

NOTICE OF PUBLIC MEETING AND EXECUTIVE SESSION  
PINAL COUNTY WORKFORCE DEVELOPMENT BOARD  
SUMMARY OF AGENDA FOR MEETING  
Thursday, April 17, 2025

2:00 PM - CALL TO ORDER

PINAL COUNTY ADMINISTRATIVE COMPLEX  
CONFERENCE ROOM (1st FLOOR)  
135 N. PINAL STREET  
FLORENCE, AZ 85132

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BUSINESS BEFORE THE BOARD

- (1) Roll Call and Introductions
- (2) Consent Agenda: *All items indicated by an asterisk (\*) will be handled by a single vote as part of the consent agenda, unless a Board Member, Board Staff, or member of the public objects at the time the agenda item is called.*

\*a. Discussion/approval/disapproval of the March 20, 2025 Pinal County Workforce Development Board Regular Meeting Minutes.

\*b. Discussion/approval/disapproval of the renewal of the Pinal County Workforce Development Board membership in the National Association of Workforce Boards. Cost of renewal is \$1,000 and runs from July 1, 2025 to June 30, 2026

- (3) Discussion/approval/disapproval of the selection of EDSI as the consulting firm to work with the Pinal County Workforce Development Board to guide the board's transformation from an operational to a strategic body. Using the existing PCWDB Strategic Plan, the goal is to leverage this plan to enhance the PCWDB's impact on the local workforce ecosystem and strengthen its leadership role in supporting Pinal County's economic development. EDSI's proposal is in the amount of \$49,979
- (4) Discussion/approval/disapproval of the Pinal County Workforce Development Board Budget Report.
- (5) Board Chair Report
- (6) Operations Report
- (7) Information Only: National Association Workforce Boards 2025 Forum/Advocacy Day Briefing
- (8) Call to Public -

Consideration and discussion of comments from the public. Those wishing to address the Pinal County Workforce Development Board need not request permission in advance. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date.

Posted on the 14th day of April around 12:00 PM

ZOOM MEETING JOINING INFORMATION: <https://us02web.zoom.us/j/85190648839?pwd=Um6X7yYDJ9nD9XBIm3fMUFNa55BzbQ.1> Meeting ID: 851 9064 8839 Passcode: 238329 One

tap mobile 17193594580,85190648839#,\*238329# US Dial by your location • +1 719 359 4580 US

Pursuant to A.R.S. 38-431.02(H), the public will have physical access to the meeting place fifteen (15) minutes prior to the start of the meeting.

## ADJOURNMENT

### **(SUPPORTING DOCUMENTS ARE AVAILABLE AT THE WORKFORCE DEVELOPMENT OFFICE)**

In accordance with the requirement of Title II of the Americans with Disabilities Act (ADA), the Pinal County Workforce Development Board does not discriminate against qualified individuals with disabilities admission to public meetings. If you need accommodation for a meeting, please contact the Workforce Development Office at (520)866-6227, at least (3) three business days prior to the meeting (not including weekends or holidays) so that your request may be accommodated.



AGENDA ITEM

April 17, 2025 ADMINISTRATION BUILDING A  
FLORENCE, ARIZONA

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**REQUESTED BY:**

**Funds #:**

**Dept. #:**

**Dept. Name:** Workforce Department

**Director:** Joel Millman

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**BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:**

Roll Call and Introductions

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**BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:**

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**BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:**

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**MOTION:**

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History	Who	Approval
Time		

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**ATTACHMENTS:**

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No Attachments Available



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Time		

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☐ [Meeting Minutes 3.20.2025](#)



**NOTICE OF PUBLIC MEETING PINAL COUNTY WORKFORCE DEVELOPMENT BOARD ACTION LEGAL  
SUMMARY**

**Thursday, March 20, 2025**

**2:00 PM - CALL TO ORDER**

**PINAL COUNTY ADMINISTRATIVE COMPLEX CONFERENCE ROOM (1<sup>st</sup> FLOOR)**

**135 N. PINAL STREET**

**FLORENCE, AZ 85132**

**1. Roll Call and Introductions**

Meeting called to order at 2:00 PM

<b><u>Members Present:</u></b> <ol style="list-style-type: none"><li>1. Harold Christ</li><li>2. Jakob Andersen (Zoom)</li><li>3. Richard Wilkie (Zoom)</li><li>4. Andrew Clegg (Zoom)</li><li>5. Mike Cruz (Zoom)</li><li>6. Joel Villegas</li><li>7. Mary Fleck (Zoom)</li><li>8. Jack Beveridge (Zoom)</li><li>9. Logen Kelly</li><li>10. Sean Salveson</li><li>11. Samuel Kolapo (Zoom)</li><li>12. Wallin Gustin</li><li>13. Stacey Rich (Zoom)</li><li>14. Erica Ballesteros (Zoom)</li><li>15. Solomon Galyon (Zoom)</li></ol> <p><b>Quorum Met</b></p>	<b><u>Members Absent:</u></b> <ol style="list-style-type: none"><li>1. Susan Aguilar</li><li>2. Lynn Parsons</li><li>3. Todd Thomas</li><li>4. Joshua Paine</li><li>5. Bryan Seppala</li><li>6. Jim Garrett</li><li>7. Christina Rothlisberger</li></ol> <b><u>Staff Present:</u></b> <ul style="list-style-type: none"><li>• Joel Millman</li><li>• Moriah Robles</li><li>• Carrie Fike</li><li>• Shannon McHenry</li><li>• Laura Loiacono</li></ul>
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**2. CONSENT AGENDA** :*All items indicated by an asterisk (\*) will be handled by a single vote as part of the consent agenda, unless a Board Member, Board Staff, or member of the public objects at the time the agenda item is called.*

- **\*a. Discussion/approval/disapproval** of the February 20, 2025 Pinal County Workforce Development Board Regular Meeting Minutes.
- **\*b. Discussion/approval/disapproval** of the ARIZONA@WORK Pinal County Programmatic and Fiscal Monitoring and Data Validation Policy..
- **\*c. Discussion/approval/disapproval** of the revised ARIZONA@WORK Pinal County Rapid Response Policy.
- **\*d. Discussion/approval/disapproval** of the recommendation to appoint Brian Stoner of eCube Solutions, LLC (Business Sector) Term of Service: April 3, 2025 through April 2, 2027.

**Item e. pulled by Harold Christ**

**Motion Entered in by:** Solomon Galyon

**Second by:** Logen Kelly

**Item Action:** Approved

- **\*e. Discussion/approval/disapproval** of the Partner Program Reports
  1. Adult/Dislocated Worker Program
    - Sonia Cortez provided an overview on the progress of the Adult Probation “Intentional Design of Justice Involved Career Pathways” that was launched in February 2024. To date 74 participants have been enrolled with 8 successfully graduated.
  2. Youth Program
  3. One Stop Operator

**Motion Entered in by:** Wallin Gustin

**Second by:** Logen Kelly

**Item Action:** Approved

**3. Discussion/approval/disapproval** of an amount not to exceed \$50,000 for strategic planning services per the scope of work approved by the PCWDB on January 16, 2025.

PCWDB Staff have received two quotes that are still under evaluation.

**Motion Entered in by:** Joel Villegas

**Second by:** Logen Kelly

**Item Action:** Approved

4. **Discussion/approval/disapproval** of an amount not to exceed \$80,000 of Rapid Response funding for services outlined in the Request for Quote/Scope of Work to provide assistance to employees impacted by a mass layoff.

Joel Millman shared a brief update on the announcement of this year's ARIZONA@WORK Pinal County's allocation for the Rapid Response funding to be used for the recent mass layoff. Moriah Robles serves as the ARIZONA@WORK Pinal County Rapid Response Coordinator and is working on a plan to provide a series of activities to those who have been affected by the layoff. Request for Quotes are being reviewed.

**Motion Entered in by:** Logen Kelly

**Second by:** Richard Wilkie

**Item Action:** Approved

5. **Discussion/approval/disapproval** of the Pinal County Workforce Development Board Budget Report.

Carrie Fike presented the monthly Pinal County Workforce Development Board Budget Report.

**Motion Entered in by:** Sean Salvesson

**Second by:** Wallin Gustin

**Item Action:** Approved

6. **Board Chair Report**

Harold Christ introduced Kaeden Peterson. Kaeden will serve as the Business and Economic Development Strategist, facilitating the ARIZONA@WORK Pinal County Business Service team. Kaeden gave a brief overview of his background. Harold also welcomed the newest member to the PCWDB, Wallin Gustin of the Arizona Department of Economic Security representing the Wagner-Peyser Act (Employment Service) Program.

**Item Action:** Information Only

7. **Operations Report**

- **Rapid Response Update:** Moriah Robles reported the upcoming events to be held on April 25<sup>th</sup> at Eloy City Hall and May 18<sup>th</sup> at the Central Arizona College Signal Peak Campus. Both events will offer workshops followed by a Job Fair. In June there will be virtual informational workshops.
- **2025 National Association of Workforce Boards (NAWB) Forum/Advocacy Day:** Joel Millman updated members on the upcoming NAWB Forum and Advocacy Day. Members who are attending will be meeting with Congressional representatives to discuss recertification of the Workforce Innovation and Opportunity Act including funding for the public workforce system.

- **Update on Board Management Tools:** Shannon McHenry reported she will be reaching out requesting no more than two PCWDB members to participate in demonstrations for board management platforms. Shannon will provide an update at the April full board meeting.
- **Workforce Development Board Recertification Update:** Joel Millman gave a brief update that the PCWDB received notification that it will be recommended for recertification by the Workforce Arizona Council. Shannon McHenry is working on revising the new member application for future candidates.
- **Officer Elections:** Shannon McHenry will extend the deadline for another week to gather member nominations and report to the board during the April meeting.
- **World of Work Video:** Joel Millman provided a recap on the World of Work event organized by Achieve Pinal. The event was held February 13, 2025 for Pinal County high school juniors and seniors hosted at the Central Arizona College (CAC) Signal Peak Campus. The event held in partnership with the Arizona SciTech institute featured workshops, career fair, campus tours, mock interviews and information on training programs offered by CAC. A short video to showcase the event was presented.

Item Action: Information Only

8. **Presentation:** “Youth Advisory Committee Update” (Joel Villegas with Pinal County School Office and Amanda Whatley , Director, ARIZONA@WORK Pinal County Youth Program)

Joel Villegas and Amanda Whatley presented an update on the Pinal Partnership/Business, Education and Workforce Committee’s Youth Advisory Committee data collection from alternative schools and adult education programs to understand factors contributing to youth disconnection and potential interventions. The committee will expand data collection to juvenile detention schools and regular education students as well as develop a screening process for identifying at risk-youth in middle school and early high school.

Item Action: Information Only

9. **Call to the Public**

Item Action: Public Comment

10. **Adjournment**

**Motion Entered in by:** Logen Kelly

**Second by:** Wallin Gustin

Adjourned 3:35pm





AGENDA ITEM

April 17, 2025 ADMINISTRATION BUILDING A  
FLORENCE, ARIZONA

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**REQUESTED BY:**

**Funds #:**

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**Dept. Name:** Workforce Department

**Director:** Joel Millman

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Discussion/approval/disapproval of the selection of EDSI as the consulting firm to work with the Pinal County Workforce Development Board to guide the board's transformation from an operational to a strategic body. Using the existing PCWDB Strategic Plan, the goal is to leverage this plan to enhance the PCWDB's impact on the local workforce ecosystem and strengthen its leadership role in supporting Pinal County's economic development. EDSI's proposal is in the amount of \$49,979

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**MOTION:**

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History		
Time	Who	Approval

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**ATTACHMENTS:**

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No Attachments Available



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History		
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<b>ATTACHMENTS:</b>
Click to download
<input type="checkbox"/> <a href="#">Budget Report</a>

# PINAL COUNTY WORKFORCE DEVELOPMENT BOARD BUDGET

PY23 - awarded 7/1/23 to be spent by 6/30/25

**\$2,588,720**

**Grant time lapse 83%**

<b>PROGRAM (Time Lapse 83%)</b>	<b>Budget</b>	<b>Transfer</b>	<b>Expended</b>	<b>% Expended</b>	<b>Balance</b>
YOUTH- CAC	\$559,368		\$493,567	88%	\$65,801
ADULT PROGRAM- Eckerd	\$625,303	\$250,000	\$569,770	91%	\$305,533
DISLOCATED WORKER- Eckerd	\$528,788	<b>\$250,000</b>	\$472,330	89%	\$56,458
ONE-TIME FUNDING- Eckerd (Adult Probation Initiative)	\$271,712		\$98,050	36%	\$173,662
<b>TOTAL</b>	<b>\$1,985,171</b>		<b>\$1,633,717</b>	<b>82%</b>	<b>\$351,454</b>

	<b>Budget</b>		<b>Expended</b>	<b>% Expended</b>	<b>Balance</b>
<b>Board Operating Budget</b>	<b>\$603,549</b>				
Personnel	\$388,565		\$252,621	65%	\$135,944
One-Stop Operator	\$129,290		\$81,165	63%	\$48,125
Office Operating Supplies- Cell,/Postage/Data Circuit	\$5,105		\$2,686	53%	\$2,419.00
Travel	\$20,000		\$11,000	55%	\$9,000
Marketing	\$6,500		\$20	0%	\$6,480
Strategic Planning	\$6,000			0%	\$6,000
ONE-TIME FUNDING- (ATLAS)	\$15,000		\$13,000	87%	\$2,000
Subscriptions/ Memberships	\$15,716		\$930	6%	\$14,786
Unallocated	\$17,373		\$0	0%	\$17,373
<b>TOTAL</b>	<b>\$603,549</b>		<b>\$ 361,422</b>	<b>60%</b>	<b>\$242,127</b>

<b>TOTAL PCWDB Budget Allocation</b>	<b>\$2,588,720</b>		<b>\$1,995,139</b>	<b>77%</b>	<b>\$593,581</b>
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*Date of Report 4/17/2025  
Expenditures through 2/28/2025*

**PINAL COUNTY WORKFORCE DEVELOPMENT BOARD BUDGET**

PY24 - awarded 7/1/24 to be spent by 6/30/26

\$2,817,998

**Grant time lapse 33%**

<b>PROGRAM (Time Lapse 33%)</b>	<b>Budget</b>	<b>Transfer</b>	<b>Expended</b>	<b>% Expended</b>	<b>BALANCE</b>
YOUTH- CAC	\$547,766		\$0	0%	\$547,766
ADULT- Eckerd	\$615,759		\$0	0%	\$615,759
DISLOCATED WORKER- Eckerd	\$617,322		\$0	0%	\$617,322
RAPID RESPONSE- Eckerd	\$165,000		\$25,606.00	16%	\$139,394
<b>TOTAL</b>	<b>\$1,945,847</b>		<b>\$25,606.00</b>	<b>1%</b>	<b>\$1,920,241</b>

	<b>Budget</b>		<b>Expended</b>	<b>% Expended</b>	<b>BALANCE</b>
<b>Board Operating Budget</b>	<b>\$872,151</b>		\$0	0%	\$872,151
Personnel	\$496,000		\$0	0%	\$496,000
One-Stop Operator	\$129,290		\$0	0%	\$129,290
Office Operating Supplies- Cell,/Postage/Data Circuit	TBD		\$0	0%	TBD
Travel	TBD		\$0	0%	TBD
Marketing	TBD		\$0	0%	TBD
Strategic Planning	TBD		\$0	0%	TBD
Subscriptions/ Memberships	TBD		\$0	0%	TBD
RAPID RESPONSE	\$225,000		\$3,911	0%	\$221,089
Unallocated	\$21,861		\$0	0%	\$21,861
<b>TOTAL</b>	<b>\$872,151</b>			<b>0%</b>	<b>\$872,151</b>

<b>TOTAL PCWDB Budget Allocation</b>	<b>\$2,817,998</b>		<b>\$25,606</b>	<b>1%</b>	<b>\$2,792,392</b>
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*Date of Report 4/17/2025*

*Expenditures through 02/28/2025*



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Board Chair Report

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**MOTION:**

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History	Who	Approval
Time		

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☐ [Operations Report](#)

# Pinal County Workforce Development Board Regular Meeting

*Operations Update*  
*April 17, 2025*



- Rapid Response Update
- Update on Board Management Tools
- Officer Elections





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Information Only: National Association Workforce Boards 2025 Forum/Advocacy Day Briefing

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Posted on the 14th day of April around 12:00 PM

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