



Phoenix Business and Workforce Development Board  
 Program Excellence Committee Meeting  
 November 04, 2021  
 9:00 am-10:30 am Mountain Standard Time

## VIRTUAL MEETING

Meeting link:

<https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=mec540fb0d67483fee4af92625ab901c8>

Meeting number: 177 080 3996

Password: 450359

Phone: 415-655-0001

### I. Call to order/ Roll call

*(Daniel Barajas)*

The Program Excellence Committee (PEC) Chair, Daniel Barajas, will call the PEC meeting to order.

Roll call will be completed by the Program Excellence Committee Staff Support to ensure a quorum is present.

### II. For Approval: September 02, 2021 Program Excellence Committee Minutes

*(Daniel Barajas)*

The September 02, 2021 Program Excellence Committee (PEC) Minutes are recommended for review and approval.

**RECOMMENDATION: This item is for information and approval.**

### III. Review Ad-Hoc Application(s) and Resume(s)

*(Daniel Barajas)*

The Program Excellence Committee (PEC) will review potential Ad-Hoc applicant(s) resume and correlating application for consideration.

**RECOMMENDATION: This item is for information, discussion and possible action.**

### IV. New PEC Vice-Chair

*(Daniel Barajas)*

The Program Excellence Committee(PEC) Chair, Daniel Barajas, will introduce the new Vice-Chair for the PEC.

**RECOMMENDATION: This item is for information and discussion.**

### V. ARIZONA@WORK WIOA 1st Quarter Performance Updates

*(Ricky Duran)*

Ricky Duran, ARIZONA@WORK, City of Phoenix Human Services Department, Data and Research Manager will provide an overview and update on the WIOA 1st Quarter Performance Metrics.

**RECOMMENDATION: This item is for information and discussion.**

**VI. Training Cap Review**

*(David Chavez)*

ARIZONA@WORK, City of Phoenix Human Services Department, Workforce Development Specialist, David Chavez will provide a general overview of the current WIOA training services and funding; as well as provide some recommendations for future programming and funding cap.

**RECOMMENDATION: This item is for information and discussion.**

**VII. ARIZONA@WORK City of Phoenix Provider Updates**

City of Phoenix ARIZONA@WORK Providers will update the PEC on events and changes going on in their agencies.

**RECOMMENDATION: This item is for information and discussion.**

**VIII. Executive Leadership Committee (ELC) Updates**

*(Meghan McGilvra)*

The Program Excellence Committee (PEC) Vice-Chair, Meghan McGilvra will discuss the WIOA compliance based on project(s) designated by the ELC.

**RECOMMENDATION: This item is for information and discussion.**

**IX. Scorecard Review**

*(Melissa Trujillo)*

Melissa Trujillo, Program Excellence Committee (PEC) Vice-Chair, will review the scorecard and strategies assigned to the Program Excellence Committee.

**RECOMMENDATION: This item is for information, discussion and possible action.**

**X. PEC Committee Report Form**

*(Daniel Barajas)*

Daniel Barajas, Program Excellence Committee (PEC) Chair, will review and complete the committee report form.

**RECOMMENDATION: This item is for information, discussion and possible action.**

**XI. Matters for Future Discussion**

*(Daniel Barajas)*

**XII. Call to The Public & Open Discussion**

*(Daniel Barajas)*

**XIII. Adjournment**  
*(Daniel Barajas)*