



Innovative Workforce Solutions

**PINAL COUNTY WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING AGENDA**

June 8, 2023

3:00 pm – 4:00 pm

Join Zoom Meeting

<https://us02web.zoom.us/j/83808615804?pwd=RmdVWEIzQTI1ZGVjcnZxS2g4Q0NXQT09>

Meeting ID: 838 0861 5804

Passcode: 283564

Phone: +1 669 444 9171 US

- I. Welcome and Roll Call**
- II. Discussion/approval/disapproval of the March 2, 2023 Executive Committee Meeting Minutes**
- III. Pinal County Workforce Development Board Elections**
- IV. Discussion/approval/disapproval of Proposed Program Year 2023 PCWDB Budget**
- V. Discussion/approval/disapproval of the Pinal County Workforce Development Board Operations**
 - a. Restructuring of Board Composition
 1. Review Recertification Compliance Assessment
 - b. Action Plan with Blossom Digital Marketing
 - c. Program Year 2023 PCWDB Kickoff (Half day session)
 1. Review of Strategic Direction
 2. Open Meeting Laws
 3. Funding of the Workforce System
 - d. Attendance of Board Members
- VI. Adjourn**

Next meeting will be held September 7, 2023 at 2:00 PM

Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.

135 N. Pinal Street, Florence, AZ 85132 | (520) 866-6227 | ARIZONA@WORK.com/pinal

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Executive Committee Meeting Draft Minutes

DATE: Thursday March 2, 2023

TIME: 3:00pm - 4:00pm MST

LOCATION: ONLINE - Until Further Notice

GROUPS: Executive Team

REMOTE: Join Zoom Meeting

<https://us02web.zoom.us/j/88097320362?pwd=QkwwVHdUY1FQWVd1SctPbUpMYjhuZz09>

Meeting ID: 880 9732 0362

Passcode: 734427

Phone: 1 669 444 9171

Welcome & Roll Call

Meeting called at 2:03pm.

Board Members Present: Liz Harris-Tuck, Susan Aguilar, Harold Christ, Stacey Rich and Lynn Parsons

Board Staff Present: Joel Millman, Moriah Robles, Carrie Fike and Shannon McHenry.

Quorum was met.

Approval of January 30, 2023 Executive Committee Meeting Minutes

Harold Christ motioned to approve the January 30, 2023 meeting minutes. Lynn Parsons seconded the motion to approve the January 30, 2023 meeting minutes. The motion passed unanimously.

Discussion/Approval/Disapproval of Proposed Program Year 2022 and 2023 PCWDB Budget:

Discussion by Joel Millman to update Board budget report breakdown of PY21/F22. Equus Transfer from DW to Adult. Report will need to be corrected and presented to the Board at the next meeting to decide what to do with remaining funds and where to allocate. Members decided to approve item pending the amended budget report be presented to full board on March 16th, 2023 for a final approval.

Future Executive Committee Meeting Schedule:

Members agreed to have Quarterly meetings on Thursdays. If there is a pressing issue then there will be a meeting set up to address the issue. Staff will set up meetings.

Adjourn

Susan Aguilar motioned to adjourn the meeting. Liz Harris Tuck seconded the motion. The meeting was adjourned at 2:49pm.



Innovative Workforce Solutions

ARIZONA@WORK Pinal County Funding Allocations Program Year 2021/Fiscal Year 2022 – Program Year 2023/Fiscal Year 2024

<p>PY21/FY22 <i>(July 1, 2021-June 30, 2023)</i></p> <p>\$2,946,520</p> <p>Adult: \$1,077,674 Dislocated Worker: \$882,071 Youth: \$986,520</p>

<p>PY22/FY23 <i>(July 1, 2022-June 30, 2024)</i></p> <p>\$2,635,038</p> <p>Adult: \$947,693 Dislocated Worker: \$818,447 Youth: \$868,898</p>

<p>PY23/FY24 <i>(July 1, 2023 - June 30, 2025)</i></p> <p>\$2,301,393*</p> <p>Adult: \$850,753 Dislocated Worker: \$719,440 Youth: \$731,200</p> <p><i>* Work Based Learning: \$125,000 with option to request an additional \$200,000 if/when initial \$125,000 is expended. For Adult and Dislocated Worker Programs only.</i></p>
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DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

Katie Hobbs
Governor

Angie Rodgers
Director

Liz Harris-Tuck
Board Chair
Pinal County Local Workforce Development Board
135 North Pinal Street
Florence, AZ 85132

Dear Liz Harris-Tuck:

The Arizona Department of Economic Security (ADES) recognizes the critical role each local board plays in Arizona's workforce development ecosystem. ADES also appreciates that recertification is consequential for each local board to continue its essential functions.

To facilitate local board recertification in 2023, as required in Section 107(c)(2) of the Workforce Innovation and Opportunity Act (WIOA) and reflected in State policy, ADES assessed each local board for compliance with criteria described in WIOA and noted below:

- Local board composition;
- Standing committee composition, when applicable;
- The extent to which the local board has ensured that the local area has met performance accountability measures; and
- The extent to which the local board has ensured that the local area has achieved sustained fiscal integrity.

Subsequent to the compliance assessment, ADES is recommending Pinal County Local Workforce Development Board to the Workforce Arizona Council (WAC) for recertification during the following:

- May 25, 2023 - WAC Executive Committee Meeting
- June 1, 2023 - WAC (Full Council) Meeting

Please review the attached report, which details the results of the assessment and includes any actions that need to be taken for continued compliance with the recertification requirements. ADES will also hold a technical assistance session, which will give local areas the opportunity to provide feedback and ask questions related to the recertification compliance review.

Sincerely,

Sara Agostinho

Sara Agostinho
Program Oversight and Support Administrator

Enclosure: Assessment Report

CC: Joel Millman, Director, Pinal County Local Workforce Development Board
Jeff Serdy, Chairman, Pinal County Board of Supervisors

Local Workforce Development Board Recertification Compliance Assessment

Recertification Criteria	Assessment Components ¹ <i>With ✓ - criteria met Bold text - for follow-up; refer to action steps for continued compliance.</i>	Action Steps for Continued Compliance
Local board membership per 20 CFR § 679.320	<p>Local board composition</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> More than 50 percent business representatives, providing employment in an in-demand industry or occupation <ul style="list-style-type: none"> <input checked="" type="checkbox"/> At least two small business representatives <input checked="" type="checkbox"/> At least 20 percent workforce representatives <ul style="list-style-type: none"> <input type="checkbox"/> At least two representatives of labor organizations <input checked="" type="checkbox"/> At least one representative of joint labor-management registered apprenticeship <input checked="" type="checkbox"/> Optional - organizations that have demonstrated experience and expertise in addressing the employment, training, and education needs of those with barriers to employment or eligible youth <input checked="" type="checkbox"/> At least one adult education and literacy eligible training provider under WIOA title II <input checked="" type="checkbox"/> At least one representative from an institution of higher education providing 	<p>As required in State policy if the vacancy has been or is expected to last for more than 120 days, ensure that a waiver from the Workforce Arizona Council (WAC) has been requested or approved for the following vacancies:</p> <ul style="list-style-type: none"> • Two labor organization representatives <p>Please continue efforts to ensure that the vacancies noted above are filled.</p>

¹ Assessment results are based on information at the time of review.

**Local Workforce Development Board Recertification
Compliance Assessment**

Recertification Criteria	Assessment Components	Action Steps for Continued Compliance
	<p><i>With ✓ - criteria met</i> Bold text - for follow-up; refer to action steps for continued compliance.</p>	
	<p>workforce investment activities</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> At least one representative from an economic and development entity <input checked="" type="checkbox"/> At least one representative from Wagner-Peyser Employment Service <input checked="" type="checkbox"/> At least one representative from Vocational Rehabilitation 	
	<p>Member authority</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Business representatives must be an owner, chief executive officer, chief operating officer, or other individual with optimum policy-making or hiring authority. <input checked="" type="checkbox"/> Other representatives must be individuals with optimum policymaking authority within the entities they represent. 	
	<p>Nomination for appointment</p> <ul style="list-style-type: none"> <input type="checkbox"/> Business representatives must be nominated by local business organizations and business trade associations. <input type="checkbox"/> Labor representatives must be nominated by local labor federations. <input checked="" type="checkbox"/> If there are multiple eligible training providers under WIOA title II or institutions of higher education providing workforce 	<p>As stated in State policy and federal regulations, please ensure that --</p> <ul style="list-style-type: none"> • Business representatives are appointed from nominations by local business organizations and business trade associations. • Labor representatives are appointed from nominations by local labor federations.

**Local Workforce Development Board Recertification
Compliance Assessment**

Recertification Criteria	Assessment Components <i>With ✓ - criteria met Bold text - for follow-up; refer to action steps for continued compliance.</i>	Action Steps for Continued Compliance
	investment activities in the local area, the representatives must be appointed from among individuals nominated by local providers representing such providers or institutions, respectively.	
	<input checked="" type="checkbox"/> Chairperson (elected from among business representatives)	
Standing committee composition (when applicable) per 20 CFR § 679.360	<input type="checkbox"/> Chaired by a local board member <input type="checkbox"/> Includes other individuals appointed by the local board who are not members of the board and who have demonstrated experience and expertise <input checked="" type="checkbox"/> Criterion not applicable	
The extent to which the local board has ensured that performance accountability measures are met	Local area performance measures for program years 2020 and 2021: <input checked="" type="checkbox"/> Any individual performance indicator must not have fallen below 50 percent. <input checked="" type="checkbox"/> The overall score for a performance indicator across all core programs must not have fallen below 90 percent. <input checked="" type="checkbox"/> The overall score for all performance indicators in a single core program must not have fallen below 90 percent	

**Local Workforce Development Board Recertification
Compliance Assessment**

<p style="text-align: center;">Recertification Criteria</p>	<p style="text-align: center;">Assessment Components</p> <p style="text-align: center;"><i>With ✓ - criteria met Bold text - for follow-up; refer to action steps for continued compliance.</i></p>	<p style="text-align: center;">Action Steps for Continued Compliance</p>
	<p>Title I governance monitoring for calendar year 2022:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> All relevant findings must have been sufficiently addressed within the time frame allotted by the Quality Assurance and Integrity Administration. 	
<p>The extent to which the local board has ensured sustained fiscal integrity</p>	<p>Fiscal monitoring for calendar year 2022:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> All findings must have been sufficiently addressed within the time frame allotted by the Finance and Business Operations Administration. 	

PINAL COUNTY WORKFORCE DEVELOPMENT BOARD

WIOA Grant Activity

Period: 07/01/22 - 06/30/23

Program Year 2021/Fiscal Year 2022									
Expenditure Period Ends June 30, 2023		Allocation			Expended			Year 2 Available	
Total Allocation		2,946,265							
					Target Expenditure %		0%		
TRANSFER									
Youth - Subrecipient (CAC)	\$ 754,688			\$ 592,498		79%	\$ 162,190		
Youth - Program - County	\$ 133,180			\$ 41,869		31%	\$ 91,311		
Youth - Admin - County	\$ 98,652			\$ 72,199		73%	\$ 26,453		
Youth - Program Total Allocation		\$ 986,520			\$ 706,565	72%		\$ 279,955	
Adult - Subrecipient (Equus)	\$ 899,523	\$ 354,682	\$ 1,254,205	\$ 1,254,204.5		100%	\$ 0		
Adult - Program - County	\$ 145,486	\$ (40,000)		\$ 41,870.2		29%	\$ 63,616		
Adult - Admin - County	\$ 107,767			\$ 72,201.0		67%	\$ 35,566		
Adult - Program Total Allocation		\$ 1,467,458			\$ 1,368,276	93%		\$ 99,182	
DW - Subrecipient (Equus)	\$ 599,682	\$ (314,682)	\$ 285,000	\$ 245,830		86%	\$ 39,170		
DW - Program - County	\$ 119,080			\$ 67,708		57%	\$ 51,372		
DW - Admin - County	\$ 88,207			\$ 68,994		78%	\$ 19,213		
DW - Programs Total Allocation		\$ 492,287			\$ 382,532	78%		\$ 109,755	
			\$ 2,946,265		\$ 2,457,373	83%			

NOTES:

Date of Report 5/30/2023

Expenditures through 4/31/2023

Program Year 2022/Fiscal Year 2023									
Expenditure Period Ends June 30, 2024		Allocation			Expended			Year 1 & 2 Available	
Total Allocation		\$ 2,635,038							
Youth - Subrecipient (CAC)	\$ 664,707					0%	\$ 664,707		
Youth - Program - County	\$ 117,301					0%	\$ 117,301		
Youth - Admin - County	\$ 86,890					0%	\$ 86,890		
Youth - Program Total Allocation		\$ 868,898			0			\$ 868,898	
Adult - Subrecipient (Equus)	\$ 724,985			1,351		0%	\$ 723,634		
Adult - Program - County	\$ 127,939					0%	\$ 127,939		
Adult - Admin - County	\$ 94,769					0%	\$ 94,769		
Adult - Program Total Allocation		\$ 947,693			1,351			\$ 946,342	
DW - Subrecipient (Equus)	\$ 626,112					0%	\$ 626,112		
DW - Program - County	\$ 110,490					0%	\$ 110,490		
DW - Admin - County	\$ 81,845					0%	\$ 81,845		
DW - Programs Total Allocation		\$ 818,447			0			\$ 818,447	
			\$ 2,635,038						
Work Based Learning (July, 2023 - June 30, 2024)	\$ 125,000								

NOTES:

Date of Report 5/31/2023

Expenditures through 4/30/2023

On June 1, 2023 The Workforce Arizona Council approved the following allocations for Program Year 2023 funding (July 1, 2023 - June 30, 2025)

Adult	\$ 850,753
DW	\$ 719,440
Youth	\$ 731,200
Total	\$ 2,301,393