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**Performance Review Committee Meeting**

**Date:** October 4, 2024

**Location:** The Mohave County Community Services Department, 700 W. Beale St.,  
Kingman, Arizona

**Members Present:** Chairman Tommy Taylor, John Diemer, Erik Morey, Nancy Campbell  
**Others Present:** Michael Smith, Sara Ungaro, Amber Kant-Wood, Jason Millin, Joe Throneberry,  
Jessica White, Tracy Biles, and Desiree Hamodey

**Call to Order:** Meeting was called to order by Committee Chairman Tommy Taylor at 7:12am

**PERFORMANCE REVIEW COMMITTEE AGENDA:**

**1. Discussion and Possible Action Re: Approval of July 12, 2024 Meeting Minutes**

Director Smith for Vice Chairman Taylor Presented the July 12, 2024 Meeting Minutes. No recommendations for changes were made.

**Motion:** Nancy Campbell made a motion to approve the July 12, 2024 Meeting Minutes

**2nd:** John Diemer seconded the motion

**Vote:** 4/0

**2. Discussion and Possible Action Re: Review and accept Performance Outcomes Comparison Report for Adult, Dislocated Worker, and Youth**

Sara Ungaro, Workforce Manager presented the performance outcomes comparison report for Adult, Dislocated Worker and Youth. Most performance goals have met or surpassed the negotiated outcomes for Adult Dislocated Worker and Youth. They are measuring at or above 90 percentiles within the negotiated goals.

Vice Chairman Taylor requested information on any wild swings within the data received.

Sara Ungaro informed of a wild swing with the pandemic which had affected the negotiated goals. Since then the negotiated goals have been readjusted through the Statistical Adjustment Model (SAM Model)

**Motion:** John Diemer made a motion to accept Performance Outcomes Comparison Report for Adult, Dislocated Worker, and Youth

**2nd:** Nancy Campbell seconded the motion

**Vote:** 4/0

**3. Discussion and Possible Action Re: Review and accept Performance Reports for Adult, Dislocated Worker, and Youth.**

Sara Ungaro, Workforce Manager, Presented Program Year 2024 WIOA Program Enrollment and Expenditure Report for Adult, Dislocated Worker and Youth.

She informs of over 200 active Adult Clients across the programs and cities, 18 active Dislocated workers across the programs but many will be exited out, leaving 3 remaining. She mentions that job loss has been seen recently with retail stores and hospitality closing. 200-250 youth have been enrolled but the Youth caseload will be held onto for four years, unlike the adults. The caseload is expected to grow marginally. She would like to see the programs be more strategic in their placements within the program so they can be more transformative rather than transactional.

Nancy Campbell asks for clarification on how clients come to the programs, if they are more referrals or walk-ins. Sara Ungaro offers to pull data reports to find where the clients come from. Director Smith informs the board that there are no current enrollment goals at the moment but plans to have them moving forward as they are beginning to become more strategic with the programs.

**Motion:** Nancy Campbell made a motion to accept Performance Reports for Adult, Dislocated Worker, and Youth.

**2nd:** John Diemer Seconded the motion

**Vote:** 4/0

**4. Discussion and Possible Action Re: Review and accept Performance Reports for Business Services.**

Jason Millin presented data pulled from 07/2024-09/2024 for physical outcomes. The data pulled is from clients that have registered into the programs and were directly placed into registered job postings. The purpose of this data was to find where the occupations in demand and which are receiving placements so they can better focus efforts in the appropriate areas.

Director Smith mentions the Local Workforce Groups that have been formed to create conversations between workforce and business leaders to help identify needs and to better advise of the direction for where the focus needs to lie.

**Motion:** John Diemer motions to accept Performance Reports for Business Services.

**2nd:** Nancy Campbell seconded the motion

**Vote:** 4/0

**5. Discussion and Possible Action Re: Review and accept One Stop Operator Report**

No Report was given at this time.

**No Action Taken**

**6. Discussion and Possible Action Re: Review and accept Sector Strategies for OID**

Sara Ungaro presents job opening data estimates for Occupations in Demand. These occupations include construction, manufacturing, transportation & logistics, healthcare, informative technology, and hospitality & tourism as well as the training costs for such fields. She also presents an "In-Demand Occupations Training Cost Tool" that can help assist in better allocating funds in a more focused and beneficial manner. This tool breaks funding into percentages per field based on demand, she also requests that if this tools and the percentages provided were to be approved, to also allow her an additional 10% of over-all budget to use in the event there is a shift in demand. The 10% will allow her the flexibility to be more proactive and apply the funds in the field that the shift has occurred immediately rather than waiting for the next quarterly meeting. Sara demonstrated the tool and how it will help the team decide where to apply the limited funding to. Sara Ungaro explains that the percentages in each tool were decided by the labor demands and job openings in each field.

Director Smith mentions that this will also help track data along with ATLAS and with the SMS follow-ups to find where the biggest impact can be made for the Mohave/La Paz counties. Director Smith discusses how this can be brought to the partners and business leaders within the workgroups and help better strategize where the funding can be applied.

Sara Ungaro mentions that the \$306,000 of funding is not a lot of funding and have a year left of the contract. She discusses the Quest Grant that was received and that it can be applied to the training certifications for some of the trainings as well.

Nancy Campbell asks for clarification on past monitoring of funds and how it has changed.

Sara Ungaro offers that the occupations in demand has changed as well as funding has changed and has become more limited. She informs that in the past there were more freedoms but now the program is becoming more focused and strategized on where it will be applying the funding and would like guidance from the board on where to apply the funds.

Vice Chairman discusses the importance in the flexibility within the 10% over-all budget as there may be shifts in

demand and would not want money to sit in an area not being used, where it could be utilized in a better field.

**Motion:** Nancy Campbell made a motion to accept Sector Strategies for OID as Presented and to approve 15% (5% over requested) of over-all budget to offer flexibility for shifts demand.

**2nd:** John Diemer seconds the motion.

**Vote:** 4/0

#### **PERFORMANCE REVIEW COMMITTEE RECOMMENDATIONS**

No recommendations at this time.

#### **PERFORMANCE REVIEW COMMITTEE MEMBER ANNOUNCEMENTS**

No Committee Member Announcements at this time.

#### **CALL TO THE PUBLIC**

Jason Millin, One Stop Operator thanks Sara and her team for the smooth transition into his new position. His goal is to have core management and see reports coming from every Title and to see them work together more often.

#### **ADJOURNMENT**

Vice Chairman Taylor adjourned the meeting at 8:43am.