

**WORKFORCE ARIZONA COUNCIL – PERFORMANCE EXCELLENCE  
COMMITTEE MINUTES**

Tuesday, April 13, 2021  
1:00 p.m.

Via Zoom: <https://azcommerce.zoom.us/j/94086019926>

**Members Present**

David Martin – Arizona Chapter of the Associated General Contractors  
Dennis Anthony – Arizona Apprenticeship Advisory Committee  
Jeff Fleetham – Arizona Registrar of Contractors  
Gretchen Kitchel - SRP

**Members Absent**

Drew Thorpe – APS

**1. Call to Order**

The Performance Excellence Committee was called to order by Chair, David Martin at 1:04 p.m.

**2. Call to the Public**

Leah Clickavage, NACOG, stated that they are working to finalize their MOU/IFA document and have routed the document for signatures. They requested that their Board be considered for recertification during the meeting today even with that document not finalized.

Gabe Loyola thanked Ashley Wilhelm for sending out presentation materials prior to the Committee meeting.

**3. Performance Excellence Committee January 26, 2021 Meeting Minutes - Vote**

Gretchen Kitchel moved to approve the January 26, 2021 meeting minutes as presented. Jeff Fleetham seconded the motion. The motion passed.

**4. Certification and Continuous Improvement of One-Stop Centers (Also known Job Center Certification) - Discussion**

Ashley Wilhelm provided a background on the Job Center Certification including the responsibilities of the Workforce Arizona Council and the Local Boards, the evaluation criteria, the updated assessment tools, the proposed timeline and next steps. The local boards will have completed and submitted their Job Center Certification assessment tools including supporting data source and justification documents by July 1st. A meeting will be held with the Local Board Directors to provide clarity on the Job Center

Certification process and a review of the status of the local board completion of the assessment at the next Committee meeting.

## **5. Policy Alignment - Discussion**

There was no discussion on policy alignment

## **6. Effective Local Boards**

### **a. U.S. Department of Labor Technical Assistance - Discussion**

The Committee was given notice that the U.S. Department of Labor will be providing Technical Assistance Sessions for the Arizona workforce system leaders during the month of April. The Technical Assistance session will cover:

- Understanding WIOA Roles, Responsibilities and Firewalls
- Requirements and Strategies for MOU/IFA Development
- Compliant and Effective Procurement and Support of One-Stop Operators and Service Providers

## **7. Local Board Recertification - Discussion and Vote**

### **a. Nineteen Tribal Nations 2018 Recertification and Technical Assistance**

The Department of Economic Security (DES) is providing the Nineteen Tribal Nations (NTN) with Technical Assistance surrounding the compliance requirements. A letter has been issued to Tribal leaders identifying the compliance areas outstanding and discussions are being held to identify ways to effectively and efficiently serve the needs of the Tribal communities in Arizona and options for the future state of the local area. DES will continue discussions with Tribal leaders and assist the NTN in meeting their compliance requirements.

### **b. 2021 Local Board Recertification**

DES reviewed the status of the twelve local boards in the 2021 Local Board Recertification process. They are currently reviewing the submitted materials of nine local boards, with NTN not having submitted their documents. DES is recommending Pinal and Southeastern Local Board's for recertification.

The Committee discussed the approval process for the remaining boards and it was determined that the remaining boards will be approved through the process in place providing the Performance Excellence Committee the initial review and the Council will have the final approval of the recertification recommendations.

The Committee members requested that DES develop an A3 to identify how this compliance requirement may be streamlined to ensure a timeline for this process is in place and adhered to.

Dennis Anthony made a motion to conditionally approve of all workforce boards who submitted their recertification documents and are ready for approval by the May Council meeting on the condition that an A3 is presented

to the Committee prior to the May Council Meeting and that the A3 be presented to the Council prior to the recommendation being approved. Jeff Fleetham seconded motion. The motion was passed.

**8. Local Plan Review - Discussion and Vote**

**a. 2020 Maricopa County Local Plan**

The Committee was provided an update on the local plans that are still outstanding (Maricopa and NTN). DES recommended approval of the Maricopa County 2020 local plan. Jeff Fleetham made a motion to approve the Maricopa County 2020 Local Plan as recommended. Gretchen Kitchel seconded the motion. The motion passed.

**9. Adjournment**

The Meeting was adjourned at 2:41 pm