



**Phoenix Business and Workforce Development Board
Program Excellence Committee
Meeting Minutes**

**Virtual Meeting
May 4, 2023
9:00 am**

Members Present:

Suzanna Armijo
Daniel Barajas
Jaclyn Boyes
Samantha Hansen

Scott Holman
Megan McGilvra
John Soto

Committee Members Absent:

Alli Benezra
Elizabeth "E" Cole

Stacie Garlieb
Karen Hartson

Public Attendees:

Eddie Barojas
Steven Bennett
Natalia Carranza
David Chavez
Sandra Enriquez
Stan Flowers
Thomas Flynn
Marchelle Franklin
Deb Furlong
Matalie Hastings
LaSetta Hogans (Executive Director)
Al Jernigan
Justin West
Laura Whitehead
Ariadna Valentin
Cynthia Vega

Hayden Maynard
James Montoya
Dustin Panoff
Jovanna Parkhouse
Dwayne Pattie
Jeannette Perez
Christina Quijada
Demitria Robles
Amy Schofield
Linda Scott
Brenda Urquidi

1. Call to Order / Roll Call:

Program Excellence Committee (PEC) Chair Daniel Barajas called the May 4, 2023, meeting to order at 9:02 a.m. Roll call was completed, and a quorum was present.

2. Approval of April 6, 2023, Meeting Minutes:

PEC Chair Daniel Barajas requested a motion to approve the April 6, 2023, PEC Meeting Minutes. **A motion to approve the April 6, 2023, Meeting Minutes,** was made by PEC Vice-Chair Meghan McGilvra, and seconded by PEC Member Samantha Hansen.

Approved: Suzanna Armijo, Daniel Barajas, Jaclyn Boyes, John Soto

Abstained: None

Opposed: None

Motion passed by majority

Scott Holman joined the meeting at 9:05 a.m.

3. Training Cap Increase Update

ARIZONA@WORK City of Phoenix Business and Workforce Manager Deb Furlong shared information about Adult, Dislocated Worker (DW), and Youth enrollment and training cap for the respective categories. In 2022, all programs' allowable training grants increased to \$10,000 for targeted industry training and \$7,000 for non-targeted industry training. In PY 2022, Adult and Youth programs saw an increase in enrollment over PY 2021, while DW decreased in the same period. Healthcare, manufacturing, and construction have seen an enrollment increase in PY 2022.

ARIZONA@WORK City of Phoenix Workforce Development Supervisor Laura Whitehead shared that since the PEC Committee increased the training cap limits,



the aggregate amount of out-of-pocket spending for ARIZONA@WORK City of Phoenix WIOA participants decreased from \$332,459 in PY 2021 to \$46,742, an 86% decrease. The out-of-pocket decrease has significant impact on customers and their long-term planning. Thirteen enrollees with out-of-pocket expenses were enrolled in non-targeted industry programs and nine were enrolled in targeted industry trainings.

ARIZONA@WORK City of Phoenix Interim Deputy Director David Chavez shared information about the Youth program. He introduced Amy Schofield from Neighborhood Ministries who shared that because of the training cap increase, they have seen participants engage in more rigorous courses of study and it has opened more career pathways to them. Jeannette Perez from Chicanos Por La Causa (CPLC) shared that 93% of their program's participants have been covered by CPLC. Dustin Panoff from YMCA Valley of the Sun shared that they have seen an increase in participants that have been enrolled in dental assistant training. The positive impact has been that there have been fewer out-of-pocket costs for participants. Linda Scott from Jewish Family & Children's Service shared that participants are exploring opportunities they might not have had in the past because of the training cap increase, including welding. All providers noted that because of the training cap increase, many training providers have increased the cost of programs.

Deb shared that both ARIZONA@WORK City of Phoenix and Maricopa County heard from eligible training providers that they had not increased costs for a significant amount of time and that the local areas monitor program costs to ensure they are not out of line with industry standards.

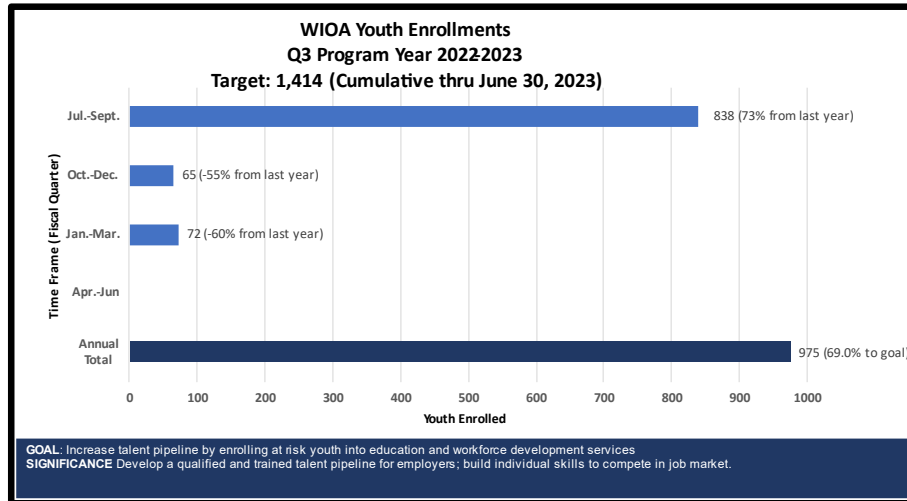
PEC Ad-Hoc Member Jaclyn Boyes asked if the training caps have resulted in quicker job placement and higher starting wages. PEC Vice-Chair Meghan McGilvra asked if there was potential to see if engagement with participants has improved for training providers and if there was an improvement in training outcomes as a result of the increase in training caps.

Daniel Barajas left the meeting at 9:45am.

4. Title IB Quarterly Performance Update

ARIZONA@WORK City of Phoenix Data Analyst Justin West presented an overview of PY 2022-23 Q3 Title IB performance:

PY 2022-23 Youth Program Q3 Enrollments



Negotiated Performance Metrics

Measure	Adult	Dislocated Worker	Youth
2nd Quarter Employment 07/01/21 – 06/30/22	67.50%	75.0%	72.0%
4th Quarter Employment 01/01/21 – 12/31/21	65.0%	72.50%	70.0%
Median Earnings 07/01/21 – 06/30/22	\$6,500.00	\$9,500.00	\$5,044.00
Credential Attainment (CA) 01/01/21 – 12/31/21	69.0%	70.0%	52.0%
Measurable Skill Gains (MSG) 07/01/22 – 06/30/23	60.50%	62.0%	55.0%

Passing	100% of Negotiated Value
Failing	Below 100% of Negotiated Value

PY 2022-23 Q3 Performance

Measure	Adult	Dislocated Worker	Youth
2nd Quarter Employment 07/01/21 – 09/30/21	75.59%	74.34%	76.15%
4th Quarter Employment 01/01/21 – 03/31/21	66.26%	64.02%	79.43%
Median Earnings 07/01/21 – 09/30/21	\$ 8,338.92	\$ 9,834.06	\$ 5,980.95
Credential Attainment (CA) 01/01/21 – 03/31/21	73.39%	68.04%	56.57%
Measurable Skill Gains (MSG) 07/01/22 – 09/30/22	81.66%	73.68%	48.31%

Passing	100% or more of Negotiated Value
Failing	Below 100% of Negotiated Value

5. Mobile Career Unit Update

6. AZQUEST Policy Review

ARIZONA@WORK City of Phoenix Business and Workforce Manager Deb Furlong introduced Phoenix Business and Workforce Development (PBWD) Board policies with proposed updates to accommodate the AZQUEST grant that the City of Phoenix received in funds. The policies needing updates include career services, workforce preparation, data integrity, the customer participation cycle, training services, equal opportunity, and the law policies for dislocated workers.

PEC Chair Daniel Barajas requested a motion to approve the PBWD Board Policies. **A motion to approve the updated PBWD Board policies:**

- 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

was made by PEC Vice-Chair Meghan McGilvra and seconded by PEC Member Scott Holman.

Approved: Suzanna Armijo, Daniel Barajas, Jaclyn Boyes, Samantha Hansen

Abstained: John Soto

Opposed: None

Motion passed by majority

6. Committee Report Form:

PEC Chair, Daniel Barajas shared that the report is a high-level report about the meeting, in which he will share information from the One-Stop Operator report and the success story that was shared.

7. Matters for Future Discussion:

- Consider cancelling July PEC meeting
- Job attainment and starting wages for WIOA participants since training cap increase

8. Call to the Public & Open Discussion:

- None

9. Adjournment:

A motion to adjourn the meeting was made at 10:05 a.m. by PEC Member Samantha Hansen and seconded by PEC Ad-Hoc Member Jaclyn Boyes.

Approved: Suzanna Armijo, Scott Holman, Meghan McGilvra, and John Soto

Opposed: None

Motion passed unanimously