

NOTICE AND AGENDA OF MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

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

Thursday, April 15, 2021 – 9:30 a.m.

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

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

The Maricopa County Workforce Development Board may vote to go into executive session, which will not be open to the public, to discuss certain matters including, for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant A.R.S. 38-431.03(A)(3).

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.

- Welcome, Deseret Romero, MCWDB Liaison!
-

4. Workforce Impact Statement.*

Workforce Development Career Advisor, Gretchen Holmes will read a client success story.

5. Consent Agenda.

For Possible Action.

The board 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: March 18,2021*
 - Monthly Fiscal Report*
 - Vanessa Andersen Resignation
-

6. Chairman Report.

Interim Chairman, Matt McGuire will provide the Board a summary of events in and related to the MCWDB since the last meeting, including on:

- Status Update of 2020 Re-Certification
-

7. Executive Director Report.

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

- Collaboration projects
 - 2021 One Stop Operator
 - MCWDB Membership
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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.

8. Chairman Election.

For Possible Action.

The Workforce Development Board will open the floor for Chairman nominations. Candidates will have 3 minutes to share their vision. Board members will vote for their preferred candidate via a roll call vote.

9. Approval of FY22 Budget Recommendation.*

For Possible Action.

The Workforce Development Board Fiscal Agent and the Workforce Development Division will provide the Board with a presentation regarding the FY22 recommended budget and financial expenditure plan. The board will consider and vote on recommendations.

10. Committee Reports.

The Chair of each MCWDB committee will provide the Board a summary of events in and related to the activity of their respective committee since the last meeting.

11. Call to the Public.

12. 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

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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!

MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

Thursday, March 18, 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: Christine Colon, Collin Stewart, Erik Cole, Gregg Ghelfi, Loren Granger, Marcia Veidmark, Mark Wagner, Matt McGuire, Shawn Hutchinson, Stan Chavira, Tina Drews (**Note: All members present attended via GoTo meeting**)

Members Absent: Bonnie Schirato, Brent Downs, Christopher Tafoya, Elizabeth E. Cole, Vanessa Andersen

Call to Order.

Interim Chairman, Matt McGuire, called the meeting to order at 9:30 a.m., and requested roll call.

Roll Call.

Management Analyst, Nancy Avina took roll. Quorum was present.

Welcome and Opening Remarks.

Interim Chairman McGuire provided brief welcoming remarks, open meeting reminders and reviewed the board's vision, values and goals.

Workforce Impact Statement.*

Interim Chairman McGuire read a workforce impact statement on a youth named Preston. Brief positive comments were shared by board members.

Consent Agenda.

Interim Chairman McGuire asked for a motion to approve consent agenda items. Gregg Ghelfi made a motion; Mark Wagner seconded the motion. Roll call vote held:

In favor: Christine Colon, Collin Stewart, Erik Cole, Gregg Ghelfi, Loren Granger, Marcia Veidmark, Mark Wagner, Matt McGuire, Shawn Hutchinson, Stan Chavira, Tina Drews

Opposed: None

Abstained: None

Motion passed.

Chairman Report.

Interim Chairman McGuire provided an update on the following:

Status Update of 2020 Re-Certification/ Local Plan Approval Timeline – the 2018 re-certification was approved by the PEC and subsequently by the WAC. The 2020 re-certification packet was submitted on time. The local plan is currently being reviewed (month of March) and will be sent back to all local boards with additional items, if there are any. In April the PEC, will review the local plan and hopefully approve. In May, it is expected that the 2020 recertification and local plan will be reviewed and hopefully approved by the WAC.

Board Chair Election – Chairman McGuire shared brief comments on his commitment to see through compliance activities as interim Chairman, and appropriateness for a full chair election in April. He expressed, if there are individuals interested in becoming Chair, inform WDB Staff (Steve and/or Nancy) by the end of the month and in April, an opportunity would be provided to any potential candidates to express their vision, moving to a full Chair election afterward. This includes elections of Vice-Chair and Second Vice-Chair. Brief discussion on board members eligible for the role, held – members eligible must be from the Business section of the board membership, additional bylaw comments regarding officer duties were made.

Executive Director Report.

Executive Director, Steve Clark shared an update on activity, including on personnel and the progress of recruiting the Board Liaison. He also shared on the creation of a tickler calendar of events to ensure we meet deadlines and know what is ahead. Additionally, Mr. Clark provided an update on the following:

Collaboration projects – Executive Director, Steve Clark shared on his involvement in the interview process for the City of Phoenix OSO RFP. He also shared on his involvement in first round interviews for the Assistant Director of Workforce Development. Additionally, Mr. Clark shared on collaborative efforts with partners including United Way and their needs assessment conducted this past year, as well as visiting organized labor with board member Shawn Hutchinson.

2021 One Stop Operator – Executive Director, Steve Clark asked Management Analyst, Nancy Avina to share an update on the One Stop Operator. Ms. Avina shared information on One Stop Operator progress and putting out the RFP by the end of the week with the assistance of the Maricopa County Office of Procurement Services.

Executive Director, Steve Clark further shared on collaboration efforts with City of Phoenix and the Maricopa Community Colleges including on Career and Technical Ed., and Marketing. Brief discussion held partnerships, including on prison inmate programs and avenues.

Executive Director, shared on the NAWB Forum 2021 coming up from June 24-26, and asked if board members were interested in attending, let WDB staff know.

Fiscal Report. *

Fiscal Agent, Nicole Forbes presented briefly on FY2021 WIOA Budget to Actuals via a PowerPoint presentation. Brief Q/A held, and comments shared by Executive Director, Steve Clark.

Workforce Development Division 2nd Quarter Performance Data Presentation.*

Workforce Development Division (WDD) Management Analysts, Kennedy Riley and Matt Smith presented on 2nd quarter performance data. The presentation covered quarterly and program participation, WIOA Performance and program highlights. Brief Q/A held, and comments shared by Executive Director, Steve Clark.

Committee Reports.

Youth Committee – In the absence of Youth Committee Chair, Elizabeth E. Cole, Executive Director, Steve Clark provided an update on the content of February youth committee meeting including on the presentations.

Call to the Public.

Chairman McGuire made a call for public comment.

Nicole Kelsheimer informed that if the board was interested, they could present on different HSE pathways in the future.

Adjourn.

Chairman McGuire adjourned the MCWDB meeting at 10:30 a.m.

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



**WORKFORCE DEVELOPMENT BOARD
BUDGET FY 2021
YTD March 2021
UNIT 2250**

		202101	202102	202103	202104	202105	202106	202107	202108	202109	202110	202111	202112	YTD EXPENDED	FORECAST	BALANCE	YTD % EXPENDED
WDB-FY21	BUDGET																
TOTAL COSTS	633,169	18,897	17,341	44,329	57,793	71,254	80,293	16,316	27,908	89,202	29,021	59,205	73,812	423,435	584,788	46,682	67%
Fund - 222	BUDGET																
PERSONNEL																	
REGULAR SALARIES	213,075	11,150	11,150	27,657	15,601	23,387	15,032	8,654	-	43,814	17,013	33,379	22,253	156,446	229,091	(16,016)	73%
TOTAL PERSONNEL	213,075	11,150	11,150	27,657	15,601	23,387	15,032	8,654	-	43,814	17,013	33,379	22,253	156,446	229,091	(16,016)	73%
FRINGE BENEFITS																	
TAXES	16,300	779	779	2,042	1,194	1,795	1,151	672	-	3,375	1,301	2,554	1,702	11,788	17,345	(1,045)	72%
RETIREMENT	25,803	1,363	1,363	1,401	1,675	2,510	1,617	884	-	5,515	2,079	4,079	2,719	16,326	25,203	600	63%
MEDICAL	36,024	2,128	2,128	2,128	2,128	2,128	2,128	532	-	6,374	3,192	4,256	4,256	19,674	31,378	4,646	55%
UNEMPLOYMENT & WORKERS' COMP	641	53	53	53	53	53	53	53	53	53	53	53	53	480	641	0	75%
TUITION REIMBURSEMENT	5,200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,200	0%
TOTAL FRINGE BENEFITS	83,968	4,323	4,323	5,624	5,050	6,486	4,949	2,141	53	15,316	6,626	10,942	8,731	48,268	74,567	9,401	57%
INDIRECT COSTS																	
INDIRECT COSTS	64,789	3,423	1,724	9,088	5,551	5,689	4,436	3,553	-	12,495	5,248	9,839	6,878	45,959	67,925	(3,136)	71%
TOTAL INDIRECT COSTS	64,789	3,423	1,724	9,088	5,551	5,689	4,436	3,553	-	12,495	5,248	9,839	6,878	45,959	67,925	(3,136)	71%
TRAVEL & TRAINING																	
TRAVEL	24,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	24,000	0%
TOTAL TRAVEL & TRAINING	24,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	24,000	0%
SUPPLIES																	
OFFICE SUPPLIES	2,300	-	-	-	-	-	-	1,911	3,125	-	-	5,000	-	5,036	10,036	(7,736)	219%
FOOD SUPPLIES	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	0%
POSTAGE	-	-	-	-	-	-	-	-	-	-	100	-	-	100	100	(100)	0%
TOTAL SUPPLIES	3,300	-	-	-	-	-	-	1,911	3,125	-	100	5,000	-	5,136	10,136	(6,836)	156%
CONTRACTUAL																	
ONE STOP OPERATOR	200,000	-	-	-	31,591	35,541	54,842	-	24,598	17,524	-	-	35,905	164,095	200,000	(0)	82%
WIOA NETWORK SERVICES	8,587	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,587	0%
STRATEGIC PLANNING	33,750	-	-	-	-	-	-	-	-	-	-	-	-	-	33,750	0%	
TOTAL CONTRACTUAL	242,337	-	-	-	31,591	35,541	54,842	-	24,598	17,524	-	-	35,905	164,095	200,000	42,337	68%
OPERATING SERVICES																	
ASSOCIATION/MEMBERSHIPS	-	-	144	1,925	-	-	1,000	-	-	-	-	-	-	3,069	3,069	(3,069)	0%
Position Advertisements	-	-	-	-	-	150	-	-	-	-	-	-	-	150	-	-	0%
PRINTING (COPIER)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
PARKING STICKERS/GARAGE	200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	200	0%
CELL PHONES	1,500	-	-	35	-	-	35	57	132	53	35	45	45	311	436	1,064	21%
TOTAL OPERATING SERVICES	1,700	-	144	1,960	-	150	1,035	57	132	53	35	45	45	3,530	3,069	(3,069)	208%
TOTAL COSTS	633,169	18,897	17,341	44,329	57,793	71,254	80,293	16,316	27,908	89,202	29,021	59,205	73,812	423,435	584,788	46,682	67%



Maricopa County FY2021 WIOA Budget to Actuals

APRIL 15, 2021

WIOA FISCAL AGENT-NICOLE FORBES

FY21 WIOA Budget to Actual

Title 1 B Approved Budget \$18,661,610

- In FY21 at minimum \$14,714,015 must be spend
Fully projected to expend the minimum

Service Provider(WDD) = \$18,028,442

- Expended YTD as of March 31, 2021
\$ 11,968,937

WDB Approved Budget= \$633,169

- Expended YTD as of March 31, 2021
\$423,435

WIOA Funding by Program Year

County FY2021					
	FY21 Allocation	FY21 Budget	YTD FY21 AS OF 03/31/2021	Balance Remaining	% Spent YTD
ADULT	11,314,756	10,154,631	6,716,735	3,437,896	66%
DISLOCATED WORKER	5,527,150	1,818,329	1,289,197	529,132	71%
RR	775,326	775,326	743,824	31,502	96%
YOUTH	6,786,853	5,913,324	3,642,616	2,270,708	62%
Total	24,404,085	18,661,610	12,392,372	6,269,239	66%

FY2022 Budget Recommendation

FY22 Funding Available = \$27million

- PY20/FY21 Remaining= \$18,095,880
- PY21/FY22 50% = \$9,689,444

Recommended Budget = \$21,971,657

- PY20/FY21 Remaining= \$18,095,880
- PY21/FY22 20% of Total Award= \$3,875,777
 - 20% of \$19,378,887

FY2022 Budget Allocation Per Program

Program	Amount
ADULT	8,286,807
DISLOCATED WORKER	7,215,075
YOUTH	6,469,775
TOTAL	21,971,657

FY2023-2025 Budget Recommendation

✓ **Budget Goal Expend 50% of each allocation per Fiscal Year**

FY23 Recommended Budget = \$22,285,720

- PY21/FY22 Remaining 80%= \$15,503,110
- PY22/FY23 35% of Total Award = \$6,782,610

FY24 Recommended Budget = \$22,285,720

- PY22/FY23 Remaining 64%= \$12,596,277
- PY23/FY24 50% of Total Award = \$9,689,444

FY25 Recommended Budget = \$19,378,887

- PY23/FY24 Remaining 50%= \$9,689,444
- PY24/FY25 50% of Total Award = \$9,689,444

Fiscal Agent Updates

- **OSO-Maximus**

- **Fiscal Monitoring Scheduled for Thursday, April 22nd
@10:00am**



QUESTIONS?

Contact Information:
Nicole.Forbes@Maricopa.gov

THANK YOU FOR YOUR TIME.

ARIZONA@WORK Maricopa County Title1B Expenditure Plan



What We Planned

- What we experienced in 2008
- Increased staffing to meet the community needs
- Keep the doors open
- It would just be a few months
- Schools will open
- Create new systems for virtual services



What We Experienced

- Bigger impact than any anticipated
- Schools didn't open
- Community resources met the needs/without work
- Relationship building changed
- Longer time on caseloads
- Trade schools unable to open/limited
- Staffing patterns
- Supported our community (12,887 Center visits)

experienced

Next Steps

- Apprenticeship expansions: IT and ASE
- Increase support for in-demand occupations
- Increase WEX opportunities (hours)
- Fill vacant positions to meet increased demand
- Expand Support Services
- Title partnerships cohorts
- New warehouse training program for reentry
- Increase partnerships for virtual job fairs



#109340281



Thank you!

ARIZONA @ WORK™
Innovative Workforce Solutions

