

**NOTICE AND AGENDA OF MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD
YOUTH COMMITTEE**

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

Thursday, April 22, 2021 – 9:30 a.m.

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

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

The Agenda for the special 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.

Possible action.

The Youth 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 Board asks to remove the item from the consent agenda.

- Meeting Minutes: February 25, 2021*
-

5. Chair Report.

Chair, Elizabeth E. Cole will provide the Committee a summary of events in and related to the MCWDB since the last meeting, including on:

- Youth Impact Story
 - Updates relative to the Committee
-

6. Executive Director Report.

Executive Director, Steve Clark will provide the Committee a summary of events in and related to the MCWDB since the last meeting, including on:

- Updates Relative to the Committee
-

7. One Stop Operator Google Referral Platform Presentation.

Presentation and discussion.

The One Stop Operator will provide an overview of the google referral platform and discuss how it is being used amongst partners and the service provider.

8. Call to the Public.

9. Adjourn.

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 – February 25, 2021

Minutes of the Maricopa County Workforce Development Board Youth Committee Meeting

Thursday, February 25, 2021 – 9:30 a.m.

GoToMeeting: <https://www.gotomeet.me/MaricopaCountyWDB>
Phone: +1 (872) 240-3212; Access Code/Meeting ID: 167-097-701

Members Present: Elizabeth E. Cole, Pedro Huerta, Shawn Hutchinson, Sherie Steele, Susan Morris (**Note: All members present attended via GoTo meeting**)

Members Absent: Breanne Bushu, Felix Moran, Traci Ayre

Call to Order.

Youth Committee Chair, Elizabeth E. Cole, called the MCWDB Youth Committee meeting to order at 9:34 a.m.

Roll Call.

WDB Liaison Nancy Avina took roll. Quorum was present.

Welcome and Opening Remarks.

Chair Cole welcomed attendees to the meeting, provided brief opening remarks and open meeting reminders.

Consent Agenda.

Chair Cole asked for a motion to approve the consent agenda. Shawn Hutchinson made a motion to approve. Sherie Steele seconded the motion.

In favor: Elizabeth E. Cole, Pedro Huerta, Shawn Hutchinson, Sherie Steele, Susan Morris.

Opposed: None.

The motion passed.

Chair Report.

- **Youth Impact Story** – Chair Cole asked committee member, Sherie Steele to share some of the youth testimonials from a Youth Reengagement Center survey. Chair Cole additionally provided brief background information on Opportunities for Youth, reengagement centers and the survey. Ms. Steele read multiple positive youth testimonials. A brief question was asked regarding how many responses were received.
- **Updates relative to this Committee** – Chair Cole shared various updates from the February Full Board meeting including on, personnel and a board staff promotion, collaboration projects, the 2021 One Stop Operator (OSO), and on an update provided by the current OSO. Chair Cole asked staff to share the OSO performance dashboard link with committee members.

Executive Director Report.

- **Updates Relative to this Committee** – Executive Director, Mr. Clark shared on cooperative efforts with the City of Phoenix including on educational initiatives, marketing and technology, as well as the potential of sharing of vendors. Mr. Clark also provided a brief update on meeting held with the Greater Chamber of Commerce build your future. Brief discussion and comments shared on collaboration efforts.

Maricopa County Community College District Presentation on CTE Month and Activities.

Ms. Cole shared brief high-level information on Career and Technical Information (CTE), shared some CTE facts and introduced Kimberly Faust. Ms. Faust from the Maricopa County Community College District presented on Career and Technical Education, including on CTE month and upcoming virtual sessions. Brief discussion held on the topic.

HSE PLUS Career Readiness Pathway Presentation: A New Pathway to a High School Equivalency Diploma.

Ms. Cole shared a brief introduction on multiple pathways towards a high school equivalency (HSE) diploma and introduced Christian Garibay. Mr. Garibay from Arizona Department of Education presented on the HSE system and the multiple pathways to achieving a HSE diploma. Discussion held on the topic, including on clarifying the equivalency of the pathways and financial aid options.

Ms. Cole inquired on what the committee would like to see in future meetings including any relevant presentations. Discussion held amongst the committee including on how the committee can help support and market programs as well as, other initiatives.

Call to the Public

Chair Cole called for public comment. No public comment made.

Adjourn Meeting

Chair Cole adjourned the meeting at 11:06 a.m.

**For More Information Contact MCWDB Staff at: MCWDB@maricopa.gov*

Chair Report

Youth Impact Story

Youth Success Story

Perseverance – Valerie G.

When Valerie came into the Youth program, she was working to obtain her GED from Rio Salado. Valerie is the mother of four children, the oldest one being eight. She was homeless and her car was being repossessed, so her children were placed in the temporary care of a friend. Even with that level of adversity, she told her Career Advisor, Gretchen Holmes, that her goal was to get her GED and continue her education to become a Data Scientist.

After enrolling in the program, we assisted her with educational testing and Valerie applied for an Occupational Skills Training grant. By the time she earned her GED, Valerie was ready to start her occupational skills training. She selected a training program at Advanced Business Learning and was also placed there for a paid Work Experience (WEX) where she was approved for extended WEX hours to get even more experience in the industry.

Valerie maintained a very busy schedule, helping her children with home schooling when she could, taking her own classes and working. Valerie applied for and was awarded the ACES scholarship, which is a full ride to her getting a degree. She thought that it might be a problem that she is participating in our program, but they said to the contrary, that it was a very good thing. She is working very hard now to complete her certificates for A+ and Network+ so that she can begin her college program in the Spring of 2021.

Valerie shared she is so grateful to ARIZONA@WORK- Maricopa County and to Rio Salado Community College. Without these programs, she would not have been able to get the ACES scholarship or see her future as bright as she does now. As a result of her own perseverance, and the support of the WIOA programs, what was once a dream, is now looking very, very much like a reality!

One Stop Operator Google Referral Platform

Presentation

THURSDAY, APRIL 22, 2021

One-Stop Operator Customer Referral System & Collaboration Site Overview

Presenter BreAnne Wright

One-Stop Operator Team:
Gretchen Caraway & BreAnne Wright

Agenda Overview

Introduction of the One-Stop Operator

Demo of the Collaborative Site PartnerLink

Demo of the Customer Referral System Including:

- Referral Forms
- Database Sheet

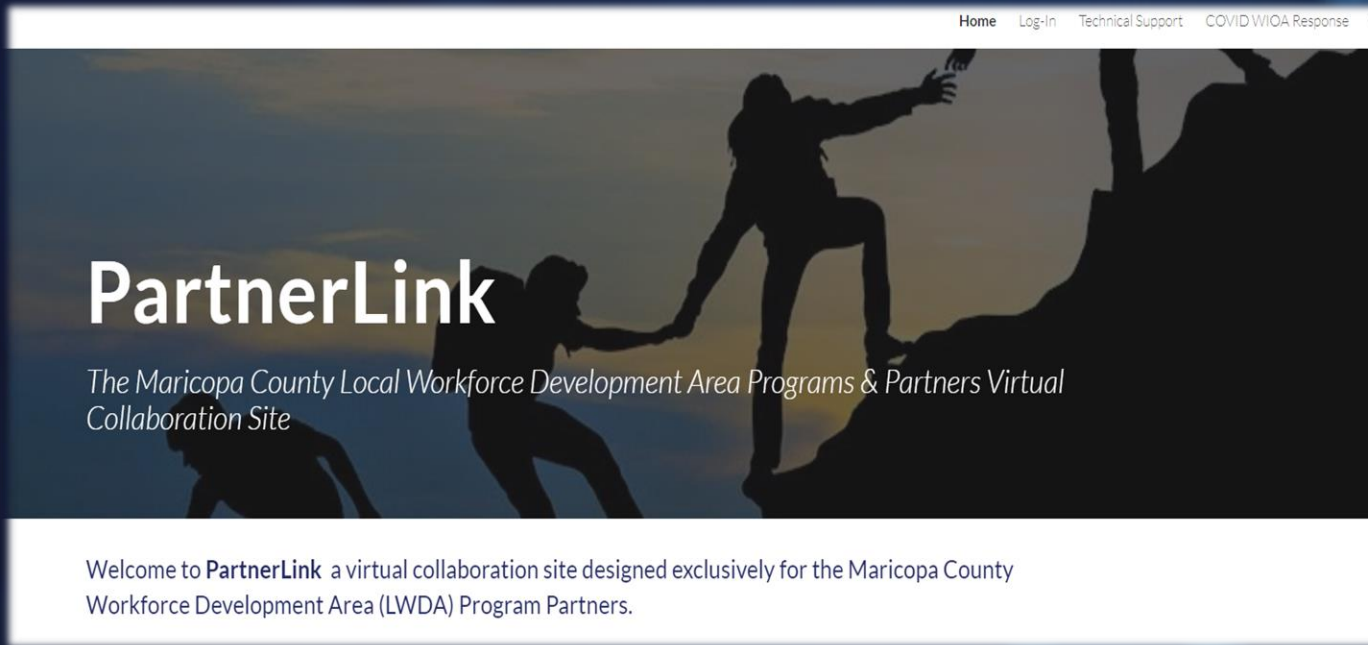




What is the One-Stop Operator (OSO)?

PartnerLink

A collaborative site made by the OSO for the Program Partners.



PartnerLink

The Maricopa County Local Workforce Development Area Programs & Partners Virtual Collaboration Site

Welcome to **PartnerLink** a virtual collaboration site designed exclusively for the Maricopa County Workforce Development Area (LWDA) Program Partners.

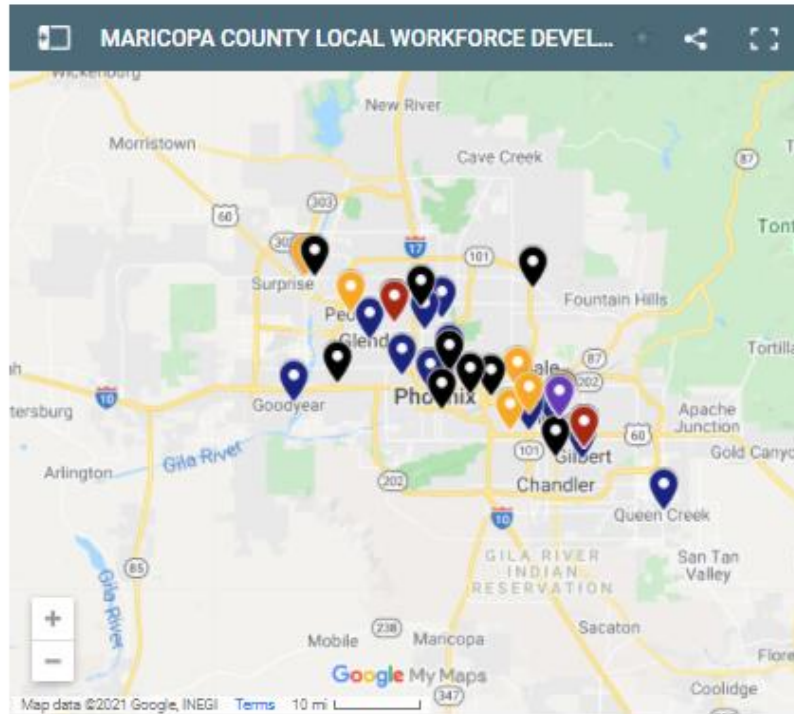
NEW! [Click here](#) to access the new TABE Referral Form!

**This form can also be accessed from the Youth Service Page*

MARICOPA COUNTY'S WORKFORCE DEVELOPMENT PROGRAMS & PARTNERS AREA MAP



MARICOPA COUNTY'S WORKFORCE DEVELOPMENT PROGRAMS & PARTNERS AREA MAP

[NORTH VALLEY](#)[EAST VALLEY](#)[WEST VALLEY](#)[CENTRAL/DOWNTOWN](#)[WHAT IS VETERANS' PRIORITY OF SERVICE?](#)

MARICOPA COUNTY'S WORKFORCE DEVELOPMENT PROGRAMS & PARTNERS

Select a program below to learn more, submit a referral for a customer, or discover details on how to contact a Program Partner about their program and services!



CAREER READINESS

Workforce Development Programs & Partners

[ADULT & DISLOCATED WORKER PROGRAMS](#)

[YOUTH WIOA PROGRAM](#)

[BUSINESS SERVICES](#)

[SMART JUSTICE PROGRAM](#)



ADULT EDUCATION

Workforce Development Programs & Partners

[ACYR](#)

[MESA PUBLIC SCHOOLS ADULT EDUCATION](#)

[GILBERT ADULT LEARNING](#)

[RIO SALADO COLLEGE](#)

[FRIENDLY HOUSE, INC.](#)

[LITERACY VOLUNTEERS OF MARICOPA](#)

[MARICOPA ADULT PROBATION](#)

[QUEEN CREEK ADULT EDUCATION](#)

[INTERNATIONAL RESCUE COMMITTEE](#)

[TABE REFERRAL FORM](#)





JOB SEEKERS

Workforce Development Programs & Partners

VETERAN SERVICES

EMPLOYMENT SERVICES



INDIVIDUALS WITH DISABILITIES

Workforce Development Programs & Partners

VOCATIONAL REHABILITATION

[PartnerLink Virtual Resources & Tool Dash](#)

[Arizona Job Connection \(AJC\) Site](#)

CAREER

WORKFORCE INNOVATION OPPORTUNITY ACT (WIOA) PROGRAMS

YOUTH

The Maricopa County Human Services Department (HSD) oversees the WIOA Youth Program. The WIOA Youth Program is designed to prepare Arizona's youth to enter post-secondary education, training, or employment upon completion of designated program activities. The design framework of the youth program includes outreach and recruitment, intake and eligibility determination, an objective assessment, development of an Individual Service Strategy (ISS), case management, and follow-up services. Career Advisers work with enrolled Youth participants to engage them in one or more of the 14 required youth program elements based on the youth's needs as identified in the ISS.

YOUTH WIOA PROGRAM ELIGIBILITY

IN-SCHOOL YOUTH IS AN INDIVIDUAL WHO IS ATTENDING SCHOOL; BETWEEN THE AGES OF 14-21 (UP TO AGE 22 IF A YOUTH WITH A DISABILITY); LOW INCOME (FOR EXAMPLE, RECEIVING SNAP OR FREE/REDUCED LUNCH); AND ONE OR MORE OF THE FOLLOWING:

- An English Language Learner
- Criminal justice involvement
- Homeless
- Current or Past Foster Care involvement
- Pregnant
- Parenting
- Has a Disability

AN OUT-OF-SCHOOL YOUTH IS AN INDIVIDUAL WHO IS NOT ATTENDING ANY SCHOOL; BETWEEN THE AGES OF 16-24; AND ONE OR MORE OF THE FOLLOWING:

- High School Dropout
- Criminal Justice Involvement
- Homeless
- Current or Past Foster Care involvement
- Pregnant
- Parenting
- Has a Disability

[YOUTH PROGRAM AVAILABLE SERVICES CLICK HERE](#)

Referrals



[PREPARE A CUSTOMER FOR SERVICE CLICK HERE](#)

WIOA Youth Program Referral Form

Please complete this online form to submit a customer referral to Maricopa County's local workforce development area WIOA YOUTH PROGRAM provided by the Maricopa County, Human Services Department (HSD) Workforce Development Division (WDD). Thank You!

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Never submit passwords through Google Forms.

Google Forms This form was created inside of One-Stop Operator, Maricopa County.

NEW! TABE TESTING REFERRAL FORM

ARIZONA@WORK Maricopa County REFERRAL FOR TABE TESTING

Please complete this form to refer a program participant to Rio Salado Testing Services for TABE Testing.

*SENDING THIS FORM AUTHORIZES BILLING TO RIO SALADO

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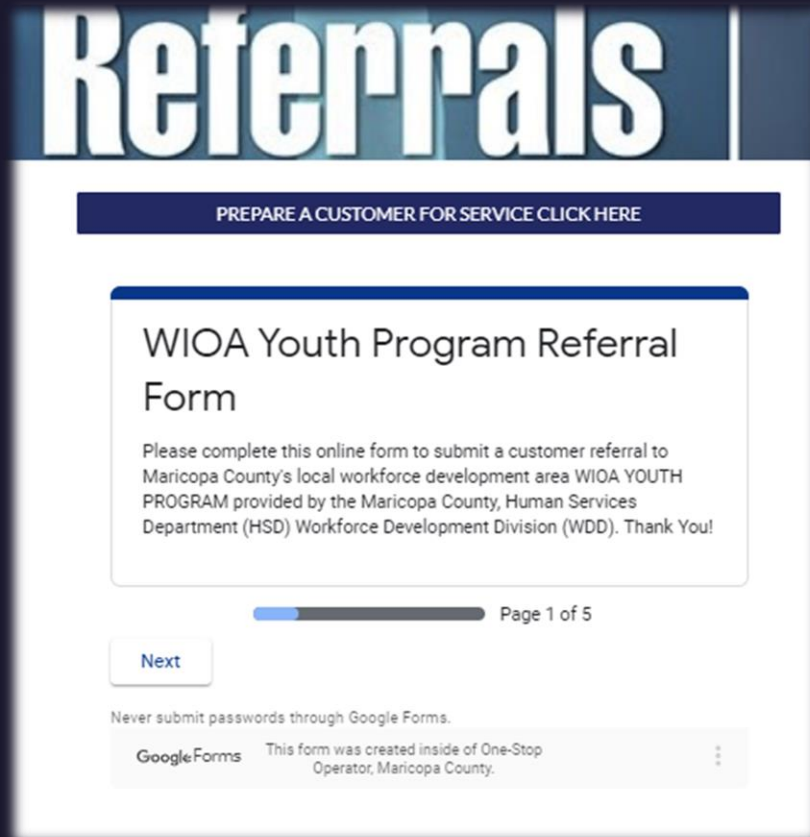
CONTACT

PHONE : EAST (602) 372-9700 | WEST (602) 372-4200 |

EMAIL | [WEBSITE](#) | [DOWNLOAD PROGRAM FLYER](#) (need a link to new one)

Referral Forms

- The Customer Referral Forms found on the PartnerLink site are based in the Google Forms where the OSO can manage notifications and data.



Referrals

PREPARE A CUSTOMER FOR SERVICE CLICK HERE

WIOA Youth Program Referral Form

Please complete this online form to submit a customer referral to Maricopa County's local workforce development area WIOA YOUTH PROGRAM provided by the Maricopa County, Human Services Department (HSD) Workforce Development Division (WDD). Thank You!

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WIOA Youth Program Referral Form

* Required

Referral Details

Please complete the requested information below (red * marks required):

Briefly state reason for referral: *

GED Student in need of Youth Services

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WIOA Youth Program Referral Form

* Required

Customer Information Part I

Please complete the requested information below (red * marks required):

First Name: *

Jane

Middle Name: *

ENTER NA IF MIDDLE NAME IS NOT APPLICABLE

Marie

Last Name: *

Doe

Name Suffix:



WIOA Youth Program Referral Form

* Required

Customer Information Part II

Please complete the requested information below (red * marks required):

Age Group: *

16 - 24 Years of Age ▾

Customer Email: *

Customers will receive a copy of this referral form if the email entered below is valid. Please advise customers without a valid email address on how to sign-up for one or enter your email address in the required field to bypass the requirement for this question.

wrightbreanner@gmail.com

Contact # 1: *

FORMAT # 555.55.5555

1112223333

Contact # 2:

FORMAT # 555.55.5555

Your answer

Preferred Location: *

CENTRAL/DOWNTOWN ▾

Preferred Contact Method: *

EMAIL ▾

Veteran Status: *

NA ▾

Additional Notes/Comments (optional):

NA

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WIOA Youth Program Referral Form

* Required

Referring Partner's Information

Please complete the requested information below (red * marks required):

First, Last Name: *

BreAnne Wright

Job Title: *

One-Stop Operator

Email Address: *

breannerwright@maximus.com

Best Contact #: *

FORMAT # 555.55.5555

2223334444

Preferred Contact Method: *

EMAIL

PHONE

Other: _____

Program/Org: *

Other Program/Org

Enter your program/org if "other program/org" was selected:

Maximus

[Back](#)

[Submit](#)

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Never submit passwords through Google Forms.

This form was created inside of One-Stop Operator, Maricopa County. Report Abuse



WIOA Youth Program Referral Form

Thank you for the referral! To track the progress of your referral click the link to access the Referral Tracker and Database Sheet: <https://bit.ly/3miGAox>

[Edit your response](#)

[Submit another response](#)

This form was created inside of One-Stop Operator, Maricopa County. [Report Abuse](#)

Google Forms

Referral Details

Briefly state reason for referral: GED Student in need of Youth Services

Customer Information Part I

First Name: Jane

Middle Name: Marie

Last Name: Doe

Customer Information Part II

Age Group: 16 - 24 Years of Age

Customer Email: wrightbreanner@gmail.com

Contact # 1: 1112223333

Preferred Location: CENTRAL/DOWNTOWN

Preferred Contact Method: EMAIL

Veteran Status: NA

Additional Notes/Comments (optional): NA

Referring Partner's Information

First, Last Name: BreAnne Wright

Job Title: One-Stop Operator

Email Address: breannerwright@maximus.com

Best Contact #: 2223334444

Preferred Contact Method: EMAIL

Program/Org: Other Program/Org

Enter your program/org if "other program/org" was selected: Maximus

Customer Referral System Data Base

This database houses all the submitted/received referrals for each program.

LIVE! PY 20-21 Maricopa County LWDA Customer Referral Tracker & Database Sheet

File Edit View Insert Format Data Tools Form Add-ons Help Last edit was seconds ago

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WIOA SMART JUSTICE, Maricopa County Human Services Department (HSD) Workforce Development Division (WDD)

PY 2020-2021 CUSTOMER REFERRALS RECEIVED, PROCESSED, AND CLOSED TRACKING & DATABASE SHEET

REFERRAL DETAILS: CUSTOMER INFORMATION:

Timestamp	Briefly state reason for referral:	First Name:	Middle Name:	Last Name:	Name Suffix:	Nickname:	Age Group:	Customer Email:	Contact # 1:	Contact # 2:
4/7/2021 7:29:19	Reentry	Travis	N/A	Pablo			25 or < Years of Age	pablotravis53@gmail.com	602-473-1198	
4/7/2021 7:33:45	Reentry	John	N/A	Sao			25 or < Years of Age	na@gmail.com	480-453-1882	
4/7/2021 7:37:17	Reentry	Geoffrey	N/A	Miller			25 or < Years of Age	geoffreymiller36@gmail.com	480-622-3023	
4/7/2021 7:39:48	Reentry	Nuvea	N/A	Howard			25 or < Years of Age	tockouture@hotmail.com	623-238-5939	
4/7/2021 7:43:07	Reentry	Priscilla	N/A	Coronado			25 or < Years of Age	na@gmail.com	480-799-1461	520-470-47
4/7/2021 7:45:34	Reentry	Serena	N/A	Durazo			25 or < Years of Age	sdurazo110@gmail.com	602-995-9484	
4/7/2021 7:48:31	Reentry	Kasey	N/A	Kesterson			25 or < Years of Age	kaseykesterson3@gmail.com	602-507-1730	
4/7/2021 7:53:09	Reentry	Shelly	N/A	Blah			25 or < Years of Age	shellyblah3461@yahoo.c	602-596-5568	
4/7/2021 7:55:14	Reentry	Darek	N/A	Gilroy			25 or < Years of Age	dgilroy420@gmail.com	602-518-9441	
4/7/2021 7:57:28	Reentry	Tommy	N/A	Vine			25 or < Years of Age	t619v900@gmail.com	N/A	
4/7/2021 8:10:40	Reentry	Nathan	N/A	Borland			25 or < Years of Age	xborlandx87@gmail.com	928-201-9146	602-999-14
4/7/2021 8:13:45	Reentry	David	N/A	Danton			25 or < Years of Age	daviddanton@gmail.com	N/A	



The way to get started is to quit talking and begin doing. • Walt Disney

Thank You

BreAnne Wright

BREANNERWRIGHT@MAXIMUS.COM