



NOTICE OF PUBLIC MEETING OF THE  
MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE

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

**Thursday, January 23, 2025 – 9:30 a.m. - 10:30 a.m.**

**In-Person:**

**301 W. Jefferson, 9<sup>th</sup> Floor. Room 9038**

**Virtual**

**<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 & 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: November 14, 2024\***
  - b. Monthly Careers Pathway Strategist Report\***
  - c. Jobs Report\***
  - d. One-Stop Operator Monthly Report\***
  - e. Fiscal Report\***
- 

*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.*

**5. Chair Report.**

---

**6. Information/Discussion/Possible Action.**

- a. **2025 Local Board Recertification Approval\***
- 

**7. Information/Discussion Only.**

- a. **2025 Strategic Planning Kickoff**
- 

**8. Call to Public.**

---

**9. Adjourn.**

---

**NEXT REGULAR EXECUTIVE COMMITTEE MEETING: March 20, 2025**

*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: November 14, 2024



MINUTES OF PUBLIC MEETING OF THE  
MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE

**Thursday, November 14, 2024 – 9:30 a.m. - 10:30 a.m.**

**MEMBERS PRESENT: Annie Landers, Bonnie Schirato, Loren Granger, and Shawn Hutchinson**

**MEMBERS ABSENT: None**

**Call to order.**

Chair Bonnie Schirato called the meeting to order at 9:32 a.m. and requested a roll call vote.

---

**Roll Call.**

MCWDB Board Liaison Julia Maciel Vargas took roll call. A quorum was present.

---

**Welcome & Opening Remarks.**

Chair Schirato welcomed everyone to the meeting and shared our vision and values.

---

**1. Consent Agenda.**

- a. Meeting Minutes: May 16, 2024\***
- b. Monthly Careers Pathway Strategist Report\***
- c. Jobs Report\***
- d. One-Stop Operator Monthly Report\***
- e.**

**MOTION:** Chair Schirato asked for a motion to approve the Consent Agenda as presented. Anne Landers made a motion; Leah Shawn Hutchinson seconded the motion.

Chair Schirato called for an all-in favor vote:

**In Favor:** Bonnie Schirato, Anne Landers, and Shawn Hutchinson

**Opposed:** None

**Abstained:** None

Motion passed.

---

**Chair Report.**

Chair Schirato shared a reminder that we had a great first session of the Workforce Forum Series and the second one is approaching January 15<sup>th</sup>. She encouraged everyone to place a hold on their calendar and attend.

---

## **Information/Discussion/Possible Action.**

### **Title II Set Aside Funds\***

MCWDB Management Analyst Julia Maciel Vargas presented on the Title II Set Aside Funds progress. Below are some highlights from her presentation:

- Title II is Adult Education and Literacy and is a core partner in the workforce development system.
- 9 providers in Maricopa County.
- Set-Aside Funds are 3% of the providers total award.
- Intent of the funding is to use it to create a position that will provide information and outreach while also assisting in the dual enrollments of eligible Title I B.
- Next Steps:
  - Contract and signature

Concerns were raised from the Department of Education and this process has been placed on hold. No Motion occurred.

---

## **Information/Discussion Only.**

### **a. Compliance and Policy\***

MCWDB Compliance and Policy Manager Laura Malhoit gave an update on the policy process. Below are the highlights:

- The Board is ready to submit our recertification documents to OEO.
- Updated the eligibility prioritization and approval of training services policy.
- Revision of the monitoring and oversight policy and procedures is forthcoming.

### **b. Eligible Training Provider List\***

MCWDB Management Assistant Hanna Smith presented on the ETPL. Below are the highlights:

- The goal of the ETPL is to allow WIOA grant recipients to make informed decisions about training options by providing information for comparison of different programs.
- Requirements of the ETPL.
- Process of approval for providers and programs on the ETPL.

### **c. Committee Appointments\***

Chair Schirato shared the following updates for each committee:

#### **Youth Committee**

- a. **Robert Garcia, Director, CTE Based Learning, Arizona State Department of Education (non-board member)**

#### **Regional Initiatives Committee**

- b. **Leah Hill, self-employed career coach, (former board member)**
- 

## **Call to Public.**

No one spoke.

---

## **Adjourn.**

Chair Schirato thanked everyone for attending and adjourned the meeting at 10:00 a.m.

---

DRAFT



---

# Consent Agenda

## Monthly Careers Pathway Strategist Report

# In-Demand Career & Apprenticeship Strategist Report

Katelyn Harris Lange | November 2024

## Upcoming Events

- **December 10:** WESTMARC West Valley Workforce Forum
- **Jan 15:** Central Arizona Regional Workforce Forum Series (Session Two)

## Community Partnerships

This month, I attended a number of community events including the 11th Annual Business & Education Summit in Pinal County, the National Association of Workforce Development Professionals Annual Youth Symposium, and the Welcome to America Project Community Breakfast.

## Apprenticeship News

The WDD & MCWDB teams hosted our first Registered Apprenticeship & Pre-Apprenticeship Fair!

The event took place on 11/21 at the East Valley Career Center in Mesa in celebration of National Apprenticeship Week.

We plan to host a second fair in the new year in the West Valley.





# Consent Agenda

## Jobs Report

# Arizona & Maricopa County Job Report

## November 2024

Julia Maciel Vargas

### National Summary

#### Main Takeaways:

- Total Non-Farm employment increased by 12,000 in October for the U.S.
- Job gains increased in Health Care adding 52,000 jobs.
- Unemployment rate changed little at 4.1%
- Average hourly wages grew by 0.4 in October.

### Arizona Summary

#### Main Takeaways:

- Arizona's employment increased by 59,800 since November 2023.
- The unemployment rate increased to 3.7% in November.
- The private sector recorded gains in Trade, Transportation, & Utilities (18,200 jobs)

Arizona Commerce Authority  
 Arizona Office of Economic Opportunity  
 Bureau of Labor Statistics

## Maricopa County Summary

Maricopa County Employment & Unemployment 2024						
	Jan	Feb	March	April	May	June
Nonfarm Employment	2,433	2,362.1	2,363	2,372	2,368	2,335
Unemployment Rate	3.3%	3.2%	2.5%	2.3%	2.8%	3.4%
	July	Aug	Sep	Oct	Nov	
Nonfarm Employment	2,422	2,359	2,374	2,473	2,475	
Unemployment Rate	3.8%	3.4%	3.4%	3.3%	3.4%	

- Maricopa County's unemployment rate increased to 3.4% in November
- **Construction** employment increased to 172.2 in November.
- **Manufacturing** employment level increased to 147.8 in November.
- **Transportation and Warehousing** employment levels increased in November to 121.1
- **Healthcare and social assistance** employment levels increased to a rate of 364
- **Finance and insurance** employment levels increased to 165
- **Information** employment levels also slightly decreased to 41.3

Maricopa County Labor Force November 2024			
Industry	Employment Level	% Change from a year ago	Numeric Year over Year Change
Mining & Construction	170,000	-2.3%	-4,000
Manufacturing	140,200	-1.9%	-2,700
Private Education & Health Services	425,500	+6.2%	24,800
Information	40,500	-1.9%	-800
Financial Activities	212,400	+1.4%	2,900
Trade, Transportation, & Utilities	481,300	+2.3%	10,900



# Consent Agenda

## One-Stop Operator Monthly Report

**To:** Steve Clark, Workforce Board; Laura Malhoit, Julia Maciel Maricopa County Workforce Development Board (MCWDB)

**Date:** **January 19, 2025**

**From:** Janine Estrada – One Stop Operator

**Subject:** One-Stop Operator Report: - December- 2024

**Maricopa County One Stop Operator Front Desk Customer Interactions:**

East Valley Career Center (Mesa)

Service	Dec -24
On-site assistance (resume writing, Title I registration, program referrals, job referrals, Arizona Job Connection (AJC) referrals, and other related services)	392
Calls	112
DES (AJC, Unemployment)	126
Smart Justice calls	52

West Valley Career Center (Glendale)

Service	Dec -24
On-site assistance (resume writing, Title I registration, program referrals, job referrals, Arizona Job Connection (AJC) referrals, and other related services)	765
Calls	
DES (AJC, Unemployment)	380
Smart Justice calls	12

The number of Enrollments for December	Youth	4
	Adult/Dislocated Worker	94
The <b>updated</b> number of Enrollments for November 2024	Youth	4
	Adult/Dislocated Worker	74

### Business Services Updates

During the month of December, the Business Services team connected with 38 new employers and 185 existing employers. We received 1 WARN Notice for Rapid Response Services.

### Number of customers welcomed at Satellite sites. (count kiosk numbers)

<u>SATELLITE LOCATIONS</u>	
Mesa	5
Queen Creek	18
Tempe	80
Wickenburg	27
Surprise	29
Avondale	20
Goodyear	19
Gila Bend	21



A proud partner of the AmericanJobCenter network

**OSO Team Updates November:**

- OSO worked with the DES RE-entry team for smoother communication and more inclusive meetings.
- OSO Community Partners Meeting: Tyson Transformational Technologies Academy presented by LuTonya Lang with 50 in attendance.
- OSO Leadership Meeting: Performance Reporting TEGLs & TENs and Sector Strategy with 19 in attendance.
- OSO promoted services ARIZONA@WORK Career Centers on Mountain Park Diversity Site Council Q4 - Glendale

**Warn and Non warn AJC:**

Notice Date	Warn Type	Employer	Number of Affected Employees	LWIB Area
12/06/24	Non-Warn	General Motors Desert Proving Ground - Yuma	33	9 - ARIZONA@WORK - Yuma County
12/20/24	Warn	Vimo, Inc. (DBA Getinsured)	1	7 - ARIZONA@WORK - Maricopa County
12/30/24	Warn	D&A Consulting Services, Inc. dba GetInsured	6	7 - ARIZONA@WORK - Maricopa County

1. General Motors Desert Proving Ground - Yuma
2. Vimo, Inc. (DBA Getinsured)
3. D&A Consulting Services, Inc. dba GetInsured-



### **Training Team Update 12/31/2024**

Covers the period July 1, 2024 – December 31, 2024

#### Success Story / Highlights:

- Trainer completed Outreach Event to Family Promise which is a non-profit national organization making a local impact with partnerships within a city or county changing lives. They help families facing homelessness secure stable housing through safe shelter, caring connections, and building a community of support. Trainer facilitated Resume Writing Workshop to 9 participants and promoted HSD WDD Services and Workshops.
- Trainers completed a 2-day Outreach Event at Project SEARCH which is a nationwide internship program for students with intellectual and developmental disabilities. Their year-long program engages Gilbert Public Schools students in work and learning at Banner Gateway. The trainer facilitated 2 CPR/AED & First Aid Certification classes to a total of 10 participants.
- Trainer reviewed updated Workforce2You Flyers to 8th grade level for training programs.
- Trainer worked on updating internal staff resume transitioning out of Maricopa County.
- Training Team collaborating with Business Services worked on the CDL Module content. Supervisor worked on Registration and provided Workshop Preview to WDD Management Team, WDD Leadership Team, and WDD All Staff in preparation for January 2025 kickoff.
- Supervisor worked with Communications team for upcoming January CPR Classes at Tempe EnVision Center to create flyer. Connected with trainer to coordinate logistics planning and worked on registration process for organization using training team inbox and Dynamics Events.
- Supervisor connected with The HUB exploring potential Outreach Events in 2025
- Supervisor reviewed and reported 19 facilities requests to HSD Facilities team.
- Supervisor/NRM providing WDD updates (Calendars, Flyers, Resources) & met with Contact Center Supervisor on Orientation/CDL Module process changes
- Trainers and Supervisor supported Clients Portal Password Reset
- Trainers and Supervisor supported Extended Hours coverage
- Trainers and Supervisors worked on 2025 Preparations (Calendars, Trackers, Trainer Admin items) updates
- Supervisor continues to meet with Rapid Response Coordinator to review and support training for upcoming RR Events
- Supervisor assisted with ARIZONA@WORK Maricopa County website updates for Center Calendars, Job Listings, and Hiring Events

<b>WDD CENTER TRAINING SERVICES</b>	<b>EVCC Dec. 2024</b>	<b>WVCC Dec. 2024</b>	<b>Program Year to Date EV Totals</b>	<b>Program Year to Date WV Totals</b>	<b>Program Year to Date Team Totals</b>
Orientation Virtual Participants	48	86	620	1010	1630
Orientation In Person Participants	N/A	N/A	45	108	153
AJC & Client Portal Application Lab	1	4	36	92	128
Job Search Assistance Workshop	2	3	23	12	35
Resume Writing Virtual Workshop	13	6	52	11	63
Resume Writing In Person Workshop	7	9	61	63	124
Resume Writing Lab	7	6	54	46	100
Job Interview Practice Virtual Workshop	9	11	23	25	48
Job Interview Practice In Person Workshop	6	2	14	5	19
Basic Computer Skills Workshop	1	5	12	31	43
Financial Empowerment Workshop	2	4	15	16	31
Introduction to Entrepreneurship Workshop	0	2	11	10	21
Workplace Readiness Workshop	0	1	2	1	3
Youth Leadership Development Virtual Workshop	2	0	16	8	24
CPR/AED & First Aid Class	0	1	18	23	41
Spanish Basic Computer Skills Workshop	0	0	0	1	1
Spanish Financial Empowerment Workshop	0	0	0	0	0
Spanish Resume Writing Workshop	0	0	0	0	0
Youth Office Proficiency Assessment Assisted	5	7	36	86	122
Office Proficiency Assessment and Certification Obtained	2	1	25	9	34
Community Outreach Events (Refugee, etc.)	3	0	21	17	38
Community Outreach Event Participants	19	0	274	227	501
Rapid Response Events	0	0	0	0	6
Rapid Response Event Participants	0	0	0	0	220
Hiring Event Workshops	0	0	0	0	0
Hiring Event Workshops Participants	0	0	0	0	0
WDD New Hire Onboarding Staff Participants	0	0	0	0	2
WDD Internal Staff Training Participants	0	0	35	18	53

### WDC Site Workshop Update 12/31/2024

<i>East Valley Workforce Development Coordinator Partnership Sites</i>			
<i>Workshop Name/Type</i>	<i>Mesa Partnership Site # participants attended</i>	<i>Queen Creek Partnership Site # participants attended</i>	<i>Tempe Creek Partnership Site # participants attended</i>
<i>Resume</i>	<i>2</i>	<i>0</i>	<i>2</i>
<i>Job Search</i>	<i>0</i>	<i>1</i>	<i>1</i>
<i>Interview</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Financial Empowerment</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Pop-Up 1:1</i>	<i>0</i>	<i>0</i>	<i>1</i>
<i>Held off-site, in community # of workshops/total # participants</i>	<i>0 workshops / 0 parts</i>	<i>0 workshops / 0 parts</i>	<i>0 workshops / 0 parts</i>
<i>Total # Participants</i>	<i>2</i>	<i>1</i>	<i>4</i>

<i>West Valley Workforce Development Coordinator Partnership Sites</i>					
<i>Workshop Name/Type</i>	<i>Avondale Partnership Site # participants attended</i>	<i>Gila Bend Partnership Site # participants attended</i>	<i>Goodyear Partnership Site # participants attended</i>	<i>Surprise Partnership Site # participants attended</i>	<i>Wickenburg Partnership Site # participants attended</i>
<i>Resume</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1</i>
<i>Job Search</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>3</i>	<i>2</i>
<i>Interview</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>0</i>
<i>Financial Empowerment</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
<i>Pop-Up 1:1</i>	<i>2</i>	<i>0</i>	<i>3</i>	<i>1</i>	<i>0</i>
<i>Held off-site, in community # of workshops/total # participants</i>	<i>0 workshops / 0 parts</i>	<i>5 workshops / 5 parts</i>	<i>0 workshop / 0 parts</i>	<i>0 workshops / 0 parts</i>	<i>0 workshops / 0 parts</i>
<i>Total # Participants</i>	<i>2</i>	<i>5</i>	<i>3</i>	<i>5</i>	<i>3</i>



**Success Story**  
**Wickenburg Partnership Office**

**Participant Name:** Heidi – W2Y (Dual enrollment in MAA and MBC)

**Month/Year:** December / 2024

**Workforce Development Coordinator:** Donna Bunch

Heidi, was dual enrolled in the new Workforce 2 You (W2Y) Grant Program, taking both the Medical Administrative Assistant (MAA) and Medical Billing and Coding (MBC) Training courses. Both programs were accelerated, meeting twice a week, and Heidi was fully aware of the commitment required for such a rigorous schedule.

From the start, it was clear that Heidi was dedicated, demonstrating a strong work ethic and punctuality. She consistently arrived early and well prepared for her training sessions. Additionally, she maintained open communication with the Workforce Development Coordinator (WDC) throughout the process.

Heidi was proactive in attending workshops before the W2Y training even began, ensuring she was prepared for her future job by working on her resume ahead of time.

The MAA program included an externship opportunity, which Heidi successfully completed. Following her externship, she was offered a full-time position with full benefits. After she completes her three-month probationary period, Heidi will be eligible for a potential pay increase, which she is eagerly looking forward to.

Heidi continues to study for her national exam to obtain her Medical Billing and Coding certification.

Despite facing a few obstacles during her W2Y training period, Heidi's perseverance paid off as she completed both training programs and secured a full-time job.



## **ARIZONA@WORK Maricopa County Collaboration Leadership Meeting**

Date: January 8, 2025, via Teams 10 am -11 am

Attendees: 22

Title Ib: Andrew Lucero, Tina Luke

Indian & Native American Programs (INAP):

Title II: Christine Niven (Mesa Adult Edu), JakinDee Kosaka, Kelly Stewart, Ilaria Verzillo (GALP), Delia Flores (GALP), Johana Arellanes Parra (Friendly House),

Title III: Tim Tucker, Mario Atkins

Title IV Voc Rehab: Sharon Cunningham

SCSEP: Al Jernigan

RESEA: Sandra Stephens, Amy Bratlie

TANF: Allison Greer

NFJP: Teresa Mendez, Daisy Samano

Second Chance: Jennifer Fixman, DES Reentry Employer Outreach

Chevera Trillo (DES/Workforce Development Admin)

Community Services Block (CSBG): Madison Ginsberg

Laura Malhoit (OOC)

Equus: Janine Estrada OSO, Hugh Wolf City of Phoenix OSO

Summary of monthly meetings in the future with the agenda and meeting minutes.

### **I. Welcome Remarks**

Janine Estrada welcomed participants to the ARIZONA@WORK Maricopa County Collaboration Leadership Partners meeting, first of 2025

### **II. Partner updates**

- Tim Tucker discussing his role post-restructuring
- Sandra Stephens introduced Amy Bratlie as the new RESEA supervisor.
- East Valley Hiring Event- Thu, Jan 23 2025, 11 am - 2pm.
- Customer Experience Training – Hybrid Jan 16 via Teams

### **III. Collaborative Leadership, shared by Hugh Wolf,**

Collaboration leadership, covering topics such as vertical and horizontal leadership, trust-building, and team motivation. He stressed the importance of teamwork, delegation, and empowering team members to utilize their unique talents.

Leadership styles and their impact on team dynamics.

Transparency and Leadership in Organizational Culture



A proud partner of the AmericanJobCenter network

Risk-Taking in Leadership

Strategies for engaging and retaining younger employees in the workforce- more open culture and providing space to be heard.

-Visionary and Vertical leadership

#### IV. **Menti Question**

- What additional resources or insights on in-demand sectors would help improve our collaborative efforts?
  - What percentage are entry level vs. skill level openings?
  - Presentations on in-demand sectors listed in the workforce plans and what employers are at the table to partner on those pipelines.
  - Which training credentials are most important to the employers?
  - Shadowing opportunities
  - Knowing which employers in these industries are hiring. And of those employers, which are background-friendly or case-by-case.
  - Process and needs to get into those positions
  - Internships and shadowing opportunities
  - Soft skill credentials that are valued by employers as stackable onramps to industry sectors.

#### V. **Suggested action items for upcoming partners' meeting**

- Sharing best practices with organizational industry/sector connections.
- OSO requested referral data and will reach out to partners

VI. Unite Us- Referral Platform of ARIZONA@WORK Maricopa County Workforce System

VII. **Adjournment**

**Next Meeting:**

**February 10 am to 11 am**

## What additional resources or insights on in-demand sectors would help improve our collaborative efforts?

what percentage are entry level vs. skill level openings

Presentations on in-demand sectors listed in the workforce plans and what employers are at the table to partner on those pipelines.

Which training credentials are most important to the employers?

Knowing which employers in these industries are hiring. And of those employers, which are background-friendly or case-by-case.

shadowing opportunities

Process and needs to get into those positions

internships and shadowing opportunities

Soft skill credentials that are valued by employers as stackable onramps to industry sectors.



A proud partner of the AmericanJobCenter® network

### **ARIZONA@WORK Maricopa County Community Partner Meeting**

Date: January 9, 2024, via Teams 2 pm -3 pm

Attendees: 55

Attendees:

Title IB: Alejandro Esquivias, Aseel Rassam, Gretchen Holmes (CCWFC), Aurora Arellano, Amy Altschul, Latonya Eaton, Carter Ellis, Maritza Toyos, Valerie Carrillo Rojas, Celina Lopez, Rebekah Keizer, Andrea Merchant, Christopher Sternisha, Donna Bunch, Julie Torres, Ethel Cunningham, Gabriela Rodriguez, Jennifer Madison

Title I Migrant and Seasonal Farmworker:

Indian & Native American Programs (INAP):

Title II: David Howden (ACYRAZ), Melisa Isic (Friendly House)

Johana Arellanes Parra (Friendly House)

Title III: Danielle Nahass

DVOP:

LVER:

IV: Tim VR, Cassandra Avery

Title V SCSEP: Al Jernigan

NFJP: Teresa Mendez, Daisy Villanueva Samano

CTE:

REO DES Reentry: Ty Jackson

TANF Jobs: Eduardo Soto, Allison Greer

Arizona RRP: Dawn Strecker

Community Services Block (CSBG)—

DES: Julian Saucedo

Community Partners:

Dean Scheinert (JustaCenter)

Karen Bazzle (HTA)

Howard Mahaffey (CBI)

Fabin Reed (CBI)

Lisa Purdy (Ability360)

Mohamed Abdullahi (IRC)

Sharise Erby (IRC)

Toni (IRC)



A proud partner of the AmericanJobCenter® network

Lindsey Wilcox (Solari)  
Marina Hernandez (Adelante Healthcare)  
Heather Dietrich  
Emory (ACMF)  
Sara Hernandez (Banner Health)  
Alejandro Flores (Keogh Health Connection/CPLC)  
Heather Dietrich  
Equus: Verania Pacheco, Ashley Eaton, Cynthia G Vega, Hugh Wolf, Yolanda Smith,  
and Janine Estrada OSO

Summary of monthly meetings in the future with the agenda and meeting minutes.

### **I. Welcome Remarks**

- Janine Estrada welcomed participants to the ARIZONA@WORK Maricopa County Community Partners meeting, the first meeting of 2025.

### **II. Partner updates**

- OSO Customer Experience training hybrid training Jan 16<sup>th</sup>
- Andrea Merchant -Avondale Resource Center from 11 to 2 on Thursday, Jan 16. 30 employers from various industries and resources like Dress for Success.
- DES Reentry- opening another Second Chance Center at Lewis State Prison- Steiner unit. (3-Tucson Complex, one at Phoenix West Complex, Perryville, and now Lewis)
- DES Mesa office hiring event on 1/23- link

### **III. National Farmworker Job Program - PPEP, presented by Daisy Villanueva Samano**

- Grant was established in 1964 as an Economic Opportunity Act funded by DOL. Designed to assist the farmworkers their families by providing services to help them achieve success and self-sufficiency.
- PPEP, Over 50 years serving the communities based in Tuscan and serving the whole state of AZ:
  - Integrated services and behavioral health
  - PEP Tech schools HS
  - AZ Virtual Academy
  - PPEP Prevention
  - Training and Employment
  - Micro- Business dept
  - Human Services
  - International
  - First American Services Corp
- An overview of the National Farmworker Job Program (NFJP) in Maricopa County and across the state.

2



A proud partner of the American Job Center network

- WIOA funding- in-demand sectors
- ETPL, but not limited to
- Career Services
- Training and Employment
- Eligibility: an adult or a youth, a dependent of a migrant seasonal farmworker, or anyone that lives in a household that is being supported by income from farmwork can be eligible.
  - Assessments to check eligibility (Low-income individuals and farmwork) legally able to work in the United States and registered with the Selective Service

**How can we better leverage partnerships to enhance services across communities?**

- Co-enrollments – marriage between partners with common interest- Client Success
- Consider a holistic approach, finding unique ways to approach and provide value to both participants and employers.
- Emphasized on the significance of community partnerships and the need for effective networks. Team up for fruitful partnerships, sharing expertise and resources.
- Benefits of collaboration and fostering partnership, open communication, and knowledge sharing leading to better teamwork and innovative solutions. No duplicate services, build relationships to enhance services across communities
- Key Industry Sectors- agricultural, renewable energy, transportation, technology, and healthcare.

[Home - PPEP](#)

•

**IV. Q & A Session (Menti)**

- What challenges have you faced in establishing connections with industry partners?  
-see the last page

**V. Action items for upcoming partners' meeting**

- Industry-Driven Strategy- Incorporate partners' engagement and partnerships with in-demand industries

**VII. Adjournment January 9<sup>th</sup> 2:48 pm**

**Next Meeting:**

The next meeting is scheduled for Wednesday, February 13<sup>th</sup>, 2025, from 2 pm to 3 pm.

Additional Partner Updates:

- **Job Blast** – upcoming Job Fairs -PDF attached
- ASU collaboration with MCC Sustainability grant: Free Sustainability Courses to Employers extends through February. Please see link.

[ASU announces SWSIE workforce challenge to accelerate sustainability in the Southwest - ASU Learning Enterprise](#)

- Winter Community Forum Sat Jan 25<sup>th</sup>, 8:30 am to 12:30 pm- pdf attached
- Mesa Hiring Event Jan 23 [East Valley Hiring Event | ARIZONA@WORK](#)

# What challenges have you faced in establishing connections with industry partners?

More info on Co-enrollments

Identifying appropriate partners and communication

Are they jobs for underage cdl drivers?

Siloed work

Simply a lack of desire to want to share information and cooperate in the same sandbox.

Follow through. And the lack of reciprocation

We are building new partners and also our team statewide. This is an exciting time for workforce partners throughout the state.

Lack communication and shared of information

# What challenges have you faced in establishing connections with industry partners?

Willingness to help or connect with new businesses or only go with those they already know.

Time to get out and build the partnerships. Not knowing where events are held

Figuring out what partner will have resources to help our clients

Lack of updated information on their websites.

Lack of communication and/or participation.

not wanting to share information when it comes to sharing partners



Location: Microsoft Teams Meeting

Date: January 8, 2025

Time: 10:00 AM - 11:00AM

---

**Agenda details:**

- I. Introductions
- II. Leadership Partner Updates
  - a) What are the leadership partners currently involved in, and any significant changes?
- III. Presentation by Hugh Wolf Collaborative Leadership  
Q & A Session  
Menti:  
<https://www.menti.com/al5w1vstpqyg>
- IV. Mention of United Us
- V. Action items
  - What do you want to see?
  - Please share referral data
  - Please register for upcoming training/ have staff register.
- VI. Adjournment

Location: **Microsoft Teams Meeting**  
Date: Jan 9, 2025  
Time: 2:00 PM - 3:00 PM

---

- I. Welcome and Introductions (2 minutes)
  - A brief welcome to all partners in attendance.
  - Request introductions from attending partners, including title and email address, share in chat
- II. Partner Updates (10 minutes) Share in both chat and live  
-Hybrid Customer Experience Training will be offered next week at the EV location.
- III. Presentation By Teresa Mendez- PPEP - National Farmworker Jobs Program (NFJP)  
[PPEP - NFJP](#)
- IV. Questions for Teresa Mendez and Survey
- V. Reminder- Maricopa County's referral platform Is **Unite Us**

Next Upcoming Partnership Meeting – Feb 13<sup>th</sup>, 2025 2 pm – 3 pm  
In-Person Customer Experience Training Jan 16<sup>th</sup> EV 10 am to 1 pm



# Consent Agenda

## Fiscal Report



# FY25 WIOA Financial & Budgetary Review





**FY25**  
**WIOA Financial & Budgetary  
Review**

**Nicole Forbes**  
**Finance & Budget Manager**

# FY2025 WIOA Budget to Actual

## **Service Provider Approved Budget \$15,911,612**

Expended YTD as of December 31<sup>st</sup>, 2024

\$6,979,328

## **WDB Approved Budget= \$ 1,165,244**

Expended YTD as of December 31<sup>st</sup>, 2024

\$500,656

\*\*In FY25 at minimum \$11,814,762 must be expended by June 30<sup>th</sup>, 2025

63% Expended as of December 31<sup>st</sup>, 2024

# WIOA Funding by Category

Fiscal Year 07/01/2024-06/30/2025						
FY25 Service Provider (WDD)						
	FY25 Approved Budget	YTD FY25 12/31/2024	% Spent YTD	Forecast	% Forecast	Balance Remaining
<b>Roll Up</b>						
ADULT	10,487,465	4,118,588	39%	8,478,657	81%	2,008,808
DW	485,428	328,247	68%	485,428	100%	(0)
YOUTH	4,638,719	2,458,653	53%	4,171,245	90%	467,474
RR	300,000	73,840	25%	140,758	47%	159,242
<b>Total</b>	<b>15,911,612</b>	<b>6,979,328</b>	<b>44%</b>	<b>13,276,088</b>	<b>83%</b>	<b>2,635,524</b>
Fiscal Year 07/01/2024-06/30/2025						
FY25 Workforce Development Board (WDB)						
	FY25 Approved Budget	YTD FY25 12/31/2024	% Spent YTD	Forecast	% Forecast	Balance Remaining
<b>Roll Up</b>						
ADULT	908,891	345,417	38%	880,365	97%	28,526
DW	34,957	36,282	104%	33,860	97%	1,096
YOUTH	221,396	118,957	54%	214,448	97%	6,949
<b>Total</b>	<b>1,165,244</b>	<b>500,656</b>	<b>43%</b>	<b>1,128,673</b>	<b>97%</b>	<b>36,571</b>





**Thank You**

	Total Program Budget Allocation	FY25 Year-to-Date Expended	FY25 Forecasted Budget	FY25 Remaining Budget	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	13TH PERIOD
<b>WDB BTA FY25</b>																	
<b>TOTAL PERSONNEL</b>	<b>422,694</b>	<b>213,577</b>	<b>417,711</b>	<b>4,983</b>	<b>36,526</b>	<b>35,663</b>	<b>33,928</b>	<b>37,456</b>	<b>34,188</b>	<b>35,816</b>	<b>32,465</b>	<b>32,390</b>	<b>34,010</b>	<b>35,629</b>	<b>35,629</b>	<b>34,010</b>	-
Regular Salary	422,694	213,577	417,711	4,983	36,526	35,663	33,928	37,456	34,188	35,816	32,465	32,390	34,010	35,629	35,629	34,010	-
<b>TOTAL FRINGE BENEFITS</b>	<b>165,361</b>	<b>76,677</b>	<b>151,106</b>	<b>14,255</b>	<b>12,830</b>	<b>12,640</b>	<b>12,724</b>	<b>13,018</b>	<b>12,310</b>	<b>13,155</b>	<b>10,661</b>	<b>11,695</b>	<b>15,006</b>	<b>12,340</b>	<b>12,340</b>	<b>12,385</b>	-
Taxes	32,336	15,725	31,342	995	2,670	2,592	2,515	2,742	2,493	2,713	2,484	2,478	2,602	2,726	2,726	2,602	-
Retirement	51,865	26,178	51,225	639	4,480	4,372	4,163	4,596	4,172	4,395	3,983	3,974	4,173	4,372	4,372	4,173	-
Medical	68,160	34,040	67,071	1,089	5,680	5,675	5,680	5,680	5,645	5,680	4,194	5,243	7,865	5,243	5,243	5,243	-
Unemployment & Workers Comp	2,500	734	1,468	1,032	-	-	367	-	-	367	-	-	367	-	-	367	-
Bus Pass/Vanpool	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Tuition Reimbursement	10,500	-	-	10,500	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL INDIRECT COST</b>	<b>127,662</b>	<b>69,661</b>	<b>136,340</b>	<b>(8,678)</b>	-	<b>11,845</b>	<b>11,593</b>	<b>11,196</b>	<b>12,114</b>	<b>22,913</b>	<b>10,350</b>	<b>10,581</b>	<b>11,676</b>	<b>11,513</b>	<b>11,513</b>	<b>11,047</b>	-
Indirect Cost Allocation (22.2%)	127,662	69,661	136,340	(8,678)	-	11,845	11,593	11,196	12,114	22,913	10,350	10,581	11,676	11,513	11,513	11,047	-
<b>TOTAL TRAVEL</b>	<b>45,790</b>	<b>3,106</b>	<b>36,333</b>	<b>9,457</b>	-	<b>675</b>	<b>1,450</b>	<b>74</b>	<b>725</b>	<b>182</b>	<b>26,352</b>	-	<b>6,875</b>	-	-	-	-
Travel-Conference	35,000	3,106	33,034	1,966	-	675	1,450	74	725	182	26,352	-	3,576	-	-	-	-
Per Diem (Travel Status)	5,790	-	3,299	2,491	-	-	-	-	-	-	-	-	3,299	-	-	-	-
Staff Mileage	5,000	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL SUPPLIES</b>	<b>8,550</b>	<b>1,338</b>	<b>775</b>	<b>7,775</b>	-	-	<b>1,198</b>	<b>81</b>	<b>59</b>	-	<b>(563)</b>	-	-	-	-	-	-
Office/Technology Supplies	7,000	1,338	775	6,225	-	-	1,198	81	59	-	(563)	-	-	-	-	-	-
Food Supplies	1,500	-	-	1,500	-	-	-	-	-	-	-	-	-	-	-	-	-
Postage	50	-	-	50	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EQUIPMENT</b>	<b>5,000</b>	<b>4,067</b>	<b>4,067</b>	<b>933</b>	-	-	-	<b>4,067</b>	-	-	-	-	-	-	-	-	-
Equipment	5,000	4,067	4,067	933	-	-	-	4,067	-	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING SERVICES</b>	<b>22,500</b>	<b>8,182</b>	<b>9,247</b>	<b>13,253</b>	-	<b>473</b>	<b>2,425</b>	<b>3,505</b>	<b>326</b>	<b>1,453</b>	<b>178</b>	<b>178</b>	<b>178</b>	<b>178</b>	<b>178</b>	<b>178</b>	-
Association Memberships	10,000	5,668	5,668	4,332	-	323	976	3,350	326	693	-	-	-	-	-	-	-
Marketing	2,000	-	-	2,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Labor Market	1,000	-	-	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Copier - Reprographics	6,000	1,449	1,449	4,551	-	-	1,449	-	-	-	-	-	-	-	-	-	-
Telecommunications	3,500	1,065	2,131	1,369	-	150	-	155	-	760	178	178	178	178	178	178	-
<b>TOTAL CONTRACTUAL</b>	<b>367,687</b>	<b>124,048</b>	<b>373,094</b>	<b>(5,407)</b>	<b>(0)</b>	<b>25,034</b>	-	<b>40,731</b>	-	<b>58,283</b>	<b>68,385</b>	<b>30,641</b>	<b>30,641</b>	<b>30,641</b>	<b>30,641</b>	<b>30,641</b>	-
One Stop Operator	367,687	124,048	373,094	(5,407)	(0)	25,034	-	40,731	-	58,283	68,385	30,641	30,641	30,641	30,641	30,641	-
<b>TOTAL WDB BTA</b>	<b>1,165,244</b>	<b>500,656</b>	<b>1,128,673</b>	<b>36,571</b>	<b>49,356</b>	<b>86,331</b>	<b>63,318</b>	<b>110,130</b>	<b>59,722</b>	<b>131,801</b>	<b>147,828</b>	<b>85,484</b>	<b>98,385</b>	<b>90,301</b>	<b>90,301</b>	<b>115,717</b>	-



---

# Chair Report



# **Information/Discussion/Possible Action**

2025 Local Board Recertification Approval



# 2025 Recertification Pre-Approval

Laura Malhoit : Compliance & Policy Manager : 01/23/2025



# OEO 2025 Recertification Timeline



# 2025 Recertification

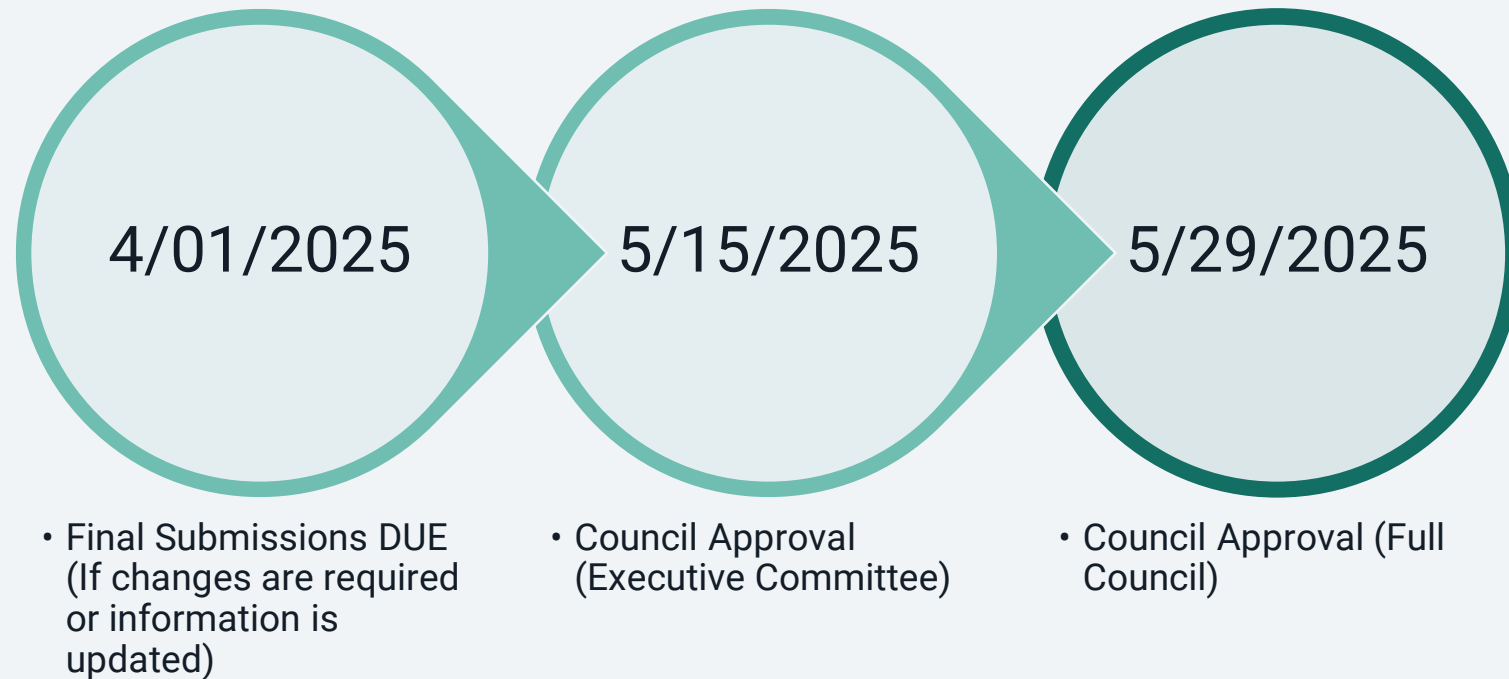
## Required Documents

- LWDB Membership Roster
- List of Standing Committees and Committee Members
- Bylaws
- Consortia Agreement
- Shared Governance Agreement
- Service Provider Agreements
- Local Plan
- One-Stop Operator Procurement
- Memorandum of Understanding and Infrastructure Funding Agreements
- Policy Development
- LWDB Oversight
- LWDB Management of Funds
- Sunshine Provision and Arizona Open Meeting Law Requirements

# MCWDB Timeline

1/23/2025	Executive Committee Pre-Approval
Jan-Feb 2025	OEO Staff Review
2/20/2024	Full Board Final Approval
3/26/2025	Board of Supervisors Final Approval

# 2025 WAC Approval Timeline





# Questions



**Thank You**



---

**Information/Discussion Only**  
2025 Strategic Planning Kickoff



**Thank You**