



CANCELED

NOTICE OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE

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

Thursday, September 21, 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: August 3, 2023*
 - b. Monthly Careers Pathway Strategist Reports*
 - c. One-Stop Operator Monthly Report*
-

5. Chair Report.

6. Information/Discussion/Possible Action.

- a. Fiscal Report*
 - b. One-Stop Operator Contract Renewal*
 - c. Service Provider Agreement Renewal*
-

7. Information/Discussion Only.

- a. Priority of Service
-

8. Call to Public.

9. Adjourn.

Next Meeting: November 16, 2023

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

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



Consent Agenda

Meeting Minutes



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

Thursday, August 3, 2023 – 9:30 a.m.

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

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

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

Members Absent: Shawn Hutchinson

MEETING

1. **Call to Order.**

Chair Leah Hill called the meeting to order at 9:33 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 everyone and read the Maricopa County Workforce Development Board’s Vision and Values.

4. **Consent Agenda.**

- a. Meeting Minutes: May 18, 2023
- b. Monthly Careers Pathway Strategist Report
- c. FY23 MCWDB 4th Quarter Report
- d. One-Stop Operator Monthly Report

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

Chair Hill called for an all-in favor vote:

In Favor: Leah Hill, Bonnie Schirato, and Joe Veres

Opposed: None

Abstained: None

Motion passed.

5. **Chair Report.**

Chair Hill provided a brief Chair Report, highlighting the following.

- Thank you to the Executive Committee member’s continued commitment to the residents of Maricopa County and that she was looking forward to the new fiscal year.

6. Informational/Discussion/Possible Action.

a. Fiscal Report

MCWDB Fiscal Agent Nicole Forbes presented the Committee with the FY2023 WIOA Financial and Budgetary Review.

MOTION: Chair Hill asked for a motion to approve the Fiscal Report as presented. Bonnie Schirato made a motion; Loen Granger seconded the motion.

Chair Hill called for a “roll call” vote:

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

Opposed: None

Abstained: None

Motion passed.

Ms. Forbes also noted that at the September Executive Committee meeting the Committee will be presented with the FY23 Year End Report and the FY24 Year-to-Date. The reports will be presented by Eddie Contreras, as Ms. Forbes will be out of town.

b. Shared Governance Agreement

MCWDB Executive Director Steve Clark provided a brief overview of the preparation for the Shared Governance Agreement (SGA) renewal, noting that the agreement had lapsed and would include a retroactive term for the agreement if approved. MCWDB Management Analyst Nancy Avina provide a detailed presentation of the SGA renewal recommendation. Below are the highlights of the presentation.

SGA Background

- SGA purpose
- Renew and approval – 3-years
- Renewal Term: 7.01.23 – 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

Agreement Processing Timeline

- MCWDB staff redline revisions (complete)
- Maricopa County leadership review (complete)
- Maricopa County Attorney review (complete)
- MCWDB Executive Committee approval to move forward to MCWDB Full Board (in-progress)
- MCWDB Full Board approval (in-progress)
- Board of Supervisors’ approval (in-progress)

Next Steps

- Full Board Approval
- Board of Supervisors’ Approval

The Committee posed no questions.

MOTION: Chair Hill asked for a motion to approve the Shared Governance Agreement as presented. Bonnie Schirato made a motion; Loren Granger seconded the motion.

Chair Hill called for a “roll call” vote:

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

Opposed: None

Abstained: None

Motion passed.

c. Title IB 4th Quarter Report

Workforce Development Division (WDD) Assistant Director Jared Beard provided an overview of the Title IB 4th Quarter Report. Below are the following highlights from Mr. Beard’s report.

- Overall Participation
 - 20% decrease (associated to low unemployment rate)
 - Center Traffic (West Valley – 8449 Job Seekers and East Valley 6954 Job Seekers)
- Apprenticeship Participation
 - Supporting of 500 apprentices across partner programs.
- Work Experience (WEX)
 - Youth Program – 42 participants
 - Smart Justice – 22 participants
- WIOA Performance (all exceeding 90% Goal)
 - Youth Program – 115.32%
 - Dislocated Worker Program – 97.48%
 - Adult Program – 106.58%
- Business and Community Services
- Success Stories

Mr. Beard also shared a brief review of the FY24 1st Quarter Labor Market Trends updates for the West and East Valley Career Centers.

Chair Hill thanked Mr. Beard for his presentation.

The following questions and comments were provided by the Committee.

Question/Comment	Response/Comments
Love the cross-collaboration with the City of Phoenix.	
How long has the Smart Justice program been in place?	<ul style="list-style-type: none">- Smart Justice Program started in 2016- Smart Justice team started in 2019- With the pandemic, virtual options expanded the services available to participants.
Is there anything that the MCWDB Board can do to assist WDD?	WDD and MCWDB work together to focus on certain program populations. (i.e. veterans and foster care)
Why do you see the need for growth now as opposed to a few years ago?	Seeing opportunities that require certain skills or upskilling with new companies coming to the valley. (i.e TSMC)

MOTION: Chair Hill asked for a motion to approve the Title IB 4th Quarter 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, and Loren Granger

Opposed: None

Abstained: None
 Motion passed.

7. Information/Discussion Only.

a. Priority of Service

Chair Hill noted that this item was covered under the Title IB 4th Quarter Update agenda item.

b. PY23 Allocations

MCWDB Executive Director Steve Clark presented the Committee with an update on the PY23 Allocations. Below are the highlights of the presentation.

- Funding Allocations
 - WIOA Requirement
 - OEO/DES Staff receive State allotments(s)
 - Summary: \$79 million (Program Year 23 – Title I)
 - State Reserve: \$19,489,254
 - Local Area: \$60,178,737
- Allocations Distribution Methods
- Factors for Consideration

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

PY23 Local Area Allocations

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

Chair Hill thanked Mr. Clark for his presentation.

c. US Department of Labor (DOL) Monitoring Update

MCWDB Executive Director Steve Clark provided the Committee with an update on the recent US Department of Labor (DOL) Monitoring site visit. Below are the highlights of the presentation.

Monitoring Visit		
<ul style="list-style-type: none"> - July 25& 26, 2023 - East & West Valley Career Centers - Yuma/City of Phoenix/Maricopa 		
Elements Monitored		
<ul style="list-style-type: none"> - Overview of the LWDB - Programmatic & Fiscal Review - Youth Providers - Board Members - Business Services 	<ul style="list-style-type: none"> - Board Planning & Monitoring - Shared Governance Agreement - Local Plan - MOU/IFA - Bylaws - Fiscal Agent Roles 	<ul style="list-style-type: none"> - Policies - Assessment – Adult, Dislocated Worker & Youth - Rapid Response Uses - Incumbent Worker Training - Veterans Priority of Service
Interviews		
<ul style="list-style-type: none"> - Participants - Board Members - Business Customers - Local Board Staff - Service Providers 		
Next Steps		
<ul style="list-style-type: none"> - Final Report - Share Final Report with MCWDB Full Board 		

Chair Hill thanked Mr. Clark for his update on the DOL monitoring.

8. Call to the Public.

No one spoke.

9. Adjourn.

Chair Hill thanked everyone for attending and adjourned the meeting at 10:37 a.m.

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



Consent Agenda

Monthly Careers Pathway Strategist Reports



MARICOPA COUNTY

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Career Pathways & Apprenticeship Strategist Report

Jordan Dodeward

AUGUST 2023

EVENTS

IT Apprenticeship Accelerator - COMING SOON!

In partnership with Apprentice Now, the next apprenticeship accelerator IT/Tech will be held during apprenticeship week! **November 2023 | Virtual | COMING SOON!**

Arizona Healthcare Apprenticeship Accelerator, AHAA 2.0

We had an incredibly successful second-ever healthcare apprenticeship convening! With approximately 95 in-person attendees, the majority were employers and educators, which was the main goal of this event! Thank you to our host, GateWay Community College of the Maricopa Community College District, to our speakers, moderators, and panelists! Both Joann Bueno and her team with the State Apprenticeship Office and Joy Jamerson with H-CAP will be working with those interested in getting healthcare apprenticeships registered and underway. I am incredibly excited about the future opportunities!

Refugees Healthcare Pilot Program Reporting

The Arizona Refugee Resettlement Program, Arizona Health Care Association (AHCA), Arizona State University, Friendly House and Bandera Healthcare all teamed together to successfully put four refugees through a quick-start pilot program where they are now employees with Bandera Healthcare, long-term care and senior living facilities. I have been asked by this group to collaborate on a report that details all aspects of this program, specifically the research and development in which I was a major part of. In collaboration with our own Julia Maciel and Tana Luger Motyka, PhD, MPH of Covenant Health Network we began putting together an outline and summarizing and analyzing all of my meeting notes.

Outreach, Events, and Meet & Greets

- **Aug 3**, coordinated ListenUp Hearing with our apprenticeship team and the State Apprenticeship Office to see if their programs would be a good fit to translate towards apprenticeships.
- **Aug 8**, participated in the Valley of the Sun United Way Quarterly Workforce Coalition meeting.
- **Aug 17**, touched base with the Arizona State Board of Nursing to discuss apprenticeship and to gather their support of apprenticeship programs in healthcare.

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.

TOP PROJECTS & NEW CONNECTIONS



If you have any questions or comments about the content of this report, I can be contacted by phone at 602-989-5072 or by email at jordan.dodeward@maricopa.gov.



Consent Agenda

One-Stop Operator Monthly Report



MARICOPA COUNTY

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

Date: **August 10, 2023**

From: Marianna Smith Maricopa County One Stop Operator

Subject: One-Stop Operator Monthly Report – August 2023

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

East Valley Career Center (Mesa)

Service	August 2023
On-site assistance (resume writing, Title I registration, program referrals, job referrals, Arizona Job Connection (AJC) referrals, and other related services)	61
Calls	329
DES (AJC, Unemployment)	140
Smart Justice	34
Core Partner Referral (Title I, II, III, IV)	270
Community Partner Referrals	67
Faith Based Partner Referrals	0

West Valley Career Center (Glendale)

Service	August 2023
On-site assistance (resume writing, Title I registration, program referrals, job referrals, Arizona Job Connection (AJC) referrals, and other related services)	111
Calls	576
DES (AJC, Unemployment)	216
Smart Justice	89
Core Partner Referral (Title I, II, III, IV)	536
Community Partner Referrals	28
Faith Based Partner Referrals	22



2. Maricopa County One Stop Operator

- Hosted ARIZONA@WORK Leadership meeting, attended by partners from Title I-IV.
- Participated in the East and West Valley Career Centers staff meetings.
- Led Maricopa County One Stop Operator Monthly meeting with 11 participants (Agenda and minutes below).
- Received 7 Customer Satisfaction Surveys with positive feedback.
- Maricopa OSO worked in the resource area and supported during staff shortages.
- Maricopa One Stop Operator partnered with the Contexture Social Determinants of Health (SDOH) CommunityCares Program - Referral Platform powered by Unite Us.



3. **Maricopa County August OSO Partner Meeting Agenda and Minutes**



AGENDA

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

Date: August 17, 2023

1:30PM – 2:30PM

Meeting called by Marianna Smith
Attendees: WIOA and Community Partners

1:30 – 1:40	Welcome Remarks Marianna Smith, One Stop Operator	Microsoft Teams
1:40 – 2:00	WIOA Adult Program -Title I - Maricopa County <ul style="list-style-type: none"> • Presented by Paul Ruiz and Alicia McLeod 	
2:00 – 2:20	Vocational Rehabilitation – Title IV – DES <ul style="list-style-type: none"> • Presented by Sharon Cunningham, MA, CRC, CPRP 	
2:20 – 2:30	Open Floor, please share your ideas, success stories, and challenges.	

Next Meeting
Thursday, September 21, 2023, 1:30PM - 2:30PM
Presenters: Rio Salado College

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](#) .



August Maricopa One Stop Operator (OSO) Meeting Minutes

Date: August 17th, 2023

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

- I. Welcome Remarks
Marianna Smith welcomed participants.
- II. Paul Ruiz and Alicia McLeod presented on WIOA and the Maricopa County Title I grant requirements.
- III. Sharon Cunningham, MA, CRC, CPRP delivered a comprehensive presentation on Vocational Rehabilitation.

Next Meeting:

Thursday, September 21, 2023, 1:30PM - 2:30PM

Presenters: Rio Salado College

Adjournment

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



AGENDA

ARIZONA@WORK Maricopa County Leadership Meeting

Date August 16th, 2023

10:00PM- 11:00PM

Meeting called by: Marianna Smith Maricopa County One Stop Operator
Location: Virtual through Teams

Objective

Ensure clear lines of communication, foster a spirit of a collaborative workspace, and provide opportunities to work in an interconnected and efficient environment which will result in a better, more successful customer experience.

I. Referral System update/Customer sign-in Kiosk

- Formstack – Temporary, no-cost stand in messaging system for referrals that can be used until full integration of the CommunityCares powered by Unite Us referral system by all partners.

II. Title II presenting in the Centers

- Request for monthly classes for the public for the purpose of informing clientele about the various programs and service offered by Title II providers on a rotational basis.

III. Open Floor, please share your ideas, success stories, and challenges.

- Title I
- Title II
- Title III
- Title IV

IV. Next Meeting Scheduling

- Location to be determined by everyone.
- Wednesday, September 20th, 2023, 10:00AM - 11:00AM



ARIZONA@WORK Maricopa County Leadership Meeting

Date: May 10th, 2023

Attendees:

- Title I: Lemuel Carter, Jared Beard, Tina Luke,
- Title II: David Howden
- Title III: Danielle Nahass, Tim Tucker, John Soto, Maja Malkoc, Sandra Stephens
- Title IV: Sharon Cunningham
- 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

- Marianna updated everyone on the Google referral system. The goal is to go on the Unite US platform for the referral system.
- Community in practice, Unite US – Maricopa County is speaking to Unite US to see if their system can be integrated with the Unite US platform. The state of Arizona programs are already on-boarded to the platform. Title II selected programs have already onboarded.

III. Customer sign-in Kiosk

- Various programs were discussed to implement in the center. This is an ongoing topic. To Include the programs that are used in other counties.

IV. Identifying the needs of ARIZONA@WORK clients

- First of many discussions to ensure that the core partners are working together instead of the silo approach.

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

- No resolution currently this is an on-going discussion.

All Leaders requested to have the leadership meeting monthly.

Next Meeting:

Next meeting was scheduled for the 19th of June. The meeting will be moved to the following Monday due to Scheduling conflict.

Adjournment

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

7 Surveys in the Month of August.

August - Customer Satisfaction Survey

7 Responses

1 Which office did you visit?		Response	%
EVCC		5	71.43%
WVCC		2	28.57%

2 Were you greeted in a welcoming and professional manner?		Response	%
Yes		7	100%
No		0	

3 Did someone assist you today?		Response	%
Yes		6	85.71%
No		1	14.29%

4 Please provide the name of the person who helped you		Response
Celina		3
Christina Lopez		4
Samantha		1

5 What was the reason for your visit?		Response	%
Attending an appointment		0	0.00%
Using the Resource Area (computers, phones, fax machines, and printers)		3	42.86%
Dropping off paperwork		0	0%
Seeking information on how to apply for Unemployment Insurance (UI)		2	28.57%
Assistance with employment		0	0.00%
Seeking information about training, apprenticeships, or other		1	14.29%
Veteran Services		0	0%
Adult Education		0	0%
Vocational Rehabilitation		0	0%
Seeking information about Youth Program services (Ages 14-24)		0	0%
Attending a job fair or other on-site event		0	0.00%
Attending a workshop or assessment		0	0.00%
Other/General Inquiry		1	14.29%

6 How did you hear about ARIZONA@WORK?		Response	%
Family, friends, co-workers		2	28.57%
Website		2	28.57%
Search Engine (Google, Bing, etc.)		1	14.29%
Social Media		0	0.00%
TV, Radio or Other Media		0	0%
Referral from another program (DES, School, Community Organization)		0	0.00%

7 Do you feel the physical environment is easily accessible and identifies the services offered at ARIZONA@WORK?		Response	%
Yes		6	86%
NO		1	14%

8 Did you feel the technology met your needs?		N/A	%	Yes	%	NO	%	TOTAL RESPONDENTS
Computer (hardware and software)		0	0%	7	100.00%	1	4.55%	7
Internet		0	0%	5	100%	0	0%	5
Fax Machine		2	40.00%	3	60.00%	0	0%	5
Copy Machine		1	25.00%	3	75.00%	0	0%	4

9 How would you rate your overall experience?		Response	%
N/A		0	0%
POOR		0	0.00%
AVERAGE		0	0%
GOOD		2	28.57%
EXCELLENT		5	71.43%
TOTAL		7	100%

10 What can we do to serve you better?		Response
The office I was assigned to 735 N Gilbert Rd Gilbert has been non-operational and should not have been assigned		
esta todo bien		
I have nothing to say about improvement you all are great		

11 If you would like someone to contact you regarding your responses, please provide contact information.		Response	%
Name		2	100%
Phone Number or Email		1	50.00%

12 What is your age?		Response	%
14-24		0	0.00%
25-34		1	14.29%
35-44		0	0.00%
45-54		4	57.14%
55+		2	28.57%
Prefer not to answer		0	0.00%
TOTAL		7	

13 What is your primary language?		Response	%
English		6	86%
Spanish		1	14%
Other (please specify)		0	0%

Comments	
Samantha was absolutely amazing. She went above and beyond with a smile and assistance. I can be difficult, and this was my fourth stop because the first office was closed the second one doesn't do unemployment the third one was across the street from this one and they finally sent me to here. Samantha ROCKS!	

6. NUMBER OF CUSTOMERS WELCOMED AT EACH COMPREHENSIVE CENTER

JOB CENTER LOCATION	NUMBER OF CUSTOMERS WELCOMED
East Valley Career Center	868
West Valley Career Center	874

Data provided by: Lemuel Carter

7. NUMBER OF CUSTOMERS WELCOMED AT SATELLITE SITES

Satellite location	Number of customers welcomed
Mesa	21
Queen creek	22
Tempe	33
Scottsdale	49
Wickenburg	10
Surprise	23
Avondale	42
Gila bend	2

Data provided by: Tina Luke

8. NUMBER OF CUSTOMIZED RECRUITMENTS AND JOB FAIRS HOSTED IN MARICOPA COUNTY AND NUMBER OF JOBSEEKERS IN ATTENDANCE

Location: Wickenburg, AZ

DATE/TIME	JOB CENTER LOCATION	# BUSINESS	# OF JOB SEEKERS ATTENDED	# Interviews	#Of Hires
8/16/2023	Wickenburg	13	79	39	7

List of companies participating.

- | | | |
|------------------------------------------------------|-----------------------------------------------------|-------------------------------------------------------------------------------------------|
| 1. Wickenburg
Community Hospital | 5. Wickenburg
Community Services
Corporation | 9. Department of
Corrections |
| 2. BearCat Manufacturing | 6. Arcadia Home Care | 10. Aunt Jeni’s Child Care |
| 3. Wickenburg Unified
School District | 7. Maricopa County | 11. McDonald’s |
| 4. Rancho de Los
Caballeros Golf Course
Resort | 8. Gladiator Program-
Rebar Steel
Ironworkers | 12. Carefree Camper
13. Phoenix Police Dept.
14. WestMec Adult
Education Program |

Success Story

Client M. Coleman came to the August 16th Job Fair and applied for McDonalds. The WDC followed up with him the week after the event and he stated that he was homeless; he and wife are living in their car. M. Coleman was currently working part time at Burger King as business is slow, and he's in real need for a second job to get back on his feet. He shared that he was hoping for a better paying job, and that he had not heard back from McDonald’s. The WDC asked about his prior experience, and he stated that he had warehouse and welding experience. The WDC provided him a lead to Triad Steel as hiring welders and other occupations, suggested he call the GM and to mention he was being referred by WDC. M. Coleman applied and had an interview with Triad Steel; he was hired as a Shipping and Receiving Clerk at \$22 per hour. He came into the Career Center to thank WDC for the referral, and due to obtaining this new position he will be able to bring a trailer from Mesa to provide a home for him and his disabled wife.

9. Center Training

SERVICE	August 2023	Program Year to Date
Job Seekers		
Arizona Career Readiness Credential Obtained	No Data	
Office Proficiency Assessment and Certification Obtained		
Youth Office Proficiency Assessment Assisted		
Resume Tutorial Views		
Interview Tutorial Views		

TRAINING	August 2023	PROGRAM YEAR TO DATE
Virtual Adult Orientation Participants Completed	No Data	
Employment Academy One Day Workshop		
WIOA Training Packet Lab Participants		
<i>AJC & Dynamics Lab – starts 09/2023</i>		
<i>Job Search Workshop</i>		
<i>Resume Writing 101 Workshop</i>		
<i>Resume Writing 102</i>		
<i>Resume Writing Lab Participants</i>		
Interview Skills Workshop		
Durability in the Workplace Workshop		
Introduction to Entrepreneurship Workshop		
Financial Empowerment Workshop		
Basic Computer Skills Workshop		
LinkedIn Workshop		
Community Outreach Events (Refugee, Etc.)		
Rapid Response Workshops		
WDD New Hire Onboarding		
WDD Internal Staff Training Participants		

Data provided by:

Success Story / Highlights:

Career Advisor Kate Dixon was assigned 18-year-old client Alandis Holloman. Alandis qualified for the program as a youth who was low income receiving nutritional assistance and having a disability. Alandis did not have an employment history and struggled to get started with his goals as a senior in high school.

Kate developed an Individualized Service Strategy (ISS) plan with Alandis which outlined his goals to start a CDL program to obtain a class A CDL. Alandis already possessed some skills that could easily transfer to this profession such as that of a team player and someone who was open minded. Alandis also talked about his long-term goal of owning his own CDL business. Alandis was introduced to the ITA application on 11/4/22 and started CDL training at Southwest Truck Driver Training on 12/12/22.

Since Alandis did not have any income, his Career Advisor assisted him with transportation support services to help alleviate his financial concerns with traveling to and from training. Alandis attended night classes at Southwest and received a Perfect Attendance award. He excelled through his training and completed it on 1/14/23. Alandis left the Youth program as of 2/6/23 but provided an update to Kate on 8/4/23 where he shared that he did graduate from high school and was doing well.



Alandis spoke about his experience stating, ‘I took advantage of my weekends to do homework and study for both of my schools.’

Alandis is now employed full time at Wolverine Daylighting as a Hydrovac CDL driver making \$28/hr. Alandis informed Kate that ‘the most valuable part of the youth program was to have an opportunity to get an early jump on schooling and an advantage to start my adult life’.”

10. Partner Data

A. TITLE I

Number of referrals between partners	Total	July 2023	August 2023
DES/RESEA	Data not available		
Education to Title 1B			
DERS			
Other			
	Data Provided by: Lemuel Carter HSD		
The number of Enrollments	Youth	27	39
	Adult/Dislocated Worker	85	120

Data Provided by: Tina Luke HSD

B. TITLE III

East Valley Career Center

TITLE III SERVICES	# OF PARTICIPANTS
Current enrolled participants	1219
Veteran enrolled participants	97
WIOA referrals	46
Referrals to supportive services	11
Job Placements for August	114
Veteran Job Placements	14
RESEA orientations	226

Data Provided by: Danielle Nahass

West Valley Career Center

TITLE III SERVICES	# OF PARTICIPANTS
Current enrolled participants	No Data
Veteran enrolled participants	
WIOA referrals	
Referrals to supportive services	
Job Placements for August	
Veteran Job Placements	
RESEA orientations	



Information/Discussion/Possible Action. 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 August 31st, 2023

\$2,077,703

WDB Approved Budget= \$ 1,263,757

Expended YTD as of August 31st, 2023

\$6,287

WIOA Funding by Category

Fiscal Year 07/01/2023-06/30/2024						
FY24 Service Provider (WDD)						
	FY24 Approved Budget	YTD FY24 AS OF 8/31/2023	% Spent YTD	Forecast	% Forecast	Balance Remaining
Roll Up						
ADULT	10,946,617	1,450,458	13%	10,421,768	95%	524,849
DW	951,880	98,070	10%	824,107	87%	127,773
YOUTH	5,288,218	529,174	10%	4,821,264	91%	466,954
Total	17,186,716	2,077,703	12%	16,067,140	93%	1,119,576

Fiscal Year 07/01/2023-06/30/2024						
FY24 Workforce Development Board (WDB)						
	FY24 Approved Budget	YTD FY24 AS OF 8/31/2023	% Spent YTD	Forecast	% Forecast	Balance Remaining
Roll Up						
ADULT	960,455	4,778	0%	656,928	68%	303,527
DW	88,463	440	0%	60,507	68%	27,956
YOUTH	214,839	1,069	0%	146,944	68%	67,894
Total	1,263,757	6,287	0%	864,379	68%	399,378





Thank You



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

	202401	202402	202403	202404	202405	202406	202407	202408	202409	202410	202411	202412	YTD	FORECAST	BALANCE	YTD %	
WDB-FY24	BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	EXPENDED	FORECAST	BALANCE	EXPENDED	
TOTAL COSTS	1,263,757	1,157	5,131	217,031	93,161	64,009	64,009	64,773	64,009	93,786	66,161	65,398	6,287	898,550	365,207	0%	
PERSONNEL																	
REGULAR SALARIES	411,218			116,213	58,106	38,738	38,738	38,738	38,738	58,106	38,738	38,738	-	503,589	(92,371)	0%	
TOTAL PERSONNEL	411,218	-	-	116,213	58,106	38,738	38,738	38,738	38,738	58,106	38,738	38,738	-	503,589	(92,371)	0%	
FRINGE BENEFITS																	
TAXES	38,735			8,890	4,445	2,963	2,963	2,963	2,963	4,445	2,963	2,963	-	38,525	210	0%	
RETIREMENT	61,622			14,283	7,141	4,761	4,761	4,761	4,761	7,141	4,761	4,761	-	61,891	(269)	0%	
MEDICAL	81,792			20,448	5,680	5,680	5,680	5,680	5,680	6,816	6,816	6,816	-	76,112	5,680	0%	
UNEMPLOYMENT & WORKERS' COMP	2,500							625					-	2,500	-	0%	
TUITION REIMBURSEMENT	10,500				625								-	-	10,500	0%	
TOTAL FRINGE BENEFITS	195,149	-	-	43,621	17,891	13,404	13,404	14,029	13,404	18,402	15,165	14,540	-	179,028	16,121	0%	
INDIRECT COSTS																	
INDIRECT COSTS	153,340	-	-	35,483	16,872	11,575	11,575	11,714	11,575	16,985	11,966	11,828	-	151,541	1,799	0%	
TOTAL INDIRECT COSTS	153,340	-	-	35,483	16,872	11,575	11,575	11,714	11,575	16,985	11,966	11,828	-	151,541	1,799	0%	
TRAVEL & TRAINING																	
TRAVEL	35,000	130	685	395									33,790	815	35,000	0	2%
TOTAL TRAVEL & TRAINING	35,000	130	685	395	-	-	-	-	-	-	-	-	33,790	815	35,000	0	2%
SUPPLIES																	
OFFICE SUPPLIES	5,000	21		822									21	843	4,157	0%	
FOOD	1,500												-	-	1,500	0%	
POSTAGE	50												-	-	50	0%	
NON- CAPITAL EQUIPMENT	5,000												-	-	5,000	0%	
TOTAL SUPPLIES	11,550	21	-	822	-	-	-	-	-	-	-	-	21	843	10,707	0%	
CONTRACTUAL																	
ONE STOP OPERATOR	397,000			19,381									-	19,381	377,619	0%	
CONSULTANT	40,000												-	-	40,000	0%	
TOTAL CONTRACTUAL	437,000	-	-	19,381	-	-	-	-	-	-	-	-	-	19,381	417,619	0%	
OPERATING SERVICES																	
ASSOCIATION/MEMBERSHIPS	8,000	1,006	4,446	240									5,452	5,692	2,308	68%	
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			876	292	292	292	292	292	292	292	292	266	3,500	0	0%	
TOTAL OPERATING SERVICES	20,500	1,006	4,446	1,116	292	292	292	292	292	292	292	292	266	5,452	9,191	11,309	27%
TOTAL COSTS	1,263,757	1,157	5,131	217,031	93,161	64,009	64,009	64,773	64,009	93,786	66,161	65,398	6,287	898,573	365,184	0%	



Information/Discussion/Possible Action. One-Stop Operator Contract Renewal



MARICOPA COUNTY

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One Stop Operator Contract Update

September 21, 2023

One Stop Operator



Current contact expires **December 31, 2023**

Recommendation

Recommend approval to extend the OSO contract for an additional year to the Full Board
(January 1, 2024 – December 31, 2025)

Next Steps

Timeline

- **09/21/2023** **Executive Committee approval to move forward to MCWDB.**
- 10/19/2023 Full Board Approval
- 11/2023 Board of Supervisors Approval
- 11/2023 Exploration of a Regional OSO (City of Phoenix and Pinal)

Questions?



Recommendation

Recommend approval to extend the One Stop Operator contract for an additional year, to the Full Board
(January 1, 2024 – December 31, 2025)



Thank You



MARICOPA COUNTY

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Information/Discussion/Possible Action. Service Provider Agreement Renewal



MARICOPA COUNTY

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Service Provider Agreement (SPA) Revision Update

September 21, 2023

Background

Service Provider Agreement(SPA)

- The Service Provider Agreement or “SPA” is the written Agreement between the Maricopa County Workforce Development Board (MCWDB) and the designated Service Provider that describes how the Service Provider will carry their roles and responsibilities under WIOA.
- Renew and approve every 3-years.
- Renewed term for SPA: Date signed - 12/31/2026. ✓

Summary of Revisions

- Updated agreement term,
- Confirmed alignment with Arizona Workforce Council policies,
- Spelling, grammar, punctuation and format revisions.

01 Complete

- MCWDB staff redline revisions.

02 In progress

- Maricopa County Leadership review, input, and redline revisions.
- Maricopa County attorney review, input, and redline revisions.
- **Executive Committee approval to move forward to MCWDB.**
- MCWDB approval.
- BOS approval.

Next Steps

Timeline

- 10/19/2023 Full Board Approval
- 11/2023 Board of Supervisors Approval

Questions?



Recommendation

Recommend approval to move the revised Service Provider Agreement forward, pending any major changes from Leadership or the attorney's final review to the Full board



Thank You



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