



Phoenix Business and Workforce Development Board
Program Excellence Committee Meeting
May 04, 2023
9:00 am-10:30 am Mountain Standard Time

VIRTUAL MEETING

Meeting link:

<https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=m32d7bca7d388d09b8bc759ad350d8af6>

Meeting number:

2454 381 6626

Password:

PcVqYrru566

Join by video system

Dial 24543816626@cityofphoenix.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-415-655-0001 US Toll

Access code: 2454 381 6626

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 April 6, 2023 PEC Meeting Minutes

(Daniel Barajas)

The April 6, 2023 Program Excellence Committee (PEC) Minutes are recommended for review and approval.

RECOMMENDATION: This item is for information and approval.

III. Route to Relief Update

(Jason Weinstein)

Maricopa County Community College District Chief Officer of Corporate Engagement Jason Weinstein will present a Route to Relief update. Route to Relief at Maricopa Community Colleges is offered in partnership with the City of Phoenix and provides individuals with free tuition, monthly stipends, and employment assistance when enrolled in eligible programs across the 10 Maricopa Community Colleges. This project is designed to assist individuals whose employment or household income was impacted by the COVID-19 pandemic. Students will be eligible to receive funding beginning July 2022 and the project will continue through December 2024.

RECOMMENDATION: This item is for information and discussion.

IV. Training Cap Increase Update

(Deb Furlong)

ARIZONA@WORK City of Phoenix Business and Workforce Program Manager Deb Furlong will update PEC members on the status of ARIZONA@WORK workforce system programs since the approved training cap increase for workforce participants.

RECOMMENDATION: This item is for information and discussion.

V. Title IB Quarterly Performance Update

(David Chavez)

ARIZONA@WORK City of Phoenix Interim Deputy Director David Chavez will present the quarterly performance update for ARIZONA@WORK City of Phoenix Title 1B programs.

RECOMMENDATION: This item is for information and discussion.

VI. Mobile Career Unit Update

(James Montoya)

ARIZONA@WORK City of Phoenix Project Director James Montoya will present updates about the Mobile Career Unit.

RECOMMENDATION: This item is for information and discussion.

VII. AZQUEST Policy Review

(Deb Furlong)

ARIZONA@WORK City of Phoenix Business and Workforce Program Manager Deb Furlong will present AZ Quest policy changes.

Policy changes for approval:

200.202 Individualized Career Services
 200.206 Workforce Preparation Activities
 400.403 Data Integrity and the Customer Participation Cycle
 400.407 Performance Measures
 600.603 Training Services - Entrepreneurial
 700.704 QA Equal Opportunity is the Law

RECOMMENDATION: This item is for information and discussion.

VIII. Strategy Team Assignment Updates

(Daniel Barajas)

The Program Excellence Committee will provide updates to inform how each team is accomplishing their Strategy Assignments.

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

IX. Scorecard Review and Strategies for Improvement

(Program Excellence Committee)

The Program Excellence Committee will discuss ways to improve the strategies listed on the PEC scorecard.

Scorecard items for discussion:

- A review of the committee meeting and committee scorecard PowerPoints used to streamline the reporting process.
- Suggested workgroups and expectations of the PEC members.
- Scorecard alignment with the local plan and the strategies used to achieve the PEC scorecard goals.

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

X. Committee Report Form

(Daniel Barajas)

Daniel Barajas, Program Excellence Committee (PEC) Chair, will provide PEC committee updates.

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)