



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

Thursday, August 3, 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, and Loren Granger
(Note: All members present attended via GoTo meeting)

Members Absent: Shawn Hutchinson

MEETING

1. **Call to Order.**

Chair Leah Hill called the meeting to order at 9:33 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 read the Maricopa County Workforce Development Board's Vision and Values.

4. **Consent Agenda.**

- a. Meeting Minutes: May 18, 2023
- b. Monthly Careers Pathway Strategist Report
- c. FY23 MCWDB 4th Quarter Report
- d. One-Stop Operator Monthly Report

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

Chair Hill called for an all-in favor vote:

In Favor: Leah Hill, Bonnie Schirato, and Joe Veres

Opposed: None

Abstained: None

Motion passed.

5. **Chair Report.**

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

- Thank you to the Executive Committee member's continued commitment to the residents of Maricopa County and that she was looking forward to the new fiscal year.

6. Informational/Discussion/Possible Action.

a. Fiscal Report

MCWDB Fiscal Agent Nicole Forbes presented the Committee with the FY2023 WIOA Financial and Budgetary Review.

MOTION: Chair Hill asked for a motion to approve the Fiscal 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, and Loren Granger

Opposed: None

Abstained: None

Motion passed.

Ms. Forbes also noted that at the September Executive Committee meeting the Committee will be presented with the FY23 Year End Report and the FY24 Year-to-Date. The reports will be presented by Eddie Contreras, as Ms. Forbes will be out of town.

b. Shared Governance Agreement

MCWDB Executive Director Steve Clark provided a brief overview of the preparation for the Shared Governance Agreement (SGA) renewal, noting that the agreement had lapsed and would include a retroactive term for the agreement if approved. MCWDB Management Analyst Nancy Avina provide a detailed presentation of the SGA renewal recommendation. Below are the highlights of the presentation.

SGA Background

- SGA purpose
- Renew and approval – 3-years
- Renewal Term: 7.01.23 – 6.30.2026

Summary of Revisions

- Updated agreement term
- Confirmed alignment with Arizona Workforce Council policy and current MCWDB Bylaws
- Spelling, grammar, punctuation, and format revisions

Agreement Processing Timeline

- MCWDB staff redline revisions (complete)
- Maricopa County leadership review (complete)
- Maricopa County Attorney review (complete)
- MCWDB Executive Committee approval to move forward to MCWDB Full Board (in-progress)
- MCWDB Full Board approval (in-progress)
- Board of Supervisors’ approval (in-progress)

Next Steps

- Full Board Approval
- Board of Supervisors’ Approval

The Committee posed no questions.

MOTION: Chair Hill asked for a motion to approve the Shared Governance Agreement 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, and Loren Granger

Opposed: None

Abstained: None

Motion passed.

c. Title IB 4th Quarter Report

Workforce Development Division (WDD) Assistant Director Jared Beard provided an overview of the Title IB 4th Quarter Report. Below are the following highlights from Mr. Beard’s report.

- Overall Participation
 - 20% decrease (associated to low unemployment rate)
 - Center Traffic (West Valley – 8449 Job Seekers and East Valley 6954 Job Seekers)
- Apprenticeship Participation
 - Supporting of 500 apprentices across partner programs.
- Work Experience (WEX)
 - Youth Program – 42 participants
 - Smart Justice – 22 participants
- WIOA Performance (all exceeding 90% Goal)
 - Youth Program – 115.32%
 - Dislocated Worker Program – 97.48%
 - Adult Program – 106.58%
- Business and Community Services
- Success Stories

Mr. Beard also shared a brief review of the FY24 1st Quarter Labor Market Trends updates for the West and East Valley Career Centers.

Chair Hill thanked Mr. Beard for his presentation.

The following questions and comments were provided by the Committee.

Question/Comment	Response/Comments
Love the cross-collaboration with the City of Phoenix.	
How long has the Smart Justice program been in place?	<ul style="list-style-type: none">- Smart Justice Program started in 2016- Smart Justice team started in 2019- With the pandemic, virtual options expanded the services available to participants.
Is there anything that the MCWDB Board can do to assist WDD?	WDD and MCWDB work together to focus on certain program populations. (i.e. veterans and foster care)
Why do you see the need for growth now as opposed to a few years ago?	Seeing opportunities that require certain skills or upskilling with new companies coming to the valley. (i.e TSMC)

MOTION: Chair Hill asked for a motion to approve the Title IB 4th Quarter Report as presented. Loren Granger made a motion; Joe Veres seconded the motion.

Chair Hill called for a “roll call” vote:

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

Opposed: None

Abstained: None
 Motion passed.

7. Information/Discussion Only.

a. Priority of Service

Chair Hill noted that this item was covered under the Title IB 4th Quarter Update agenda item.

b. PY23 Allocations

MCWDB Executive Director Steve Clark presented the Committee with an update on the PY23 Allocations. Below are the highlights of the presentation.

- Funding Allocations
 - WIOA Requirement
 - OEO/DES Staff receive State allotments(s)
 - Summary: \$79 million (Program Year 23 – Title I)
 - State Reserve: \$19,489,254
 - Local Area: \$60,178,737
- Allocations Distribution Methods
- Factors for Consideration

Summary of Distribution of Funds			
Program Fund	Total Arizona Allotments	Total State of Arizona Reserves	Total Local Area(s) Allocations
Adult	\$24,088,343	\$3,613,251	\$20,475,092
Dislocated Worker	\$30,156,226	\$12,062,490	\$18,093,736
Youth	\$25,423,422	\$3,813,513	\$21,609,909
Total	\$79,667,991	\$19,489,254	\$60,178,737

PY23 Local Area Allocations		
Program Fund	Total Local Workforce Area Allocations	% of Total State Allotment
Adult	\$20,475,092	85% of Total Adult Allotment
Dislocated Worker	\$18,093,736	60% of Total Dislocated Worker Allotment
Youth	\$21,609,909	85% of Total Youth Allotment
Total	\$60,178,737	75% of Total Arizona Allotment

MCWDB Annual Comparison			
Program Fund	PY 22	PY 23	Decrease
Adult	\$5,300,033	\$4,331,066	\$968,967
Dislocated Worker	\$6,701,532	\$5,545,694	\$1,155,838
Youth	\$5,692,414	\$4,638,718	\$1,053,696
Total	\$17,693,979	\$14,515,478	\$3,178,501

- Next Steps
 - DES executes Subgrant Agreements
 - Allocations are provided to Local Areas

Chair Hill thanked Mr. Clark for his presentation.

c. US Department of Labor (DOL) Monitoring Update

MCWDB Executive Director Steve Clark provided the Committee with an update on the recent US Department of Labor (DOL) Monitoring site visit. Below are the highlights of the presentation.

Monitoring Visit		
<ul style="list-style-type: none"> - July 25& 26, 2023 - East & West Valley Career Centers - Yuma/City of Phoenix/Maricopa 		
Elements Monitored		
<ul style="list-style-type: none"> - Overview of the LWDB - Programmatic & Fiscal Review - Youth Providers - Board Members - Business Services 	<ul style="list-style-type: none"> - Board Planning & Monitoring - Shared Governance Agreement - Local Plan - MOU/IFA - Bylaws - Fiscal Agent Roles 	<ul style="list-style-type: none"> - Policies - Assessment – Adult, Dislocated Worker & Youth - Rapid Response Uses - Incumbent Worker Training - Veterans Priority of Service
Interviews		
<ul style="list-style-type: none"> - Participants - Board Members - Business Customers - Local Board Staff - Service Providers 		
Next Steps		
<ul style="list-style-type: none"> - Final Report - Share Final Report with MCWDB Full Board 		

Chair Hill thanked Mr. Clark for his update on the DOL monitoring.

8. Call to the Public.

No one spoke.

9. Adjourn.

Chair Hill thanked everyone for attending and adjourned the meeting at 10:37 a.m.

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