



Phoenix Business and Workforce Development Board
 Program Excellence Committee Meeting
 February 03, 2022
 9:00 am-10:30 am Mountain Standard Time

VIRTUAL MEETING

Meeting link:

<https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=m55ab73f34a417678700c0fbe49129dde>

Meeting number: 2469 262 4513

Password: 3uSvn52Zcm7

Phone: 415-655-0001

Access code: 2469 262 4513

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. Approval of December 02, 2021 PEC Meeting Minutes

(Daniel Barajas)

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

RECOMMENDATION: This item is for information and approval.

III. Workforce Analysis and Outcome Tools

(Samantha Briggs)

Samantha Briggs, Economist, Office of Economic Opportunity, will provide a presentation regarding the data relating to WIOA performance, employment, and training.

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

IV. Eligible Trainer Provider Program Cost Analysis

(Daniel Barajas)

Daniel Barajas, Program Excellence Committee (PEC) Chair, will lead a discussion regarding the WIOA training caps and the eligible training provider program cost analysis research.

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

V. Mobile Career Unit Update

(Jovanna Parkhouse)

Jovanna Parkhouse, City of Phoenix Workforce Development Supervisor of Special Projects, will provide an update on the Mobile Career Unit.

RECOMMENDATION: This item is for information and discussion.

VI. Draft 300.301 Youth Program Policy Review and Approval

(Christina Edwards)

Christina Edwards, Phoenix Business and Workforce Development Board Liaison, will provide the updated youth policy for review and approval.

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

VII. ARIZONA@WORK WIOA 2nd 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 2nd Quarter Performance Metrics.

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

VIII. WIOA System Partner Coordination Updates

(Stacey VanEmst)

Stacey Van Emst, One Stop Operator, Project Director will provide an update regarding the WIOA System reporting (One-Stop Operator, Title II, III and IV) with information regarding the client referral system and system partner coordinator MOU.

RECOMMENDATION: This item is for information and discussion.

IX. Board Meeting Attendance

(Daniel Barajas)

Daniel Barajas, Program Excellence Committee (PEC) Chair, will discuss board meeting attendance with possible action regarding attendance notification.

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

X. ARIZONA@WORK City of Phoenix Provider Updates

(Daniel Barajas)

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.

XI. Executive Leadership Committee (ELC) Update

(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.

XII. 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.

XIII. 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.

XIV. Matters for Future Discussion

(Daniel Barajas)

XV. Call to the Public & Open Discussion

(Daniel Barajas)

XVI. Adjournment

(Daniel Barajas)