



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

Thursday, May 18, 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, Loren Granger, and Shawn Hutchinson
(Note: All members present attended via GoTo meeting)

Members Absent:

MEETING

1. **Call to Order.**

Chair Leah Hill called the meeting to order at 9:30 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 introduced new MCWDB Management Analyst Julia Maciel.
Chair Hill also read the Maricopa County Workforce Development Board’s Vision and Values.

4. **Consent Agenda.**

- a. Meeting Minutes: March 16, 2023
- b. Monthly Careers Pathway Strategist Report
- c. FY23 MCWDB 3rd Quarter Report

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

Chair Hill called for an all-in favor vote:

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

Opposed: None

Abstained: None

Motion passed.

5. **Chair Report.**

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

- Opening of a new career center in Mesa.
- The Phoenix Business Journal recently reported west valley growth pains with labor shortages, including current workforce and future workforce.

6. Informational/Discussion/Possible Action.

a. In-Demand Industries Recommendation

MCWDB Executive Director Steve Clark provided a presentation on the update to the In-Demand Industries Recommendation. Below are the highlights of the presentation.

<ul style="list-style-type: none"> ▪ Why are In-Demand Industries Important 	
<ul style="list-style-type: none"> ▪ Current In-Demand Industries & Original Recommendation 	
<ul style="list-style-type: none"> ▪ Current In-Demand Industries (2018) <ul style="list-style-type: none"> - Information Technology - Manufacturing - Healthcare and Social Assistance - Finance and Insurance - Construction - Transportation and Warehousing 	<ul style="list-style-type: none"> ▪ Employer Connection Committee Recommendation (March 16, 2023) <ul style="list-style-type: none"> - Information Technology - Manufacturing - Healthcare and Social Assistance - Finance and Insurance - Construction - Transportation and Warehousing - Professional, Scientific & Technical Services
<ul style="list-style-type: none"> ▪ Professional, Scientific and Technical Services Description 	
<ul style="list-style-type: none"> ▪ Suggestions 	
<ul style="list-style-type: none"> ▪ Rationale 	
<ul style="list-style-type: none"> ▪ Revised Recommendation <ul style="list-style-type: none"> ▪ Information Technology ▪ Manufacturing ▪ Healthcare and Social Assistance ▪ Finance and Insurance ▪ Construction ▪ Transportation and Warehousing 	

Workforce Development Division (WDD) Assistant Director Jared Beard provided the following additional information.

- In-Demand Industries are important to WDD staff in identifying fiscal areas of focus for services and providing clients with the best opportunities to be successful.

The following questions and comments were provided by the Committee.

Question	Response/Comments
Is there any pushback from these in-demand industries being removed?	Not necessarily, some industries are easier to break into than others. For example, WDD is working on ways to better identify ways of breaking into the manufacturing industry. (i.e. training programs, jobs available but limited on training providers.)
	Grand Canyon University has created 15-week pre-apprenticeship programs for electricians and manufacturing.
	The Employer Connection Committee will be tasked with evaluating the in-demand industries to make sure the MCWDB list contains the most relevant industries.

MOTION: Chair Hill asked for a motion to approve the MCWDB In-Demand Industries Recommendation as presented. Shawn Hutchinson made a motion; Bonnie Schirato seconded the motion.

Chair Hill called for a “roll call” vote:

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

Opposed: None

Abstained: None

Motion passed.

b. Fiscal Report

MCWDB Fiscal Agent Nicole Forbes presented the Committee with the FY2023 WIOA Budget to Actual.

MOTION: Chair Hill asked for a motion to approve the Fiscal Report as presented. Loren Granger made a motion; Shawn Hutchinson seconded the motion.

Chair Hill called for a “roll call” vote:

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

Opposed: None

Abstained: None

Motion passed.

c. Title IB 3rd Quarter Report

Workforce Development Division (WDD) Assistant Director Jared Beard provided an overview of the Title IB 3rd Quarter Report. Below are the following highlights from Mr. Beard’s report.

- Overall Participation
 - Adult Program – 7% increase
 - Youth Program – 21% decrease
 - Dislocated Worker – seeing decreases due to low unemployment rate.
- Apprenticeship Participation
 - Supporting of 557 apprentices across partner programs.
- Work Experience (WEX)
 - Youth Program – 80 participants
 - Smart Justice – 34 participants
- WIOA Performance
 - Youth Program – 96.94%
 - Dislocated Worker Program – 86.54%
 - Adult Program – 106.92%
- Business and Community Services
- Success Stories

Chair Hill thanked Mr. Beard for his presentation.

MOTION: Chair Hill asked for a motion to approve the Title IB 3rd Quarter Report 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, Loren Granger, and Shawn Hutchinson

Opposed: None

Abstained: None

Motion passed.

d. Memorandum of Understanding/Infrastructure Funding Agreement (MOU/IFA)

MCWDB Executive Director Steve Clark presented the Committee with the Memorandum of Understanding/Infrastructure Funding Agreement (MOU/IFA). Below are the highlights of the presentation.

- MOU/IFA Background
- Summary of Revisions
- Process Overview
- Timeline of Next Steps

Chair Hill thanked Mr. Clark for his presentation.

MOTION: Chair Hill asked for a motion to approve the Memorandum of Understanding/Infrastructure Funding Agreement (MOU/IFA) as presented. Bonnie Schirato made a motion; Shawn Hutchinson seconded the motion.

Chair Hill called for a “roll call” vote:

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

Opposed: None

Abstained: None

Motion passed.

e. FY24 MCWDB Committee Structure Proposal

MCWDB Executive Director Steve Clark presented the Committee with the FY24 MCWDB Committee Structure Proposal. Below are the highlights of the presentation.

Current Structure	Future Plans
<ul style="list-style-type: none">- Executive Committee- Youth Committee- Employer Connection Committee- Marketing & Outreach Committee	<ul style="list-style-type: none">- Youth Committee (Standing Committee)- Employer Connection Committee (Ad-Hoc – Continue)- Marketing & Outreach Committee (Ad-Hoc – Sunset)
FY24 Committee Considerations	New FY24 Committee Considerations
<ul style="list-style-type: none">- Talent Pipeline Committee- Business and Workforce Engagement Committee- Regional Workforce Initiatives Committee	<ul style="list-style-type: none">- Talent Pipeline Committee (Imbed in Employer Connection Committee)- Regional Workforce Initiatives Committee
Proposed New Committee (March 16, 2023)	FY24 Recommendation
<ul style="list-style-type: none">- Regional Workforce Initiatives Committee	<ul style="list-style-type: none">- Sunset Marketing & Outreach Committee- Add Regional Workforce Initiatives Committee
FY24 Committee Summary	
<ul style="list-style-type: none">- Executive Committee- Youth Committee- Employer Connection Committee- Regional Workforce Initiatives Committee	

Chair Hill thanked Mr. Clark for his presentation.

Vice Chair Schirato inquired if Mr. Clark was aware of other local workforce boards with regional committees and if the City of Phoenix and Pinal County were interested in participating.

Mr. Clark noted that he was not aware of other local workforce boards with regional committees but that both the City of Phoenix and Pinal County were interested in participating.

MOTION: Chair Hill asked for a motion to approve the FY24 MCWDB Committee Structure Proposal as presented. Shawn Hutchinson made a motion; Bonnie Schirato seconded the motion.

Chair Hill called for a “roll call” vote:

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

Opposed: None

Abstained: None

Motion passed.

f. FY24 MCWDB Meeting Schedule

MCWDB Executive Director Steve Clark presented the Committee with the FY24 MCWDB Meeting Schedule.

MOTION: Chair Hill asked for a motion to approve the FY24 MCWDB Meeting Schedule 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, Loren Granger, and Shawn Hutchinson

Opposed: None

Abstained: None

Motion passed.

7. Call to the Public.

No one spoke.

8. Adjourn.

Chair Hill thanked everyone for attending and adjourned the meeting at 10:36 a.m.

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