



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, August 7, 2025 – 9:30 a.m. - 10:30 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, Chair Opening Remarks. (5 minutes)

Vision

The MCWDB is a best-in-class workforce system that connects job seekers to career opportunities and employers to skilled talent, stimulating economic prosperity and enhancing quality of life for all.

Values

The MCWDB's values are as follows:

- A. We always to seek to maximize the impact of our work on the individuals we serve.**
- B. We create impact through partnerships.**
- C. The principles of honesty, dignity and respect govern our interactions with each other.**
- D. We protect the integrity of this body via compliance with governing policies.**
- E. Every activity is carried out with a commitment to excellence.**

4. Consent Agenda. (5 minutes)

For Possible Action.

The Executive 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 an item from the consent agenda.

- a. Meeting Minutes: March 20, 2025***
- b. Monthly Careers Pathway Strategist Report***
- c. Monthly One-Stop Operator Report***
- d. Maricopa County Workforce Development Board Quarter 4 Report***
- e. One Stop Operator Quarter 4 Performance Assessment***
- f. Fiscal Report***
- g. PY25 Final Funding Allocations***

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. Information/Discussion/Possible Action.
 - a. Maricopa County Workforce Development Board Workgroups Proposal* (10 minutes)
 - b. Policy Revisions (10 minutes)
 - i. Adult Eligibility Policy*
 - ii. Dislocated Worker Eligibility Policy*
 - iii. Occupational Skills Training Policy*
 - iv. Self-Sufficiency Policy*
-

- 6. Information/Discussion Only.
 - a. 2026 Compliance & Policy Preview* (10 minutes)
 - b. Summary of Central Arizona Workforce Board Retreat (10 minutes)
 - c. Round Table: Strategic Plan (10 minutes)
-

7. Call to the Public.

8. Adjourn.

NEXT REGULAR EXECUTIVE COMMITTEE MEETING: September 16, 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

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Consent Agenda.

Meeting Minutes



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

Thursday, March 20, 2025 – 9:30 a.m. - 10:30 a.m.

In-Person:

301 W. Jefferson, 9th Floor. Room 9038

Virtual

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

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

MEMBERS PRESENT: Anne Landers, Bonnie Schirato, Loren Granger

MEMBERS ABSENT: Shawn Hutchinson

Call to order.

Chair Bonnie Schirato called the meeting to order at 9:30 a.m.

Roll Call.

MCWDB Executive Assistant Amy Tidwell called roll. A quorum was present.

Welcome & Chair Opening Remarks.

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

Consent Agenda.

- a. Meeting Minutes: January 23, 2025*
- b. Monthly Careers Pathway Strategist Report*
- c. One-Stop Operator Monthly Report*
- d. Fiscal Report*

MOTION:

Chair Schirato asked for a motion to approve the Consent Agenda as presented.

Motion: Loren Granger

Second: Anne Landers

All in favor vote held:

In Favor: Bonnie Schirato, Anne Landers, Loren Granger

Opposed: None

Abstained: None

Motion passed.

Information/Discussion/Possible Action.

a. FY 25 Administrative Budget

Steve Clark, MCWDB Executive Director, presented:

- Administrative budget (\$1,165,244)
 - MCWDB board staff operations/personnel
 - Supplies/travel/training
 - Operating services
- Service Provider (\$15,911, 612)
 - MC Workforce Development Division
 - Provide services to adult, dislocated worker, and youth

MOTION:

Chair Schirato asked for a motion to approve the FY 25 as presented.

Motion: Annie Landers

Second: Loren Granger

All in favor vote held:

In Favor: Bonnie Schirato, Anne Landers, Loren Granger

Opposed: None

Abstained: None

Motion passed.

b. Maricopa County Workforce Development Board Quarter 2 Report

Julia Maciel Vargas, MCWDB Management Analyst, presented below highlights from FY 25:

- Board recertification began
 - Social media progress ongoing
 - Team continues to attend workforce training and events
 - MCWDB Annual Report updated and approved by MCWFD Full Board and Maricopa County Board of Supervisors
 - MCWDB staff are continuing to organize and host in collaboration with City of Phoenix and Pinal County, the Central Arizona Regional Workforce Forum Series in January and May 2025.
 - The One-Stop Operator is in process of creating an action plan for improvement for collaboration with Title I and Title III partners.
 - MCWDB Policies approved by the Full Board:
 - Conflict of Interest Policy
 - Eligible Training Provider List Policy
 - Equal Opportunity Policy
 - Priority of Service Policy
 - Training Services Limits Policy
 - Work Based Training Policy
 - Eligibility, Prioritization and Approval of Training Services Policy
 - Anticipated activities include but are not limited to:
 - Board training an engagement
 - Central Arizona Workforce Forum Series 2 and 3
 - In-demand industry focus
-

MOTION:

- c. Chair Schirato asked for a motion to approve the Maricopa County Workforce Development Board Quarter 2 Report as presented.

Motion: Annie Landers

Second: Loren Granger

All in favor vote held:

In Favor: Bonnie Schirato, Anne Landers, Loren Granger

Opposed: None

Abstained: None

Motion passed.

d. One-Stop Operator Quarter 2 Performance Assessment

Laura Malhoit, MCWDB Policy and Compliance Manager, presented that the quarterly assessment is required to determine if current contract should be renewed for approval. Below are the findings:

- Scored well:
 - Convening structured meetings
 - Encourage staff to participate in monthly meetings and distribute information amongst partner organizations.
 - Annual report
 - Knowledge of WIOA policy, performance metrics, title partner programs, and system-wide services.
 - Explore partnerships and expand resources
- Improvement items:
 - Visit each comprehensive career center location regularly, at least once per week, and attend all monthly comprehensive career center meetings in-person, or virtual, as scheduled.
 - Manage and ensure core title partners and other system partners are fulfilling cooperative agreements, Memorandum of Understanding (MOU), Infrastructure Funding Agreement, addendums, and Local Plan responsibilities as applicable.
- Recommendation:
 - Approve contract extension by one year (December 2026)

MOTION:

Chair Schirato asked for a motion to approve the One-Stop Operator Quarter 2 Performance Assessment as presented.

Motion: Annie Landers

Second: Loren Granger

All in favor vote held:

In Favor: Bonnie Schirato, Anne Landers, Loren Granger

Opposed: None

Abstained: None

Motion passed.

Information/Discussion Only.

a. 2025 Strategic Planning Update

- Samantha Chase, Maricopa County Innovation Studio Service Designer, gave an update. Below are the highlights from her presentation:
 - February 20, 2025, held first strategic planning session to explore what values can be defined
 - Presented the Value Ecology Map process and what previous brainstorming sessions produced
 - Today's presentation is the final presentation to all MCWDB committees.
 - The Innovation team will review all input and craft strategic planning statements.

Call to Public.

No one spoke.

Adjourn

MOTION:

Chair Schirato asked for a motion to adjourn the meeting.

Motion: Loren Granger

Second: Bonnie Schirato

All in favor vote held:

In Favor: Bonnie Schirato, Loren Granger

Opposed: None

Abstained: None

Motion passed.

Chair Schirato thanked everyone for attending and adjourned the meeting at 10:30 a.m.

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



Consent Agenda.

Monthly Careers Pathway Strategist Report

In-Demand Career & Apprenticeship Strategist Report

Katelyn Harris Lange | June 2025

Upcoming Events

- **July 14:** Mental Health & Workforce Development, Arizona Town Hall (online)
- **July 10-16:** Arizona CTE Summer Conference (Tucson)
- **July 17, 23 & 31:** Hiring Events in Avondale, Mesa, and Gilbert
- **July 22:** Central Arizona Regional Workforce Board Retreat (Executive Committees)

Community Outreach

This month, I attended a number of community events including:

- **June 17-18:** OEO Arizona Workforce Summit
- **June 18-20:** AZ Assoc of Economic Dev Leadership Retreat
- **June 25:** AAED Gold Academy Course on Taxation, Finance & Incentives
- **June 27:** Meet & greet with the Chandler Chamber of Commerce

Social Media

I updated the social media strategic plan for FY26 and am testing short form videos.

Listing the City of Avondale as a collaborator on the post below garnered over 31K views.

Overview

Views	Reach	Interactions
31,434	16,685	70

Arizona at Work Maricopa County and City of Avondale, AZ · Jun 16 · 🌐

Meet employers in the West Valley on July 17 from 11 a.m. - 2 p.m. at the Avondale Resource Cen... See more



Avondale Hiring Event

 July 17 • 11 AM – 2 PM

 Avondale Resource Center
995 E. Riley Drive
Avondale, AZ 85323

Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities. ARIZONA@WORK Maricopa County products and services are made available through federal funding provided by the Department of Education and Opportunity for Arizona's working population by helping job seekers, employers, students, and youth. WIDA also publishes a priority requirement for the use of funds for A&A (individualized career and training services). Under WIDA, priority is given to public assistance recipients (SNAP, TANF, SSI), low-income households, and individuals who are most at risk for A&A and individualized career and training services. Students and eligible spouses of those groups receive top priority. The Title IX (A&A), Dislocated Worker, and Youth programs are 100% funded by the Department of Labor in the amount of \$11,500,000.

👍❤️👏 13 7 comments 70 shares

 Like  Comment  Share



Consent Agenda.

Monthly One-Stop Operator Report



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To: Steve Clark, Workforce Board; Laura Malhoit, Nancy Avina Maricopa County Workforce Development Board (MCWDB)

Date: July ' % 2025

From: Janine Estrada – One Stop Operator

Subject: One-Stop Operator Report: June- 2025

Maricopa County One Stop Operator Front Desk Customer Interactions:

East Valley Career Center (Mesa)

Service	June -25
On-site assistance (resume writing, Title I registration, program referrals, job referrals, Arizona Job Connection (AJC) referrals, and other related services)	672
Calls	335
DES (AJC, Unemployment)	804
Smart Justice calls	59

West Valley Career Center (Glendale)

Service	June -25
On-site assistance (resume writing, Title I registration, program referrals, job referrals, Arizona Job Connection (AJC) referrals, and other related services)	1,053
Calls	
DES (AJC, Unemployment)	308
Smart Justice calls	44

Number of Enrollments for June 2025	Program(s)	Number
	Youth	23
	Adult/Dislocated Worker	60
The <i>updated</i> number of Enrollments for May 2025	Youth	29
	Adult/Dislocated Worker	75

Business Services Updates June

- During the month of June, the Business Services team connected with 50 new employers and 154 existing employers. We received 5 WARN Notices for Rapid Response Services

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

<u>SATELLITE LOCATIONS</u>	
Mesa	11
Queen Creek	37
Gila Bend	1
Tempe	104
Wickenburg	104
Surprise	26
Avondale	31
Goodyear	21

OSO Team Updates June:

- OSO Community Partners Meeting: Sahara Programs - presented by Bonnie Haytham, and Fazal Mumtaz, with 43 in attendance.
- OSO ARIZONA@WORK Maricopa County Collaboration Leadership (MCCL) Meeting: Overview of the Community Block Grant Human with Madison Ginsberg- 13 in attendance
- OSO coordinated coverage with collocated partner to WDD all staff training
- June One Stop Customer Satisfaction Surveys at 95.83%

Partners Updates:

- ARIZONA@WORK Virtual Employer Outreach Meeting
June 17th Tuesday 10:00 – 11:50am
Time zone: America/Phoenix
Google Meet joining info
Video call link: <https://meet.google.com/ucx-npty-ybn>
Or dial: (US) +1 417-986-5618 PIN: 743 042 243#
More phone numbers: <https://tel.meet/ucx-npty-ybn?pin=9467501270508>~ Voc Rehab
- Harmon Library
Programs:
Mock Interviews @ Harmon Library:
-Sundays, beginning June 8, from 2-4 pm
Sign up for a one-on-one, 30-minute session to help you get prepared and make a great impression. Mock interviews can help prepare you to answer common interview questions, provide feedback, improve self-confidence, and improve communication skills. Register on the Library's Online Calendar here:
<https://calendar.phoenixpubliclibrary.org/calendar/burtonbarr?t=g&q=mock&cid=15674&cal=15674&inc=0> or call 602-262-4636 for staff assistance
~ Keith Feldt
- East Valley Hiring Event June 19th 2025 11am to 2 pm
1001 W. Southern Ave Suite 101, Rm 116 Mesa, AZ 85210
Registration- posted
- ARAMARK Hiring Job Fairs June 16th and June 23rd 1pm to 4pm
4425 W. Olive Ave, Phoenix, AZ 85302
- Stonepoint Community Church – Summer Event 7/19/25
-Back-to-School Event, Resource Fair and Job Fair. Email Trina Curry
Jtrina1921@gmail.com. Also fun for kids.
- Head Start Volunteer Opportunities



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[Link Volunteer for Head Start | Maricopa County, AZ](#)

- Sounds of Autism: Autism Crisis Support Saturday, **July 26th 10 am to 1 pm**
 -Surprise Regional Library 16089 N. Bullard Avenue Surprise, AZ 85374
 Hosted by Sounds of Autism and Surprise Police Department

Warn and Non warn AJC:

Notice Date	Warn Type	Employer	Number of Affected Employees	LWIB Area
6/03/2025	Non-Warn	Human Learning Systems LLC	124	6 - ARIZONA@WORK - Pima
6/03/2025	Non-Warn	Adams and Associates	143	7 - ARIZONA@WORK - Maricopa County
6/04/25	Non-Warn	Exential AZ/ Pure Guard	36	7 - ARIZONA@WORK - Maricopa County
6/09/25	Warn	Mural Technologies	57	6 - ARIZONA@WORK - Pima
6/11/25	Non-Warn	JMJ Equipment Transport Inc.	7	9 - ARIZONA@WORK - Yuma County
6/11/25	Non-Warn	Duron's Restaurante y Cantina	7	9 - ARIZONA@WORK - Yuma County
6/16/25	Non-Warn	RWTL Capacity Solutions LLC	368	11 - ARIZONA@WORK - Mohave and La Paz Counties
6/16/25	Warn	Hickman's Family Farms	85	7 - ARIZONA@WORK - Maricopa County
6/17/25	Non-Warn	Arizona Department of Economic Security	467	7 - ARIZONA@WORK - Maricopa County
6/26/25	Warn	Nordstrom Credit Bank	6	7 - ARIZONA@WORK - Maricopa County
6/27/25	Non-Warn	Equus	10	5 - ARIZONA@WORK - City of Phoenix

1. Human Learning Systems LLC- Fred G. Acosta Job Corps Center
2. Adams and Associates- Phoenix Job Corps Center
3. Exential AZ/ Pure Guard.- Coated stainless steel ducts.
4. Mural Technologies- IT provider



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5. JMJ Equipment Transport Inc. - heavy equipment transport services
6. Duron's Restaurante y Cantina
7. RWTL Capacity Solutions LLC-leasing fleet of trucks
8. Hickman's Family Farms- spring avian flu, euthanized millions of chickens
9. Arizona Department of Economic Security- elimination of federal grants
10. Nordstrom Credit Bank- more streamlining efforts
11. Equus- workforce contract City of Phoenix OSO

WDC Site Workshop Update 06/30/2025

<i>East Valley Workforce Development Coordinator Partnership Sites</i>			
<i>Workshop Name/Type</i>	<i>Mesa Partnership Site # participants attended</i>	<i>Tempe Partnership Site # participants attended</i>	<i>Queen Creek Partnership Site # participants attended</i>
<i>Resume</i>	<i>0</i>	<i>1</i>	<i>0</i>
<i>Job Search</i>	<i>0</i>	<i>0</i>	<i>0</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>2</i>	<i>2</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>3</i>	<i>1</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>1</i>	<i>0</i>
<i>Job Search</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1</i>	<i>0</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>6</i>	<i>0</i>	<i>2</i>	<i>3</i>	<i>0</i>
<i>Held off-site, in community # of workshops/total # participants</i>	<i>1 workshops / 3 parts</i>	<i>0 workshops / 0 parts</i>	<i>1 workshop / 1 parts</i>	<i>0 workshops / 0 parts</i>	<i>0 workshops / 0 parts</i>
<i>Total # Participants</i>	<i>9</i>	<i>0</i>	<i>3</i>	<i>6</i>	<i>0</i>



WDD CENTER TRAINING SERVICES	EVCC June 2025	WVCC June 2025	Program Year to Date EV Totals	Program Year to Date WV Totals	Program Year to Date Team Totals
Orientation Virtual Participants	66	130	1042	1794	2836
Orientation In Person Participants	1	3	49	117	166
AJC & Client Portal Application Lab	4	22	51	157	208
CDL Module <i>(started 02.2025)</i>	7	3	98	120	218
Job Search Assistance Workshop	1	0	42	31	73
Resume Writing Virtual Workshop	19	0	107	9	116
Resume Writing In Person Workshop	14	16	119	119	238
Resume Writing Lab	12	10	95	92	187
Job Interview Practice Virtual Workshop	12	4	58	4	97
Job Interview Practice In Person Workshop	0	5	16	17	33
Basic Computer Skills Workshop	1	8	28	50	78
Financial Empowerment Workshop	13	2	33	24	57
Introduction to Entrepreneurship Workshop	3	0	19	17	36
Workplace Readiness Workshop	3	3	10	7	17
Youth Leadership Development Virtual Workshop	0	1	22	16	38
CPR/AED & First Aid Class	7	18	38	64	102
Spanish Basic Computer Skills Workshop	0	0	0	1	1
Spanish Financial Empowerment Workshop	0	0	0	0	0
Spanish Resume Writing Workshop	0	1	3	4	7
Youth Office Proficiency Assessment Assisted	10	4	69	117	186
Office Proficiency Assessment and Certification Obtained	2	1	29	16	45
Community Outreach Events (Refugee, etc.)	9	5	48	35	83
Community Outreach Event Participants	164	34	582	856	1438
Rapid Response Events	2	2	17	14	31
Rapid Response Event Participants	26	45	156	322	407
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	3	0	5
WDD Internal Staff Training Participants	36	52	157	91	248



Training Team Update 06/30/2025

Covers the period July 1, 2024 – June 30, 2025

Success Story / Highlights:

- Trainer completed Outreach Efforts at City of Avondale AviTemp, Youth Intern Program. The Avondale Teen Employment Mentorship Program is a paid 7-week summer work experience that provides Avondale youth ages 16-24 with an opportunity to develop valuable workforce readiness skills through a combination of basic workforce skills and on the job training. During their first week, they attend a 4-day orientation to prepare for their job placement. WDD Trainers facilitated to 20 interns on each of the 4 days these workshops: Workplace Readiness, Resume Writing & Lab, Financial Empowerment, and Job Interview Practice.
- Trainers completing an Outreach Effort with City of Surprise that started in June and will finish in July to 20 interns 5 workshops Resume Writing & Lab, Job Interview Practice, Financial Empowerment, Workplace Readiness, and Youth Leadership Development.
- Trainers completed Service Mindset training with QI Team focused on Professional Quality service to clients, colleagues, and community partners with highlighting communication and case noting.
- Training Team supported ERAs team providing staff CPR classes for National CPR and AED Awareness week.
- Training Team supporting WDC Partnership Site workshops if 3 or more clients are registered.
- Trainer participating in Social Media Workgroup
- Supervisor began onboarding 2 new hire trainers that joined the training team.
- Supervisor completed Dynamics Outreach Efforts SOW.
- Supervisor works with Trainers and Rapid Response Coordinator to review and support training for virtual and in person RR Events.
- Supervisor completing SOW for Youth Proctoring option to support Youth Assessments launch in August.
- Supervisor and Training Team continuing with additional Module offering plan to kick off in September.
- Supervisor met with BSRs and WDCs to plan for W2Y workshop offerings upcoming in next couple months.
- Supervisor met with Youth Supervisors and contact of Autism Charter to explore future workshop opportunities for their clients and staff.
- Supervisor coordinated with BSR team for trainers to participate in hiring events promoting HSD WDD Programs and Services while registering job seekers on the spot for workshops to build upon their employability skills.
- Supervisor, Manager, AD, and Public Health staff met to plan Internal Career Mapping training.
- Training Team processed Dynamics Password Resets.
- Trainers and Supervisor supported Extended Hours coverage.
- Supervisor assisted with ARIZONA@WORK Maricopa County website updates for Job Listings, Hiring Events, and Calendars.

Success Story

Participant Name: Manuel C.
Month/Year: 5/2025
Career Advisor: Celia Moreno

In the fall of 2024, Manuel enrolled with DP Electric as an apprentice and has remained actively engaged in the program since. His commitment to the apprenticeship and consistent communication with his assigned Career Advisor have been commendable. During his training, Manuel requested supportive services in the form of work boots, citing the physically demanding nature of his job and the need for safe, comfortable footwear. His existing boots were significantly worn down and posed a safety hazard, making it difficult to carry out his duties effectively.

Upon receiving Manuel's request, his Career Advisor promptly guided him through the process of applying for supportive services. Thanks to the clear communication and the efficiency of the system in place, Manuel completed the required steps within a few days. He effectively conveyed the importance of having proper work gear—not just for comfort, but to prevent workplace injuries. His application was reviewed and approved by the ARIZONA@WORK Maricopa County team in under a week.

Manuel expressed deep gratitude for the timely assistance. Equipped with new work boots, he can now perform his job safely and confidently, even in fast-paced, physically taxing environments. Workforce and supportive services like those provided by ARIZONA@WORK Maricopa County play a vital role in ensuring that individuals can overcome economic or logistical barriers while focusing on skill development and career growth. For Manuel, this support has meant peace of mind and the ability to redirect personal savings toward long-term goals in the electrical trade, rather than short-term necessities.



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ARIZONA@WORK Maricopa County Community Partner Meeting

Date: July 10, 2024, via Teams 2 pm -3 pm

Attendees: 41

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

II. Partner updates

- Harmon Library 1325 S. 5th Ave. Phx. 85003
Mock Interviews
Selected Sundays, please register on the online calendar for a session. Sign up for a one-on-one, 30 minute, session to help you get prepared and make a great impression. Mock interviews can help prepare you to answer common interview questions and feedback, improve self confidence and improve communication skills. Register on the Library's Online Calendar here: <https://calendar.phoenixpubliclibrary.org/calendar/burtonbarr?t=g&q=mock&cid=15674&cal=15674&inc=0> or call 602-262-4636 for staff assistance

National Hire A Veteran Day
On Friday, July 25, Harmon will host Republic Services on National Hire a Veteran Day from 10am – 1pm, please see the attached flyer for additional information. You do not need to be a Veteran to attend/apply.
~ Keith Feldt
- Bus passes- discount eligible riders (JustaCenter)
- Sounds of Autism: Autism Crisis Support Saturday, **July 26th 10 am to 1 pm**
- Surprise Regional Library 16089 N. Bullard Avenue Surprise, AZ 85374
Hosted by Sounds of Autism and Surprise Police Department (flyer attached)
- Head Start Volunteer Opportunities
- Link [Volunteer for Head Start | Maricopa County, AZ](#)
- JobBlast Link [Signup Form](#)
- ARIZONA@WORK Virtual Employer Outreach Meeting
July 15th Tuesday 10:00 – 11:50am

1



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Time zone: America/Phoenix

Google Meet joining info

Video call link: <https://meet.google.com/ucx-npty-ybn>

Or dial: (US) +1 417-986-5618 PIN: 743 042 243#

More phone numbers: <https://tel.meet/ucx-npty-ybn?pin=9467501270508>~ Voc Rehab

III. AWAKEWDC - presented by Joe Mason and Danny Hoffert

- Overview of the AWAKEWDC
 - Starts with the “why” to reduce recidivism and mass incarceration, then focuses on the “what.” Co-founders Scott & Maria Gates, John Engelstad, and Andrew Darr are aware of the barriers that those recently released are facing. They are engineering state-of-the-art window & door products, known for their design solutions, size capabilities, and minimal frames. AWAKE focuses on culture and purpose.
 - Create best-in-class products, services, and customer experiences, and to achieve it with an employee base that is often overlooked or neglected.
 - At AWAKE, staff are challenged to have a “Gadfly Mentality,” rooted in saying the “hard thing, rejecting the status quo, and constantly identifying the problems we face and working to solve them.
 - [Why Us - Awake Window & Door Co.](#)

IV. Q & A

- Can you share what has worked well with your organization?
 - Absolutely, make sure that background is not a “disqualifier.” Focus on character and skills. When there are new potential hires, peer support, Danny’s feedback is invaluable. Keeping the emphasis on building strong relationships makes missions like this possible.
- What kind of jobs do you have available and what skills do people need to get these positions?
 - AWAKEWDC trains new employees
- Do you hire S/Os?
 - Yes
- Has Danny thought more about starting his own truck driving business?
 - Yes
- Danny, did you work with any Second Chance organizations?
 - Yes

VII. Adjournment

Next Meeting:

The next meeting is scheduled for Thursday, August 14th, 2025, from 2 pm to 3 pm with Pam Neal from Safe Schools "Focus On Excellence" Youth Program and Teen Court. "Hot Seat"



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ARIZONA@WORK Maricopa County Collaboration Leadership Meeting

Date: July 16, 2025, via Teams 10 am -11 am

Attendees:

Title 1b:

Indian & Native American Programs (INAP):

National Farmworkers Job Program (NFJP):

Title II:

Title III: John Soto

LVER:

Title IV Voc Rehab:

SCSEP:

RESEA: Amy Bratlie

TANF: Jorge Rivero, Allison Greer

CTE:

AZ Re-entry Second Chance: Ty Jackson

Community Services Block (CSBG):

DES: Tim Tucker

Safe Schools "Focus On Excellence" Youth Program and Teen Court. -Pam Neal

Equus: Janine Estrada OSO, Eric Walk,

Summary of monthly meetings with the agenda and meeting minutes.

I. Welcome Remarks

Janine Estrada welcomed participants to the ARIZONA@WORK Maricopa County Collaboration Leadership Partners meeting.

II. Partner updates

- OSO update MCCL new meeting time, starting August 20th third Wednesdays, 2 pm to 3 pm
- RESEA Team expanding to 44, added new team to work more closely with Title 1b staff and clients
- FXG Adult Education Program- HHS classes and collaboration with the Salvation Army
- Leadership partners shape guidelines for partner highlights

III. Overview of Safe Schools "Focus On Excellence" Youth Program and Teen Court

- Providing youth with knowledge about the legal system, safety, and character education for safer school and community environments in Maricopa County



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- Workshops, School Safety, and Youth Summer Camps
- Services: Bully Prevention, Character Development, College Preparation, Conflict Resolution/Mediation, Cultural Awareness, Diversity/ Inclusion, Empowerment Programs, Peer Leadership Development, School Safety Training, Teen Court Services, Understanding the Juvenile Court System
- Diversion Program and Restorative Justice Counseling -closed record measured consequences
- Elementary School to High School
- [Safe Schools Services](#)

IV. Suggested action items for upcoming partners' meeting

- Guidance for partner updates
- “Hot seat” for partners

V. Adjournment 10:44 AM

Next Meeting:

August 20th 2 pm to 3 pm via Microsoft Teams



Consent Agenda.
Maricopa County Workforce Development
Board Quarter 4 Report



**MARICOPA
COUNTY**



**MCWDB
QUARTERLY REPORT**

**PY 2024 - 2025
4th Quarter | April - June 2025**

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Actions on MCWDB Required Roles

Strategic Functions

- 01 Monthly MCWDB budget financial reviews with the MCWDB Fiscal Agent to ensure open communication and proper management of MCWDB funds.
- 02 Continued collaboration with regional partners, including monthly meetings with the City of Phoenix and Pinal County, the creation of the Regional Workforce Initiatives Workgroup, and the Central Arizona Workforce Forum Series. The May session was well attended by 146 attendees. Over three sessions, we welcomed 502 attendees and 32 speakers.
- 03 Work with the State Equal Opportunity Officer to conduct Equal Opportunity monitoring at all service provider locations.
- 04 Continued work with the MCWDB Board and partners to identify areas of improvement for employers and job seekers, as identified in the 2024 Local Plan and planning for the 2025 Strategic Plan.
- 05 Continued collaboration and community partnership including engaging with TSMC for recruiting support for technician positions at the North Phoenix Facility.
- 06 Continued collaboration with all workforce development local area stakeholders to ensure compliance.

System Capacity Building



- 01 Regular engagement with community stakeholders and key partners to actualize the Board's vision of creating a best-in-class workforce system.
- 02 Board approval for the MCWDB Bylaws Modification to allow for the creation of workgroups in addition to committees. Sunset the Regional Initiatives and Employer Connection Committees. Potential FY256 workgroups to focus on manufacturing, healthcare, construction, and/or regional workforce/economic development.
- 03 Board approval of the 2025 - 2028 MCWDB Strategic Plan, created with support from the Maricopa County Innovation Studio.

MCWDB Goals

- 1 **Optimize a Culture of Collaboration Amongst Core Partners**
- 2 **Expand the Role of MCWDB in Local Education Ecosystem**
- 3 **Expand the Role of MCWDB in Regional Economic Development**
- 4 **Maximize the Scope of Services Available by Title Partners**
- 5 **Strengthen Regional Collaboration Amongst Local Workforce Areas**
- 6 **Increase Participation of Individuals & Business Served**
- 7 **Position the MCWDB as Forward-Thinking Strategic Leader**
- 8 **Create System-Wide Standards to Improve Scope & Quality of Services**

Summary of Progress on Goals

During the 4th Quarter (April - June), the Maricopa County Workforce Development Board (MCWDB) continued to clarify progress toward goals and closely monitor requirements to ensure compliance with the Workforce Innovation and Opportunity Act (WIOA) and the Department of Labor. The MCWDB, in partnership with the Chief Elected Official's Liaison and the State of Arizona, has been successfully establishing procedures and timelines to ensure full compliance with WIOA and provide the best value-added services to the constituents of Maricopa County. During this quarter, the following highlights were completed:

1. Developed and approved the 2025-2028 MCWDB Strategic plan.
2. The Board elected the following members to the Executive Committee, Bonnie Schirato (Chair), Tim Willenborg (Vice Chair), Shawn Hutchinson (Second Vice Chair), Anne Landers (Youth Committee Chair), and Loren Granger (Chair Appointee).
3. The 2025 Recertification was approved by the Workforce Arizona Council in Q4.
4. Continued monitoring site visits and continued eligibility for the Eligible Training Providers List (ETPL) program.
5. Created the FY26 Social Media Strategic Plan and continued to increase following across social media channels.
 - 2,566 LinkedIn
 - 428 Facebook
 - 947 Instagram
6. MCWDB attended the Arizona Apprenticeship Summit (April 10), Arizona Town Hall Workforce Background Report Launch (April 23), and the OEO Arizona Workforce Summit (June 17-18).
7. MCWDB hosted the 2nd Registered Apprenticeship Fair in collaboration with the City of Surprise (April 30 - National Apprenticeship Day). The event welcomed 180 participants and 13 employers.
8. MCWDB staff collaborated with the Maricopa County Innovation Studio, City of Phoenix, and Pinal County to organize the first-ever Central Arizona Regional Workforce Board Retreat to be held on July 22nd at Central Arizona College.

Anticipated Activities

This program year, the MCWDB, with support from their staff, will focus on carrying out the goals and strategies within the 2024 Local Plan, continue measuring the outcome and performance of the local area to ensure resources are being maximized, pursuing regional and collaborative opportunities, and identifying innovative ideas in workforce development. All while ensuring compliance of the WIOA and the 13 required functions of the MCWDB.

MCWDB Activities include, but are not limited to:

- 2025 Strategic Planning Kickoff
- Board Training & Engagement
- Continued Policy Review as Needed
- Central Arizona Workforce Forum Series #2 & #3
- Regional Collaborative Opportunities
- Innovation in Workforce Development
- In-Demand Industry Focus



Event Recap

- ✓ **Topics Covered: Apprenticeships, Career & Technical Education, Economic Development & Workforce Trends**
- ✓ **32 Speakers**
- ✓ **502 Attendees**

▶ System Alignment Effective Operations

Continued meetings with Board of Supervisors' Liaison, Administrative Entity, and Career Service provider to ensure system and program oversight, alignment, and open and transparent communication.

▶ One-Stop Operator Quarterly Progress

Continues to provide daily assistance for clients at the Maricopa County ARIZONA@WORK career centers and hold regular monthly meetings for one-stop partners and Leaderships. The OSO is in process of creating an action plan for improvement for collaboration with Title I and Title III partners.

▶ MCWDB Policy & Compliance Updates

The State Equal Opportunity Officer visited all service provider locations to conduct annual Equal Opportunity monitoring. Much preparation went into these visits, including coordinating staff and participants to be interviewed, preparing documents, and identifying case files for review. The State Equal Opportunity Officer will share monitoring outcomes with the MCWDB Policy & Compliance Manager in the next few months.

The fourth quarter also focused on preparing for the next program year, including finalizing the annual project timeline. Service provider monitoring is a new project to be implemented in the upcoming program year.

Compliance documents reviewed and approved by the Full Board in quarter IV:

- MCWDB Bylaws

Policies and documents to be reviewed in the upcoming quarter:

- Adult Program Eligibility Policy
- Dislocated Worker Eligibility
- Occupational Skills Training Policy
- Self-Sufficiency Policy

FY26 Executive Committee

ARIZONA WORK
MARICOPA COUNTY
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Executive Committee

MEET MARICOPA COUNTY'S
WORKFORCE DEVELOPMENT BOARD



BONNIE SCHIRATO
Tivity Health



TIM WILLENBERG
Brenntag North America



SHAWN HUTCHINSON
Phoenix Electrical JATC

MARICOPA COUNTY

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Executive Committee

MEET MARICOPA COUNTY'S
WORKFORCE DEVELOPMENT BOARD



ANNE LANDERS
Junior Achievement of Arizona



LOREN GRANGER
Wells Fargo

MARICOPA COUNTY

2025 Arizona Workforce Summit





Maricopa County Workforce Development Board
301 W. Jefferson St., 9th Floor, Phoenix, AZ 85003
MCWDB@maricopa.gov



Consent Agenda.

One Stop Operator Quarter 4 Performance Assessment

One Stop Operator Scope of Work

Performance Assessment (Quarter 4: Apr - Jun)

1.0 Coordination of Service Delivery and Partner Leadership

1.1.1 Lead, convene and advocate for all partners to ensure collaboration and commitment to integrated service delivery while guaranteeing an open-door policy for all stakeholders.

1.1.2 In coordination with the MCWDB, ensure partners understand their roles in workforce system initiatives impacting customers, such as career pathways, sector strategies, and other key elements under WIOA.

1.1.3 Convene structured monthly meetings with ARIZONA@WORK staff from all title programs to foster partnerships to improve customer service flow and promote a seamless service delivery system, including, but not limited to:

1.1.3.1 Determine agenda, and meeting objectives, and provide minutes to partners for each meeting that identify actionable items.

1.1.3.2 Provide the opportunity for program partner staff to add agenda items and objectives.

1.1.3.3 Provide the opportunity for program partner staff to submit feedback to the OSO to enhance meeting effectiveness.

1.1.3.4 Visit each comprehensive career center location regularly, **at least once per week**, and attend all monthly comprehensive career center meetings in-person, or virtual, as scheduled.

1.1.3.5 Identify purpose and strategies for the visit including:

1.1.3.5.1 Job-shadowing opportunities

1.1.3.5.2 One-on-one staff meetings to identify areas of assistance

1.1.3.5.3 Other tasks as requested by title partner staff

1.1.3.5.4 **Visit all affiliate sites one time throughout the program year**

1.1.3.6 Encourage staff from all programs and affiliate sites to participate in monthly meetings and distribute information amongst partner organizations.

1.1.3.7 Coordinate and facilitate **quarterly executive meetings** with the core title partner leadership team.

1.1.3.7.1 Share best practices within each organization

1.1.3.7.2 Discuss workforce trends

1.1.3.7.3 Address the needs and challenges of the local workforce area

1.1.3.7.4 Review service delivery methods to ensure system knowledge is shared amongst partners

1.1.3.8 Coordinate the seamless service delivery of required one-stop partners and service providers across ARIZONA@WORK Maricopa County Job Centers and implement continuous improvement efforts. 20 CFR 678.620.

1.1.3.9 Manage and ensure core title partners and other system partners are fulfilling cooperative agreements, Memorandum of Understanding (MOU), Infrastructure Funding Agreement, addendums, and Local Plan responsibilities as applicable.

1.1.3.9.1 Assist in the resolution of any challenges reported by core title partners as related to the agreements referenced above

1.1.3.9.2 Work in collaboration with MCWDB staff to amend agreements referenced above.

Status:	% Complete:	Score (Quality):
Complete	100%	4
In Progress	85%	3
Complete	100%	4
Complete	100%	3
In Progress	20%	3
Complete	100%	4
Complete	100%	4
Complete	100%	4
In Progress	50%	3

1.1.3.10 In coordination with title partner leadership, ensure that all title partner and additional partner staff receive sufficient cross-training by assessing existing gaps , scheduling training, and professional development opportunities, and tracking staff participation through in-person or virtual platforms.	Complete	100%	4
1.1.3.11 Act as a point of contact to facilitate communication among partner agencies, including providing updates on operations and addressing potential issues.	In Progress	100%	4
1.1.3.12 Develop a virtual resource-sharing platform to provide information to title partners and other stakeholders (i.e., affiliate sites, job seekers, and businesses).	In Progress	70%	3
1.1.3.13 Develop and/or refine the ARIZONA@WORK Maricopa County partner referral platform and ensure title partner utilization, including: 1.1.3.13.1 Semi-annually review efficacy and efficiency of referral platform and provide recommendations for improvement.	In Progress	70%	3
1.1.3.14 Coordinate initial client services for all title partners including but not limited to front desk responsibilities, resource rooms, and computer labs.	In Progress	80%	3
2.0 Reporting			
2.1.1 Gather data including but not limited to quarterly title partner performance data, as required by WIOA, and provide a combined report as requested by the MCWDB.	In Progress	50%	4
2.1.2 Gather monthly success stories from all title partners and submit them to the MCWDB by the first day of the following month-end.	Complete	100%	4
2.1.3 Present quarterly verbal and/or written reports to the MCWDB, including but not limited to: 2.1.3.1 Number of referrals between title partners 2.1.3.2 Ratio of referrals to enrollments into partner programs 2.1.3.3 Number of co-enrollments between title partners 2.1.3.4 System training and professional development sessions and outcomes 2.1.3.5 System partner meetings and outcomes 2.1.3.6 WIOA performance data for all title partners	Complete	100%	4
2.1.5 Submit an annual report to include program year statistics, OSO activities, best practices, and other information as requested by the MCWDB.	In Progress	80%	3
2.1.6 Meet with MCWDB designee monthly to provide updates and address issues.	Complete	100%	4
3.0 Administration and Compliance			
3.1.1 Comply with WIOA law and regulations, federal Uniform Guidance Requirements, State, and local policies	In Progress	70%	3
3.1.2 Ensure the primary focus of the OSO is on the customer and not the program and/or funding stream	In Progress	80%	4
3.1.3 Comply with Federal regulations and procurement policies relating to the calculation and use of profits, including those at 20 CFR § 683.295, the Uniform Guidance in 2 CFR Part 200 including the contractual provisions in 2 CFR 200.326 and 2 CFR part 2900, and other applicable regulations and policies. DOL Training and Employment Guidance Letter WIOA No. 15-16	Complete	100%	4

3.1.4 Thoroughly learn and remain knowledgeable on all aspects of WIOA policy, performance metrics, title partner programs, and system-wide services.	Complete	100%	4
3.1.5 Have the capability to modify their offering to comply with any new revised WIOA regulations	Complete	100%	4
3.1.6 Provide services as the “ARIZONA@WORK Maricopa County OSO” and under the ARIZONA@WORK Maricopa County brand regardless of organizational affiliation	Complete	100%	4
3.1.7 Disclose any potential conflicts of interest	Complete	100%	4
3.1.8 Attend MCWDB meetings, committee meetings, and other requested meetings as directed by County staff	Complete	100%	4
3.1.9 Adhere to performance assessment requirements outlined by MCWDB staff	Complete	100%	4
3.1.10 Submit a general ledger summary of expenditures to the fiscal agent and MCWDB staff by the tenth day following the end of a month. These reports shall be sent to:	Complete	100%	4
3.1.10.1 MCWDB staff (contact info will be provided in the final awarded contract.)			
3.1.10.2 Expenditures for the One-Stop System will comply with 2 CFR 200; Public Law 113-128 of the 113th Congress described as the WIOA and Federal and State regulations.			
4.0 Continuous Improvement Activities			
4.1.1 Develop and complete an initial needs analysis , with a focus on Human-Centered Design, within the first two quarters of the contract start that identifies gaps and/or challenges in integrated service delivery and present an action plan of recommended areas of improvement to MCWDB:	Complete	100%	4
4.1.1.1 Identify the main priorities for the year from each title partner program			
4.1.1.2 Work in collaboration with MCWDB Staff to develop a timeline for implementation of needs analysis recommendations			
4.1.1.3 Conduct a quarterly review of the needs analysis outcomes to track progress and points of improvement			
4.1.1.4 Annually assess the needs analysis to assure it is current and relevant to service delivery			
4.1.2 Analyze existing customer satisfaction surveys for title partner programs and develop new surveys as requested by title partners or MCWDB:	Complete	100%	4
4.1.2.1 Compile survey data semi-annually and identify areas of improvement in system collaboration and service delivery			
4.1.2.2 Develop an action plan for improvement and assist title partners in implementation			
4.1.2.3 Share survey data with MCWDB or designee as requested			
4.1.3 Coordinate and adjust delivery practices in collaboration with partner programs based on the data collected for all initiatives	Complete	100%	4
4.1.4 Encourage regionalism and collaboration amongst other LWDA’s including utilization of a unified referral platform	Complete	100%	4
4.1.5 Work with the MCWDB as needed for specific projects and initiatives. All products developed by the contractor remain the property of the County and must adhere to the identification of the funding source per state fiscal policy	Complete	100%	4

4.1.6 Explore partnerships and expand resources available to the ARIZONA@WORK Maricopa County workforce system

Complete



4.1.7 Develop and maintain community and educational partnerships including outreach to education partners

Complete



At the direction of the MCWDB, develop marketing materials (flyers, social media graphics, etc.) that combines title program partner information to disseminate among participants

4

Total Quarter Score:

3.73



Consent Agenda.

Fiscal Report



FY25 WIOA Financial & Budgetary Review





FY25
**WIOA Financial & Budgetary
Review**

Eddie Contreras
Grants Accountant

FY2025 WIOA Budget to Actual

Service Provider Approved Budget \$15,911,612

Expended YTD as of June 30th, 2025

\$14,016,833

WDB Approved Budget= \$ 1,165,244

Expended YTD as of June 30th, 2025

\$1,126,292

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

100% Expended as of June 30th, 2025

WIOA Funding by Category

Fiscal Year 07/01/2024-06/30/2025 FY25 Service Provider (WDD)						
	FY25 Approved Budget	YTD FY25 6/30/2025	% Spent YTD	Forecast	% Forecast	Balance Remaining
Roll Up						
ADULT/DW	10,972,893	9,331,858	85%	9,392,277	86%	1,580,616
YOUTH	4,638,719	4,440,948	96%	4,449,744	96%	188,975
RR	300,000	244,027	81%	244,027	81%	55,973
Total	15,911,612	14,016,833	88%	14,086,048	89%	1,825,564
Fiscal Year 07/01/2024-06/30/2025 FY25 Workforce Development Board (WDB)						
	FY25 Approved Budget	YTD FY25 6/30/2025	% Spent YTD	Forecast	% Forecast	Balance Remaining
Roll Up						
ADULT/DW	885,585	879,119	99%	879,119	99%	6,466
YOUTH	279,659	247,173	88%	247,173	88%	32,486
Total	1,165,244	1,126,292	97%	1,126,292	97%	38,952





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
WDB BTA FY25																	
TOTAL PERSONNEL	422,694	421,671	421,671	1,023	36,526	35,663	33,928	37,456	34,188	35,816	33,444	32,880	33,180	35,917	37,203	35,470	-
Regular Salary	422,694	421,671	421,671	1,023	36,526	35,663	33,928	37,456	34,188	35,816	33,444	32,880	33,180	35,917	37,203	35,470	-
TOTAL FRINGE BENEFITS	165,361	150,495	150,495	14,865	12,830	12,640	12,724	13,018	12,310	13,155	14,115	9,062	13,106	11,614	12,948	12,973	-
Taxes	32,336	30,901	30,901	1,435	2,670	2,592	2,515	2,742	2,493	2,713	2,400	2,415	2,477	2,607	2,700	2,577	-
Retirement	51,865	51,711	51,711	153	4,480	4,372	4,163	4,596	4,172	4,395	4,104	4,034	4,071	4,407	4,568	4,349	-
Medical	68,160	66,416	66,416	1,744	5,680	5,675	5,680	5,680	5,645	5,680	7,612	2,612	6,191	4,601	5,680	5,680	-
Unemployment & Workers Comp	2,500	1,467	1,467	1,033	-	-	367	-	-	367	-	-	367	-	367	-	-
Bus Pass/Vanpool	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Tuition Reimbursement	10,500	-	-	10,500	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL INDIRECT COST	127,662	137,320	137,320	(9,658)	-	11,845	11,593	11,196	12,114	22,913	-	21,480	11,109	11,408	12,036	-	11,626
Indirect Cost Allocation (22.2%)	127,662	137,320	137,320	(9,658)	-	11,845	11,593	11,196	12,114	22,913	-	21,480	11,109	11,408	12,036	-	11,626
TOTAL TRAVEL	45,790	35,979	35,979	9,811	-	675	1,450	74	725	182	26,351	-	3,895	2,476	101	49	-
Travel-Conference	35,000	33,212	33,212	1,788	-	675	1,450	74	725	182	26,351	-	2,744	860	101	49	-
Per Diem (Travel Status)	5,790	2,767	2,767	3,023	-	-	-	-	-	-	-	-	1,151	1,615	-	-	-
Staff Mileage	5,000	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL SUPPLIES	8,550	2,124	2,124	6,426	-	-	1,198	81	59	-	(563)	512	-	-	298	538	-
Office/Technology Supplies	7,000	2,124	2,124	4,876	-	-	1,198	81	59	-	(563)	512	-	-	298	538	-
Food Supplies	1,500	-	-	1,500	-	-	-	-	-	-	-	-	-	-	-	-	-
Postage	50	-	-	50	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EQUIPMENT	5,000	4,067	4,067	933	-	-	-	4,067	-	-	-	-	-	-	-	-	-
Equipment	5,000	4,067	4,067	933	-	-	-	4,067	-	-	-	-	-	-	-	-	-
TOTAL OPERATING SERVICES	22,500	10,464	10,464	12,036	-	473	2,425	3,505	326	1,453	155	-	22	1,134	-	971	-
Association Memberships	10,000	6,258	6,258	3,742	-	323	976	3,350	326	693	-	-	-	-	-	590	-
Marketing	2,000	-	-	2,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Labor Market	1,000	-	-	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Copier - Reprographics	6,000	1,519	1,519	4,481	-	-	1,449	-	-	-	-	-	-	-	-	71	-
Telecommunications	3,500	2,688	2,688	812	-	150	-	155	-	760	155	-	22	1,134	-	311	-
TOTAL CONTRACTUAL	367,687	364,171	364,171	3,516	(0)	25,034	-	40,731	-	58,283	30,745	-	65,088	-	88,765	27,960	27,566
One Stop Operator	367,687	364,171	364,171	3,516	(0)	25,034	-	40,731	-	58,283	30,745	-	65,088	-	88,765	27,960	27,566
Consultant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL WDB BTA	1,165,244	1,126,292	1,126,292	38,952	49,356	86,331	63,318	110,130	59,722	131,801	104,248	63,934	126,400	62,549	151,351	77,961	39,193



Consent Agenda.

PY25 Final Funding Allocations

PY 25 Funding Allocation Final Allotments

Janice Garza, Workforce Policy Manager



Funding Allocation Policy for WIOA Title IB Adult, Dislocated Worker, and Youth Programs

- **Policy Key Points**

- Effective Date: March 13, 2025
- Funding allocation formula factors will remain in effect for three years beginning PY25/FY26. A review and approval of the funding allocation formula will occur every two years thereafter. The Workforce Arizona Council reserves the right to review its voted-upon methodology annually.

- **Implementation**

- TEGL issued May 20, 2025
- Council and DES notify Local Areas of funding allocations.
- DES issues Notice Of Award expected in July, 2025



DOL Funding Allocation Methodology

- U.S. Department of Labor (DOL) Methodology:
 - States' funding is based on unemployment levels and disadvantaged population levels.
 - States with higher unemployment receive more funding.
- DOL total allocations for Arizona for PY 25 (July 1 2025 - June 30 2026)
 - **\$65,630,154**
 - **10%** decrease in funding statewide from PY 24
- Arizona's economy has improved (e.g., lower unemployment) compared to other states, and has therefore received a smaller share of funding
 - Statewide unemployment decreased by approximately 3,000



Year-Over-Year Unemployment Change

State	Unemployment change	Rank
Pennsylvania	-13,326	1
Mississippi	-6,234	2
Connecticut	-4,566	3
Arizona	-3,043	4
Tennessee	-2,314	5

- Arizona's share of national unemployment decreased to 2.1% in FY 24 from 2.3% in FY 23.
 - This decrease in unemployment share ranks 4th among all states



Planning Estimates vs Actual Allocations

- Adult
 - Planning Estimates: \$19,519,800
 - Actual Allocation: \$19,520,972 ↑
- Youth
 - Planning Estimates: \$20,785,827
 - Actual Allocation: \$20,629,527 ↓
- Dislocated Worker (DW)
 - Planning Estimates: \$25,484,180
 - Actual Allocation: \$25,479,655 ↓

Unemployment data and Exhausted Claimants data (DW only) were updated in time frame between Planning Estimates and Actual Allocations.



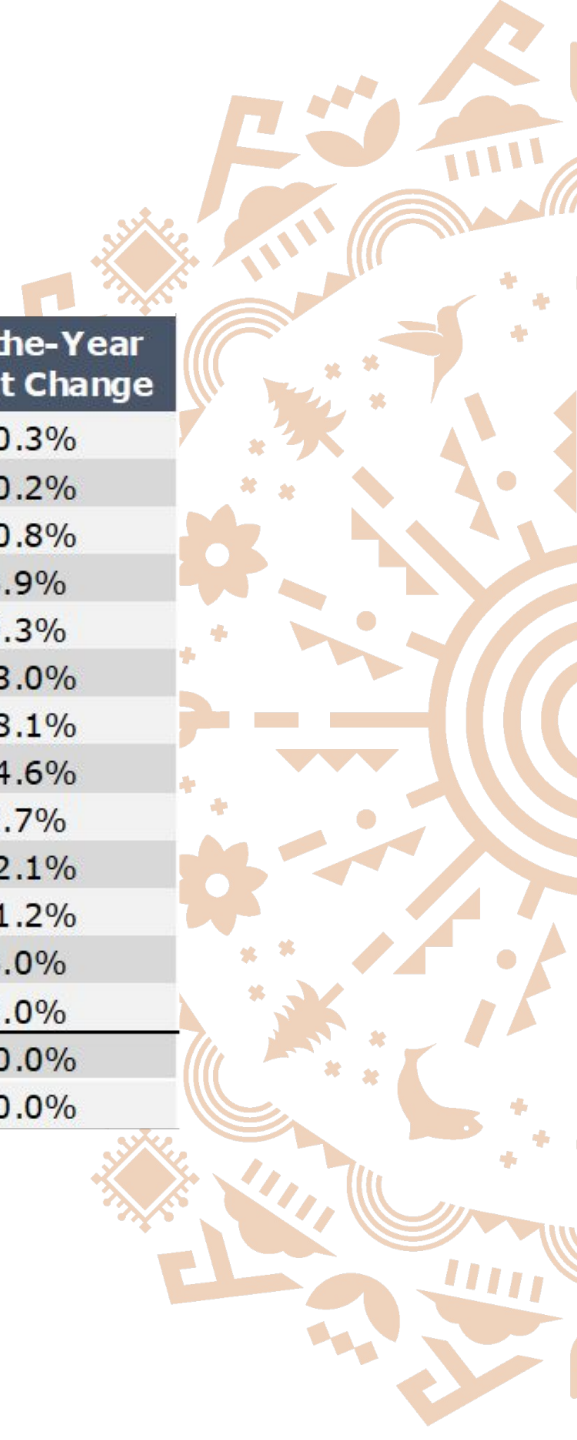
PY25 Funding Allocations: Adult

Local Workforce Development Area	PY 24 Allocation	PY 25 Allocation	Over-the-Year Change	Over-the-Year Percent Change
North Eastern Arizona (Apache/Navajo/Gila)	\$330,949	\$296,932	-\$34,016	-10.3%
South Eastern Arizona (Cochise/Graham/Greenlee)	\$400,630	\$359,793	-\$40,837	-10.2%
Coconino County	\$262,129	\$233,886	-\$28,243	-10.8%
Maricopa County	\$3,793,096	\$3,533,180	-\$259,917	-6.9%
Mohave/La Paz	\$637,526	\$577,950	-\$59,576	-9.3%
Navajo Nation	\$994,442	\$865,658	-\$128,783	-13.0%
City of Phoenix	\$3,189,348	\$2,613,160	-\$576,188	-18.1%
Pima County	\$2,249,228	\$1,921,543	-\$327,685	-14.6%
Pinal County	\$804,927	\$782,905	-\$22,023	-2.7%
Santa Cruz County	\$374,794	\$292,066	-\$82,729	-22.1%
Arizona Tribal Workforce	\$1,311,072	\$1,163,739	-\$147,334	-11.2%
Yavapai County	\$438,211	\$411,855	-\$26,357	-6.0%
Yuma County	\$3,649,015	\$3,540,161	-\$108,853	-3.0%
Distribution 85%	\$18,435,367	\$16,592,826	-\$1,842,541	-10.0%
Total Funds	\$21,688,667	\$19,520,972	-\$2,167,695	-10.0%

PY 24 Allocation: Discretionary Formula, 100% weight on excess poverty

PY 25 Allocation: Discretionary Formula, 100% weight on excess poverty

PY 25 Allocations listed in TEGE 11-24, May 20, 2025



PY25 Funding Allocations: Youth

Local Workforce Development Area	PY 24 Allocation	PY 25 Allocation	Over-the-Year Change	Over-the-Year Percent Change
North Eastern Arizona (Apache/Navajo/Gila)	\$350,343	\$307,033	-\$43,310	-12.4%
South Eastern Arizona (Cochise/Graham/Greenlee)	\$412,629	\$337,054	-\$75,575	-18.3%
Coconino County	\$455,383	\$416,111	-\$39,273	-8.6%
Maricopa County	\$4,091,816	\$3,751,240	-\$340,576	-8.3%
Mohave/La Paz	\$573,224	\$484,473	-\$88,751	-15.5%
Navajo Nation	\$1,076,742	\$929,814	-\$146,928	-13.6%
City of Phoenix	\$3,354,762	\$2,761,109	-\$593,653	-17.7%
Pima County	\$2,345,255	\$2,113,708	-\$231,547	-9.9%
Pinal County	\$716,034	\$636,477	-\$79,558	-11.1%
Santa Cruz County	\$432,564	\$344,404	-\$88,161	-20.4%
Arizona Tribal Workforce	\$1,381,558	\$1,230,759	-\$150,799	-10.9%
Yavapai County	\$381,087	\$359,075	-\$22,012	-5.8%
Yuma County	\$3,887,785	\$3,863,843	-\$23,942	-0.6%
Distribution 85%	\$19,459,183	\$17,535,098	-\$1,924,085	-9.9%
Total Funds	\$22,893,156	\$20,629,527	-\$2,263,629	-9.9%

PY 24 Allocation: Discretionary Formula, 100% weight on excess poverty

PY 25 Allocation: Discretionary Formula, 100% weight on excess poverty

PY 25 Allocations listed in TEGL 11-24, May 20, 2025



PY25 Funding Allocations: Dislocated Worker

Local Workforce Development Area	PY 24 Allocation	PY 25 Allocation	Over-the-Year Change	Over-the-Year Percent Change
North Eastern Arizona (Apache/Navajo/Gila)	\$197,336	\$168,845	-\$28,492	-14.4%
South Eastern Arizona (Cochise/Graham/Greenlee)	\$654,992	\$552,140	-\$102,852	-15.7%
Coconino County	\$251,895	\$209,379	-\$42,516	-16.9%
Maricopa County	\$5,125,049	\$5,044,793	-\$80,256	-1.6%
Mohave/La Paz	\$475,131	\$405,683	-\$69,448	-14.6%
Navajo Nation	\$424,579	\$342,308	-\$82,270	-19.4%
City of Phoenix	\$3,263,208	\$3,125,587	-\$137,621	-4.2%
Pima County	\$2,342,201	\$1,965,588	-\$376,613	-16.1%
Pinal County	\$806,957	\$704,501	-\$102,456	-12.7%
Santa Cruz County	\$224,596	\$184,048	-\$40,548	-18.1%
Arizona Tribal Workforce	\$776,438	\$628,950	-\$147,488	-19.0%
Yavapai County	\$393,842	\$358,645	-\$35,197	-8.9%
Yuma County	\$2,053,228	\$1,597,326	-\$455,903	-22.2%
Distribution 60%	\$16,989,453	\$15,287,793	-\$1,701,660	-10.0%
Total Funds	\$28,315,755	\$25,479,655	-\$2,836,100	-10.0%

PY 24 Allocation: 80% weight on unemployment concentration, 5% weight on long-term unemployment, 10% weight on declining industry

PY 25 Allocation: 35% weight on unemployment concentration, 15% weight on long-term unemployment, 15% weight on declining industry

PY 25 Allocations listed in TEGE 11-24, May 20, 2025



PY25 Funding Allocations: Rapid Response

Local Workforce Development Area	PY 25 Distribution
North Eastern Arizona (Apache/Navajo/Gila)	\$195,997
South Eastern Arizona (Cochise/Graham/Greenlee)	\$195,997
Coconino County	\$195,997
Maricopa County	\$195,997
Mohave/La Paz	\$195,997
Navajo Nation	\$195,997
City of Phoenix	\$195,997
Pima County	\$195,997
Pinal County	\$195,997
Santa Cruz County	\$195,997
Arizona Tribal Workforce	\$195,997
Yavapai County	\$195,997
Yuma County	\$195,997
State Rapid Response Allocation (60%)	\$3,821,948
Total Rapid Response Funds	\$6,369,914



PY25 Funding Allocations: Rapid Response

- Total Rapid Response funding (25% of Dislocated Worker funding): \$6,369,914
 - Department of Economic Security (15%): \$3,821,948
 - LWDAAs (10%): \$2,547,966
 - Each local area receives \$195,997



PY25 Funding Allocations: Total

Local Workforce Development Area	PY 24 Allocation	PY 25 Allocation	Over-the-Year Change	Over-the-Year Percent Change	Local Workforce Development Area	PY 25 Allocation with Rapid Response Funding
North Eastern Arizona (Apache/Navajo/Gila)	\$878,628	\$772,810	-\$105,818	-12.0%	North Eastern Arizona (Apache/Navajo/Gila)	\$968,807
South Eastern Arizona (Cochise/Graham/Gree	\$1,468,251	\$1,248,986	-\$219,265	-14.9%	South Eastern Arizona (Cochise/Graham/Greenlee)	\$1,444,984
Coconino County	\$969,407	\$859,375	-\$110,031	-11.4%	Coconino County	\$1,055,373
Maricopa County	\$13,009,962	\$12,329,213	-\$680,749	-5.2%	Maricopa County	\$12,525,210
Mohave/LaPaz	\$1,685,881	\$1,468,106	-\$217,774	-12.9%	Mohave/LaPaz	\$1,664,104
Navajo Nation	\$2,495,762	\$2,137,780	-\$357,982	-14.3%	Navajo Nation	\$2,333,778
City of Phoenix	\$9,807,318	\$8,499,855	-\$1,307,463	-13.3%	City of Phoenix	\$8,695,853
Pima County	\$6,936,685	\$6,000,839	-\$935,846	-13.5%	Pima County	\$6,196,837
Pinal County	\$2,327,918	\$2,123,882	-\$204,036	-8.8%	Pinal County	\$2,319,879
Santa Cruz County	\$1,031,955	\$820,517	-\$211,437	-20.5%	Santa Cruz County	\$1,016,515
Arizona Tribal Workforce	\$3,469,068	\$3,023,447	-\$445,621	-12.8%	Arizona Tribal Workforce	\$3,219,445
Yavapai County	\$1,213,141	\$1,129,575	-\$83,566	-6.9%	Yavapai County	\$1,325,572
Yuma County	\$9,590,028	\$9,001,330	-\$588,698	-6.1%	Yuma County	\$9,197,328
Total Distribution to Local Areas	\$54,884,003	\$49,415,717	-\$5,333,712	-9.7%		
Total Funds	\$72,897,578	\$65,630,154	-\$7,107,771	-9.8%		

PY 25 Allocations listed in TEGE 11-24, May 20, 2025



Information/Discussion/Possible Action.

**Maricopa County Workforce Development Board
Workgroups Proposal**



MCWDB Workgroup Proposal

Steve Clark, Executive Director | August 2025



MCWDB Workgroups Proposal

Current Committee Structure (per bylaws)

- Standing Committees
 1. Executive Committee
 2. Youth Committee
- Other Ad-Hoc Committees
 1. Employer Connection Committee
 2. Regional Workforce Initiatives Committee

MCWDB Workgroups Proposal

Workgroup Guidelines

- Propose concepts to MCWDB staff for further consideration
- Staff-driven workgroup rosters/focus areas
- Increased stakeholder involvement
- Limited number Board members volunteer to serve
- Not required to follow Open Meetings Laws

MCWDB Workgroups Proposal

Workgroup Guidelines

- Workgroups report to MDWCB staff
- Advisory role to staff only
- Members-Industry/Topic “experts”
- MCWDB staff serve as liaisons to these workgroups
 - Progress Updates at each full MCWDB meeting

MCWDB Workgroups Proposal

Proposed Workgroups

1. Advanced Manufacturing/Semiconductor
 - Chair: Scott Holman, Amkor Technology Arizona
 - MCWDB Liaison: Nancy Avina
2. Regional Workforce/Economic Development
 - Chair: Tim Willenborg, Brenntag North America
 - MCWDB Liaison: Katelyn Harris Lange

MCWDB Workgroups Proposal

Next Steps

1. Secure MCWDB approval
 - August 7, 2025 – Executive Committee
 - August 28, 2025 – Full MCWDB
2. Build Out Workgroup Rosters
3. Establish initial goals/activities
4. Determine meeting dates/times



Questions?

(need a motion to approve)



Information/Discussion/Possible Action. Policy Revisions



Quarter 1 Policies for Approval

PY25/FY26

Laura Malhoit : Compliance & Policy Manager : 08/07/2025



Policies

- Adult Program Eligibility Policy
- Dislocated Worker Program Eligibility Policy
- Occupational Skills Training Policy
- Self-Sufficiency Policy

Policies have gone through legal review and received legal approval

Policies

To ensure greater consistency, accountability, and alignment with federal and state guidance, these policies are being transitioned from the service provider to the workforce board.

This shift strengthens oversight and reinforces the board's role in setting strategic direction and ensuring compliance.

All Policies

Minor Revisions

- Spelling
- Grammar
- Minor wording revisions
- Updated County Branding

Adult Program Eligibility Policy

Major Updates

- Added definition for Right to Work in the United States
- Updated Low-Income Status and Public Assistance definition
- Updated Income Inclusions/Exclusions Chart
- Added verbiage stating requirement of collection of eligibility documents of individuals receiving services that AJC Service Dictionary list trigger inclusion as a participant

Adult Program Eligibility Policy

Major Updates Continued

- Added verbiage to ensure access to services to individuals with barriers to employment and included a list of barriers
- Removed verbiage of items that are already described in other board policies and instead referenced those policies
- Cleaned up the definition of family

Dislocated Worker Program Eligibility Policy

Major Updates

- Added definition for Right to Work in the United States
- Updated wording of Category I Dislocated Worker to match DES policy
- Updated documenting dislocated worker status section to remove list of documents as it was not all-inclusive. Instead, reference to DES Eligibility Checklist for full list of documentation

Occupational Skills Training Policy

Major Updates

- Removed list of targeted industries- can be referenced in the Training Service Limits Policy
- Added statement about non-entitlement and how individual needs and goals must be evaluated to ensure alignment with program objectives and funding levels
- Added statement that purpose of Occupational Skills Training is for a participant to obtain full-time employment leading to self-sufficiency

Occupational Skills Training Policy

Major Updates Continued

- Added statement about employability-first approach and listed employment-focused activities
- Added criteria for training time period. Must be 1 year or less (excluding externship time)
- Added statement for situations when training cost exceed ITA limit and the participant is responsible for a portion of the training cost

Occupational Skills Training Policy

Major Updates Continued

- Added section for Occupational Skills Training requests from individuals who have previously received WIOA funding for Occupational Skills Training
 - Added criteria for when additional requests can be considered
- Added stipulation that individuals who have unsuccessfully completed training, seeking a career change, or who were exited due to behavioral issues can be considered 24 months from exit date

Self-Sufficiency Policy

Major Updates

- Removed language regarding at a minimum self-sufficiency must exceed 100% Lower Living Standard Income Level (LLSIL)
 - Unable to find this reference in state or federal policy
- Spelled out acronyms

Recommendation

Approve policies as presented in 8/07/25 Executive Committee Packet


If approved will be available on MCWDB website: [MCWDB Policies & Plans | ARIZONA@WORK](#)



Questions



Thank You

 MARICOPA COUNTY Workforce Development Board	SECTION/REFERENCE DES Section 100 - Adult & Dislocated Worker Program Registration, Eligibility, Enrollment, and Tracking Eligibility Policy	POLICY NUMBER 25-01
	ORIGINAL ISSUE DATE August 2025	REVISION DATE August 2025
	AUTHORIZED BY: Maricopa County Workforce Development Board	
SUBJECT: Adult Program Eligibility		ADDENDA:

Purpose:

To outline eligibility requirements for WIOA Title 1B Adult program

Responsibility of:

Career Advisor, Program Supervisors, Quality Improvement Team, and WIOA applicant

Definitions:

Eligible to work in the United States- A citizen or national of the United States, or a lawfully admitted permanent resident alien, refugee, asylee, parolee; or other immigrant authorized by the United States Attorney General to work in the United States

Low-Income Status- Is defined as:

1. An individual currently receiving or has received public assistance in the past six months solely or as a member of a family
2. Is a member of a family whose total family income does not exceed either the poverty line or 70 percent of the Lower Living Standard Income Level (LLSIL);
3. Is a homeless individual, as defined in 42 U.S.C. 14043e-2(6) of the Violence Against Women Act of 1994, or 42 U.S.C. 11434a (2) of the McKinney-Vento Homeless Assistance Act; or
4. Is a member of a family whose income does not meet low-income requirements, but is an individual with a disability, and therefore can be counted as a family of one which may potentially qualify them as low-income based off of individual income

Public Assistance- An individual (or an individual who is part of a family) currently receiving, or who in the past six months has received, assistance through any of the following programs:

1. Supplemental Nutrition Assistance Program (SNAP)
2. Temporary Assistance for Needy Families (TANF)
3. Supplemental Security Income (SSI)
4. Refugee Cash Assistance (RCA); or

5. Any other state income-based public assistance

Description:

Eligibility is the first step in the WIOA Registration process for individuals applying for WIOA Adult Individualized or Training services. Collecting eligibility documentation is not required for Adults seeking WIOA-funded informational services and self-help services. Services that trigger inclusion as a participant as described in the DES AJC Service Dictionary require collection of eligibility documents and enrollment in the Arizona Job Connection System.

At a minimum, Adult applicants must meet the following general eligibility requirements:

- Be at least 18 years old at the time of WIOA application
- Be eligible to work in the United States
- Be registered with Selective Service if applicable
- Be a resident of Arizona

Priority of Service: WIOA requires that priority of service be given to low-income individuals, which includes veterans, homeless, individuals with disabilities, and individuals that are basic skills deficient. Priority of service is in effect for Adult programs at all times for Individualized and Training Services, and not only when Adult funds are limited. Refer to the Priority of Service policy for more information. Note that eligibility for Adult services does not entitle individuals to receive funding for training services. Refer to the Eligibility, Prioritization & Approval of Training Services Policy, Occupational Skills Training Policy, and the Training Services Limits Policy for additional information.

Individuals with Barriers to Employment: In addition to priority of service, individuals with barriers to employment must also be ensured access to quality services. All barriers that are self-identified by the client must be recorded in the Arizona Job Connection (AJC) system.

Barriers to employment include:

1. Displaced homemakers
2. Low-income individuals
3. Native Americans, Alaska Natives, and Native Hawaiians
4. Individuals with disabilities (includes Social Security Disability Insurance recipients and veterans with disabilities)
5. Justice Involvement
6. Workers aged 55 and older
7. Homeless individuals
8. Individuals who have aged out of foster care system
9. English Language Learners
10. Migrant and seasonal farmworkers
11. Single parents (including single pregnant women)
12. Long-term unemployed (unemployed for 27 or more consecutive weeks)

Determining Family Size: Since low-income status is based on family size (except for individuals automatically considered to be low income) the family size for the previous six months must be determined.

Arizona DES defines a family as two or more individuals related by blood, marriage, or decree of court who are in a single residence, and are included in one or more of the following categories:

1. A married couple and dependent children;
2. A parent or guardian and dependent children; or
3. A married couple

Note: When an individual is not living in a single residence with other family members, the individual is not considered a member of the family for the purpose of WIOA Title IB income calculations.

Once the family size has been determined, the household income can be calculated. Eligibility for adults is determined by calculation of family income **received** in the six months immediately prior to WIOA application date. The Lower Living Standard Level (LLSIL) is used in determining low-income status. An individual whose family income that is at or below either the HHS Poverty Guidelines or the 70% LLSIL will be considered to have low-income status. Low-income status must be documented in the case file.

Individuals with a Disability may be considered a family of one for income calculation purposes. The disability must be documented to be considered an individual with a disability and as a family of one. No other household income information needs to be collected.

Eligibility for Employed Adults: Adults employed at the time of WIOA application must meet income criteria for Individualized and Training Services using 450% of the Lower Living Standard Income Level (LLSIL) to determine self-sufficiency. All family income is considered unless the applicant has a disability and can be considered a family of one. See the Self-Sufficiency policy for additional information.

Refer to the table below for Income Inclusions/Exclusions listing for determining household income.


Income Inclusions	Income Exclusions
Wages and salaries	Allowances, earnings, and payments to individuals participating in programs under Title I of WIOA
Self-employment income	Any payment to volunteers under Title I (VISTA and others) and Title II (RSVP, foster grandparents, and others) of the Domestic

	Volunteer Service Act of 1973
Social Security (Old-Age, Survivors, and Disability Insurance) benefits	Payments to volunteers under Section 8(b)(1)(B) of the Small Business Act (SCORE and ACE)
Private and government retirement benefits	Payments and allowances to individuals participating in AmeriCorps to the extent excluded by the National and Community Service Act of 1990
<p>Military pension payments and benefits-</p> <ul style="list-style-type: none"> • Authorized by Title 10 U.S. Code (such as those received by military retirees whether or not their retirement was based on disability) • Paid under Chapter 15 of Title 38 U.S. Code 	Student financial assistance received under Title IV of the Higher Education Act of 1965, including the Pell Grant, Supplemental Education Opportunity Grant, State Student Incentive Grants, National Direct Student Loan, PLUS, College Work Study, and Byrd Honor Scholarship Programs, to the extent excluded by the Act
Interest, dividends, rental income, and other property income	Payments received under the Carl D. Perkins Vocational Education Act, as amended by the Carl D. Perkins Vocational and Applied Technology Act Amendments of 1990, P.L. 101-392
Unemployment and workers' compensation	<p>Military service-related income –</p> <ul style="list-style-type: none"> • Any amounts received as military pay or allowances by any person who served on active duty, and certain other specified benefits paid while on active duty or paid by the Department of Veterans Affairs (VA) for vocational rehabilitation, disability payments, or related VA-funded programs • All pay and/or financial allowances earned while a veteran was on active duty • Any financial benefits received by a covered person under the following Chapters of Title 38 of the U.S. Code: <ul style="list-style-type: none"> ○ 11. for service-connected disability or death ○ 13. Dependency and indemnity

	<p>compensation for service-connected deaths</p> <ul style="list-style-type: none"> ○ 30. All-volunteer force educational assistance program ○ 31. Training and rehabilitation for veterans with service-connected disabilities ○ 35. Survivors' and dependents' educational assistance ○ 36. Administration of educational benefits <ul style="list-style-type: none"> ● Benefits received under Chapter 106 of Title 10 U.S. Code, Educational assistance for members of the selected reserve
Regular contributions for support (alimony and child support)	Lump sum payments or large cash settlements (i.e., payments that are not received on a regular basis), including compensation for a loss that must be replaced (e.g., payment from an insurance company for fire damage to a house)
Lump sum payments that are put into a savings account and are regularly withdrawn by the household for living expenses (the amount withdrawn is counted as income)	

Documentation of Eligibility: The DES Eligibility and Verification Checklist is used as the source for acceptable documentation. If verification/documentation cannot be obtained the DES WIOA Applicant Statement may be accepted as a last resort. Signature of the participant must be obtained.

The Applicant Statement may not be used to document Citizenship/Right to Work, Social Security Number or Selective Service Registration.

 <p>MARICOPA COUNTY Workforce Development Board</p>	<p>SECTION/REFERENCE SECTION/REFERENCE WIOA Final Rule 168.130 WIOA PL 113-128 Sec. 3 (15) DES Adult & Dislocated Worker Policy Manual Section 100</p>	<p>POLICY NUMBER 25-02</p>
	<p>ORIGINAL ISSUE DATE August 2025</p>	<p>REVISION DATE August 2025</p>
	<p>AUTHORIZED BY: Workforce Development Board</p>	
<p>SUBJECT: Dislocated Worker Program Eligibility</p>		<p>ADDENDA:</p>

Purpose: To outline the eligibility requirements for the WIOA Title 1B Dislocated Worker Program.

Responsibility of: Career Advisor, Program Supervisor, Quality Improvement Team, and WIOA Applicant

Definition:

Dislocated Worker- An individual with an attachment to the labor force who is permanently laid off or terminated through no fault of their own. They must fall into one of the five categories below to be determined eligible as a Dislocated Worker and provide documentation. If the individual is not eligible as a Dislocated Worker they may be served under the Adult program. Eligibility is determined at the time of application and remains intact for the period of program participation regardless of change in employment status.

Eligible to work in the United States- A citizen or national of the United States, or a lawfully admitted permanent resident alien, refugee, asylee, parolee; or other immigrant authorized by the United States Attorney General to work in the United States

Description: Determining eligibility is the first step in the WIOA Registration process for individuals applying for WIOA Dislocated Worker Individualized or Training services. Eligibility determination is not required for Dislocated Workers (DWs) seeking WIOA-funded informational services, self-help services or basic career services.

At a minimum, DW applicants must meet the following general eligibility requirements:

- Be eligible to work in the United States
- Be registered with Selective Service if applicable
- Be a resident of Arizona
- Be one of the following:

Category 1: General Layoff or U.S. Veteran or Military Spouse

- A. An individual (non-retiree) who has been terminated or has been laid off or has received notice of termination/layoff, including recently separated U.S. veterans within 48 months after discharge or release from active duty; AND
1. Is eligible for or has exhausted entitlement to unemployment compensation; OR
 2. Has been employed for a duration sufficient to demonstrate attachment to the workforce (determined on a case-by-case basis), but is not eligible for unemployment compensation due to insufficient earnings or employment not covered by UI laws AND
 3. Is unlikely to return to a previous industry or occupation due to one or more of the following:
 - a. Labor market information for the occupation shows a zero or negative growth rate;
 - b. The local Chamber of Commerce, Economic Development agency, or other credible sources of regional economic information confirm the occupation or industry has shown a significant decline in the local labor market area;
 - c. Employment Service confirms that, in the previous sixty days, there was a lack of job orders for that occupation to qualified job seekers, as determined by the LWDA;
 - d. A plant closure or substantial layoff within the labor market area in the same industry or occupation has occurred in the last six months from the date of plant closure or substantial layoff.
 - e. The individuals have been actively seeking but are unable to find employment in their previous industry or occupation for a period of 90 days or more from employment separation; or
 - f. A person is laid off from a job due to lack of certification.
 - g. The separating service member is separating from the Armed Forces with a discharge other than dishonorable who qualifies for dislocated worker activities when he or she:
 - i. Has received a notice of separation, a DD-214 from the Department of Defense, or other documentation showing a separation or imminent separation from the Armed Forces to satisfy the termination or layoff part of the dislocated worker eligibility criteria in WIOA sec. 3(15)(A)(i);
 - ii. Qualifies for the dislocated worker eligibility criteria on eligibility for or exhaustion of unemployment compensation in WIOA sec. 3(15)(A)(ii)(I) or (II); and
 - iii. Meets the dislocated worker eligibility criteria that the individual is unlikely to return to a previous industry or occupation in WIOA Section 3(15)(A)(iii)

Note:

Equal Opportunity Employer/Program
Auxiliary aids and services are available upon request to individuals with disabilities

- Veterans do not automatically qualify as DWs under this category. Only recently separated service members who have been released within the past 48 months from active military, naval, or air duty and service members who have an imminent separation date. Veterans who are voluntarily retiring from the military are not eligible as DWs, however, veterans who are “forced to retire” by the military within the past 48 months or have imminent separation date are considered to be terminated at no fault of their own and must meet the other requirements for Category 1 Dislocated Worker to be eligible.
- Terminated does not include workers who were discharged for cause, left voluntarily, or voluntarily retired. However, individuals who accept early “forced retirement” as part of a reduction in workforce are considered DWs. Employees issued a layoff notice with a possibility of recall in the future are not considered DWs as a termination is a permanent situation, where the employer does not plan on rehiring the individual. However, a layoff notice for a period of twenty-six or more weeks is considered terminated for the purposes of determining eligibility.
- Reemployment Services and Eligibility Assessment (RESEA) eligibility is not an automatic qualifier for the DW program. Individuals do not have to be **receiving** UI benefits at the time of application to qualify as a DW.

Category 2: Facility Closure / Substantial Layoff

1. Individual that has been terminated or laid off, or has received notice of termination or layoff, from employment as a result of any *permanent* closure or any substantial layoff at a plant, facility, or enterprise; A Substantial layoff is defined as extended mass layoffs that either involve 500 or more workers or in which the number of separations is at least one-third of the employment prior to the separation (excluding employees working less than 20 hours per week). For purposes of WIOA Title I-B eligibility, all business closed due to an emergency are considered *permanent*; **or**
2. Is employed at a facility at which the employer has made a general announcement that such facility will close within 180 days; **or**
3. For purposes of eligibility to receive services other than training services, individualized career services, or supportive services, is employed at a facility where the employer has made a general announcement that the facility will close.

Category 3: Self-Employed

Individual who was self-employed (including but not limited to employment as a farmer, rancher, gig worker or fisherman) but is unemployed as a result of general economic conditions in the community in which the individual resides or because of natural disasters.

Gig workers are self-employed individuals providing labor services and completing single projects or tasks on demand for pay. Gig work may be obtained or performed either offline or online. Gig workers may be independent contractors, online platform workers, contract firm workers, on-call workers, or temporary workers and may enter into formal agreements with on-demand companies.

Category 4: Displaced Homemaker

A displaced homemaker is an individual who:

1. Has been providing unpaid services to family members in the home;
2. Is unemployed or underemployed and experiencing difficulty finding or upgrading employment; and
3. Meets one of the following:
 - a. Has been dependent on the income of another family member but is no longer supported by that income due to the spouse's medical condition, divorce, or death of the spouse. In addition, the loss of support income may be the result of a former wage earner's job loss and that the former wage earner may still be living in the home; or
 - b. Is the dependent spouse of a member of the Armed Forces on active duty and whose family income is significantly reduced because of deployment, a call to active duty, a permanent change of station, or the service-connected death or disability of the member.

Category 5: Dislocated/Spouse of an Active-Duty Member of the Armed Forces

1. Who has experienced a loss of employment as a direct result of relocation to accommodate a permanent change in duty station of such members. Active duty is defined in section 101(d)(1) of title 10, United States Code (U.S.C)); or
2. Is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment. A person is considered underemployed if they are employed either full or part-time, whose current annualized wage does not exceed the highest of either:
 - a. 80% of their wages at the date dislocation; or

- b. The individual's earned wages are at or below the self-sufficiency threshold established by the LWDB

Dislocated Worker Employment Status

Employed individuals may be served by the DW Program. Individuals who are eligible for the DW program and are employed at the time of eligibility determination may receive services if they are underemployed or if employed temporarily in a "Stop-Gap Employment."

Stop-Gap Employment

Individuals may obtain "Stop-Gap Employment" and remain eligible to receive services under the DW program.

1. Stop-Gap Employment is temporary work an individual accepts for the purposes of income maintenance.
2. If the stop-gap employment provides a self-sufficiency wage, (e.g., gig worker, contract employment or employment obtained through a temporary employment service agency known as interim employment), such employment would not change the individual's DW status and eligibility for DW services.
3. If this definition of stop-gap employment is met, there is no requirement to document income to determine self-sufficiency.

If at the time of WIOA application, the individual has been in a job for at least a year that is comparable in hours, skill, and pay to the job of dislocation, it should be considered a new primary occupation, instead of stop-gap employment. The individual may not qualify as a dislocated worker but *may* receive services through the Adult program if they meet income requirements on a Priority of Service basis.

Underemployed

A person is considered underemployed and may receive dislocated worker services if they are employed either full or part-time, and their current annualized wage does not exceed the highest of either:

1. The individual or the individual's family income is at or below the self-sufficiency threshold established by the LWDB, using the income levels of the LLSIL Matrix;
- or
2. 80% of their wages at the date of dislocation.

If LLSIL self-sufficiency levels are not used to determine underemployment, an underemployed individual is defined as an individual who:

- a. Is employed less than full-time and is seeking full-time employment;


- b. Is employed in a position that is inadequate with respect to their skills and training;
- c. Meets the definition in WIOA sec. 3(36) - is considered low income; and
- d. Is employed, but whose current job's earnings are not sufficient compared to their earnings from their job of dislocation.

Verification of income must be obtained to validate the individual is underemployed (either less than 80% of wages at dislocation or below the 450% LLSIL).

Documenting Dislocated Worker Status

Documentation to validate the individual's status as a DW must be in the file. If the applicant is unable to obtain or provide documentation the WIOA Title 1B Applicant Statement may be used. Refer to the Eligibility and Verification Checklist for acceptable documentation. [100A.1 WIOA Title I-B Dislocated Worker Program Eligibility Checklist](#)

Income calculation is not required for unemployed dislocated workers. Income calculation is only required to determine eligibility for the DW program if the applicant is employed at the time of eligibility determination and the employment does not meet the definition of stop-gap employment and their current wages are at least 80% of their wages at the date of dislocation. Service providers may use "Self-Sufficiency for DW" Column, 450% LLSIL, to compare the family's total income to the income level for the individual's family size to determine if the individual is considered self-sufficient in the local area, and not underemployed.

 MARICOPA COUNTY Workforce Development Board	SECTION/REFERENCE DES Section 500 Training Services; TEGL 15-10; WIOA Law 134 (c)(3)(D)	POLICY NUMBER 25-03
	ORIGINAL ISSUE DATE August 2025	REVISION DATE August 2025
	AUTHORIZED BY: Maricopa County Workforce Development Board	
SUBJECT: Occupational Skills Training		ADDENDA:

Purpose: Occupational skills training (OST) assists participants in acquiring and demonstrating the essential occupational competencies and skills that will qualify them for employment and establish the first step on a career path toward self-sufficiency.

Responsibility of: Career Advisor, WIOA Participant, Program Supervisor, ETPL Training Provider

Definition(s): Occupational Skills Training is an organized program of study providing specific vocational skills that lead to a proficiency in the performance of actual tasks and technical functions required by certain occupational fields at entry, intermediate or advanced levels.

Individual Training Account (ITA) is an expenditure account established on behalf of an eligible participant to purchase training services from eligible training providers they select in consultation with the career advisor. Individuals may be attending school when they become a WIOA Title IB participant; however, reimbursement of training costs is not allowed for payments made prior to WIOA Title I-B program participation.

Description: WIOA funds used for training must be used for high demand occupations that result in an industry-recognized credential, apprenticeship certificate, or license issued by the state or federal government. Training funded will be limited to programs in the targeted industry sectors referenced in the Maricopa Workforce Development Board’s Training Service Limits Policy. As a non-entitlement program, WIOA services and funds are not guaranteed to all WIOA participants. Each participant’s eligibility, priority of service (see priority of service policy), suitability, and needs are assessed individually to ensure that services align with program’s objectives and funding levels. Occupational Skills Training is intended to help individuals with obtaining full-time employment that leads to self-sufficiency.

Career Advisors should work with the participants on their approach to employment prior to discussing approval for Occupational Skills Training. Activities to focus on employability include:

- Career exploration and planning
- Identifying industries and occupations that align with a participant's skills and interests
- Resume preparation
- Job search support
- Interview coaching
- Researching apprenticeship opportunities
- Assessments

If it is determined that a participant needs additional skills to obtain employment, Occupational Skills Training can be considered. Career Advisors (CA) should consider the following items for placing a participant in Occupational Skills Training:

- Ensure that the training program correlates with the participant's Individual Employment Plan (IEP) / Individual Service Strategy (ISS).
- Review labor market information for availability of jobs in the chosen career.
- Participant's ability to perform and progress at a reasonable pace, i.e., TABE scores and educational background meet required/appropriate levels for the OST selected.
- Acquires the minimum job specific skills, knowledge, and abilities necessary to perform related jobs adequately and competitively.
- Selection of a training program may be based upon the following criteria: quality of training, cost of training, length of training, competencies expected to be achieved, and accessibility of training site to participant
- Ensure training provider and program are on the State Eligible Training Provider List (ETPL) in AJC.

Training Length: Training is intended to provide individuals with the skills needed to obtain employment as quickly as possible. Training programs must have a definitive start and end date and must not be longer than one year (this excludes externships).

Customer Choice: Training services provided through an Individual Training Account (ITA), or contract must be provided in a manner that maximizes customer choice in selecting a training provider. A participant who has been determined eligible for WIOA Title 1-B training services may select an eligible (WIOA-approved) training program listed on Arizona's ETPL after consultation with their Career Advisor.

Pell Grants:

LWDBs must ensure that WIOA Title I-B training funds are awarded only when no other sources of funding are available or when the amount available is insufficient in covering the participant's training costs.

CAs must leverage available training funds, to include Pell Grant and scholarships, to ensure that the costs of training and support services are fully paid for participants and to reduce the likelihood of duplicate payments for such services. CAs shall assist each participant in

establishing Pell Grant eligibility, if applicable, before a participant enrolls in a particular school or training program. A WIOA participant may enroll in WIOA-funded training while his/her application for a Pell Grant is pending as long as pre-arrangements have been made with the training provider and the WIOA participant regarding allocation of the Pell Grant, if it is subsequently awarded. In the case of approval of the Pell Grant, the training provider must reimburse ARIZONA@WORK Maricopa County the WIOA funds used to underwrite the training for the amount the Pell Grant covers. Reimbursement is not required from the portion of the Pell Grant assistance disbursed to the WIOA participant for education-related expenses, only tuition.

The Free Application for Student Aid (FAFSA), which is used to establish Pell Grant eligibility, is readily available on-line at <http://www.fafsa.ed.gov>. When a participant completes a FAFSA online, it is electronically submitted immediately to the U.S. Department of Education (DOE) for processing. Generally, the DOE makes a determination of Pell eligibility and notifies an application within 30 days of FAFSA submittal.

All WIOA Title I-B program participants pursuing training at a Pell Grant eligible institution must apply for a Federal Pell Grant, unless the training program is not Pell eligible, or the participant provides documentation to indicate they are not eligible for the Pell Grant.

ARIZONA@WORK Maricopa County has established ITA limits for its Adult, Dislocated Worker, and Youth programs, which can be referenced in the Training Service Limits policy. In the event that training exceeds the WIOA ITA limit, and the remaining balance becomes the responsibility of the participant, the participant must demonstrate ability to cover any additional costs required for training. This is to ensure that the training plan is viable and will not create undue financial stress for the participant. Career Advisors are expected to work closely with participants to review financial readiness and to explore alternative funding sources to support training goals.

Individual Training Accounts: The training voucher (Individual Training Account) must include the following items:

- Training start and end dates
- Total tuition costs (amount of WIOA funds obligated for the training program)
- Appropriate ancillary costs such as books, uniforms, tools, equipment, testing/licensing fees, etc. (community college bookstore costs require an additional training voucher)
- Information noting potential Pell Grant fund amount applied to training costs

Returning Occupational Skills Training Requests


To ensure that WIOA funds are able to assist as many county residents as possible, individuals returning to WIOA program seeking additional training funds will not receive priority for Occupational Skills Training funds. Occupational Skills Training can be considered in the following circumstances:

- Individual successfully completed Occupational Skills Training during previous program participation

- Individual meets eligibility
- Individual demonstrates necessity for training
- Training request builds upon previous training
- Funding is available

Individuals that previously had an unsuccessful training completion, seeking career change (excluding individuals who lost employment and qualify as a dislocated worker) or who were exited due to behavior will not be considered for additional training for 24 months from exit date.

DRAFT

 Maricopa County Workforce Development Board	SECTION/REFERENCE TEGL 03-15; DES Section 100 Adult/DW Program Registration, Eligibility, Enrollment Policy	POLICY NUMBER 25-04
	ORIGINAL ISSUE DATE August 2025	REVISION DATE August 2025
	AUTHORIZED BY: Maricopa County Workforce Development Board	
SUBJECT: Self-Sufficiency		ADDENDA:

Purpose: To outline the criteria for determining self-sufficiency used in establishing eligibility for **employed** Adults and Dislocated Workers seeking WIOA Title 1-B program services.

Responsibility of: ARIZONA@WORK-Maricopa County enrollment processing staff

Definition(s): **Self-sufficiency** is defined as the level of income needed to be financially self-sustaining without public assistance or other assistance.

Interim, temporary, or stop-gap employment is employment that is accepted by an individual for the purpose of transitory income prior to, and/or during participation in, Career or Training services with the intention of ending such employment at the completion of services with entry into permanent unsubsidized employment. Income calculations will be made using the Income Worksheet and documentation will be maintained in the customer file.

Description: WIOA allows Local Workforce Development Boards (LWDBs) to locally define self-sufficiency. Adults and Dislocated Workers may access self-directed services and WIOA Basic Career Services regardless of income level at the time of WIOA application.

A Lower Living Standard Income Level (LLSIL) chart is issued annually by the Department of Labor and State of Arizona. LLSIL values are also uploaded by Department of Economic Security (DES) staff into AZJobConnection.gov (AJC).

The Maricopa County LWDB has determined that funds may be used to provide Career and Training Services to Adults and Dislocated Workers who are employed but are determined by the service provider to need such services to obtain or retain employment that allows for self-sufficiency.

Adult Program: If an individual's wages at the time of WIOA application are less than the locally defined level of self-sufficiency (450% LLSIL) the individual may be eligible for Career and Training services.

NOTE: Adults who are determined to be basic skills deficient, with a reading, math, or language level below the 8th grade, OR are unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual's family or in society meet the Priority of Service requirements regardless of the family's income level.

Dislocated Worker Program: Dislocated Workers who are employed in employment at the time of WIOA application for Individualized and Training services (*not the job at dislocation*) are considered employed and must have an income at or below 450% LLSIL.

Dislocated Workers employed in Interim or "Stop-Gap" employment either full or part-time, and considered underemployed if their current annualized wage rate does not exceed the highest of either:

- 1) 80% of their wages at date of dislocation;
- 2) the individual's earned wages are at or below the established self-sufficiency threshold.

DRAFT



Information/Discussion Only.

2026 Compliance & Policy Preview



FY26 Compliance & Policy Preview

Laura Malhoit

MCWDB Compliance & Policy
Manager

Compliance & Policy Items

Program Year 2025/Fiscal Year 2026

- Service Provider Monitoring
- Policy Review
- Equal Opportunity (EO)
- Shared Governance Agreement
- Local Plan 2-Year Modification
- MOU/IFA
- Targeted Industries & Occupations Focus Group
- Eligible Training Provider List (ETPL)

Service Provider Monitoring

- To ensure compliance with WIOA and State policies, the MCWDB will conduct service provider monitoring reviews of participant files
- Reviews to occur monthly
 - 2 Adult, 2 Dislocated Worker, and 2 Youth Files
- Findings and observations will be reported to service provider
- End of year summary letter to include repeat findings and state monitoring findings
- Repeat findings may result in corrective action plan

Policy Review & Approval Schedule

Policy	Quarter	Executive Committee Approval
Adult Program Eligibility Policy	Q1	August 7, 2025
Dislocated Worker Program Eligibility Policy		
Occupational Skills Training Policy		
Self-Sufficiency Policy		
Supportive Services Policy	Q1	September 16, 2025
Youth Program Eligibility Policy	Q2	November 20, 2025
Needs Additional Assistance Policy		
Selective Service Policy		
Discrimination Complaint Process Policy	Q3	January 15, 2026
Equal Opportunity Discrimination Sanctions Policy		
Reporting Fraud and Abuse Policy		
Basic Career Services Policy	Q4	May 14, 2026
Individualized Career Services Policy		

Note: Adjustments to policies and timelines may be made during the year to best support operational priorities and to address emerging needs.

Equal Opportunity (EO)

- State Monitoring
- Annual Staff EO Training
 - Scheduled for Spring 2026
- Handle incoming EO complaints and maintain complaint log
- Annual EO Officer Training
 - January/February of 2026
- Liaison between state and local area
- Ensuring partners adhere to EO policies
- Maintaining forms, EO posters, etc.

Shared Governance Agreement

- Agreement between MCWDB and BOS that outlines how both parties will carry out their unique and shared functions
- Three-year cycle
- Current Agreement Expires 6/30/2026
- New Agreement will be in effect from 7/01/26 to 6/30/2029
- Shared Governance Agreement Resource:
[Shared%20Governance%20Agreement%20Overview_03.2022_0.pdf](#)

Local Plan 2-Year Modification

- Occurs at the end of the first 2-year period of local plan
- Local Plan must be reviewed and then submit modifications that reflect changes to:
 - Labor market and economic conditions
 - Changes in available financing to support WIOA Title I-B and partner-provided WIOA services
 - Changes to LWDB structure
 - Strategies to meet local performance goals
- Guidance from Office of Economic Opportunity (OEO) anticipated in early 2026

MOU/IFA

- Purpose
 - Ensure compliance with federal WIOA regulations
 - Reaffirm partner roles, shared services, and cost responsibilities
 - Support equitable infrastructure funding for the one-stop system
- Key Activities
 - Draft Updates
 - Partner consultation meetings
 - Cost-sharing analysis and updates
 - Partner review and signatures
 - Finalization and Submission
- Three-Year Cycle/Current MOU/IFA expires 6/30/2026

ETPL

- ETPL maintenance is an ongoing compliance item that is managed by Management Analyst, Nancy Avina
- Ongoing Activities:
 - Approving new programs
 - Collection of performance and employment outcome data
 - Continued program eligibility
 - Provider monitoring
 - Coordination with state ETPL coordinator

Targeted Industries & Occupations Focus Group

- Purpose: Evaluate and update local targeted industries and identify in-demand occupations that align with current labor market trends and employer needs.
- Activities
 - Review labor market data for local area
 - Identify emerging sectors and skill demands
 - Recommend updates



Questions



Thank You



Information/Discussion Only.

Summary of Central Arizona Workforce Board Retreat



Information/Discussion Only.

Round Table: Strategic Plan



Call to the Public.



Adjourn.

**Next Regular Executive Committee Meeting:
September 16, 2025**