

## SOC Committee Meeting Minutes

Date: December 02, 2025

Time: 9:00 am

Location: Virtual Meeting

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### Attendees

- Erin Pazos
- Lana Chanda
- Diana Navarro
- Chris Phillips
- Wendy Begay
- Linda Valenzuela
- Connie Fraijo

### Absent:

- Crystal Banuelos
  - Aaron Brown
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### Call to Order

- Linda Valenzuela called the meeting to order.
  - Connie Fraijo conducted roll call and confirmed quorum was present.
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### Recording Notice

- Maricela Quintana began recording the meeting.
  - Connie Fraijo announced that the meeting is being recorded.
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### Meeting Minutes

- No designated minute-taker; Maricela Quintana volunteered to record the meeting.
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### Agenda Item: Review of ATWD Policies

- Approval of September 17<sup>th</sup> minutes and adoption of Wendy's format
- Diana Navarro motioned to approve, and Chris seconded the motion
- Update ATWDB conference
  - Committee created
  - Met once
- Update and discussion of the local plan consultant contract
- Recommendation for ATWDB staff hiring – interviews conducted by a panel for each position, with 2 people interviewed per position, and done by scoring
  - Business Service Representative – Deborah Slater – experienced in WIOA, partnership with businesses to develop job opportunities and placement for individuals, and extensive experience working with the Dislocated Worker Program.
  - Board Assistant – both candidates declined the position. We will need to reconsider reposting.
  - Compliance Specialist – Sherri Placencio – she has worked with the state as an auditor, retired from Maricopa County, where she monitored their subrecipients. Has extensive experience in AJC and knowledge of performance and policies within WIOA.

- ATWDB Staff Agreements – The SOC recommends extending staff contracts to 2 years and 6 months to align with the Program Year budgets. The 6 months are because we are in the PY24 budgets, which will end on June 30, 2026.
- ATWDB Proposed Revised Staff Agreements – The Board has been extending the current agreements for several years. About a year ago, the agreements were revised to improve the overall structure and provide a clearer framework. The SOC reviewed them; however, other questions from the review, such as the payment schedule, were not updated or discussed. There are still some items we need to address during the next SOC meeting. Further clarification and review will be needed to bring to the board for approval.
- Conference Update – The committee continues to work on planning, and the date has not yet been determined. We will schedule a SOC meeting to address the conference and other items.

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#### Adjournment

- Meeting concluded after discussion and confirmation of next steps.
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