



Phoenix Business and Workforce Development Board  
 PBWD Board Meeting NOV 13  
 November 13, 2025  
 9:00 am-10:30 am Mountain Standard Time

The Phoenix Business and Workforce Development Board meeting will be held on November 13, 2025 from 9:00am-10:30am.

This is a hybrid meeting.

Address: 200 W Washington St, Assembly Rooms, 1st floor, Assembly Rooms A & B, Phoenix, AZ 85004.

Webex information: <https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=md1c81c692688014e4b253f074c8dc0cf>

To join by phone:  
 +1-415-655-0001  
 Access code: 2465 635 8692

### **Call to Order/Roll Call/Introductions**

*(Patrick Fitzhugh)*

The Phoenix Business and Workforce Development (PBWD) Board Chair, Patrick Fitzhugh, will call the meeting to order. Roll call will be called to ensure a quorum is present. Committee members will introduce themselves.

### **September 11, 2025 Phoenix Business and Workforce Development Board Meeting Minutes**

*(Phoenix Business and Workforce Development Board)*

The PBWD Board September 11, 2025 meeting minutes are recommended for review and approval.

**RECOMMENDATION: This item is for information and approval.**

### **Board Chair Updates**

*(5 Minutes Patrick Fitzhugh)*

PBWD Chair Patrick Fitzhugh will share Board updates with committee members, including action items and opportunities for Phoenix Business and Workforce Development Board (Board) Members to support Board strategic initiatives.

**RECOMMENDATION: This item is recommended for information and discussion.**

### **PBWD Board Fiscal Update**

*(15 minutes Gustavo Nava)*

City of Phoenix Community and Economic Development  
Fiscal/Budget Supervisor Gustavo Nava and WIOA Accountant III  
Luis Marquez will share an updated Fiscal Report, including PY 23  
and PY 24 expenditures.

**RECOMMENDATION: This item is for information, discussion  
and possible action.**

**Title II PY24 Performance Update**

*(15 minutes Jesus Love)*

Board Member Jesús Love will share information about and PY24  
Performance from the ARIZONA@WORK City of Phoenix Title II  
Adult Education Programs.

**RECOMMENDATION: This item is recommended for  
information and possible action.**

**Summer Youth R.I.S.E. and ElevateEdAZ Update**

*(10 minutes Rebecca Tierney)*

ARIZONA@WORK Workforce Development Supervisor Rebecca  
Tierney and ARIZONA@WORK Management Assistant I Thomas  
Flynn will provide an update on the 2025 Summer Youth R.I.S.E.  
program including success stories. The program includes workforce  
readiness training and hands-on work experience to prepare youth  
participants for the workforce and to connect youth to employers in  
Phoenix.

Rebecca will also provide an overview and update on the  
ElevateEdAZ program including program metrics. ElevateEdAZ is a  
program administered by the Greater Phoenix Chamber Foundation  
and focuses on introducing high school students to high-demand  
career opportunities in Phoenix.

**RECOMMENDATION: This item is recommended for  
information, and discussion only.**

**Mobile Career Unit End of Year Update**

*(10 minutes James Montoya)*

ARIZONA@WORK City of Phoenix Project Manager James Montoya  
will share an update on the Mobile Career Unit.

**RECOMMENDATION: This item is for information,  
discussion and possible action.**

**Apprenticeship Update**

*(10 minutes Deb Furlong)*

ARIZONA@WORK City of Phoenix Business and Program Manager  
Deb Furlong will provide an overview of the Apprenticeship program  
results for PY 24 and plans for upcoming cohorts.

**RECOMMENDATION: This item is for information and  
discussion.**

**Title IB PY24 End of Year Performance Update**

*(15 minutes Justin West)*

ARIZONA@WORK City of Phoenix Data Manager Justin West will provide an overview of the PY 24 City of Phoenix Title IB Service Provider Outcomes, including total number of enrollments and attainments of tracked measures including: 2nd quarter employment, 4th quarter employment, credential attainment, average income, measurable skills gains.

**RECOMMENDATION: This item is for information, discussion and possible action.**

**Future Agenda Items**

*(Patrick Fitzhugh)*

**Call to The Public & Announcements**

*(Patrick Fitzhugh)*

**Adjournment**

*(Patrick Fitzhugh)*

# PHOENIX BUSINESS & WORKFORCE DEVELOPMENT BOARD MEETING

November 13, 2025



[www.investinphoenix.com/workforce](http://www.investinphoenix.com/workforce)

# OPENING

- Roll Call
- Introductions

# TODAY'S AGENDA

- Chair Update
- Title IB PY24 End of Year Performance Update
- Fiscal Update
- Title II PY 24 Performance Update

# TODAY'S AGENDA

- Summer Youth R.I.S.E and ElevateEdAZ Update
- Mobile Career Unit Update
- Apprenticeship Update

# MINUTES

The Phoenix Business and Workforce Development Board's September 11, 2025, meeting minutes are recommended for review and approval.

# CHAIR UPDATE

Presenter: Patrick Fitzhugh



# CHAIR UPDATE AGENDA

- Actions
- Opportunities
- Attendance

# ACTION/UPDATES

- Board Holiday Get Together: St. Vincent De Paul Volunteer Opportunity
- MCU Veteran Focused Event on Nov. 12



# OPPORTUNITIES

Date	Opportunity
Nov. 13-14	Neighborhood Ministries: Turkey Food Boxes
Nov. 26	YMCA: Annual Pancake Breakfast
Dec. 5	Neighborhood Ministries: Parent Volunteer Dinner
Dec. 13	Neighborhood Ministries: Christmas Fiesta
Dec. 19	YMCA: 15 <sup>th</sup> Winter Spectacular

# BOARD ATTENDANCE

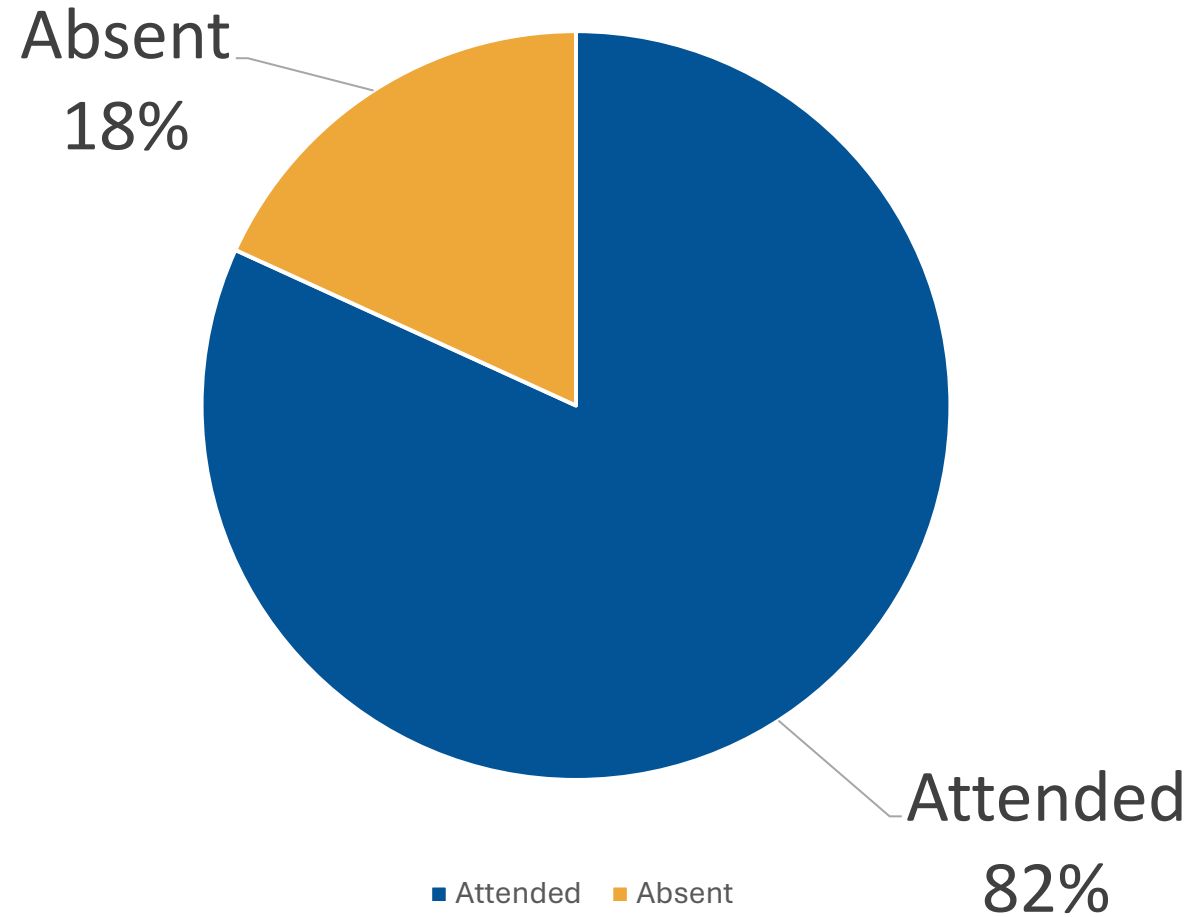
Board Member	Absences
Daniel Barajas	
Christian Bearden	
Neda Boyce	
Janice Bradford	
Karen Carter	
Pearl Esau Chang	
Kristen Emery	
Lorraine Field	

Board Member	Absences
Patrick Fitzhugh	
Kaaren-Lyn Graves	
Scott Holman	
Mavrick Knoles	
Ginger Lane	
Jesus Love	
Meghan McGilvra	

# BOARD ATTENDANCE

Board Member	Absences
Brandon Ramsey	
Alison Rapping	
Claudia Reilly	
Stephanie Rimmer	
Jason Schaffner	
Dean Scheinert	
Drew Trojanowski	
Sam Wolo	

# OVERALL ATTENDANCE



# TITLE IB PERFORMANCE UPDATE

Presenter: Justin West



# PERFORMANCE INDICATORS

2<sup>nd</sup> Quarter  
Employment

4<sup>th</sup> Quarter  
Employment

Median  
Earnings

Credential  
Attainment

Measurable  
Skills Gain

# 2<sup>ND</sup> AND 4<sup>TH</sup> QUARTER EMPLOYMENT

- Participants employed in 2<sup>nd</sup> and 4<sup>th</sup> Quarter after program exit
- Youth: Education, training activities, or employment
- All core programs are included
- Methodology: Number of participants employed divided by the number who exited during reporting period

# MEDIAN EARNINGS

- Median earnings during 2<sup>nd</sup> quarter after exit
- Total quarterly earnings
- Participants not employed in 2<sup>nd</sup> quarter are not counted in this measure
- Captured from Federal records or supplemental wage information

# CREDENTIAL ATTAINMENT

- Participates who attained a recognized postsecondary credential or secondary school diploma
- Within one (1) year of program exit
- Includes only participants who received training or education
- All In-School Youth included
- Types of credentials

# MEASURABLE SKILLS GAINS (MSG)

- All participants included; need to achieve at least one (1) skills gain each year of WIOA participation
- Real-time measure
- Five types of MSG:
  - ✓ Education Functioning Level
  - ✓ Secondary School Diploma or Equivalent
  - ✓ Secondary or post-secondary Transcript
  - ✓ Training Milestone
  - ✓ Skill progression

# PY24 PERFORMANCE TIME FRAMES

Program Year 2024-25: July 1, 2024 - June 30, 2025																													
2023						2024						2025																	
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
												2024-25 Program Year																	
												Enrollments																	
						Employed in 2nd Quarter after Exit																							
Employed in 4th Quarter after Exit																													
						Median Earnings (2nd Quarter after Exit)																							
Credential Attainment																													
												Measurable Skills Gain																	

**Q4 Employment  
&  
Credential Attainment**

**Q2 Employment  
&  
Median Earnings**

**Enrollments  
&  
Measurable Skill Gains**

# PY24 ADULT PERFORMANCE

Measure	Target	Actual
2 <sup>nd</sup> Quarter Employment	69.0%	75.7%
4 <sup>th</sup> Quarter Employment	66.0%	66.4%
Median Earnings	\$8,400	\$9,434.00
Credential Attainment	70.0%	75.2%
Measurable Skills Gains	71.0%	83.9%

Achieved	100% or more of Negotiated Value
Not Achieved	Below 100% of Negotiated Value

# PY24 DISLOCATED WORKER PERFORMANCE

Measure	Target	Actual
2 <sup>nd</sup> Quarter Employment	73.0%	83.1%
4 <sup>th</sup> Quarter Employment	72.0%	79.7%
Median Earnings	\$10,000	\$14,304.00
Credential Attainment	66.5%	67.4%
Measurable Skills Gains	73.0%	89.7%

Achieved	100% or more of Negotiated Value
Not Achieved	Below 100% of Negotiated Value

# PY24 YOUTH PERFORMANCE

Measure	Target	Actual
2 <sup>nd</sup> Quarter Employment	72.0%	76.7%
4 <sup>th</sup> Quarter Employment	72.0%	76.8%
Median Earnings	\$6,000	\$6,596.00
Credential Attainment	56.0%	64.1%
Measurable Skills Gains	62.0%	66.1%
Work Experience %	20%	27%*

Achieved	100% or more of Negotiated Value
Not Achieved	Below 100% of Negotiated Value

# PY24 ENROLLMENTS

Program	Actual
Adult	561
Dislocated Worker	52
Youth – Carryover	292
Youth - New	274

# PY25 PERFORMANCE METRICS TARGETS

Measure	Adult PY24 Target	Adult PY25 Target	DW PY24 Target	DW PY25 Target
2 <sup>nd</sup> Quarter Employment	69.0%	70.0%	73.0%	74.0%
4 <sup>th</sup> Quarter Employment	66.0%	66.0%	72.0%	72.5%
Median Earnings	\$8,400	\$8,500	\$10,000	\$10,500
Credential Attainment	70.0%	71.0%	66.5%	69.0%
Measurable Skills Gains	71.0%	72.0%	73.0%	73.0%

# PY25 PERFORMANCE METRIC TARGETS

Measure	Youth PY24 Target	Youth PY25 Target
2 <sup>nd</sup> Quarter Employment	72.0%	73.0%
4 <sup>th</sup> Quarter Employment	72.0%	73.0%
Median Earnings	\$6,000	\$6,100
Credential Attainment	56.0%	57.0%
Measurable Skills Gains	62.0%	63.0%

# PY25 ENROLLMENT TARGETS

Program	Enrollment Target
Adult/Dislocated Worker	882
Youth - Carryover	171
Youth – New	256
Youth - Total	427

# BOARD FISCAL UPDATE

Presenters: Luis A. Marquez

Gustavo Nava

Wathsna Sayasane



# NEW WIOA FISCAL AGENT

- July 1, 2025, transitioned from Human Services Department to Community and Economic Development Department
  - Wathsna Sayasane, *Deputy Economic Development Director*
  - Gustavo Nava, *Economic Development Budget Supervisor*
  - Luis A. Marquez, *WIOA Accountant III*

# PY26 FINAL WIOA ALLOCATIONS

Program	PY23/FY24	PY24/FY25	PY25/FY26
Youth	\$ 3,452,479	\$ 3,019,286	\$ 2,484,997
Adult	3,261,133	2,870,413	2,351,843
DW	3,204,419	2,936,887	2,813,028
RR	100,000	490,080	195,997
Admin	1,102,004	980,732	849,986
<b>Total</b>	<b>\$ 11,120,035</b>	<b>\$ 10,297,398</b>	<b>\$ 8,695,851</b>

- Total allocation amounts over past three years.
- Total allocation for PY22/FY23 was \$14,001,110

# PY26 FINAL WIOA ALLOCATIONS

Program	PY23/FY24	PY24/FY25	PY25/FY26
Youth	\$ (962,627)	\$ (433,193)	\$ (534,289)
Adult	(859,077)	(390,720)	(518,570)
DW	(861,263)	(267,532)	(123,859)
RR	100,000	390,080	(294,083)
Admin	(298,108)	(121,272)	(130,746)
<b>Total</b>	<b>\$ (2,881,075)</b>	<b>\$ (822,637)</b>	<b>\$ (1,601,547)</b>
<b>% Change</b>	<b>-20.58%</b>	<b>-7.40%</b>	<b>-15.55%</b>

- Changes in allocation amounts over last three years
- Total reduction of \$5,305,259 (37.89%) from FY23-FY26

# FY2024-25 Youth Workforce Programs

Program	Providers	Source of Funds	Budget Allocation	Performance Period	Expenditures*
<b>Elevate EdAZ</b>	<ul style="list-style-type: none"> <li>Greater Phoenix Chamber Foundation</li> </ul>	Strategic Economic Development Funds (SEDF – Specialty Funds)	\$150,000	July 1, 2024 – August 31, 2025	<b>\$150,000</b>
<b>Summer Youth</b>	<ul style="list-style-type: none"> <li>YMCA</li> <li>Neighborhood Ministries</li> </ul>	General Fund	\$250,000	May 2025 – June 2025	<b>\$368,750</b>
		JP Morgan Chase (philanthropic grant funds)	\$118,750		
<b>WIOA</b>	<ul style="list-style-type: none"> <li>Chicanos por la Causa</li> <li>Jewish Family &amp; Children’s Services</li> <li>Neighborhood Ministries</li> <li>YMCA</li> </ul>	WIOA (PY23/FY24 and PY24/FY25)	\$3,332,555	July 1, 2024 – June 30, 2025	<b>\$2,355,984</b> (\$866,925 open POs)
		<i>WIOA Youth-In School</i>			<i>\$664,730</i>
		<i>WIOA Youth-Out School</i>			<i>\$1,691,254</i>
<b>Total Youth Expenditures</b>					<b>\$2,874,734</b>

\*as of June 30, 2025 WIOA Budget Report

# FY2024-25 Other Workforce Programs

Program	Providers	Source of Funds	Budget Allocation	Performance Period	Expenditures
<b>Mobile Career Unit (MCU)</b>	City of Phoenix	Bloomberg Philanthropies Global Mayors Challenge	\$1,000,000	July 1, 2022 – June 30, 2025	<b>\$1,000,000</b>
<b>AZ Quest</b>	City of Phoenix	U.S. Department of Labor/AZ Office of Economic Opportunity	\$5,037,547	September 26, 2022 – September 30, 2025	<b>\$4,022,598</b> <i>(\$2,205,707 for Training &amp; Support Services)</i>
<b>WIOA</b> • Adult • DW • RR	City of Phoenix, Human Services Department	WIOA (PY23/FY24 and PY24/FY25)	\$5,735,322	July 1, 2024 – June 30, 2025	<b>\$5,654,074</b>
		<i>PY23/FY24</i>	<i>\$3,619,572</i>		<i>\$3,657,681</i>
		<i>PY24/FY25</i>	<i>\$2,115,750</i>		<i>\$1,996,393</i>

# RECOMMENDATION

Approval of the Workforce Innovation and Opportunity Act (WIOA) Budget Report for Program Year 23/Fiscal Year 24 and Program Year 24/Fiscal Year 25 through June 30, 2025.

# TITLE II PY24 PERFORMANCE UPDATE

Presenter: Jesús Love





**ADULT EDUCATION  
SERVICES**

# **Title II Adult Education Programs City of Phoenix**

Phoenix Business and Workforce Development Board  
November 13, 2025

# WIOA

## U.S. Department of Labor

### Employment and Training Administration

## Workforce Innovation and Opportunity Act (WIOA)

WIOA is landmark legislation that is designed to strengthen and improve our nation's public workforce system and help get Americans, including youth and those with significant barriers to employment, into high-quality jobs and careers and help employers hire and retain skilled workers.

## WIOA Partners

Title I – Adult, Dislocated and Youth Services (Workforce Development)

**Title II – Adult Education and Family Literacy Act**

Title III – Wagner-Peyser Act (Employment Services)

Title IV – Vocational Rehabilitation

<https://www.dol.gov/agencies/eta/wioa/>



# Title II – Adult Education

## Title II – Adult Education

**Arizona Adult Education** offers comprehensive education and training services to students aged 16 and older who are not enrolled in a K-12 school.

Adult Education providers offer access to quality programs to assist adult participants/students to:

- Improve literacy and academic skills for employment and economic self-sufficiency.
- Earn an Arizona High School Equivalency (HSE) Diploma.
- Become proficient in English language skills in reading, writing, listening, and speaking.
- Participate in Integrated Education and Training (IET) programs to earn an industry-recognized credential and connect to employment and job training opportunities.
- Transition to post-secondary education.

<https://www.azed.gov/adultedservices/>

Federal: WIOA Title II- Adult Education State: A.R.S. §15-232; §15-234; and A.R.S. §15-702.



# Title II Goals

## Why? Employment, College, Career, and Life

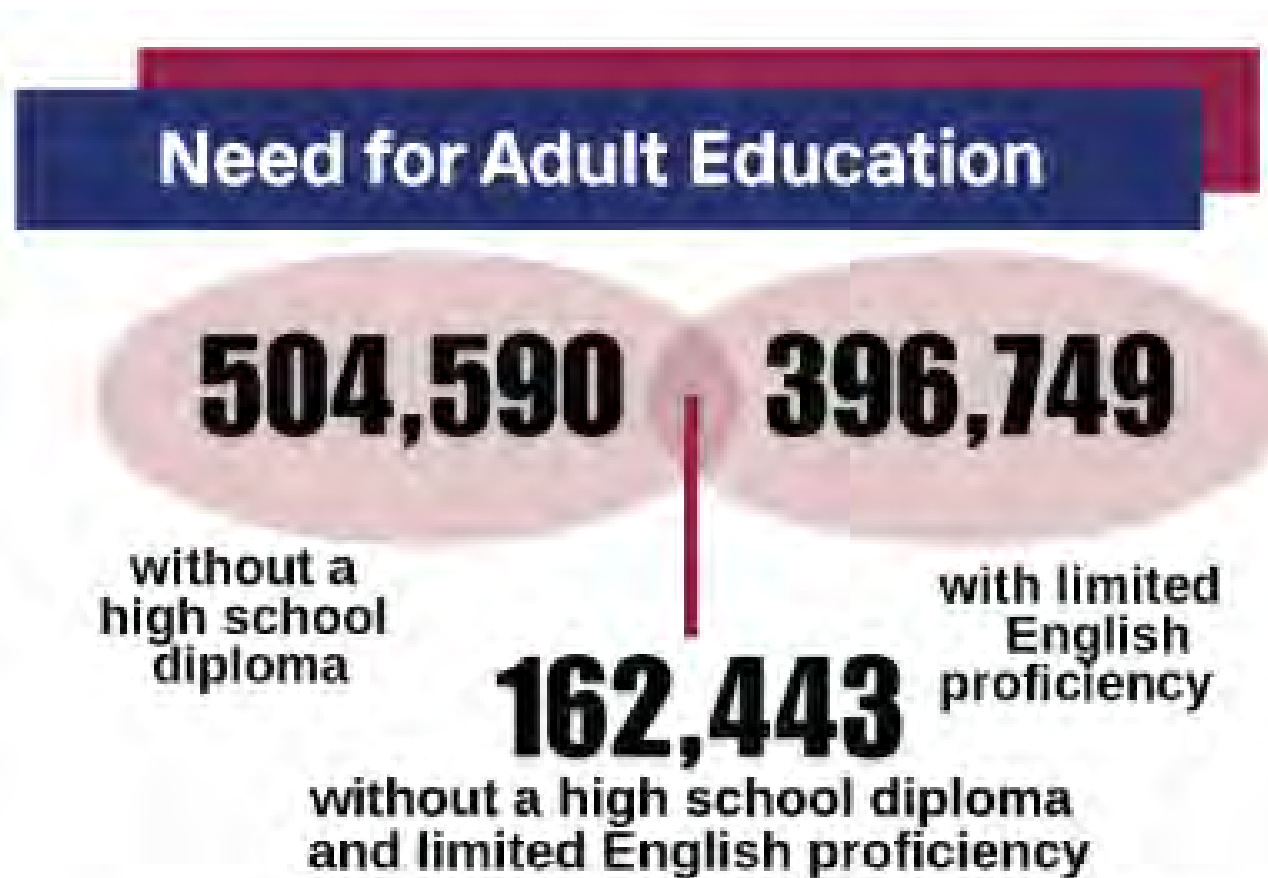
System Goal: Serve as an integral component of Arizona's educational pipeline, leading to postsecondary education and career pathways.

Professional Goal: Empower adult learners to transition to postsecondary education, career training programs, including apprenticeships, and attain livable-wage employment.

Instructional Goal: Prepare adult learners for success in postsecondary education and apprenticeships, and the workforce.



# The Landscape of Arizona Adult Education



Working population of Arizona (18-64) for the period July 1, 2023 to June 30, 2024

Source: NASDAE Adult Education Program Fact Sheet, Arizona



# Title II Programs

## Adult Education – **What Do We Do?**

- Adult Basic/Secondary Education (ABE/ASE) Classes
- GED® Preparation
- High School Equivalency (HSE) diploma
- English Language for Speakers of Other Languages (ESOL) Classes
- Workforce Preparation
- U.S. Civics – Integrated English Literacy and Civics Education (IELCE)
- Digital Literacy
- Integrated Education and Training (IET)



# Title II Goals

## Who?



## English Language Learners





# Title II Programs in Phoenix



**Title II Programs  
serving the City of Phoenix**



**Friendly House**



**LITERACY  
PHOENIX**



**RIO SALADO COLLEGE**

**A MARICOPA COMMUNITY COLLEGE**



# City of Phoenix Workforce Area Title II Outcomes

## 4<sup>th</sup> Quarter Report, Cumulative July 1, 2024 – June 30, 2025

### Title II Service Provider(s):

- Arizona Center for Youth Resources
- Friendly House
- Literacy Phoenix
- Rio Salado College Adult Education



Friendly House



LITERACY  
PHOENIX



RIO SALADO COLLEGE

A MARICOPA COMMUNITY COLLEGE

<b>Total Number of Qualified Participants</b> Individuals with 12 or more hours of contact	<b>6,943</b>
<b>Number of Newly Enrolled Students</b> ( <i>registered on or after April 1<sup>st</sup></i> ) <i>Includes all reportable students</i>	<b>960</b>
<b>Number of Basic Education and Literacy students</b>	<b>2,546</b>
<b>Number of English Language Learners</b>	<b>4,397</b>
<b>Number registered for Integrated Education and Training (IET) classes</b>	<b>2,238</b>
<b>Number of high school equivalency (HSE) diplomas earned</b>	<b>378</b>
<b>Number of Educational Functioning Level advancements made</b>	<b>3,478</b>
<b>Number of Industry Recognized Credentials Earned through Integrated Education and Training (IET)</b>	<b>852</b>
<b>Total Number Measurable Skill Gains (MSG) earned</b>	<b>5,115</b>
<b>Measurable Skill Gain Rate</b>	<b>57.97%</b>
<b>Total Number of Instructional Hours</b>	<b>633,391</b>

\* = Values less than or equal to 12 have been redacted.

All data refers to qualified participants unless otherwise noted. A qualified participant is an individual with at least 12 hours of contact. A reportable individual is an individual who has taken action that demonstrates an intent to use program services and who meets specific reporting criteria of an AEFLA program.

**NOTE:** Data provided is preliminary and is intended for information only. Final data will be available after approval by the U.S. Department of Education, Office of Career, Technical, and Adult Education (OCTAE).



ADULT EDUCATION  
SERVICES

# Title II Outcomes

## Arizona Outcomes (2024-2025)

<b>15,569</b>	Adult student participants
<b>4,315</b>	High School Equivalency Diplomas issued
<b>1.32M</b>	Hours of student instruction attended
<b>4,145</b>	Enrolled in Integrated Education and Training (IET) programs

For the period July 1, 2024 to June 30, 2025

Source: National Reporting System (State of Arizona preliminary data)



# Title II Outcomes

<b>PY 2024-2025 Performance Data for Adult Education Services in Arizona</b>	
<b>Increased academic skills of 2+ grade levels</b>	<b>7,411</b> participants
<b>Enrolled in an Integrated and Education Training (IET) Program</b>	<b>4,145</b> participants
<b>Student hours of attendance</b>	<b>1,324,815</b>
<b>Number of Arizona High School Equivalency Diplomas issued</b>	<b>4,315</b>
<b>State Funding FY 2024-2025</b>	<b>\$4,903,200</b>
<b>Federal Funding FY 2024-2025</b>	<b>\$16,080,717</b>
<b>Cost Per Adult Participant, PY 2024</b>	<b>\$1,347</b>



# Title II: Workforce Development is What We Do!



Friendly House



LITERACY  
PHOENIX

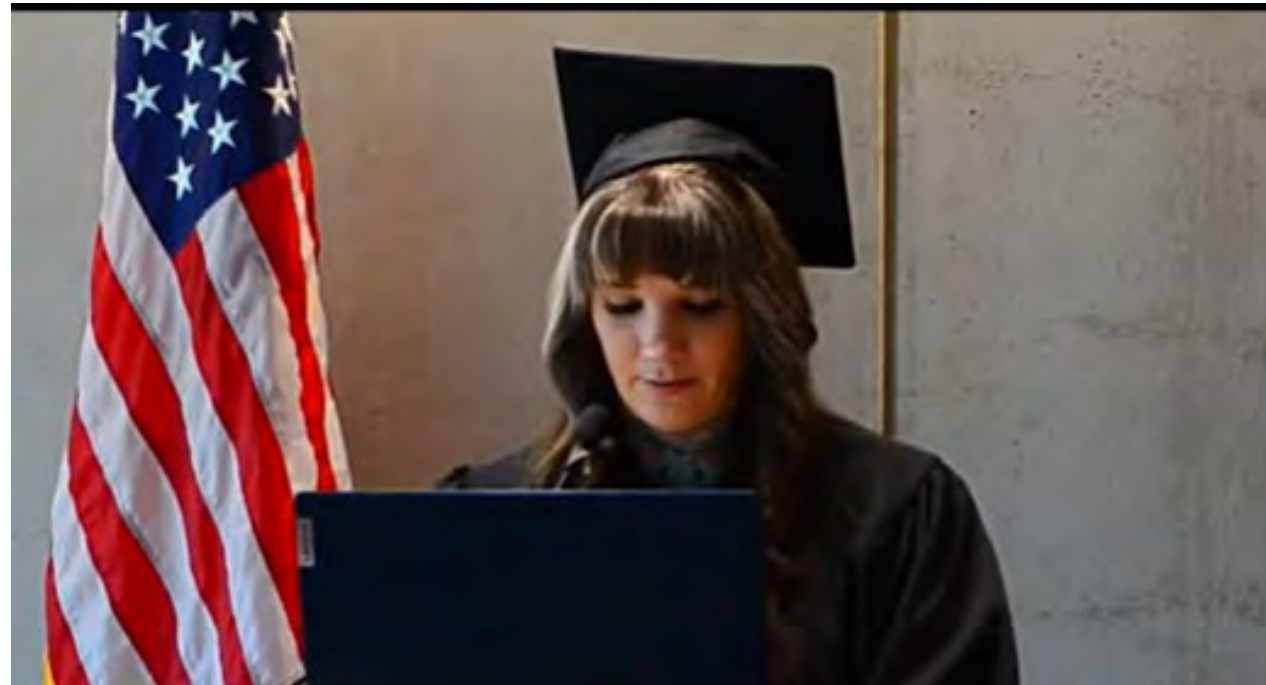
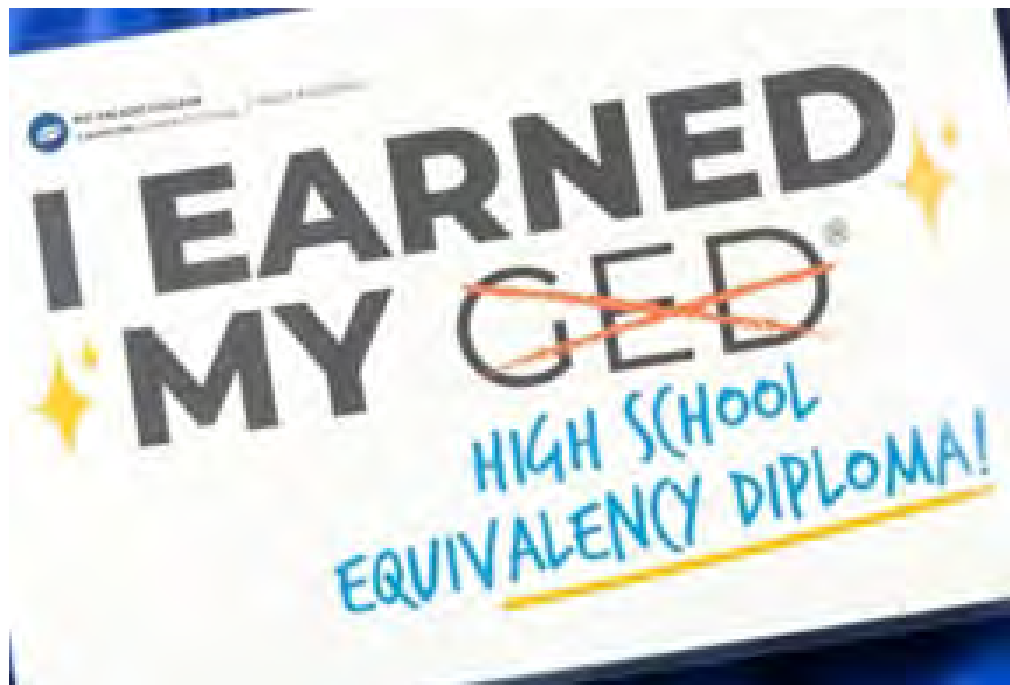


RIO SALADO COLLEGE

A MARICOPA COMMUNITY COLLEGE



# Title II: Workforce Development is What We Do!



Individuals who earn a High School Equivalency Diploma make an average of

**\$9,000** more in annual wages!

# Title II Programs in Phoenix

Where?



Arizona Center For Youth Resources – ACYR  
649 N. 6th Avenue,  
Phoenix, AZ 85003  
602-252-6721

<https://acyraz.org/>



LITERACY  
PHOENIX

Sunnyslope Learning Center  
729 E. Hatcher Road, Phoenix, AZ 85020  
602-943-7332

Downtown Learning Center  
1150 E. Jefferson Street, Phoenix, AZ 85034  
480-377-4300

<https://literacyphoenix.org/>



Friendly House

Friendly House  
113 W. Sherman Street  
Phoenix, AZ 85003  
602-257-1870

<https://friendlyhouse.org/>



RIO SALADO COLLEGE

A MARICOPA COMMUNITY COLLEGE

Rio Salado College - Northern  
1715 W. Northern Avenue, Phoenix, AZ 85021  
480-377-4200

Rio Salado College - Thomas  
3631 W. Thomas Road, Phoenix, AZ 85019  
480-377-4300

<https://www.riosalado.edu/>



# A Single Door of Entry to the Workforce System!

**Collaboration**  
**Partnerships**  
**MOU/IFA**



**Thank you!**

# SUMMER YOUTH R.I.S.E. & ELEVATEEDAZ UPDATE

Presenters: Rebecca Tierney  
Thomas Flynn



PHOENIX  
IS **HOT.**



# Summer RISE Program

Phoenix Business and Workforce  
Development Board Meeting  
November 13, 2025



# History

2006

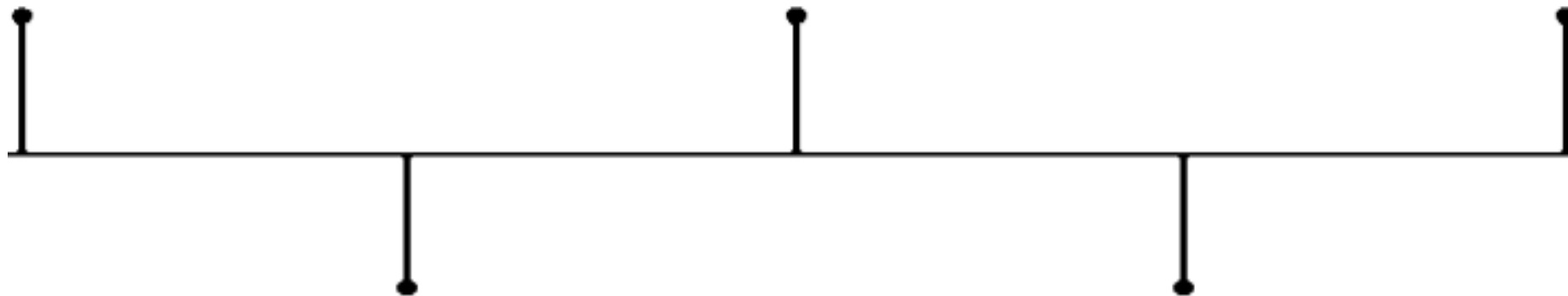
The Summer Youth Work Experience

2018

JP Morgan Chase

2026

R.I.S.E.-  
ARIZONA@WORK  
RFP



2014

Phoenix Youth  
R.I.S.E.

2024

Service Providers

# JP Morgan Chase Funding

- Application February
- Received Notification in June
- Adjustments
- End of Year Report- TBD



# Neighborhood Ministries & YMCA

## SUCCESS STORIES



# Active Partnership

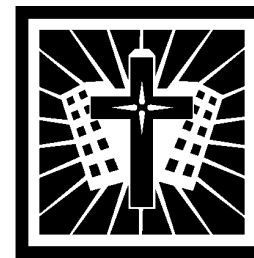
## Service Provider Activities:

- Contact applicants and employers
- Work Readiness Training
- Case-Management
- Mid and Final reports



# Youth Service Providers

- 274 applications received
- 148 youth participants
- 141 successful completions:
  - 95% success rate
- 61 employers hosted



**NEIGHBORHOOD**  
MINISTRIES



# Summary

## 2025 R.I.S.E.

- Total allocated: \$334,004
- Wage: \$188,429
- Support Services: \$14,845
- WIOA Work Experience: 12

**Construction, Healthcare, Manufacturing, Advanced Business Services, Education, Municipal Government, Non-profit, etc.**



**PHOENIX**  
**IS HOT.**



Questions?

PHOENIX  
IS **HOT.**



# ElevateEdAZ

Phoenix Business and Workforce  
Development Board Meeting  
November 13, 2025



# Background

## Greater Phoenix Chamber Foundation

- Started: 2020
- Funding from City:
  - \$750,000 (2022-2023)
  - \$750,000 (2024-2029)

## Key activities:

- Internships and Job Shadows
- Industry-recognized credential
- Career awareness activities



# Phoenix District Partners

- Phoenix Union High School District
- Deer Valley Unified School District
- Paradise Valley United School District
- Arizona Preparatory Academy



ELEVATE  
EDAZ

# Performance Metrics

## Program Year 24-25

<u>Metric</u>	<u>Goal</u>	<u>24/25 Outcomes</u>	<u>% Change</u>
Increase in HWHD Pathway Enrollment	4,201	3,624	<b>-5.1%</b>
Increase in HWHD Pathway Completion	1,734	1,956	<b>24.1%</b>
Increase in Industry Recognized Credential Attainment	2,182	2,291	<b>26.5%</b>
Increase in Dual Enrollment Completion	2,027	2,410	<b>21.7%</b>

# Performance Metrics

## Program Year 24-25

<u>Metric</u>	<u>Goal</u>	<u>24/25 Outcomes</u>	<u>% Change</u>
WBL Experiences: Internships	20 per school	115	<b>27.8%</b>
WBL Experiences: Job Shadows	60 per school	902	<b>88.7%</b>
WBL Experiences: Career Awareness Activities	1,000 per school	43,318	<b>143.7%</b>
Educator Externships	5 per school	57	<b>26.7%</b>

**PHOENIX**  
**IS HOT.**



# Questions



CITY OF PHOENIX

A proud partner of the [americanjobcenter](#) network

# CAREER MOBILE UNIT UPDATE

Presenters: James Montoya  
Brenda Urquidi



# GLOBAL MAYORS CHALLENGE



# PILOTING EARLY APPROACH



# PILOTING EARLY APPROACH

## Phase Overview: Oct 2021 – Nov 2023

**24**

Total Job Offers

**7**

Events

**3**

Average Hires/event

**\$19.50**

Average Wage

**17**

Average attendees

# STABLE FOUNDATION



# STABLE FOUNDATION

Phase Overview: Nov. 2023 – Jun. 2024

**187**

Total Job Offers

**12**

Events

**16**

Average Hires/event

**\$18.23**

Average Wage

**44**

Average attendees

# EXPANDING MODEL



# EXPANDING MODEL

Phase Overview: Jul. 2024 – Feb. 2025

**175**

Total Job Offers

**9**

Events

**19**

Average Hires/event

**\$24.13**

Average Wage

**79**

Average attendees

# MCU RV RIBBON CUTTING



# PERFORMANCE

**208**

Initial Goal

**211**

Job Offers by  
June 2024

**425**

New Job Offers  
Goal by June 2025

**477**

Total Job Offers

# PERFORMANCE

**630**

Enrolled into Career  
Services

**1,826**

Participants

**34**

Total Events

**\$16.4 M**

Program's Economic Impact

# QUESTIONS

James Montoya

[James.Montoya@Phoenix.gov](mailto:James.Montoya@Phoenix.gov)



# EMPLOYER QUOTE

*“The hiring event was coordinated very well and any questions we had prior were answered quickly. MCU made bringing together a large group of candidates for interviews and testing very simple and efficient”*

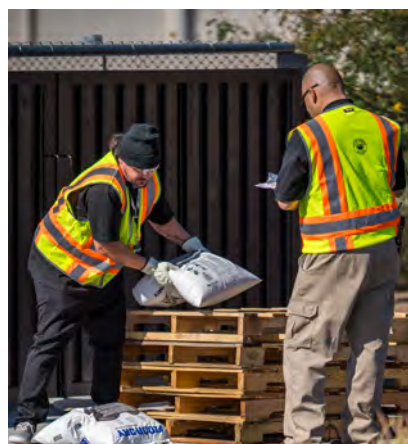
*– Employer*



# EMPLOYER TESTIMONIAL:

*“The MCU event was very successful in bringing motivated candidates. Unlike other hiring events, MCU took time to understand our hiring process, including TSA background checks. Thanks to MCU’s prescreening support, we hired three employees who have now been with us for a year!”*

*– Emerging Domestic Market Ventures*



# EMPLOYER TESTIMONIAL:

*“ I loved that I was part of the planning from the beginning to end.”*

*– Employer*





CITY OF PHOENIX

A proud partner of the [americanjobcenter](#) network

# APPRENTICESHIP UPDATE

Presenter: Deb Furlong



# WHAT IS AN APPRENTICESHIP?

- Related Technical Training (RTI)
- On-the-Job Training (OJT)
- Follows Industry Standards



# WHY APPRENTICESHIPS?

## Employers

- Skilled talent pipeline
- Improves employee retention
- High Return on Investment

## Apprentices

- On the Job Experience
- Industry Certification
- Career Pathways



# APPRENTICESHIP DEVELOPMENT

- DOL Advanced Manufacturing Intermediary
- Employer collaboration
- Collaborative process with our education partners



**ESTRELLA MOUNTAIN  
COMMUNITY COLLEGE**  
A MARICOPA COMMUNITY COLLEGE



**RIO SALADO COLLEGE**  
A MARICOPA COMMUNITY COLLEGE



# OCCUPATIONS DEVELOPED



Industrial Maintenance/Facilities Technician

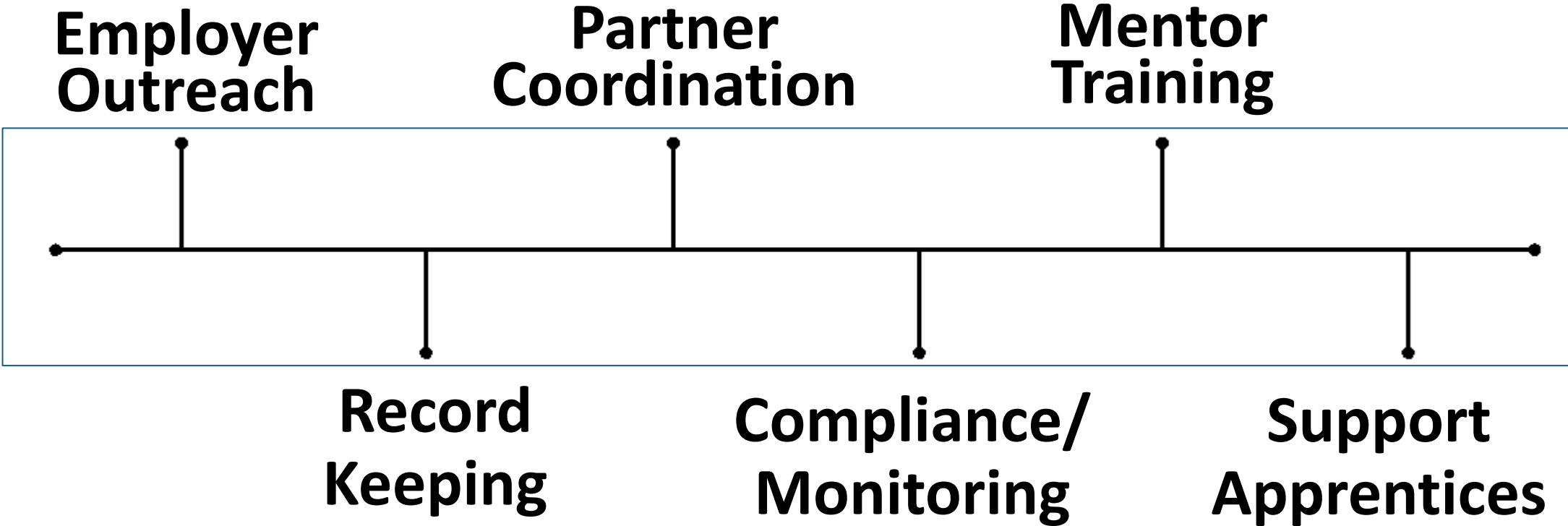


Industrial Manufacturing/Equipment Technician



Nanotechnology Engineering/Process Technician

# SPONSORSHIP ROLE



# EDUCATION ROLE

- Provide Related Technical Instruction
- Performance Tracking
- Outreach and Support Services



# EMPLOYER ROLE

- On the Job Learning
- Mentorship
- Performance Tracking



# COHORTS

Enrolled	Apprentices	Program Name
2024	8	Facility Technician
2025	18	Facility Technician
	10	Process Technician
	18	Equipment Technician
2026	TBD	TBD



# QUESTIONS

Deb Furlong

[deb.furlong@phoenix.gov](mailto:deb.furlong@phoenix.gov)



# PBWD BOARD MEETING

- ❖ Call to the Public/Announcements
- ❖ Future Agenda Items
- ❖ Adjournment





**Phoenix Business and Workforce Development Board  
Meeting Minutes  
September 11, 2025 – 9:00 a.m.**

**Board Members Present:**

Christian Bearden  
Karen Carter  
Lorraine Field  
Patrick Fitzhugh (Chair)  
Kaaren-Lyn Graves  
Scott Holman  
Mavrick Knoles  
Ginger Lane

Jesús Love  
Claudia Reilly  
Raghu Santanam  
Dean Scheinert  
John Soto  
Drew Trojanowski  
Sam Wolo

**Board Members Absent:**

Daniel Barajas  
Neda Boyce  
Kristin Emery  
Pearl Esau  
Meghan McGilvra

Alison Rapping  
Brandon Ramsey  
Stephanie Rimmer  
Jason Schaffner

**Public Attendees:**

Eddie Barojas  
Erica Bennett  
Elissa Black  
Elizabeth "E" Cole  
Dominic Cota  
Sandra Enriquez  
Thomas Flynn  
Deb Furlong  
Alejandro Garcia  
Carol Gardner  
Samantha Hansen  
Matalie Hastings  
Mari Hicks  
LaSetta Hogans  
David Howden  
Amanda Keams  
Christina Lira  
Delsy Maldonado

Hayden Maynard  
Krista McGarvey  
James Montoya  
Gustavo Nava  
Betsy Nelson  
Jovana Parkhouse  
Demitria Robles  
Deseret Romero  
Wathsna Sayasane  
Amy Schofield  
Stephen Sparks  
Rebecca Tierney  
Brenda Urquidi  
Stephanie Varela  
Jose Vaquera  
Davvid Welch  
Laura Whitehead

**1. Call to Order:**

Phoenix Business and Workforce Development Board (Board) Chair Patrick Fitzhugh called the September 11, 2025, Board Meeting to order at 9:07 a.m. Roll call was completed and a quorum of 14 members were present.



## 2. Approval of the May 8, 2025 Board Meeting Minutes:

**A motion to approve the May 8, 2025 Board Meeting Minutes was made by Board Member Karen Carter and seconded by Board Member Ginger Lane.**

**Approved:** Christian Bearden, Lorraine Field, Patrick Fitzhugh, Kaaren-Lyn Graves, Mavrick Knoles, Jesús Love, Claudia Reilly, Raghu Santanam, Dean Scheinert, John Soto, Drew Trojanowski, and Sam Wolo

**Opposed: None**

**Motion passed**

## 3. Consent Agenda:

Board Chair Patrick Fitzhugh presented the consent agenda, items on the consent agenda are meant for updates and approval only, and they are usually approved with a single vote.

The consent agenda was:

- Sunset Policy 300.308 – Youth Supportive Services
- Adopt new Policy 300.308 – Youth Supportive Services
- Adopt new Policy 300.309 – Supportive Services Categories and Cost Guidelines
- Adoption updates to Policy 900.908 – Eligible Training Provider List

**Board Member Christian Bearden made a motion to approve the consent agenda and Board Member Sam Wolo seconded the motion.**

**Approved:** Karen Carter, Lorraine Field, Patrick Fitzhugh, Kaaren-Lyn Graves, Mavrick Knoles, Ginger Lane, Jesús Love, Claudia Reilly, Raghu Santanam, Dean Scheinert, John Soto, and Drew Trojanowski

**Opposed: None**

**Motion passed**

**Scott Holman joined the meeting at 9:15 a.m.**

## 4. Open Meeting Law Update

City of Phoenix (City) City Clerk's Office Management Assistant II Davvid Welch presented an Open Meeting Law (OML) Update to cover key guidelines and Board member responsibilities to ensure compliance with OML. He shared that the Arizona OML is guided by Arizona state law and it promotes open deliberations and proceedings, that decisions are made in public, and encourages public access to governmental processes. OML applies to all public bodies, including City Boards and Commissions and their subcommittees.



Meetings governed by OML are a gathering, in person or through technological devices, of a quorum of members of a public body at which they discuss, propose or take legal action, including any deliberations by a quorum with respect to that action. Meetings can take place through electronic communication. This applies to an exchange of electronic communication among a quorum if the exchange involves discussion, deliberation, or taking action by the body concerning a matter likely to come before the body or an exchange between two members if a quorum is copied, even if no other members respond. A one-way “meeting” through electronic communications can occur if a communication is sent by one member to a quorum of the public body and the communication proposes a legal action.

To follow OML, the public body must provide notice of a meeting and have a publicly posted agenda. They must meet in public and allow the public to attend. They must create and post minutes or create and post a recording of the meeting. Meeting agendas must be posted at least 24 hours in advance of the meeting. The notice must include which body is meeting, the date, time, and agenda and how the public can attend. The body can discuss any item listed on the agenda and act on any item listed for action. They are prohibited to discuss or act on anything not listed on the publicly posted agenda. Additionally, the public body cannot discuss or act on anything without a quorum present. If a member leaves the room during the meeting, they cannot count towards quorum.

OML does not give the public the right to speak on agenda items, but the public may expect it. The call to the public is an opportunity for members to comment on a non-agenda item. The body cannot respond or discuss but they can have the speaker fill out a card, impose time restrictions, ask staff to follow up or place on a future agenda, or respond to personal attacks. While public comment is not required, many members of the public may expect it.

Members who wish to communicate information with other members should send it to the Board liaison for distribution. When there is a conflict of interest, they must be declared at the meeting, shared with the Board Liaison in advance and fill out a form announcing conflict.

A statement describing legal actions, minutes, or a recording must be posted to the Web and available to the public within three (3) days of the meeting. Approved minutes must be posted within two (2) days of approval.

Individuals who knowingly violate and any persons who aid, attempt, or agree to aid can be penalized. Penalties may include actions being rescinded, a civil penalty of up to \$2,500, liability for attorney fees, and possible removal from office. Monetary fees cannot be paid by the City. When public body members attend other public meetings, if the member is attending on behalf of themselves, it is best not to introduce them as a member of the public body.



#### 5. ARIZONA@WORK City of Phoenix Fiscal Report Update:

City Deputy Economic Development Director Wathsna Sayasane and City Economic Development Budget Supervisor Gustavo Nava presented a Board Fiscal Update. Wathsna shared that beginning on July 1, 2025, the Board Fiscal Agent changed from the City Human Services Department to the City Community and Economic Development department. Wathsna and Gustavo introduced themselves to the Board and shared their experiences working in the City.

Gustavo shared the Workforce Innovation and Opportunity Act (WIOA) allocations for PY25/FY 26:

Program	PY23/FY24	PY24/FY25	PY25/FY26
Youth	\$ 3,452,479	\$ 3,019,286	\$ 2,484,997
Adult	3,261,133	2,870,413	2,351,843
DW	3,204,419	2,936,887	2,813,028
RR	100,000	490,080	195,997
Admin	1,102,004	980,732	849,986
<b>Total</b>	<b>\$ 11,120,035</b>	<b>\$ 10,297,398</b>	<b>\$ 8,695,851</b>

He additionally shared the change in allocation over the previous three years. Since PY22/FY23, funding has decreased by \$5,305, 259, which is a decrease of 37.89%.

Wathsna shared information about FY24-25 Youth Workforce Programs. Youth Workforce fundings include:



Workforce Youth Program	Providers	Source of Funds	Budget Allocation	Performance Period	Expenditures*
Elevate EdAZ	<ul style="list-style-type: none"> <li>Greater Phoenix Chamber Foundation</li> </ul>	Strategic Economic Development Funds (SEDF – Specialty Funds)	\$150,000	July 1, 2024 – August 31, 2025	\$150,000
Summer Youth	<ul style="list-style-type: none"> <li>YMCA</li> <li>Neighborhood Ministries</li> </ul>	General Fund	\$250,000	May 2025 – June 2025	\$368,750
		JP Morgan Chase (philanthropic grant funds)	\$118,750		
WIOA	<ul style="list-style-type: none"> <li>Chicanos por la Causa</li> <li>Jewish Family &amp; Children's Services</li> <li>Neighborhood Ministries</li> <li>YMCA</li> </ul>	WIOA (Fund 1857 and 1879)	\$3,332,555	July 1, 2024 – June 30, 2025	\$2,355,984 (\$866,925 open POs)
		WIOA Youth-In			
		WIOA Youth-Out	\$1,691,254		
		<b>Total Youth Expenditures</b>			

Board Member Sam Wolo asked if the allocation from JP Morgan Chase is consistent with previous years. ARIZONA@WORK City of Phoenix Business and Program Manager Deb Furlong said that the grant allocation from JP Morgan Chase is consistent from the last three years. Board Executive Director LaSetta Hogans shared that Board staff partners with the Parks Foundation, a nonprofit supported by the City Parks and Recreation Department, to accept grant funds. Wathnsa shared that if the City is going to apply for grants, City Council must approve City staff applying for fund and allowing the City to accept funds.

Wathnsa followed up the Board approval of the One-Stop System Memorandum of Understanding (MOU) at the May 8, 2025 meeting. Wathnsa shared that on September 3, 2025 the Phoenix City Council approved the MOU and to accept revenue collected through the Infrastructure Funding Agreement (IFA). She shared that eligible expenses that could be paid for using IFA funds include the One-Stop Operator contract, Title IB training services, and VOS greeter contract. Member Jesus Love asked if the IFA includes Title II funds. Wathnsa shared that it did. LaSetta shared a timeline for final execution of the MOU/IFA.

**Board Member Christian Bearden made a motion to approve the allocation of any of the program income generated from the One-Stop System IFA to the FY 2025-26 budgeted and eligible expenses as presented by staff, and Board Member Ginger Lane seconded the motion.**

**Approved:** Karen Carter, Lorraine Field, Patrick Fitzhugh, Kaaren-Lyn Graves, Scott Holman, Mavrick Knoles, Jesús Love, Claudia Reilly, Raghu Santanam, Dean Scheinert, John Soto, Drew Trojanowski, and Sam Wolo

**Abstained:** None

**Opposed:** None



## **Motion passed**

### **6. Board Chair Updates:**

Board Chair Patrick Fitzhugh shared that September is Workforce Development Month and that Board staff will share social media posts that can be posted as well as links to posts that can be reposted. Patrick shared that Board members should have received an invitation to the September 16 Community of Practice meeting focused on Artificial Intelligence in Workforce Training hosted at Grand Canyon University. He shared that the October 10 Community of Practice meeting will be focused on the semiconductor industry with more information to be shared in the coming weeks.

Board attendance was shared so the Board could hold themselves accountable. He thanked everyone for prioritizing attending Board meetings.

### **7. Rapid Response:**

ARIZONA@WORK City of Phoenix Project Manager James Montoya shared a presentation about Rapid Response and the services available to employers and employees facing a reduction in force. He shared that services available include job search assistance, layoff aversion programs like incumbent worker training, customized recruiting events, and customized workshops for impacted employees.

Deployment of Rapid Response services are triggered by Worker Adjustment and Retraining Notification (WARN) letters, news media stories, and word of mouth. WARN letters are required of businesses employing more than 100 employees and closing a facility of 50 or more workers, discontinuing an operating unit of 50 or more workers, a layoff of 50-499 that constitutes 33% of their total workforce, or a layoff of 500 or more workers at a single site. For job reductions that do not meet the job requirement, they can still qualify for Rapid Response services if they employee less than 100 employees, fewer than 50 employees are being affected at a single site, or if there will be a temporary layoff.

James shared Rapid Response data for the previous fiscal year and the year-to-date:

## DATA

### **FY 24-25** (July 24-June 25)

- **22** WARNS
- **2,092** workers
- **7** NON-WARNs
- **412** workers

### **FY 25-26** (July 25- Present)

- **2** WARNs
- **194** workers
- **2** NON-WARNs
- **150** workers

28

Additionally, James shared the industries most affected by the number of layoff events and the number of employees impacted:

## INDUSTRIES IMPACTED

### **FY 24-25** **TOP 5 Layoffs**

1. Healthcare – 6
2. Retail – 6
3. Manufacturing – 4
4. Logistics – 3
5. Advanced Business Services – 2

29

# AFFECTED WORKERS

## FY 24-25 TOP 5 Layoffs

1. Retail – 1094
2. Healthcare – 901
3. Manufacturing – 665
4. Government – 537
5. Advanced Business Services – 309

30

Board Member Karen Carter asked what healthcare companies used Rapid Response services. James shared that Stewart Medical went out of business and District Medical closed down a facility, affecting over 100 employees.

James shared that the Board can help staff by:

- **Champion Communication:** Share the difference between WARN and non-WARN events with employer networks and encourage businesses to notify Rapid Response early, even when WARN thresholds are not met.
- **Strengthen Employer Connections:** Use employer relationships to connect staff with companies facing layoffs, restructuring, or closures and help staff gain access to company decision-makers so Rapid Response services can be deployed quickly.
- **Advocate for Rapid Response Value:** Reinforce that Rapid Response is not punitive but a business support service that helps employers and workers navigate transition. Include Rapid Response in conversations with local chambers, industry groups, and economic development councils.
- **Support Continuous Improvement:** Provide feedback on how Rapid Response services are being received in the community. Suggest industries or employers where proactive Rapid Response outreach could make an impact.
- **Policy & Resource Alignment:** Ensure Board priorities (layoff aversion, retraining, apprenticeship, sector strategies) align with Rapid Response activities. Explore leveraging Rapid Response events to connect impacted workers with in-demand training and employer pipelines.
- **Visibility & Storytelling:** Join or observe Rapid Response sessions (when



appropriate) to see services in action. Help tell the success stories to employers, job seekers, and community stakeholders.

Board Member Sam Wolo asked if the airport catering company going that was laying off employees was included in the numbers presented. James shared that they were and that they were working with the new airport contractor to connect them to the affected employees.

Karen asked if a company that is reaching out to another company to connect them to their employees to hire them, if they still need to go through the WARN notice. James shared that staff want to know so they can assist the employees. Board Chair Patrick Fitzhugh asked if there were any repercussions for not filing a WARN. James shared that Arizona is not a punitive state and there are currently no repercussions for not filing a WARN notice. Board Executive Director LaSetta Hogans shared that it is a point to share with the state because it is required by law. Board member John Soto shared that he would speak with Department of Economic Security (DES) who can answer any questions related to outcomes if a business does not file a WARN.

Board member Jesus Love asked if staff how current year numbers compare to the previous year. James shared that currently, they are behind the previous year.

#### **8. Monitoring Update:**

ARIZONA@WORK City of Phoenix Performance Compliance Manager Laura Whitehead shared the proposed 2025-26 Board monitoring schedule. Over the previous fiscal year, fifteen monitorings were completed with four pending completion. Completed monitoring completed include data validation, Rapid Response, state advocacy, eligible training provider programs, Phoenix Promise, programmatic, and AZQUEST. She shared that the pending items are Apprenticeship, state advocate, fiscal monitoring, and Board recertification. All of these are monitored through the state.

In the current fiscal year, two monitorings have been completed: eligible training providers and the eligible training provider local area. The pending monitoring includes: Eligible training Provider programs, programmatic, Rapid Response, state advocate, and data validation. Previously local areas were responsible for monitoring eligible training providers, but DES is taking that over.

The monitoring plan includes:

- Data Validation
- Rapid Response
- AZ QUEST
- Programmatic
- Eligible Training Providers – Des
- Eligible Training Provider Local Area – DES
- Eligible Training Provider Program – Board
- Fiscal
- WIOA State Fiscal (Adult/Dislocated Worker)



- One Stop Operator

**Board Member Dean Scheinert made a motion to approve the WIOA Program Year 25 Monitoring Plan and Board Member Christian Bearden seconded the motion.**

**Approved:** Karen Carter, Lorraine Field, Patrick Fitzhugh, Kaaren-Lyn Graves, Scott Holman, Mavrick Knoles, Ginger Lane, Jesús Love, Claudia Reilly, Raghu Santanam, John Soto, Drew Trojanowski, and Sam Wolo

**Opposed: None**

**Motion passed**

**9. Call to the Public:**

- September 14-20 is National Adult Education and Family Literacy Week. Board Member Jesus Love shared that he has a flyer sharing information about Title II services that can be shared with Board members.

**10. Future Agenda Items:**

- Board Member Jesús Love asked for the Board to be kept informed/updated TSMC job creation and how many residents are being employed, as well as people coming to Phoenix as a result, and the economic impact
- Title II Program information and results

**11. Adjournment:**

**PBWD Board Vice - Chair Patrick Fitzhugh adjourned the meeting at 10:07 a.m.**

## Workforce Innovation and Opportunity Act Grant Status

Activity by Program	2024-25			2025-26		
	Grant Awards	2024-25 Actuals	Variance	Forecast	2025-26 Forecast	Variance
<b>TOTAL</b>	<b>11,330,027</b>	<b>11,899,495</b>	<b>(569,468)</b>	<b>8,695,851</b>	<b>10,008,887</b>	<b>(1,313,036)</b>
Adult	2,870,413	5,110,396	(2,239,983)	2,351,843	5,346,714	(2,994,871)
Dislocated Worker	2,936,887	196,101	2,740,786	2,813,028	167,769	2,645,259
Rapid Response	490,080	347,578	142,502	195,997	287,263	(91,266)
<b>AD/DW/RR Total</b>	<b>6,297,380</b>	<b>5,654,075</b>	<b>643,305</b>	<b>5,360,868</b>	<b>5,801,746</b>	<b>(440,878)</b>
Youth - In School	754,822	869,924	(115,102)	621,249	740,317	(119,068)
Youth - Out of School	2,264,464	2,407,326	(142,862)	1,863,748	2,209,476	(345,728)
<b>Youth Total</b>	<b>3,019,286</b>	<b>3,277,250</b>	<b>(257,964)</b>	<b>2,484,997</b>	<b>2,949,793</b>	<b>(464,796)</b>
<b>Administration</b>	<b>980,732</b>	<b>525,468</b>	<b>455,264</b>	<b>849,986</b>	<b>1,257,348</b>	<b>(407,362)</b>
<b>Total WIOA</b>	<b>10,297,398</b>	<b>9,456,793</b>	<b>840,605</b>	<b>8,695,851</b>	<b>10,008,887</b>	<b>(1,313,036)</b>
Admin - General Fund	1,032,629	910,803	121,826	-	-	-
Cost Pool	-	30,938	(30,938)	-	-	-
AZ Quest	-	1,500,961	(1,500,961)	-	-	-
<b>Total Other</b>	<b>1,032,629</b>	<b>2,442,702</b>	<b>(1,410,073)</b>	<b>-</b>	<b>-</b>	<b>-</b>

Expenditures by Character	2024-25	2025-26
	Budgetary Actuals	Forecast
<b>TOTAL</b>	<b>11,899,496</b>	<b>10,008,886</b>
Personal Services	5,989,799	5,659,242
Contractual Services	5,728,420	4,908,271
Commodities	48,093	96,502
Capital Outlay	-	-
Internal Charges and Credits	233,293	(655,129)
Other Expenditures and Transfers	(100,109)	-