



MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD  
Executive Committee

Thursday, March 16, 2023 – 9:30 a.m.

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

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

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**Members Present:** Leah Hill, Bonnie Schirato, Joe Veres, Loren Granger, and Shawn Hutchinson  
(Note: All members present attended via GoTo meeting)

**Members Absent:**

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MEETING

1. **Call to Order.**

Chair Leah Hill called the meeting to order at 9:30 a.m. and requested a roll call vote.

2. **Roll Call.**

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

3. **Welcome and Opening Remarks.**

Chair Hill welcomed the Executive Committee and guests. Chair Hill also read the Maricopa County Workforce Development Board's Vision and Values.

4. **Consent Agenda.**

- a. Meeting Minutes: January 19, 2023
- b. Monthly Careers Pathway Strategist Report
- c. Title IA Governance Monitoring – 1<sup>st</sup> Quarter

**MOTION:** Chair Hill asked for a motion to approve the Consent Agenda as presented. Loren Granger made a motion; Joe Veres seconded the motion.

Chair Hill called for an all-in favor vote:

**In Favor:** Leah Hill, Bonnie Schirato, Joe Veres, Loren Granger, and Shawn Hutchinson

**Opposed:** None

**Abstained:** None

Motion passed.

5. **Chair Report.**

Chair Hill noted the upcoming 2023 NAWB Forum that a handful of the MCWDB Members would be attending with MCWDB staff.

**6. Informational/Discussion/Possible Action.**

a. In-Demand Industries Recommendation

MCWDB Executive Director Steve Clark provided a presentation on behalf of MCWDB Employer Connection Chairman Subhash Chandra on the MCWDB Employer connection Committee’s In-Demand Industries Recommendation. Below are the highlights of the presentation.

- In-Demand industries WIOA Definition
- Importance of Identifying In-Demand Industries
- Ranking Variables
- Current In-Demand Industries (2018)
  - Information Technology
  - Manufacturing
  - Healthcare and Social Assistance
  - Finance and Insurance
  - Construction
  - Transportation and Warehousing
- Maricopa County 2022 Top Industries
- Employer Connection Committee Recommendation
  - Information Technology
  - Manufacturing
  - Healthcare and Social Assistance
  - Finance and Insurance
  - Construction
  - Transportation and Warehousing
  - Professional and Technical Services

The following questions and comments were provided by the Committee.

Question	Response
It is recommended that we review/approve every two years?	Yes, that is correct.
Is the current list (2018) ranked highest to lowest?	No, they are not prioritized or ranked.
Are we able to rank them?	Yes, you may rank them if you like.
What encompasses educational services under the Maricopa 2022 Top Industry by Overall Ranking?	That would be K-20, kindergarten through post-secondary, relating to all of those occupations.
Can you provide some sample jobs that fall under Professional and Technical Services?	We do not have any that currently fall under this section, similar to those under manufacturing and information technology. There could potentially be come that overlap. Provides an opportunity for those that overlap to be included in our ETPL. Continue to review over the next two years.
Is there a focus on entry-level positions? (i.e. Retail trade)	We could discuss in the future, however, it did not make the cut this time around as the focus was on career pathways.
Is Professional and Technical Services a subset of Information Technology?	No, they are two separate categories.

**MOTION:** Chair Hill asked for a motion to approve the MCWDB Employer Connection Committee’s In-Demand Industries Recommendation as presented. Bonnie Schirato made a motion; Joe Veres seconded the motion.

Chair Hill called for a “roll call” vote:

**In Favor:** Leah Hill, Bonnie Schirato, Joe Veres, Loren Granger, and Shawn Hutchinson

**Opposed:** None

**Abstained:** None

Motion passed.

b. Fiscal Report (Note: Item heard out of order. Item heard after Welcome and Opening Remarks.)  
MCWDB Fiscal Agent Nicole Forbes presented the Committee with the February WIOA Budget Actuals and Year-to-Date financials.

**MOTION:** Chair Hill asked for a motion to approve the Fiscal Report as presented. Loren Granger made a motion; Joe Veres seconded the motion.

Chair Hill called for a “roll call” vote:

**In Favor:** Leah Hill, Bonnie Schirato, Joe Veres, Loren Granger, and Shawn Hutchinson

**Opposed:** None

**Abstained:** None

Motion passed.

## 7. Information/Discussion Only.

### a. 2023 Arizona Workforce Summit

MCWDB Executive Director Steve Clark provided the Committee with a presentation on the 2023 Arizona Workforces Summit. Below are the highlights of the 2023 Arizona Workforce Summit presentation.

- Purpose of Summit
- Target Audience
- Summit Day 1 – Prioritizing Partnerships
- Summit Day 2 – Prioritizing Partnerships

### b. WIOA Performance Measures

Workforce Development Division Program Manager Tina Luke provided a presentation on the WIOA Performance Measures. Below are the highlights of the WIOA Performance Measures presentation.

- WIOA Performance Outline
- Negotiated Performance Levels
- Outcomes
- Statistical Adjustment Model (SAM)
- PY21 Final Performance
- PY22 YTD Performance
  - Adult
  - Dislocated Worker
  - Youth
- Performance Management

Chair Hill and MCWDB Executive Director Steve Clark thanked Ms. Luke for her presentation and all that the Title IB – Workforce Development Division (WDD)’s work that they complete on a regular basis.

c. FY24 MCWDB Committee Structure

MCWDB Executive Director Steve Clark provided the Committee with a presentation on the FY24 MCWDB Committee Structure. Below are the highlights of the FY24 MCWDB Committee Structure presentation.

- Current Structure
  - Youth Committee
  - Employer Connection Committee
  - Marketing and Outreach Committee
- Committee Successes
  - Youth Committee
  - Employer Connection Committee
  - Marketing and Outreach Committee
- Future Plans
  - Youth Committee
  - Employer Connection Committee
  - Marketing and Outreach Committee
- Other Committee Considerations
  - Talent Pipeline
  - Business and Workforce Engagement Committee
  - Regional Workforce Initiatives Committee

Vice Chair Schirato agreed that the Marketing and Outreach Committee has likely run its course and should think about refocusing on an alternative committee.

Chair Hill agreed that the Youth Committee was essential and liked the idea of creating a talent pipeline committee.

MCWDB Executive Director Steve Clark suggested bringing the item back to the Committee at their May 18<sup>th</sup> meeting for further discussion and approval of the FY24 MCWDB Committee Structure to ensure that the Committee's are organized ahead of the new fiscal year.

**8. Call to the Public.**

No one spoke.

**9. Adjourn.**

Chair Hill thanked everyone for attending, noted that the next meeting was scheduled for Thursday, May 18, 2023, and adjourned the meeting at 10:40 a.m.

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