



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

Thursday, August 28, 2025 – 9:30 a.m. - 11:00 a.m.

**Members Present:** Bonnie Schirato, Anne Landers, Brittany Holmes, Che Collins, Danielle Lertique, Gregg Ghelfi, JakinDee Kosaka, John Soto, Kathryn Ybarra, Loren Granger, Noelle Trinder, Scott Holman, Tim Willenborg, Tina Drews

**Members Absent:** Anna Yap, Danielle Goodman, Grenee Martacho, Jacob Evenson, Shawn Hutchinson

**Call to order.**

Chair Bonnie Schirato called the meeting to order at 9:33 a.m.

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**Roll Call.**

Roll call was conducted by Management Analyst Nancy Avina. Quorum confirmed.

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**Welcome, Chair Opening Remarks.**

Chair Schirato welcomed everyone to the meeting, introduced new board members Danielle Lertique and Kathryn Ybarra, and thanked Executive Director Steve Clark for his role in strengthening board membership. The new board members briefly introduced themselves. Chair Schirato shared a brief update from a policy session with Senator Gallego, who recognized the Maricopa County workforce system as among the best in the nation for engaging CEOs and aligning with employer needs. Chair Schirato proceeded to read the Board's vision and values.

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**Consent Agenda.**

Chair Schirato introduced the consent agenda. The consent Agenda included: (a) Meeting Minutes: May 29, 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) Adult Program Eligibility Policy, (h) Dislocated Worker Eligibility Policy, (i) Occupational Skills Training Policy, (j) Self-Sufficiency Policy, (k) Executive Director Report, (l) PY 25 Final Funding Allocations, (m) 2025 LWDB Recertification Approval Letter, (n) MCWDB Membership Updates.

Chair Schirato asked for a motion to approve the consent agenda items.

Tim Willenborg moved to approve the consent agenda. Scott Holman seconded the motion. Motion carried unanimously.

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**Community Impact Statement.**

**Success Story.**

Career Advisor Celia Moreno shared a success story of Manuel, an apprentice at DP Electric, who received supportive services through ARIZONA@WORK Maricopa County. The timely assistance enabled him to continue training safely and focus on his long-term career goals in the electrical trade. Board members expressed appreciation for the story and the role workforce services play in removing barriers for job seekers.

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

### **Maricopa County Workforce Development Board Workgroups Proposal.**

Executive Director Steve Clark presented a proposal for two workgroups: Advanced Manufacturing Semiconductor Workgroup and Regional Workforce & Economic Development Workgroup. Mr. Clark shared that shifting from committees to workgroups would increase flexibility, allow deeper focus on industry-specific and regional issues, and expand stakeholder engagement with industry experts. The presentation included additional details on structure, roles (including roles of staff as liaisons and providing reporting), as well as meeting logistics.

Chair Schirato asked for a motion to approve the Advanced Manufacturing/Semiconductor and Regional Workforce/Economic Development workgroups as presented.

Noelle Trinder moved to approve the creation of the two proposed workgroups. Che Collins seconded the motion. Motion carried unanimously.

### **FY25 Dislocated Worker to Adult Funds Transfer.**

Workforce Development Assistant Director, Jared Beard, presented on a transfer request of FY25 Dislocated Worker to Adult. Mr. Beard requested board approval to transfer the entire FY25 Dislocated Worker allocation (\$3.6 million) to the Adult Program to address higher participation levels. He explained that dislocated worker enrollment had been lower than projected (fewer than 50 new participants in the last 14 months) due to a strong labor market and rapid re-employment successes. The transfer would ensure funds are used locally before expiration and would increase Adult Program funding to \$6.3 million, supporting priority populations and meeting program demand. Additionally, he noted this was a standard practice in past years and emphasized that sufficient FY26 Dislocated Worker funding remains available. Tim Willenborg inquired about FY25 funds expiring on 8/15 and confirmed that transferring now ensures local use before state reallocation. No additional questions were raised.

Chair Schirato asked for a motion to approve the FY25 transfer of funds from Dislocated Worker to Adult as presented.

Tim Willenborg moved to approve the transfer of funds. Anne Landers seconded the motion. Motion carried unanimously.

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## **Information/Discussion Only.**

### **Pipeline Connects & Arizona Coalition for Career Readiness.**

Katherine Adams, Executive Vice President of Pipeline Connects, provided an overview of Pipeline Connects, a nonprofit supporting career awareness, education pathways, and workforce connections statewide. She shared data on student career readiness and highlighted the organization's technology tools, which serve over 265,000 users including students and employers in Maricopa County. Adams also discussed the Arizona Coalition for Career Readiness, which unites partner organizations to expand career exploration, mentorship, and equitable access. Board members commended the work and suggested further collaboration with education and state partners.

### **MCWDB Social Media Outreach.**

Katelyn Harris-Lange, In-Demand Careers and Apprenticeship Strategist, presented an update on the Workforce Development Board's social media strategy, reviewing FY25 accomplishments and goals for FY26.

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She reported significant growth across LinkedIn, Facebook, and Instagram, noting increased impressions, collaborations with cities and towns, and expanded outreach that has supported higher attendance at job fairs and community events. Goals for FY26 include greater emphasis on in-demand industries, expanded use of short-form video, and continued alignment with national workforce awareness campaigns.

Board members commended Harris Lange's efforts, highlighting the impact of social media on engagement given the absence of a dedicated marketing budget. Members inquired about measuring job fair attendance driven by social media and suggested expanding collaborations with additional cities such as Surprise. Staff confirmed record participation at recent hiring events and acknowledged opportunities to strengthen tracking.

#### **WDD Service Provider Update.**

Workforce Development Assistant Director, Jared Beard, presented a provider update for the Workforce Development Division, highlighting changes to satellite sites, a new pilot location in Glendale, and service data from the past year. The division served over 29,000 residents, engaged 515 new businesses, supported more than 1,000 apprentices, and recorded record participation at county job fairs. Beard also reported on the continuation of the Workforce to You program, new pre-training modules for in-demand industries, and the division's six national achievement awards. Board members commended the team's results and forward planning despite reduced allocations.

#### **FY 26 Central Arizona Regional Workforce Forum Series Preview.**

Executive Director Steve Clark provided a preview of the upcoming FY26 Forum Series, which will continue as a regional collaboration with Maricopa County, the City of Phoenix, and Pinal County. Oversight will transition to the Regional Workforce Economic Development Workgroup, chaired by Tim Willenborg. The first session is scheduled for October 21, with future sessions and topics to be finalized by the workgroup. Board members were encouraged to share ideas and feedback to help shape the series.

#### **MCWDB Committee Updates.**

##### **Executive Committee.**

Chair, Bonnie Schirato provided a committee update, noting the Executive Committee meeting held on August 7th, which included discussions on workgroups, policy revisions, and insights from the Central Arizona Workforce Board retreat. Tim Willenborg highlighted opportunities for collaboration with other boards, including Pinal and Phoenix, and noted actionable items for upcoming workgroup activities.

##### **Youth Committee.**

Chair, Bonnie Schirato, noted the Youth Committee is scheduled to hold its first FY meeting on September 11th.

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#### **Call to the Public.**

Chair Schirato called for public comment. No public comments made.

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#### **Adjourn.**

There being no further business, Chair Schirato thanked all attendees and asked for a motion to adjourn the meeting at 11:01 a.m.

Anne Landers made a motion to adjourn. Che Collins seconded the motion. Motion carried unanimously.

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Meeting adjourned at 11:01 a.m.

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