		
Resume Writing Lab Participants		
Resilience in the Workplace Participants		
LinkedIn Workshop Participants		
Rapid Response		
WDD New Hire Onboarding Participants (Began 03-23)		

Success Story / Highlights:



9. Partner Data

A. TITLE I

Number of referrals between partners	Total	May (Updated)	June
DES/RESEA	Data not available		
Education to Title 1B			
DERS			
Other			
	Data Provided by: Lemuel Carter HSD		
The number of Enrollments	Youth		
	Adult/Dislocated Worker		

Data Provided by: Tina Luke HSD

Success Story: TITLE II

1. Queen Creek Adult Education Program

TITLE II SERVICES	# OF PARTICIPANTS
Number of referrals between title partners	
Number of co-enrollments between title partners	

Data Provided by: Sheryl Rud

Success Story:

B. TITLE III

East Valley Career Center

TITLE III SERVICES	# OF PARTICIPANTS
Current enrolled participants	
Veteran enrolled participants	
WIOA referrals	
Referrals to supportive services	
Job Placements for June	
Veteran Job Placements	
RESEA orientations	

Data Provided by: Danielle Nahass



West Valley Career Center

TITLE III SERVICES	# OF PARTICIPANTS
Current enrolled participants	
Veteran enrolled participants	
WIOA referrals	
Referrals to supportive services	
Job Placements for June	
Veteran Job Placements	
RESEA orientations	

Details of services provided and their outcome: Resume assistance, job search, Employment plan, referral to supportive services, and labor market information Data Provided by: Maja Malkoc



Consent Agenda. June Jobs Report



MARICOPA COUNTY

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Arizona & Maricopa County Job Report

June 2023

Julia Maciel

National Summary

Main Takeaways:

- Total Non-Farm employment increased by 209,000 in June for the U.S.
- Nonfarm employment has grown by an average of 278,000 per month over the first six months of 2023.
- Job gains continued to trend up in government, health care, social assistance, and construction.
- Unemployment rate dropped to 3.6% compared to 3.7% in May.
- Average hourly earnings grew by 12 cents or 0.4% in June to \$33.58.
- Job growth began cooling in the month of June however, the unemployment rate also remains low.

Arizona Summary

Main Takeaways:

- In the Month of June, the state of Arizona's total nonfarm employment increased by 71,900 jobs.
- 3.5% Unemployment Rate in June: a 1% increase from May.
- The largest job gains were recorded in Construction (1,500 jobs) and Trade, Transportation & Utilities (1,100 jobs).
- The largest job losses were recorded in Government (~38,300 jobs) and Leisure & Hospitality (~4,300 jobs).

Data from:

- Arizona Commerce Authority
- Arizona Office of Economic Opportunity
- Bureau of Labor Statistics

MARICOPA COUNTY SUMMARY

Maricopa County Employment & Unemployment 2023						
	Jan	Feb	March	April	May	June
Nonfarm Employment	2,334.7	2,339.8	2,354.7	2,363.2	2,261.8	2,249
Unemployment Rate	3.2%	3.1%	3.1%	3.0%	3.1%	3.2%

- Maricopa County's unemployment rate rose again by 0.1% in June 2023.
- **Construction** employment continues to rise since January 2023 with employment levels from 152.1 -> 159.1
- **Manufacturing** employment had a slight increase in employment from May-June from 149.0 -> 149.9.
- **Transportation and Warehousing** employment levels have been decreasing since January 2023 from 110.6 -> 105.8 for June 2023.
- **Healthcare and social assistance** employment levels continue to rise each month, with a rate of 319.2 for June.
- **Finance and insurance** employment levels have been decreasing from January and dropped slightly from last month from 166.4 -> 166.0.

Maricopa County June Labor Force 2023

Industry	Employment Level	%Change from Year Ago	Numeric Year-over-Year Change
Mining & Construction	157,800	+4.3%	6,500
Manufacturing	128,800	-8.1%	-11,300
Private Education & Health Services	364,200	+4.9%	16,900
Information	40,800	-4.7%	-2,000
Financial Activities	214,900	+1.4%	2,900
Trade, Transportation and Utilities	444,500	+1.7%	7,500



Consent Agenda. Shared Governance Agreement



MARICOPA COUNTY

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Shared Governance Agreement (SGA) Revision Update

August 3, 2023

Background

Shared Governance Agreement (SGA)

- The Shared Governance Agreement or “SGA” is the written agreement between the Maricopa County Workforce Development Board (MCWDB) and the Board of Supervisors (BOS) that describes how both parties will carry out their unique and shared governance functions under WIOA.
- Renew and approve every 3-years.
- Renewed term for SGA: 7/1/2023 – 6/30/2026. ✓

Summary of Revisions

- Updated agreement term,
- Confirmed alignment with Arizona Workforce Council policy and current MCWDB Bylaws,
- Spelling, grammar, punctuation and format revisions.

01 Complete

- MCWDB staff redline revisions.

02 Complete

- Maricopa County Leadership review, input, and redline revisions.
- Maricopa County attorney review, input, and redline revisions.

03 In progress

- **Executive Committee approval to move forward to MCWDB.**
- MCWDB approval.
- BOS approval.

Next Steps

Timeline

- 08/17/2023 Full Board Approval
- 08/23/2023 Board of Supervisor Approval

Thoughts? Questions?





Thank You

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AGREEMENT BETWEEN
MARICOPA COUNTY BOARD OF SUPERVISORS and MARICOPA COUNTY
WORKFORCE DEVELOPMENT BOARD

This shared governance and multi-function agreement is made by and between Maricopa County, a political body duly organized and existing under the laws of the State of Arizona, and its Maricopa County Board of Supervisors (hereafter referred to as “BOS”), the Chief Elected Officials (CEOs) under the Workforce Innovation and Opportunity Act (WIOA), and the Maricopa County Workforce Development Board (hereafter referred to as “MCWDB”), the Local Workforce Development Board (LWDB) as designated by the Governor of Arizona, to articulate the relationship, roles, and responsibilities between the two entities as required by the federal Workforce Innovation and Opportunity Act (hereafter referred to as WIOA) of 2014 (Public Law No. 113-128). BOS and MCWDB are collectively referred to herein as the “Parties” and individually as “Party.”

RECITALS

Whereas, the Workforce Innovation and Opportunity Act (WIOA) was established to increase employment, education, and training for individuals with barriers, to support the alignment and improvement of the workforce development system, to improve the skills of workers to secure employment with family-sustaining wages and provide employers with a skilled workforce for global competitiveness, and to provide workforce activities through state and local workforce development systems; and

Whereas, Maricopa County is designated the Local Workforce Development Area by the Governor and is funded to administer WIOA in Maricopa County, outside of the City of Phoenix; and,

Whereas, the Maricopa County Board of Supervisors are the designated Chief Elected Officials by the State of Arizona; and,

Whereas, the Maricopa County Workforce Development Board is designated as the Workforce Development Board for the Maricopa County Local Workforce Development Area; and,

Whereas, all Parties acknowledge that WIOA laws and regulations, Training and Employment Guidance Letters (TEGLs), Uniform Administrative Guidance, State Law and applicable policies, the Arizona Department of Economic Security WIOA contract, and County policies must be adhered to in their entirety; and,

Whereas, the WIOA emphasizes local control so the Local Workforce Development Area can tailor services for the unique needs of that Local Workforce Development Area; and,

Whereas, the WIOA requires that a shared governance and multi-function agreement be entered into to delineate the role and responsibilities of the BOS, MCWDB (and its staff), Fiscal Agent, and any entity performing multiple functions; and,

Whereas, it is the desire of both parties to have an agreement that provides a basis for cooperation and partnership, which will lead to the success of the employment and training system (ARIZONA@WORK MARICOPA COUNTY) within the County and contribute to the overall economic prosperity of the region and its residents;

Therefore, in consideration of the recitals set forth above and incorporated by reference, the Parties agree as follows:

I. Purpose

The purpose of the Agreement is to define the roles and responsibilities of the BOS and MCWDB and establish the multi-function agreement between the BOS and MCWDB as required by the WIOA since the Maricopa County Human Services Department is performing more than one role.

II. Definitions

For the purposes of this Agreement, the following terms shall have the meaning set forth below:

- A. Career Services Provider:** the provider of services as specified in WIOA to “Adults” and/or “Dislocated Workers.”
- B. Chief Elected Officials (“CEOs”):** the Board of Supervisors (BOS).
- C. Conflict of Interest:** a situation in which a person is in a position to derive personal benefit from actions or decisions made in their official capacity.
- D. Fiscal Agent:** the BOS, or designated entity, responsible to perform accounting and funds management for WIOA funds.
- E. Grant Recipient:** the BOS.
- F. Local Workforce Development Area (LWDA):** Maricopa County as designated by the Governor.
- G. Local Workforce Development Board (“LWDB”):** the Maricopa County Workforce Development Board (MCWDB) as defined by 20 CFR 679.310.
- H. One Stop Delivery System:** the workforce development, educational, and other human resource services joined in a seamless customer-focused service delivery network that enhances access to the programs’ services and improves long-term employment outcomes for individuals receiving assistance.
- I. One Stop Operator (“OSO”):** the entity that coordinates the service delivery of required one-stop partners and service providers as specified in WIOA.
- J. Training and Employment Guidance Letter (“TEGL”):** the guidance letter issued by the US Department of Labor.
- K. Training Provider:** An entity with a demonstrated ability of training individuals to enter quality employment, and that is included on the eligible training provider list.
- L. Vacancy Appointment:** a nominee selected to serve the remaining term of a vacant position.
- M. Vacancy Date:** the date the BOS approves the resignation or termination of an MCWDB member.
- N. WIOA:** the Workforce Innovation and Opportunity Act of 2014, as amended.
- O. Youth Services Provider:** the provider of services to youth as specified in WIOA.

III. Effective Date, Term, and Termination

- A.** This Agreement shall be effective July 1, 2023, until June 30, 2026, unless terminated as provided herein.
- B.** The Agreement may be renegotiated or terminated by either Party with sixty (60) days' notice in writing to the other Party. Such notice shall be given by personal delivery or by Registered or Certified mail.
- C.** This Agreement is subject to the statutory language of A.R.S. § 38-511, which are incorporated herein by reference.

- D. If any action is taken by any State agency, federal department, or any other agency or instrumentality to suspend, decrease or terminate its fiscal obligation under or in connection with this Agreement, the Parties may amend, suspend, decrease, or terminate its obligations under or in connection with this Agreement. In the event of termination, the Parties shall be liable for payment only for services rendered prior to the effective date of the termination, provided that such services performed are in accordance with the provisions of this Agreement. The Parties shall give written notice of the effective date of any suspension, amendment, or termination under this section at least ten (10) calendar days in advance.
- E. This Agreement may be terminated by mutual written agreement of the parties specifying the termination date therein.

IV. Amendments

- A. Proposed amendments or termination to this Agreement may be offered by either Party in writing within sixty (60) days, at a minimum, to the other Party, via official electronic communication and certified mail. Adoption of such proposals shall be approved and enforced through a signed document by both Parties.
- B. The Agreement may be amended if the governance structure changes, if the Bylaws are amended, or in the event the regulations or laws change.
- C. Any amendment or change to the Agreement must be maintained at the MCWDB staff office and be available for monitoring by the state administrative entity.
- D. The entire Agreement of the Parties is contained herein, and this Agreement supersedes all prior agreements between the Parties relating to the subject matter thereof.

V. Notices of Election

A change of leadership of the MCWDB and the BOS does not constitute an amendment of this Agreement, but Parties shall provide notification of leadership changes as follows:

- A. Notice of an election of a new MCWDB Chair, as evidenced within the minutes of the MCWDB meeting, shall be provided to the Maricopa County Clerk of the Board.
- B. Notice of an election of any new BOS and/or the BOS Chairman, as evidenced within the minutes of the BOS meeting, shall be published on the BOS website within 10 days after the first BOS meeting of each calendar year.

VI. BOS Roles and Responsibilities

A. Delegated Functions

1. Unless otherwise indicated as non-delegable, the BOS may fulfill its roles and responsibilities through staff and/or contracts. Any staff or contractors assigned to fulfill BOS responsibilities shall comply with the provisions of Section XIII. Internal Controls, Conflict of Interest, and Firewalls.
2. The BOS designates the Assistant County Manager to serve as MCWDB liaison to the BOS;
3. The BOS designates Maricopa County Human Service Department to serve as Fiscal Agent for the MCWDB and be responsible for the receipt and disbursement of WIOA funds in the Local Workforce Area. The specific roles and responsibilities of the Fiscal Agent are identified in Section IX.
 - a) HSD staff involved in Fiscal Agent functions shall not be involved in policy or direct service provision activities of the Local MCWDB.
 - b) Any funding or costs shifted between the MCWDB budget and the

Service Provider budget(s) that results in an increased or decreased overall budget for either entity shall be presented to the MCWDB for review and authorization.

- c) BOS approval is required if the funds shift results in an increased budgeted amount for the MCWDB.
 - d) BOS approval is required if the funds shift results in a substantial decrease, as recognized by the MCWDB to the MCWDB budget.
4. To ensure proper separation of duties and functions, there shall be no commingling of budgets for the MCWDB staff, Fiscal Agent, and Service Provider (see Attachment A, Maricopa County Organizational Chart A, B, and C, respectively). Each of these functions shall have a separate budget and personnel with separate functions and hierarchical reporting chains. Notwithstanding the foregoing, personnel shall be individually and collectively responsible for reporting compliance with WIOA and regulations, OMB circulars, and State and County policies and statutes.
5. The BOS delegates signatory capacity to the Chairman of the BOS.

B. Misuse of Funds

- 1. The BOS are liable in their official capacity for any misuse of grant funds as described in WIOA.

C. MCWDB Bylaws

- 1. Per CFR 679.310 (g), the BOS must establish bylaws consistent with federal law, regulations, and State policy.

D. MCWDB Membership

- 1. The BOS shall solicit nominations for the MCWDB. The final selection and appointment of MCWDB members shall be made by the BOS in accordance with WIOA and State and Federal requirements and consider recommendations pursuant to Section VII F (2) Composition: The MCWDB shall be composed of the following:
 - a) The MCWDB shall be comprised of private business sector and public sector members.
 - b) The Board membership shall be representative of the Local Workforce Area's geography and business demographics.
 - c) The BOS will seek to have a MCWDB membership which is diverse in gender and ethnicity.
 - d) An individual may serve as a representative of more than one membership category if the individual meets all the criteria for representative in accordance with WIOA.
 - e) At least 51% of members shall be representatives of business in the Local Workforce Area who:
 - (1) Are owners of businesses, chief executives or operating officers of businesses, or other individuals with optimum policy-making or hiring authority;
 - (2) Provide employment opportunities in in-demand industry sectors or occupations, and provide high-quality work-relevant training and development opportunities to its workforce or the workforce of others in the case of organizations representing business;
 - (3) Are appointed from among individuals nominated by local business organizations and business trade associations; and
 - (4) At least two (2) members must represent small business as

- defined by the U.S. Small Business Association.
- f) At least 20% of the members must be workforce representatives with optimum policy-making authority. These representatives:
- (1) Must include at least two (2) representatives of labor organizations nominated by local labor federations or other representatives of employees;
 - (2) Must include at least one (1) representative of a joint labor-management, or union-affiliated, registered apprenticeship program within the Local Workforce Area who must be a training director or member of a labor organization;
 - (3) May include one or more representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of individuals with barriers to employment, including organizations that serve veterans or support competitive, integrated employment for individuals with disabilities; and
 - (4) May also include one or more representatives of organizations that have demonstrated experience in addressing the employment, training, or education needs of eligible youth, including representatives or organizations that serve out-of-school youth.
- g) The balance of the Board membership shall include the mandatory category of individuals with optimum policy-making authority as follows:
- (1) At least one (1) eligible provider administering adult education and literacy activities under WIOA Title II, selected from among the providers serving in the Local Workforce Area;
 - (2) At least one (1) representative from an institution of higher education providing workforce development activities, including community colleges;
 - (3) At least one (1) representative from economic and community development entities;
 - (4) At least one (1) representative from the state Employment Service office under the Wagner-Peyser Act;
 - (5) At least one (1) representative from the programs carried out under Title I of the Rehabilitation Act of 1973, other than sec. 112 or Part C of that title (i.e., the State Vocational Rehabilitation Program or the state agency responsible for the State Vocational Rehabilitation Program); and
- h) Members may also include a non-mandatory category of additional Local Workforce Area representatives appointed by the BOS from:
- (1) Entities administering education and training activities who represent local educational agencies or community-based organizations with demonstrated expertise in addressing the education or training needs for individuals with barriers to employment;
 - (2) Governmental and economic, and community development entities who represent transportation, housing, and public assistance programs;
 - (3) Local Workforce Area philanthropic organizations; and,

- (4) Other appropriate individuals based on the WIOA law and regulations as determined by the BOS.

2. **Nominations**

Consistent with WIOA, the BOS adopts the following nomination criteria:

- a) All nominations submitted to the BOS for consideration must be submitted in writing and include sufficient supporting documentation to demonstrate the qualifications of the nominee.
- b) Nominees who are intended to serve as representatives of business in the Local Workforce Area must be appointed from among individuals nominated by business organizations and business trade associations.
 - (1) The CEO or designee of the nominating organization must sign the nomination letter submitted to the BOS.
 - (2) The nomination letter must acknowledge the nominee's optimum policymaking authority and include documentation of the candidate's curriculum vitae, resume, or work history.
- c) Nominees who are intended to serve as representatives of labor must be appointed from among individuals nominated by local labor federations.
- d) For the mandatory categories, nominees may be appointed from among individuals nominated by a senior executive from the agency or institution of employment or affiliation.
- e) For the mandatory category of adult education and literacy, a solicitation of nominations will be based on a solicitation of Local Workforce Area providers of adult education and literacy activities under WIOA Title II.
- f) For the mandatory category of higher education institutions, a solicitation of nominations will be based on a solicitation of institutions of higher education providing workforce development activities.
- g) For the non-mandatory categories, a solicitation of nominations will be based on a:
 - (1) Solicitation of community-based organizations (CBOs). Representative nominations from local CBOs must be qualified by being workforce-centered and having demonstrated positive performance for at least three to five years in the community.
 - (2) Solicitation of nominations from other optional representatives with a workforce mission/focus must hold promise for beneficial partnerships.
- h) Nominees shall meet the qualifications of the membership category for which they are applying. Nominees shall confirm their qualifications for the membership category for which they are applying in writing. Nominating organizations shall confirm the same.
- i) Members shall notify the MCWDB and the Clerk of the Board if they no longer meet the qualification criteria required by WIOA for their position on the MCWDB.
- j) All vacancies shall be publicly noticed on the Maricopa County website.

3. **Appointments**

- a) The BOS shall appoint each member of the MCWDB by majority vote.
- b) Reappointments will follow the same nomination process as outlined

in this Agreement and will be made within 120 days of the term expiration.

- c) Notification of appointments will be evidenced within the minutes of the BOS meetings.

4. **Terms of Office of BOS Appointees**

- a) Members appointed to the MCWDB shall serve three-year terms, except vacancy appointees who shall serve the remaining term of their predecessor. Upon expiration of his or her term, any MCWDB Member may continue to serve until the BOS takes action.
- b) Appointments will be staggered to the extent possible to have only one-third (1/3) of the membership expire in a given year.

5. **Resignations**

- a) Resignation by MCWDB members shall be submitted in writing to the MCWDB Chair and the Clerk of the Board. A member's resignation is effective only when accepted by the BOS.

6. **Terminations**

- a) BOS may remove a member for any of the following reasons:
- (1) Failure to attend MCWDB meetings, as follows:
 - More than three consecutive absences from regularly scheduled meetings by any member during any 12-month program period (July 1 – June 30) shall result in the removal of the member from the MCWDB.
 - Any four absences from regularly scheduled meetings during a twelve-month period by any member during any 12-month program period (July 1 – June 30) shall result in the removal of the member from the MCWDB.
 - Within seven (7) days of notification of attendance policies violation a member may provide a written explanation to the MCWDB Chair on the reason for the absences.
 - Exceptions to attendance policies may be made by the MCWDB Chair due to special circumstances and shall be documented.
 - (2) Failure to comply with the Conflict of Interest and Ethics as required by WIOA, A.R.S. §38-502 et seq., and Maricopa County Internal Policy HR2421,
 - (3) Failure of a member to continue to hold the qualifications of membership which were the basis for their initial appointment.
 - (4) Documented malfeasance, fraud or abuse.
 - (5) Knowingly and intentionally acting in a manner that prohibits compliance with Federal law, State policy, or requirements set forth by the Workforce Arizona Council (WAC) or Department of Economic Security (DES). Examples include but are not limited to failing to meet deadlines and failing to provide requested information.
- b) "Just cause" for removal is established based on documented evidence of failure to meet the expectations outlined in Section VI.D.6.a. including but not limited to attendance records, conflicts of interest, or actions inhibiting compliance with Federal law, State policy, or requirements of the WAC or DES.
- c) Removal of a MCWDB member shall require a formal vote of the BOS.

7. Vacancies

- a) All efforts shall be made to fill MCWDB vacancies within 120 days of the vacancy by the BOS.
- b) If a vacancy occurs by other than an expiration of term, the vacancy shall be filled by appointment by the BOS for the unexpired portion of the term.
- c) In the event a vacancy cannot be filled within 120 days, Assistant County Manager, or delegate, shall request a waiver in writing to the Director of the State Workforce Development Board with an explanation of why a vacancy was not filled in the 120-day timeframe and a description of the process underway to fill the vacancy. The Assistant County Manager or his/her delegate must maintain written approval of the waiver request by the Director of the State Workforce Development Board for State monitoring purposes.
- d) Positions will be filled in compliance with WIOA.
- e) Nominees for a vacancy shall meet the criteria needed to fulfill the Board composition requirements of WIOA.

8. Compensation

- a) Members of the MCWDB shall serve without compensation except for any pre-authorized travel expenses incurred in connection with their duties, including transportation, meals, and lodging, in accordance with WIOA and all applicable Maricopa County policies and regulations.
- b) The BOS, through the Fiscal Agent, is authorized to reimburse those expenses identified in (A) post-travel to the extent such expenses are allowable and reimbursable under WIOA, Uniform Guidance, and all applicable County policies and regulations.

VII. MCWDB Roles and Responsibilities

- A.** Unless otherwise indicated as non-delegable, the MCWDB may fulfill its roles and responsibilities through staff and/or contracts. Any staff or contractors assigned to fulfill MCWDB responsibilities shall comply with the provisions of Section XIII. Internal Controls, Conflict of Interest, and Firewalls.
- B.** MCWDB serves as a strategic convener to promote and broker effective relationships with the County and the Maricopa County workforce system. The MCWDB shall maintain strategic and strong relationships with business organizations, chambers of commerce, labor and trade associations, education providers, and others as needed or required.
- C.** MCWDB provides strategic and operational oversight for the workforce system as follows:
 - 1. Provide ongoing reviews of services available, access to services, service delivery, cost of services, and system and program administration;
 - 2. Seek to avoid duplication with other system and program monitoring;
 - 3. Review current plans and proposals for service delivery;
 - 4. Develop detailed actions and timeframes in coordination with the necessary workforce system partners; and
 - 5. Provide the BOS with system and program oversight updates in a quarterly report.
- D.** The following MCWDB required roles and responsibilities shall be completed in a

timely manner by MCWDB members or at the direction of the MCWDB through staff, consultants, and/or allowable designated entities. MCWDB shall consult with County concerning all responsibilities delegated to staff consistent with the requirements set forth in Section XI.

1. **Workforce Research and Regional Labor Market Analysis**

The MCWDB will conduct analyses of the labor market and workforce system and integrate the findings into the Local Plan. The MCWDB will coordinate with key stakeholders, contracted staff (as needed), and other parties in order to present a well-rounded representation of the economic conditions in the Maricopa County LWDA.

2. **Convening, Brokering, and Leveraging**

The MCWDB will convene local workforce development system stakeholders to develop the local plan. The MCWDB will plan, coordinate and schedule all necessary meetings to execute the objectives of the local plan.

3. **Employer Engagement**

Lead efforts to engage with a diverse range of employers, entities in the region, and economic development entities to promote business representation on the MCWDB and develop effective linkages with employers to support employer utilization of the Maricopa County workforce system to ensure the workforce investment activities meet the needs of employers, and support economic growth in the region. The MCWDB shall coordinate with BOS economic development strategies and workforce priorities that align with WIOA.

4. **Career Pathways**

Collaborate with secondary and postsecondary education program representatives leading the efforts in the local workforce development area to develop and implement career pathways by aligning occupational training in the targeted occupations and in-demand industries.

5. **Proven and Promising Practices**

Identify, promote, and disseminate proven and promising strategies, initiatives, and practices for meeting the needs of all job seekers and employers. Specific attention will be given to system performance, service delivery benchmarking, and program design/evaluation to identify strengths and opportunities for continuous process improvement.

6. **Technology**

Develop strategies, including coordination with the County and all workforce system partners, for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, workers, job seekers, and specifically those with barriers to employment. The MCWDB will address these issues from a strategic level and task the One Stop Operator with identifying referral tools and strategies between core partners.

7. **Coordination of Education Providers**

Coordinate activities with education and training providers, including those on the State-approved Eligible Training Provider List (ETPL) and all WIOA Title II service providers, to align education and training with MCWDB selected sectors to support career pathways.

8. **Accessibility for Individuals with Disabilities**

The MCWDB, through the One Stop Operator, will annually assess the physical and programmatic accessibility of all one-stop centers in the Local Workforce Area in accordance with the Americans with Disability Act of 1990.

9. **Certification of One-Stop Centers**

The MCWDB certifies all ARIZONA@WORK Maricopa County comprehensive and affiliate job centers every three (3) years in accordance with 20 CFR 678.800 and the WAC State Workforce Policy #6 Certification of the ARIZONA@WORK Job Centers.

E. Communication with the Public

1. All meetings of the MCWDB, including its committees and workgroups, shall be conducted in compliance with Open Meeting Law (Arizona Revised Statutes 38-431 et seq.). Meetings shall be open, and it shall be a stated policy that interested citizens or groups will be heard on workforce development matters.
2. The MCWDB shall meet not less than six times per year.
3. Within three (3) business days of any MCWDB meeting, including its committees and workgroups, the MCWDB staff shall make available the meeting minutes on the MCWDB website.
4. On behalf of the MCWDB, the MCWDB staff shall make available to the public on the MCWDB website information regarding the activities of the MCWDB, including but not limited to:
 - a) Local Plan, including any modifications;
 - b) List and affiliation of MCWDB members; and
 - c) MCWDB Bylaws.

F. Board membership

1. The MCWDB may solicit and refer candidates to apply for MCWDB membership.
 - a) The MCWDB Chair may recommend removal of a member for any of the reasons cited in Section VI.D.6.

G. Youth Committee

1. The Youth Committee shall be a MCWDB Standing Committee comprised of a minimum of five (5) members (MCWDB members and non-members) appointed by the MCWDB Chair in consultation with the Executive Committee, and BOS assigned staff.
2. Responsibilities of the Youth Committee may include, but not be limited to the following:
 - a. Identify eligible providers of youth workforce development activities by:
 - i. Exercising the option described in CFR 681.400 to have the grant recipient provide directly some or all of the youth workforce investment activities; and/or
 - ii. Choosing to recommend for MCWDB approval to competitively award grants or contracts to youth service providers to carry out some or all youth workforce investment activities;
 - b. Inform, assist, and make recommendations to the Executive Committee and the MCWDB in developing and overseeing a comprehensive youth program, including disconnected youth;
 - c. Foster integration and collaboration of youth activities in the local workforce development area;
 - d. Recommend system enhancements to ensure a broad range of services and opportunities for youth, including disconnected youth;
 - e. Recommend ways to leverage resources and coordinate services among schools, public programs, and community-based organizations

- (1) The Fiscal Agent shall review the MCWDB budget to ensure it is in accordance with all County policies and guidelines, WIOA, and Uniform Administrative Guidance.
 - (2) The Fiscal Agent shall provide the budget review to the Assistant County Manager and the MCWDB Executive Director.
 - (3) The Fiscal Agent shall submit the budget to the Maricopa County Office of Management and Budget on behalf of the BOS.
 - (4) The BOS at their discretion, shall review and approve the Budget in accordance with County policy.
 - d) Ongoing monitoring
 - (1) On behalf of the BOS, the Assistant County Manager shall:
 - Monitor the MCWDB budget expenditures;
 - Notify the MCWDB Executive Director and the MCWDB Chair on expenditure and audit issues;
 - Provide updates to the BOS as requested.
- B. WIOA Funds**
1. BOS and MCWDB shall, to the best of their abilities, ensure all funds are expended prior to expiration with the assistance of the Fiscal Agent.
- C. Local Plan**
1. MCWDB and their staff shall develop the local plan for the Local Workforce Area every four years.
 2. The Local Plan shall be consistent with the following:
 - a) WIOA Section 108;
 - b) State Unified Plan; and
 - c) BOS strategic priorities, including (but not limited to) economic development, regionalism, and priority populations.
 3. On behalf of the BOS, the Assistant County Manager shall provide local plan feedback to the MCWDB Executive Director.
 4. MCWDB shall vote and approve the local plan prior to the final submittal to the BOS.
 5. The BOS shall review and approve the plan during a BOS meeting.
 6. MCWDB shall submit the finalized local plan to the State only after receiving BOS approval.
 7. The MCWDB shall follow the prescribed process in this section for all substantive (non-technical) local plan amendments.
- D. Regional Plan**
1. All Parties may collaborate with other Local Workforce Areas as necessary. In the event the Local Workforce Development Area is designated to be a planning region that includes other Local Workforce Areas, the Parties shall follow the same process as for the development and approval of the local plan.
- E. Selection of Operators and Providers**
1. While it is the responsibility of the MCWDB to select a One Stop Operator and providers, as discussed in the following sections, it is the responsibility of the BOS to execute contracts with selected entities/vendors. As such, selection of operators and providers is considered a shared function.
 2. One Stop Operator(s)
 - a) Selection
 - (1) The MCWDB, with the assistance of their staff, shall determine the scope of work for the OSO.

- (2) The MCWDB shall competitively procure the One Stop Operator with the Maricopa County Office of Procurement Services and in compliance with County procurement policies.
- (3) The designation of an OSO must be approved by a majority vote of the MCWDB or designated committee or workgroup.
- (4) Once approved, the contract shall be forwarded to the BOS. The OSO contract shall be effective only when approved by the BOS.

3. **Provider(s)**

- a) Occupational Skills Training: The MCWDB shall encourage sufficient number and types of eligible training service providers consistent with the criteria established by the Governor and WIOA.
- b) Career Services: The MCWDB shall determine the selection criteria for the provider of Career Services, as specified in WIOA to “Adults” and Dislocated Workers.”
 - (1) The MCWDB selects the Human Services Department Workforce Development Division as the Career Services Provider.
- c) Provider contracts may be competitively awarded for any WIOA services; if provider contracts are competitively awarded, they shall be publicly noticed and procured through the Maricopa County Office of Procurement Services.
- d) Youth Services: Pursuant to CFR 681.400(b), the MCWDB elects to have the grant recipient provide youth services through its Human Services Department.
 - (1) The MCWDB retains the right to instead provide youth services via competitively procured grants or contracts (CFR 681.400(b)).

F. Performance Measures

- 1. Negotiation and Approval of Performance Accountability Measures
 - a) The MCWDB and their staff shall obtain proposed performance accountability measures from the State.
 - b) Service providers shall propose performance accountability measures to the MCWDB for consideration.
 - c) The MCWDB shall determine the acceptable performance accountability measures for the Local Workforce Area with the Core Partners and service providers.
 - d) The performance accountability measures must be approved by a majority of the MCWDB. Once passed, the finalized performance accountability measures shall be submitted to the State by the required due date.
- 2. The MCWDB shall focus on required performance measures with outcomes and impacts. The MCWDB shall review current performance measures and reports, identify additional priority and subordinate performance measures to be collected, and work with any organization or entity required to report performance measures to determine reporting timeframes.

G. Local Board Policy

- 1. MCWDB shall create local board policies to provide strategic workforce direction and guidance in the Local Workforce Area in alignment with BOS priorities.
- 2. MCWDB, in coordination with Core Partners and service providers, shall

review proposed policies, develop new major policies, and approve major policies that affect the priorities for service, service target levels and limitations, and allocation of resources.

3. MCWDB shall create policies that are aligned with serving the WIOA priority populations and those with barriers to employment.
4. Policies must be approved by a majority of MCWDB members.
5. MCWDB staff shall keep written record of all approved MCWDB policies and ensure distribution to all Parties affected.
6. MCWDB shall provide approved policies to the BOS in the quarterly report.

I. Core Partner Agreement

1. MCWDB and their staff shall develop the Core Partner Agreement for the Local Workforce Area.
2. The Core Partner Agreement shall be consistent with WIOA, regulations, State and County policies.
3. The Assistant County Manager shall provide Core Partner Agreement feedback to the MCWDB Executive Director.
4. The Core Partner Agreement shall be reviewed by the Maricopa County Attorney's Office.
5. The Core Partner Agreement must be approved by a majority of the MCWDB.
6. Once approved, the request shall be forwarded to the BOS for approval. The Core Partner Agreement is effective only when approved by the BOS and the other Core Partners.
7. For all amendments to the fully executed Core Partner Agreement, the MCWDB shall follow the prescribed process in such Agreement.

J. Memorandum of Understanding and Infrastructure Funding for the One Stop Delivery System

1. The MCWDB, its staff and/or other allowable designated entity shall develop the Memorandum of Understanding for the One Stop Delivery System (MOU) and its accompanying Infrastructure Funding Agreement (IFA) not less than every three years in partnership with the BOS and other One Stop delivery partners.
2. The MOU and IFA are created through discussion, negotiation, and agreement.
 - a. The MOU shall include the items listed in 678.500 (b) 1-6, including a description of services through the one-stop delivery system, agreement of costs, referral methods, and access to services for adults, youth, those with barriers to employment, and individuals with disabilities.
 - b. The IFA shall include such costs in accordance with 678.700.
 - i. The IFA shall be reviewed and reconciled at least once annually with the information financial information provided by the Fiscal Agent and/or One Stop partners.
 - c. The MOU and IFA draft shall be shared with the BOS Liaison for review and comment.
 - d. The MOU shall provide a process by which periodic amendments and adjustments may be made.
3. MCWDB shall vote and approve the MOU and IFA, and its amendments, prior to the final submittal to the One Stop Partners for signature.
4. The BOS shall review and approve the final MOU and IFA, and its amendments.

K. Communication of Parties

1. The MCWDB and its staff shall prepare quarterly progress reports, which shall include but are not limited to, summaries of progress on goals, actions on each of the required roles, policies approved by the MCWDB, and anticipated activities of MCWDB for the next quarter.
 - a) The MCWDB Executive Director shall submit the quarterly reports for BOS review 45 days following the end of a quarter.
2. The MCWDB and its staff shall prepare and submit an annual report to the BOS for review and approval on or before October 1 of each calendar year.
3. At least annually, the MCWDB Chair, MCWDB Executive Director, and the Assistant County Manager shall provide briefings to the BOS regarding performance accountability measures, program oversight, MCWDB policy, strategic direction, and other areas, as deemed necessary.
4. The MCWDB Chair and the Assistant County Manager shall work together to identify new potential applicants to the MCWDB with skillsets that complement current Board members.

L. Amendments to the MCWDB Bylaws

1. Amendments to the MCWDB Bylaws may be necessary from time to time. Any proposed changes to the Bylaws must:
 - i. Be submitted to the Maricopa County Attorney for legal review;
 - ii. Approved by the MCWDB;
 - iii. Receive final approval by the BOS.
2. Each time the Bylaws are amended, a copy of the updated Bylaws will be distributed to all MCWDB members, the BOS, County Attorney and will be posted on the ARIZONA@WORK MARICOPA COUNTY website.

IX. WIOA Fiscal Agent

- A.** The WIOA Fiscal Agent shall perform accounting and funds management for WIOA funding received.
- B.** The Fiscal Agent shall exchange information with the MCWDB and BOS, as necessary.
- C.** The Fiscal Agent shall provide the following financial services:
 1. Receive and disburse WIOA funds, which includes first-in, first-out accounting methods;
 2. Ensure sustained fiscal integrity and accountability for expenditure of funds in accordance with Office of Management and Budget (OMB) circulars, WIOA and corresponding federal regulations, and County and State policies;
 3. Comply with State and Federal requirements and timelines as defined by DES;
 4. Be subject to an annual audit by the Auditor of State as well as periodic monitoring by DES;
 5. Cooperate in any audit procedure, respond to financial audit findings, and provide corrective action plans when necessary;
 6. Maintain proper accounting records and adequate documentation;
 7. Prepare financial reports;
 8. Conduct financial monitoring of the fiscal activities of sub recipients, contractors, and service providers;
 9. Provide technical assistance to sub recipients regarding fiscal issues;
 10. Review, recommend, and monitor the WIOA budget and its funds, including

- both administrative and programmatic funds;
- 11. Recommend the transfer of funds between Dislocated Worker and Adult programs, and provide this to the MCWDB Chair for signature;
- 12. Track and monitor the MCWDB receipts and expenditures in a separate Unit code;
- 13. Track and monitor WIOA Title I service provider receipts and expenditures in a separate Unit Code;
 - a) Career Services and Youth Services shall be tracked separately by Program Code.
- 14. Procure contacts or obtain written agreements on behalf of the MCWDB
 - a) Except for the One Stop Operator; and
- 15. Appoint personnel to carry out the duties outlined above who will not be permitted to engage in policy or service delivery issues or Service Provider activities.

D. The Fiscal Agent shall perform the following budgetary functions on behalf of the MCWDB:

- 1. Under the guidance of the MCWDB, develop an annual budget by major program service type (Adult, Dislocated Worker, Youth, Rapid Response, and other types that may be identified by the MCWDB) that supports the strategic direction of the MCWDB.
- 2. Present to the MCWDB when major program service type budgets increase, decrease, or it is deemed appropriate to move budgeted monies between major program service types.
- 3. Reconcile the IFA costs at least annually.

E. The fiscal Agent is subject to the internal control measures and firewall requirements described in Section XIII.

X. WIOA Career Services

- A.** Those providing career services shall provide services in accordance with WIOA.
- 1. The Career Service provider shall implement MCWDB policies and provide quarterly reports to the MCWDB on program service delivery, performance accountability, and continuous improvement.
 - 2. Service providers shall propose the following for review, consideration, and approval of the MCWDB:
 - a) Priority populations;
 - b) Service targets;
 - c) Budget utilization;
 - d) Performance measures.
 - 3. The person(s) responsible for carrying out the duties of the service provider will not be permitted to be appointed to complete the activities of the WIOA Fiscal Agent.
 - 4. Provider of Services shall follow OMB Uniform guidance, County, State regulation, policy, and law for procurement of required goods and services.

XI. MCWDB Staff

- A.** Title 20 CFR 679.400 describes the MCWDB's authority to hire staff and the appropriate roles for the MCWDB staff as outlined in WIOA Section 107(f).
- 1. Full costs for staff must be included in the MCWDB Board budget submitted to and approved by the BOS.
 - 2. Maricopa County shall be the employer of record for the MCWDB staff.

3. MCWDB staff shall be subject to the County's policies, procedures, and processes, including personnel policies and organizational oversight.
4. The MCWDB Board delegates personnel management responsibilities of the MCWDB staff to the assigned assistant county manager, and the assigned assistant county manager will consult with the MCWDB Chair on personnel matters, as necessary. See attached Organizational Chart for reporting relationship information.
5. MCWDB staff shall be subject to Maricopa County's policies, procedures, and processes regarding personnel, including but not limited to the confidentiality of personnel information.
6. MCWDB staff shall not provide core, intensive, and training services or participate in the operation of the One-Stop centers, including the management of personnel providing these services.
7. MCWDB staff are subject to the internal control measures and firewall requirements described in Section XIII.

XII. Conflict resolution

- A. Except as may otherwise be provided for by law, or otherwise specifically agreed upon by the parties, any dispute not involving the question of law that is not resolved between the parties within a reasonable time shall be submitted to the following Maricopa County's dispute process:
 1. Disputes must be filed with the Maricopa County Ombudsman.
 2. The Ombudsman shall respond in writing to the dispute within fourteen (14) days.
 3. The parties may abide by the decision. If the conflict is not resolved, the Party shall submit in writing to the Ombudsman and the other Party within seven (7) days that a resolution has not been reached.
 4. If either party determines it must pursue formal mediation related to this Agreement, either party may choose to contract with external mediation services. Contracted services would be at the contracting party's expense and would require following the usual processes for procurement and budget approval.
- B. If the conflict is not resolved, it will be resolved as directed by the Governor's Office.

XIII. Internal Controls, Conflict of Interest, and Firewalls

- A. MCWDB members, County employees, service providers, training providers, One-Stop Operator, and other workforce system stakeholders will report any official conflict of interest to the Assistant County Manager.
- B. In addition to the reporting requirements contained in County Policy HR2416 concerning "Avoidance of Conflicts of Interests", MCWDB staff shall also notify the MCWDB Chair concerning any alleged conflict of interest.
- C. MCWDB members, staff, or vendors may not be involved in official votes, the hiring of staff, or the procurement of services in which they have a personal financial interest.
- D. Physical and electronic access will be limited to only the functions and responsibilities assigned to a specific WIOA role.
- E. Only staff performing Fiscal Agent duties may have access to the County's financial system(s) of record with regard to the funds overseen by the MCWDB.

- F. Service provider, Fiscal Agent, and MCWDB Staff shall not:
 1. Have involvement in one another's hiring, promotional, termination, discipline, or performance management matters;
 2. Have involvement in one another's vendor selections unless pre-approved by the MCWDB and BOS Liaison.
 3. Share information that is not considered a public record or seek approval from the MCWDB and BOS Liaison prior to sharing non-public records; or
 4. Have input into one another's standard operating procedures or internal policies.
- G. No entity or person involved with the issuance of a solicitation may compete or submit a proposal under the procurement action. This prohibition includes but is not limited to development of requirements, drafting the solicitation document, evaluating proposals/bids, or selection of vendors.
- H. No division and/or unit within the County may simultaneously provide services and oversee or monitor the provision of those services.
- I. All entities involved in MCWDB activities and functions, including but not limited to County employees, contracted vendors, and MCWDB members, are subject to performance and financial audits performed by the Maricopa County Internal Audit Department, an independent agency reporting directly to the Board of Supervisors. Entities shall comply fully with all audit requests and participate in the resolution of audit findings.
- J. The assistant county manager, as the executive manager over multiple roles, is expected to be aware of the potential competing interests of the MCWDB, One-Stop Operator, providers, Fiscal Agent, and other stakeholders.
 1. The assistant county manager shall refrain from intervening in the performance of duties assigned to the MCWDB staff by the MCWDB, if said duties are legally allowed, supported by the approved budget, and not prohibited by County policy;
 2. The assistant county manager shall:
 - a) Encourage the open exchange of information and data between all entities, as allowed by law and County policy, in order to inform decisions of the MCWDB and BOS;
 - b) Be mindful of the internal controls and firewalls outlined in this Section and make every effort to ensure they are not breached.

XIV. Sunshine Provision

- A. The MCWDB shall make available to the public, on a regular basis through electronic means and open meetings, information regarding the activities of the MCWDB, including information regarding the local plan prior to the submission of the plan, and regarding membership, the designation, and certification of one-stop operators, and the award of grants or contracts to eligible providers of youth workforce investment activities, and, on request, minutes of formal meetings of the MCWDB.

XV. Agreement and Bylaws

- A. To the extent there is a conflict between this Agreement and the Bylaws of the MCWDB, this Agreement controls.

XVI. Notices

- A. Notifications and communications concerning this Agreement shall be directed to

the following:

Maricopa County Assistant County Manager
301 W. Jefferson 10th Floor
Phoenix AZ 85003

Maricopa County Workforce Development Board Executive Director
301 W. Jefferson 9th Floor
Phoenix AZ 85003

Maricopa County Clerk of the Board of Supervisors
301 W. Jefferson 10th Floor
Phoenix AZ 85003

XVII. Conflict Waiver

The Parties to this Agreement acknowledge that they are aware that the Civil Services Division of the Maricopa County Attorney's Office (Civil Division) may be chosen as the attorney for all the Parties. The Parties acknowledge that they are aware of a potential conflict of interest, and waive any claim of conflict of interest, which may arise by virtue of Civil Division's representation of another Party to this Agreement.

(Remainder intentionally left blank: Signatures to follow)

IN WITNESS THEREOF, the Parties have signed this Agreement:

Approved By:
MARICOPA COUNTY
WORKFORCE DEVELOPMENT BOARD

Approved By:
MARICOPA COUNTY

Authorized Signature

Clint Hickman, Chairman, Board of
Supervisors

Date

Date

Attested to:

Juanita Garza, Clerk, Board of Supervisors

Date

IN ACCORDANCE WITH A.R.S. § 11-952, THIS AGREEMENT HAS BEEN REVIEWED BY THE UNDERSIGNED DEPUTY COUNTY ATTORNEY, AND, IN ACCORDANCE WITH A.R.S. § 11-952, AND HAS DETERMINED THAT THIS AGREEMENT IS PROPER IN FORM AND WITHIN THE POWER AND AUTHORITY GRANTED UNDER THE LAWS OF THE STATE OF ARIZONA.

APPROVED AS TO FORM:

Deputy County Attorney Date



Information/Discussion Only. **In-Demand Industries Presentation:** **Healthcare Careers Pathways at Banner**



MARICOPA COUNTY

A proud partner of the  network

Strengthening Arizona's Healthcare Workforce Pipeline

A presentation for Maricopa County Workforce Development Board

Marea Bryson, MA, BA | *Senior Director, Talent Management*

Breanna Roland, BS | *Senior Manager, Talent Management*

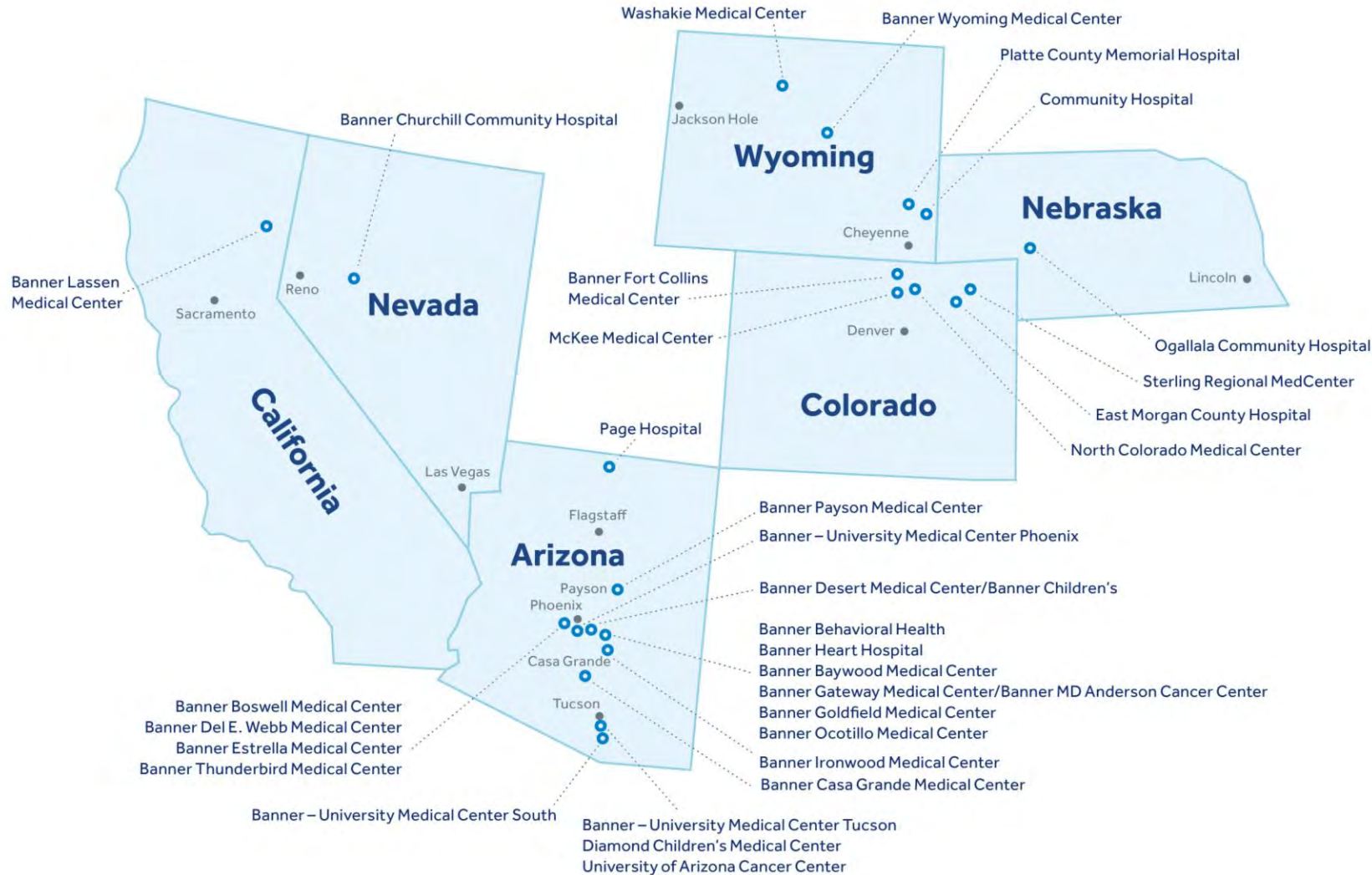
Our Mission: Making health care easier so life can be better

Nonprofit Banner Health is one of the nation's largest and most respected health care systems, distinguished for clinical excellence, innovation, and operational integrity.

Headquartered in Phoenix, Arizona, Banner operates 30 hospitals, including three academic medical centers, three in-patient pediatric medical centers, and a host of other related health care entities across Arizona, California, Colorado, Nebraska, Nevada, and Wyoming.



Banner Service Areas



Portfolio



Insurance



Ambulatory



Acute



Post-Acute



Services
(Pharmacy, lab, telehealth, etc.)

What we are seeing in the United States

47.4M

U.S. workers quit their jobs in 2021

40%

of employees that switched jobs in 2021 were looking for new jobs in 2022

94%

of employees will stay at a company if they believe it is invested in their careers

What's happening at Banner

18.8%

YTD Annualized Voluntary Turnover
(15.7% for RN's)

4,404

Current Vacancies

21,457

Hires in 2022
(2023 YTD: 13,145)

Investing in our Team Members

MVP+ recognitions

2022: 20,143 awards, totaling \$1,371,725
2023 YTD: 10,034 awards, totaling \$521,025

Banner Wage and Pay practice Actions

Implemented aggressive pay strategy
2021 Investment: \$83M
2022 Investment: \$59M
2023 YTD Investment: \$45.5M

Starting Pay Rate Increases

Avg Start Wage increased by 10% for 7 critical care delivery roles

Minimum Wage for all jobs is \$15/hr

RNs

Special pay increases for RNs at one-year \$5.2M annual spend (\$1.4M 2022)

Introduced RN Loyalty Program impacting more than 5300 RNs, 2022 Investment: \$5.7M

Growing population outpacing growth in health worker labor force

13.9%

Arizona's population growth in 10 years

No. 1

With 15.8% growth, Phoenix is the fastest growing city in U.S.

14th

Arizona is the 14th most populous state in the U.S.

8:1000

Arizona RN to population ratio

Our Response: Building Our Bench

Opportunities to stabilize the health care work force.

Career Pathways

Building specific pipelines for hard to fill roles within healthcare.



Career Pathways In Health Care

Pathway Goals

1
2
3

Build a pipeline of team members ready to move into high-priority clinical roles.

Remove barriers that stop team members from advancing their career.

Encourage team members to see Banner as a place to have a career, not just a job.

Available Career Paths



Certified Patient Care Assistant
Provide routine patient care and documentation to help the overall plan of care.



Certified Medical Assistant
Responsible for assisting clinicians and nursing staff in giving medical care and helping with patient care.



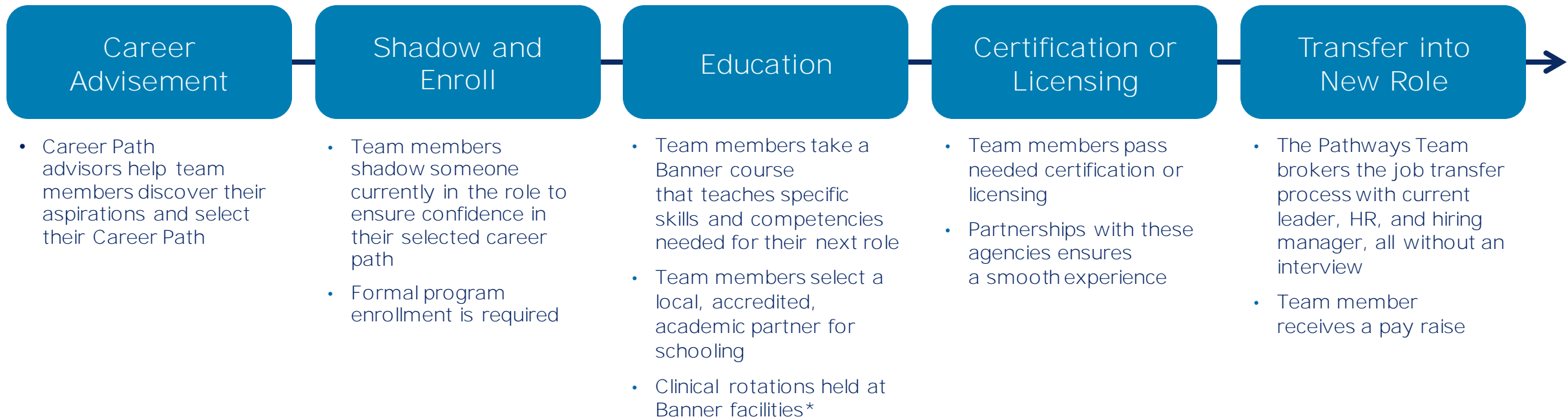
Certified Sterile Processing Technician
Manages the proper care of instruments including assemble, cleaning and distribution.



Career Pathways

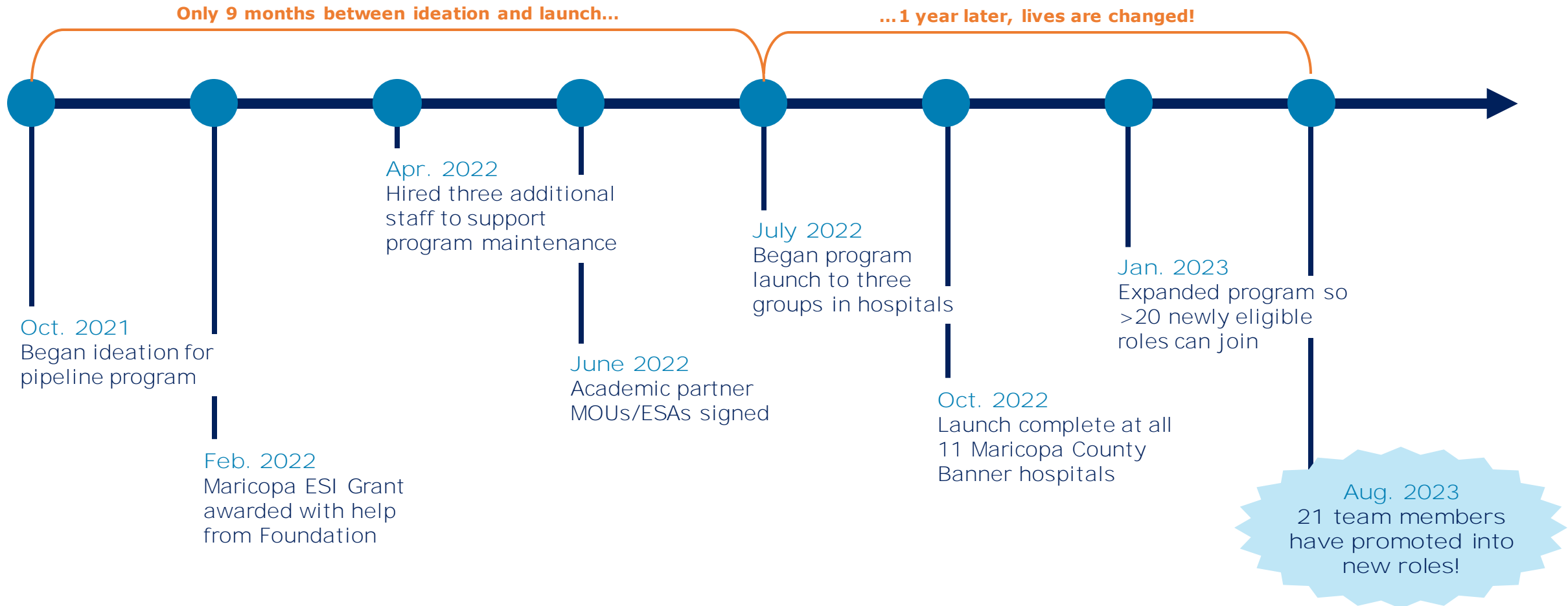
At each step in their path, our team members complete targeted development to help them achieve their career goal.

Time Spend in Program: 2-14 months



*Only exemption is if Banner doesn't offer a specific rotation requirement.

History and Timeline



Career Pathways: Current Impact

Career Pathways is live at all Banner Maricopa County locations. This includes 11 hospitals, all regional clinics and corporate centers.

469 Interested Team Members

79 Participants in Active Career Paths
 CPCA/CNA: 30 | MA: 24 | CSPT: 25

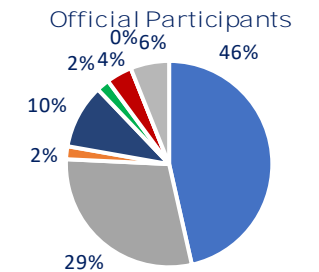
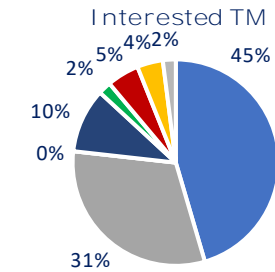
11 Program Graduates

Average Cost per Participant: \$5,773
 We currently offer fully-covered tuition, laptops, required school supplies, resources for English as a second language, and support to obtain a high school diploma (including evaluating international diplomas).

Average Increase in Wage: 5.5%

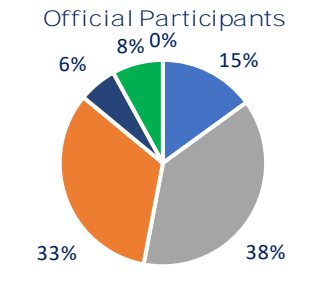
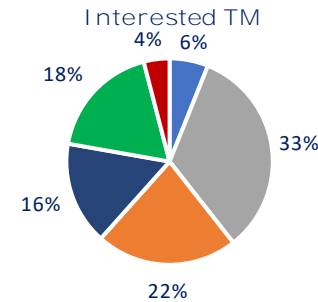
Race Diversity

- Hispanic or Latino
- White
- Native Hawaiian or Other Pacific Islander
- Black or African American
- Two or More Races
- American Indian or Alaska Native
- Asian
- Prefer Not to Answer



Age Diversity

- Equal or less than 20
- 21 - 30
- 31 - 40
- 41 - 50
- 51 - 60
- Equal or greater than 61



Interested TM: 81% Female, 19% Male
 Official Participants: 89% Female, 11% Male

Changing lives and advancing careers!



Real Stories from Participants



Elizabeth, Program Graduate

"I still want to go to school and pursue nursing. So now with this knowledge, I feel confident enough to go and pursue the RN nursing program!"

"My plan is to work in the emergency room and work my way up to becoming a trauma ICU nurse. I like challenges, so bring it on!"

Marina, Currently in a Career Path

"Thank you so much for my gifts. Thanks to you all, for the first time in my life I have my own computer. Thanks for the confidence and support that you all are giving me. God bless you all."



Successes and Challenges

We were thoughtful and proactive in designing the program, and nimble to address challenges as they arise.

Successes

- Proactive internal controls framework
- Scalable model for program across the system
- High touch advising approach to move team members through the pipeline and remove obstacles
- Accelerated rate to launch (9 months from ideation to launch)
- Removing barriers that previously prevented them from education and advancing in their career
- Filling high-priority roles

Challenges

- Limited seats in schools/faculty available for PCA/CNA
- High drop off rate after shadowing the role
- School availability
- Participants are subject to taxation on academic services and support items

Future

- Scale Support for Team Members: Increased Territory and/or Career Paths
- Economic Impact for Our Communities
- Improved Technology to Streamline Processes



Strengthening Arizona's Healthcare Workforce Pipeline

Thank You

Questions? Email MyCareerPath@bannerhealth.com



Community Impact Statements. MCWDB Success Story



MARICOPA COUNTY

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Success Story

Participant Name: Sabian Yearout

Month/Year: May 2023

Career Advisor: Helena Durrenberger

Before receiving assistance from Human Services, ARIZONA@WORK-Maricopa County, Sabian was living with his girlfriend and her father. He worked part-time as a skilled day laborer but did not have a reliable vehicle. Sabian often relied on others for his transportation, so his earned income fluctuated based on his limited availability. Sabian only occasionally earned enough income to support his basic needs. Additionally, he had never had his own permanent residence and really wanted the chance to become more self-sufficient.

Sabian also encountered challenges with his education. He attended Mesa Public High School until the 10th grade, and then attempted to attend Pinnacle's online high school. Online school also became a challenge, so he eventually just stopped attending. After withdrawing from high school, Sabian worked bussing tables for about a year. He then investigated other ways to make a living without a high school diploma and determined he could become a Heavy Tractor Trailer Truck driver. He knew earning a CDL license would offer a livable wage, as well as provide a career in a high-demand industry.

Sabian eventually engaged with ARIZONA@WORK Maricopa County and enrolled into the Youth Program in November of 2022. He partnered with his Career Advisor to investigate ways to complete his GED and obtain his CDL license. Sabian researched local schools offering CDL training, engaged in labor market information with his Career Advisor, and discussed his options to work on and obtain his GED. During this process, Sabian gained a better understanding of the opportunities and benefits of becoming a Heavy Tractor Trailer Truck driver.

While waiting for his CDL training to begin, Sabian was anxious to work on other areas of his life. Part of Sabian's individualized service plan included participation in Financial Literacy. He attended several courses to learn basic practices to manage his personal finances. During this time, he also utilized the online GED program offered by one of our vendors. Sabian admitted to his Career Advisor he has always struggled in school, and he was finding the online program difficult. His Career Advisor shared another possible audio platform to help him study and learn the material needed for his GED testing. He was grateful to have the resource for the future as he will have plenty of listening time while on the road.

Sabian started his CDL training with Southwest Truck Driver Training in March of 2023. Upon successful completion of the CDL training in April, Sabian was immediately hired on full-time with Knight Transportation. He was paid \$600/week for the first 6 weeks of training and then transitioned into his new position making .58 cents per mile while driving over the road. He believes full-time work is the first step to his financial independence and he hopes his success will provide a positive example to his younger siblings. Sabian plans to continue studying for his GED while on the road.



Information/Discussion Only.

MCWDB Training: Title III



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Innovative Workforce Solutions

A proud partner of the american **jobcenter** network



ARIZONA @ WORK™

Innovative Workforce Solutions

WAGNER- PEYSER - EMPLOYMENT SERVICES- WHAT IS IT?



- ✓ Act of 1933 established a nationwide system of public employment offices known as the Employment Service.
- ✓ Amended in 1998 to become a part of the One-Stop delivery system. A system that provides universal access to services under one roof.
- ✓ In 2014, the Wagner-Peyser Act was amended again under title III of the Workforce Innovation and Opportunity Act (WIOA). Aligns performance accountability indicators with other federal workforce programs.

WHAT SERVICES ARE PROVIDED TO JOB SEEKERS?

ARIZONA@WORK offers an array of services that are tailored to meet the unique needs of the individual

Employment Services are **No Cost** and available to **Everyone**

Services can include:

- Job search assistance
- Referral to employment opportunities using Arizona Job Connection
- Skill and career interest assessments
- Skills upgrade such as certification and training
- Résumé review and development
- Interview preparation
- The Complaint System



ARIZONA@WORK[™]
Innovative Workforce Solutions

SERVICES FOR EMPLOYERS

ARIZONA@WORK partners with employers to meet their workforce needs



CUSTOMIZED RECRUITMENT

- Job Posting on AJC
- Candidate Matching and Pre-Screening
- Skills Assessment to identify qualified applicants
- Hiring Events
- Special Recruitment Services
- Rapid Response



Migrant Seasonal Farm Worker (MSFW) Program

The program has a team that provides outreach services and connects MSFWs with local ARIZONA@WORK One Stop Resource Centers for job seeker services.

The team provides information to MSFWs at their work, residence, or meeting areas, by means of written or oral presentations, in a language which they understand

OTHER PROGRAMS SUPPORTED BY DES WORKFORCE DEVELOPMENT ADMINISTRATION

- [REEMPLOYMENT SERVICES AND ELIGIBILITY ASSESSMENT \(RESEA\)](#). *Then click on the Workforce services dropdown*
- [TRADE ADJUSTMENT ASSISTANCE](#)
- [JOBS VETERAN STATE GRANT](#)
- [FOREIGN LABOR CERTIFICATION PROGRAM](#)
- [SNAP CAN](#)
- [TANF REFUGEE PROGRAM](#)
- [MIGRANT AND SEASONAL FARMWORKER PROGRAM](#)
- [REENTRY PROGRAM](#)



THANK YOU



ARIZONA@WORK™


Innovative Workforce Solutions



Information/Discussion Only. Service Provider Update



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July 2023

FY 2024 Q1- WEST VALLEY

Labor Market Trends

West Valley Cities: Avondale, Buckeye, El Mirage, Gila Bend, Glendale, Goodyear, Peoria,
Surprise, Tolleson , Wickenburg

Maricopa County
Human Services Department
Workforce Development Division

Top Employers

1. Waste Management
2. Superior Contracting
3. Tradesmen International
4. Helix Electric
5. Faith Technologies

Potential Occupations

1. Electrician
2. Plumber
3. Laborer
4. Superintendent
5. Heavy Equipment Operator

Average Starting Salary

\$60,550




Projected Industry Growth

+0.7%

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials

-  Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) EPA Section 608 Universal Certification
-  Construction Trades Certification (NCCER)
-  OSHA (Occupational Safety and Health Administration) Certificate

Top Employers

1. Surprise Ford
2. Wells Fargo
3. GXO Logistics
4. Volvo Car Corp.
5. JP Morgan Chase & Co.

Potential Occupations

1. Finance Manager
2. Director Budget Finance
3. Accounting Manager
4. Senior Finance Manager
5. Tax Professional

Average Starting Salary

\$107,750


Projected Industry Growth

-0.6%

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials

-  Intuit QuickBooks Certification
-  Certified Professional Coder
-  FINRA Securities Industry Essentials Certification

Top Employers

- 1.** Abrazo Health Care
- 2.** Banner Health
- 3.** Soliant
- 4.** Host Healthcare Inc.
- 5.** Addus Home Care

Potential Occupations

- 1.** Registered Nurse
- 2.** Physical Therapist
- 3.** Registered Nurse Medical Surgical
- 4.** Licensed Practical Nurse
- 5.** School Psychologist




Average Starting Salary **\$85,450**

Projected Industry Growth **+1.2%**

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials

-  Certified Nursing Assistant
-  Certified Clinical Medical Assistant
-  Certified Phlebotomy Technician

Top Employers

1. Internal Revenue Service
2. Leidos
3. Maricopa Community Colleges
4. Amazon
5. Cox Communications

Potential Occupations

1. Software Engineer
2. Java Developer
3. System Administrator
4. Network Engineer
5. Senior Software Engineer

Average Starting Salary **\$96,900**

Projected Industry Growth **+3.3%**

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials

- ✓ CompTIA A+, Network + and Security + Certifications
- ✓ Certified Information Systems Security Professional (CISSP)
- ✓ Microsoft Certified Solutions Developer (MCSD)

Top Employers

1. Parker Hannifin Corp
2. Costco Wholesale Corp.
3. Campbell Companies - Exton
4. Waste Management
5. Hello Fresh

Potential Occupations

1. Machine Operator
2. Production Supervisor
3. Assembler
4. Welder
5. Production Associate

Average Starting Salary

\$45,050




Projected Industry Growth

+3.4%

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials

-  MIG Welding Certification
-  CNC (Computer Numerical Controlled) Machining Certificate
-  CNC (Computer Numerical Controlled) Operator Certificate

Top Employers

1. Waste Management
2. Jimmy John's
3. Schneider National
4. Penske
5. Walmart

Potential Occupations

1. Forklift Operator
2. Delivery Driver
3. Truck Driver (CDL)
4. Warehouse Worker
5. Material Handler

Average Starting Salary

\$51,000




Projected Industry Growth

+1.5%

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials

-  CDL (Commercial Driver's License) A
-  Airframe and Powerplant Certification
-  CDL (Commercial Driver's License) B



Maricopa County
Human Services Department
Workforce Development Division
Maricopa.gov/WDD

July 2023

FY 2024 Q1 – EAST VALLEY

Labor Market Trends

East Valley Cities: Cave Creek, Carefree, Chandler, Fountain Hills, Gilbert, Guadalupe, Mesa,
Paradise Valley, Queen Creek, Scottsdale, Tempe

Maricopa County
Human Services Department
Workforce Development Division

Top Employers

1. TDIndustries
2. Granite Construction
3. DCS Contracting, Inc.
4. Hunter Contracting Co.
5. Stantec

Potential Occupations

1. Electrician
2. Project Manager
3. Superintendent
4. Carpenter
5. Construction Laborer




Average Starting Salary **\$56,900**

Projected Industry Growth **+0.7%**

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials

-  Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) EPA Section 608 Universal Certification
-  Construction Trades Certification (NCCER)
-  OSHA (Occupational Safety and Health Administration) Certificate

Top Employers

1. Wells Fargo
2. Internal Revenue Service
3. KPMG
4. JP Morgan Chase & Co.
5. Deloitte

Potential Occupations

1. Accountant
2. Financial Analyst
3. Accounting Manager
4. Business Analyst
5. Controller

Average Starting Salary

\$70,900

Projected Industry Growth

-0.6%

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials



Intuit QuickBooks Certification



Certified Professional Coder



FINRA Securities Industry Essentials Certification

Top Employers

1. Banner Health
2. Honor Health
3. Matrix Medical Network
4. Soliant
5. Host Healthcare, Inc.

Potential Occupations

1. Registered Nurse
2. Medical Assistant
3. Registered Nurse - ICU
4. Physical Therapist
5. Certified Nursing Assistant




Average Starting Salary **\$67,800**

Projected Industry Growth **+1.2%**

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials

-  Certified Nursing Assistant
-  Certified Clinical Medical Assistant
-  Certified Phlebotomy Technician

Top Employers

1. Wells Fargo
2. Northrop Grumman
3. Deloitte
4. Internal Revenue Service
5. General Motors Corporation

Potential Occupations

1. Software Engineer
2. Project Manager
3. Java Developer
4. Data Engineer
5. .NET Developer

Average Starting Salary

\$94,550




Projected Industry Growth

+3.3%

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials

-  CompTIA A+, Network + and Security + Certifications
-  Certified Information Systems Security Professional (CISSP)
-  Microsoft Certified Solutions Developer (MCSD)

Top Employers

1. West Pharmaceutical Services
2. Oldcastle
3. Metalcraft Technologies
4. Commercial Metals Company
5. Abbott Laboratories

Potential Occupations

1. Machine Operator
2. Assembly/Assembler
3. Quality Inspector
4. Production Operator
5. Welder




Average Starting Salary **\$38,300**

Projected Industry Growth **+3.4%**

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials

-  MIG Welding Certification
-  CNC (Computer Numerical Controlled) Machining Certificate
-  CNC (Computer Numerical Controlled) Operator Certificate

Top Employers

1. Domino's Pizza
2. Waste Management
3. Schneider National
4. PENSKE Truck Rental
5. Amazon

Potential Occupations

1. CDL Drivers
2. Warehouse Package Handler
3. Delivery Driver
4. Forklift Operator
5. Material Handler




Average Starting Salary **\$45,550**

Projected Industry Growth **+1.5%**

Training Providers

Go to Arizona Job Connection:
https://www.azjobconnection.gov/#tabs_training_provider

Available Credentials

-  CDL (Commercial Driver's License) A
-  Airframe and Powerplant Certification
-  CDL (Commercial Driver's License) B



Maricopa County
Human Services Department
Workforce Development Division
Maricopa.gov/WDD



Information/Discussion Only.

In-Demand Careers and Apprenticeship Strategist Highlights



MARICOPA COUNTY

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Career Pathways & Apprenticeship Strategist Report

Jordan Dodeward

JULY 2023

Shifting Job Focus - COMING SOON!

During the month of July, I have been working with our Executive Director, Steve Clark, to shift my working focus toward apprenticeships. The goal of this is to be more intentional with our Maricopa County Apprenticeship grant to continue assisting in generating more registered programs that can take advantage of our funding through the year 2026. Additionally, we will be looking to expand into other in-demand industries, and more information is expected to come next month.

M3 AZ Tech Hub

Arizona State University submitted its proposal to the U.S. Economic Development Administration, EDA, for the Tech Hub grant in mid-July. I will continue to be a part of the working group as it progresses and will have more information in the coming months.

Outreach, Events, and Meet & Greets

- **July 10**, reconnected with Central Arizona College and Arizona Department of Economic Security on their partnership to create Early Childhood Education apprenticeships. Then invited them to speak at the next WESTMARC Healthcare Committee and will be including information about this program as a resource at the AHAA 2.0 event!
- **July 12**, presented to the Arizona State University AZNext Advisor Council about ARIZONA@WORK, our services, and our focus and opportunities with apprenticeships. Will continue to be a member of the AZNext advisory board moving forward.
- **July 12**, meet & greet with Arizona Hearing Center, Listen Up Hearing, about their interest in starting a registered apprenticeship program.
- **July 13**, attended the WESTMARC Annual Legislative Breakfast held at Tolleson Union High School Performing Arts Center.
- **July 17**, Arizona CTE Summer Conference. See more information to the right!
- **July 18**, WESTMARC Healthcare Committee.

Committee Participation

Consistent attendance as the Co-Chair of the Healthcare Committee with WESTMARC and additionally a member of the Workforce committee with WESTMARC and Arizona Association for Economic Development.

SUMMER SCHEDULE

Typically, the summer months are less active than the rest of the year with scheduled meetings. With the workforce development board, we are beginning to brainstorm agendas for our new committees and for our upcoming board meetings. We are excited for FY 24!



EVENTS

IT Apprenticeship Accelerator - COMING SOON!

In partnership with Apprentice Now, I am beginning to put together a virtual IT and tech apprenticeship accelerator coming October 2023.
October 2023 | Virtual | COMING SOON!

2023 Arizona CTE Summer Conference

I, Jinkee Pacifico (Program Manager), Laura Malhoit (Adult Program Supervisor), and Betsy Nelson (Apprenticeship Program Supervisor) presented at the 2023 Arizona CTE Summer Conference hosted by the Association for Career and Technical Education of Arizona and the Department of Labor. The presentation went great, and we are invited back next year to present again!

July 17, 2023 | Tuscon, AZ | COMPLETED!

Arizona Healthcare Apprenticeship Accelerator, AHAA 2.0

During the month of July, invitations have been sent out! Event material prep is underway, and various logistics are being completed. The event will be at GateWay Community College, Washington Campus, the Copper Room on August 30th!

August 30, 2023 | Gateway Community College

TOP PROJECTS & NEW CONNECTIONS



YOU'RE INVITED

ARIZONA HEALTHCARE APPRENTICESHIP ACCELERATOR, AHAA 2.0

August 30, 2023

8:30am Check-in, Program 9am-12pm

Gateway Community College

The Copper Room

Registration is OPEN