



**NOTICE OF PUBLIC MEETING OF THE
MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD YOUTH COMMITTEE**

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

September 8, 2022 – 9:30 a.m.

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

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

The Agenda for the 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.

4. Consent Agenda.

For Possible Action.

The Committee 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 Committee asks to remove the item from the consent agenda.

- a. Meeting Minutes: September 2, 2021*
 - b. Meeting Minutes: January 6, 2022*
 - c. Meeting Minutes: March 3, 2022*
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5. Chairman’s Report.

6. Information/Discussion Only

- a. Youth Committee Areas of Focus
 - i. What do you see as some of the most significant gaps between job seekers and employers, and what ideas do you have to bridge these gaps?
 - ii. If funding was not an option, what are some ideas for this committee to consider as areas of focus for this FY?
 - iii. Considering the Strategic Planning goals and committee focus, what resources can the MCWDB staff provide to assist the committees better?
 - iv. What innovative ideas might be used to create the committees’ focus areas?
 - v. What are the committees’ focus for this fiscal year?
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7. Call to Public.

8. Adjourn.

NEXT MEETING: November 3, 2022

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.



Consent Agenda.

Meeting Minutes



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

Thursday, September 2, 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: Erik Cole, Jason Walker and Stan Chavira
(Note: All members present attended via GoTo meeting)

Members Absent: Marcia Veidmark and Tina Drews

MEETING

Call to Order.

Chairman Erik Cole, called the meeting to order at 9:35 a.m., and requested roll call.

Roll Call.

MCWDB Board Liaison, Deseret Romero took roll.

Welcome and Opening Remarks.

Chairman Cole welcomed the Youth Committee, guests and opened up introductions.

Chairman Report.

Chairman Cole provided his brief professional background in workforce development.

Informational/Discussion Only.

Committee Membership.

MCWDB Management Analyst Nancy Avina provided the Committee with a presentation on the Youth Committee membership set forth by the MCWDB Bylaws.

Meeting Cadence & Logistics.

MCWDB Board Liaison, Deseret Romero presented the Committee with the specific details related committee meeting schedule, calendar invitations, meeting materials, etc. Noting that the Committee preparation and process would be consistent with that of the MCWDB Full Board meetings.

Committee Communication.

Executive Director Steve Clark noted that Committee communication should be done through the MCWDB staff to ensure compliance with the Open Meeting Laws.

2021-2022 Committee Focus.

Chairman Cole opened the conversation up to the Committee on the following questions.

- i. *"If funding was not an option, what are some ideas for this committee to consider as areas of focus for FY22?"*

Committee Member Jason Walker discussed the importance of leveraging community involvement and building stakeholder relationships.

Chairman Cole concurred with Mr. Walker suggesting that the Committee invite such community leaders to the start building those relationships. Chairman Cole also suggested bringing in the Service Provider and/or similar agencies.

- ii. *“Given the labor market projections for the in-demand occupations for the next five years, what are your thoughts regarding addressing the employer needs for the Maricopa County metropolitan area?”*

Committee Member Jason Walker shared the challenges faced by youth, including:

- Identifying long-term planning (potential opportunities/what steps are needed)
- Understating jobs vs. career paths

Mr. Walker also discussed developing plans to assist with the barriers some may face and prevent them from seeing the opportunities.

Executive Director Clark commented on the necessity to modify how we communicate with youth and how to start educating them on their potential career options. Mr. Clark also noted the need to bridge the gaps between youth and adult opportunities.

Chairman Cole agreed, while adding the need consider the pandemic challenges.

- iii. *“What do you see as some of the most significant gaps between job seekers and employers, and what ideas do you have to bridge these gaps?”*

Committee Member Jason Walker discussed the need for a fluid process that would include the different title partners to assist the individual with building their career path.

Chairman Cole included the logistic challenges, such as class time and childcare options for ESL.

Action Plan for Areas of Focus.

- i. Next steps to address issues discussed in section A

Chairman Cole inquired if reports from the Service Provider could be provided that would assist with areas of focus to establish an action plan.

Executive Director Clark noted that the Service Provider would be providing regular reports starting in October to the MCWDB Full Board. Mr. Clark also noted that this program year was likely to be a planning year for the Youth Committee, which could include identifying the gaps, solutions for those gaps, developing special programs and possibly pilot programs.

Call to the Public.

Chairman Cole made a call for public comment.

Assistant Director for Workforce Development, CJ Williams introduced himself to the Committee and agreed with the comments discussed, including identifying areas of the Youth Committee’s vision in order to provide guidance to the Workforce Development Division and also identifying the gaps between youth and adults.

Adjourn.

Chairman Cole adjourned the MCWDB meeting at 10:27 a.m.

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



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

Thursday, January 6, 2022 – 9:30 a.m.

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

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

Members Present: Erik Cole and Jason Walker
(Note: All members present attended via GoTo meeting)

Members Absent: Marcia Veidmark, Stan Chavira and Tina Drews

MEETING

Call to Order.

Chairman Erik Cole, called the meeting to order at 9:33 a.m., and requested roll call.

Roll Call.

MCWDB Board Liaison, Deseret Romero took roll. A quorum was not present.

Welcome and Opening Remarks.

Chairman Cole welcomed the Youth Committee and guests.

Consent Agenda.

Due to lack of quorum Chairman Cole deferred the Consent agenda to later in the meeting. (Note: Later in the meeting Chairman Cole deferred the Consent Agenda (a) Meeting Minutes: September 2, 2021 to the next Youth Committee meeting.)

Chairman Report.

Chairman Cole shared the US Department of Labor WIOA Youth Committee Recipes for Success with the Committee.

Informational/Discussion Only.

Title 1B Updates

- i. WIOA Youth Program Overview (14 Youth Elements)
- ii. Youth Initiatives
- iii. Client Service Numbers

Tina Luke, Youth Program Manager with the Workforce Development Division (WDD) provided the Committee with a presentation on the 14 Youth Elements and WDD's role. The following are highlights from Ms. Luke's presentation.

- WIOA Youth Program Overview
- 14 Elements
- Outreach Partners
- Youth Initiatives
- Client Services
- Participants Served (YTD2019/YTD2020/YTD2021)
- Occupational Skills Training (YTD2019/YTD2020/YTD2021)

- Work Experience Referrals (YTD2019/YTD2020/YTD2021)
- Work Experience Spending (YTD2019/YTD2020/YTD2021)

Following Ms. Luke’s presentation, she answered the following questions below from the Committee.

How do the eligible participants find the youth program?

- There are many forms of outreach conducted by the Workforce Development Division, including but not limited to foster homes, flyers, website, walk ins and word of mouth. They have found that word of mouth is the strongest way for potential participants to find the youth program.

What are the work experience challenges?

- Yes, the number of youth with experience is a challenge. Data has supported the occupational skills training leads to better outcome than a general work experience, which leads staff to better identify which participant is currently ready for a work experience.

Chairman Cole noted ASU’s dip in internship experiences due to the pandemic regulations.

Chairman Cole invited Ms. Luke to present to ASU’s Youth Provider Network.

MCWDB Executive Director Steve Clark complimented Ms. Luke and the Workforce Development Division staff on the Board approved work they complete.

2021-2022 Committee Focus.

- i. How can the MCWDB bridge the knowledge gap between youth and the Arizona@WORK workforce system?
 1. The Board’s / Committee’s direct role?
 2. The Board’s / Committee’s support of MCWDB staff?
- ii. What priorities do you see?
- iii. What challenges / obstacles do you see?
- iv. How can this Committee best integrate and align with the Employer Connection and the Marketing & Outreach Committees?

The above questions were discussed by the Committee.

Chairman Cole read the in-demand industries for inclusion in the discussion of the questions above.

Mr. Clark briefly discussed the importance of bridging the gap for potential job seekers who would end up filling the in-demand positions. Mr. Clark also suggested inviting partners and stakeholder to the Executive Committee to further discuss ways to bridge these gaps. In addition, Mr. Clark provided an example of how companies are modifying their hiring process to ensure they are receiving the best candidate. Intel has modified their hiring process to focus on soft skills and experience, rather than a sole focus on the applicant’s college degree.

Chairman Cole shared the benefits of ASU’s college peer advisors and their direct connection to potential interested students. The students are communicating with someone their own age who has completed what they wish to complete.

Chairman Cole suggested that the Youth Committee make early awareness of such opportunities. Possibly even starting at the elementary level, which would provide an opportunity to include parents.

Mr. Clark suggested that this be a youth focus for the Strategic Plan.

Youth Committee Member Jason Walker concerned that youth who have completed the program would be very impactful to those considering the program. Mr. Walker also suggested inviting the youth participants who completed the program to speak to the Youth Committee on the challenges they faced.

Mr. Walker noted his encouragement to hear increased counseling for youth program participant symptoms to barriers.

Ms. Luke noted the continued effort by Career Advisors to identify resources for youth that may experience barriers such as incarceration, financial literacy, translation, and future mentorship.

Chairman Cole recommended that the Youth Committee return with a focus on identifying priorities and goals.

Mr. Clark noted the upcoming Youth Committee membership recommendation of Sherie Steele by Chairman Matt McGuire.

Call to the Public.

Chairman Cole made a call for public comment. No one spoke.

Adjourn.

Chairman Cole adjourned the MCWDB meeting at 10:28 a.m.

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

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

Thursday, March 3, 2022 – 9:30 a.m.

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

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

Members Present: Erik Cole, Jason Walker, and Sherie Steele
(Note: All members present attended via GoTo meeting)

Members Absent: Marcia Veidmark, Stan Chavira, and Tina Drews

MEETING

Call to Order.

Chairman Erik Cole, called the meeting to order at 9:33 a.m., and requested roll call.

Roll Call.

MCWDB Board Liaison, Deseret Romero took roll. A quorum was not present.

Welcome and Opening Remarks.

Chairman Cole welcomed everyone to the Youth Committee meeting and introduced new Youth Committee member Sherie Steele. Ms. Steele briefly shared her professional background and experience.

Consent Agenda.

Due to lack of quorum Chairman Cole deferred the Consent agenda to when a quorum was established. No quorum was established.

Chairman Report.

Chairman Cole summarized the recent discussions by the Youth Committee and Full Board with the follow focuses.

- Marketing and Outreach
- Community Stakeholder Participation

Informational/Discussion/Possible Action.

Strategic Plan Recommendation

- i. Identify Youth Committee Goals and Priorities
- ii. Bridging the Youth Gaps (partners/stakeholders' collaboration)
- iii. College/WIOA Youth Program Peer Mentorship and/or Involvement
- iv. Early Awareness of Career Pathways (Elementary and Middle Schools)

Chairman Cole summarized the four outlined strategic plan recommendations were discussed and identified at the previous Youth Committee meeting.

Committee Member Jason Walker concurred with Chairman Cole that the list captured the conversation.

Chairman Cole inquired if a motion was necessary to move the item forward.

MCWDB Executive Director Steve Clark noted that a motion was not necessary, that Chairman Cole could share the Youth Committee's recommendations at the next Executive Committee meeting. Mr. Clark also thanked the Workforce Development Division for their great work and to work on providing them innovation ideas.

Informational/Discussion Only.

Youth Challenges (Youth Guest) (Note: Item heard out of order.)

As a participant of the Maricopa County Workforce Youth program, Serena Martinez shared her touching story and experience with the Maricopa County Workforce Youth group, including financial assistance and GED assistance.

Chairman Cole thanked Ms. Martinez for sharing her story and complemented her on her hard work.

MCWDB Full Board Chairman Matt McGuire thanked Ms. Martinez and inquired as to her future plans and how we can help her.

Ms. Martinez noted the importance of supporting her family being an example to her younger siblings. Ms. Martinez also stated that she could not think of any immediate support need but would reach out if she needed it.

Chairman Cole asked Ms. Martinez if she shares her experience at ARIZONA@WORK with others. She noted that she does regularly.

Youth Services Initiatives

Youth Program Manager Tina Luke provided a presentation on the new Youth Services Initiatives. Below are the highlights of Ms. Luke's presentation.

- 8 Upcoming Youth Services contracts and their specific focus areas
- 2 Co-Location Opportunities
- Title II Partner Programs/Services

The Committee asked the following questions.

- What are the main referral pathways for youth to engage in services?
 - Word of mouth being the most prominent, followed by training providers and community agencies.
- How do we not lose kids due to the disengagement of the pandemic?
 - Work closely with training providers and be flexible as some do not work best virtually.
- How can we work to fill the in-demand positions?
 - The pre-apprenticeship programs would likely assist with developing a career pathway and provide an income while they learn.

Chairman Cole recognized the importance of the pre-apprenticeship opportunities and would include in the Youth Committee discussions.

Education and Careers Working Group

MCWDB Executive Director Steve Clark provided the Committee with a recommendation for an education and careers working group for discussion. Due to the restrictions of the bylaws related to the Youth Committee, the working group could be an extension of the Youth Committee designed to identify effective changes, to fill the gaps and awareness of career pathways. In addition, the working group would report to the Youth Committee and provide for an opportunity to bring stakeholders into the fold, as previously discussed by the Youth Committee. (Post-secondary, Community Colleges, private schools, K-12 Districts, etc.) Would like to receive feedback prior to submitting to the Executive Committee for consideration.

Chairman Cole noted his support of the concept and providing the opportunity to engage with stakeholders.

Committee Member Jason Walker agreed that it would be helpful to hear from those with experience navigating the systems.

Mr. Clark also noted the importance of including the support of the Workforce Development Division.

Mr. Clark also noted that he would prepare a formal report and feedback from leadership for possible implementation in Fiscal Year 23.

Chairman Cole asked the Committee and Mr. Clark to start thinking of potential participants to the working group.

Call to the Public.

Chairman Cole made a call for public comment. MCWDB Full Board Member Leah Hill complimented the Youth Committee on their inclusion of the holistic perspective into the workforce plan. Ms. Hill noted the employer movement of including this into their businesses.

Adjourn.

Chairman Cole adjourned the MCWDB meeting at 10:27 a.m.

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

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