



Zafer Genc
Workforce Development Board
Chairperson

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MEETING MINUTES

NOTICE OF PUBLIC MEETING OF THE MOHAVE/LA PAZ PERFORMANCE REVIEW COMMITTEE

JANUARY 09, 2026, 9:00 A.M.

MOHAVE COUNTY COMMUNITY SERVICES

PRICKLY PEAR CONFERENCE ROOM

700 W. BEALE STREET - KINGMAN, ARIZONA

TEAMS MEETING ID: 259 218 062 PASSCODE: OB6Up9WG

CALL IN PHONE NUMBER: +1(623) 473-7231 PHONE ID: 765 888 677#

MEMBERS OF THE MOHAVE/LA PAZ PERFORMANCE REVIEW COMMITTEE WILL ATTEND EITHER IN PERSON OR BY TELEPHONE CONFERENCE CALL.

9:02 AM MEETING CALLED TO ORDER WITH ROLL CALL/INTRODUCTION.

ATTENDANCE: John Diemer, Zafer Genc, Michael Smith, Davy Spurlock, Mitzi Esgro, Brandi Rowe, Jason Millin, Sara Ungaro, Chris Register, Amber Kant-Wood, John Binkinz, Amanda Coronado, Desiree Hamodey, Tingwei Chavez, Joe Throneberry

OVERVIEW: The Performance Review Committee meeting on January 9, 2026, covered several key points. Jason Millin reported a 65% peak utilization of referrals in October, with 157 multi-agency referrals. Sara highlighted a 44% response rate in follow-up services and a 32% placement rate for job seekers. Amanda noted 620 job orders and 54 placements. Brandi Rowe reported a 67% increase in referrals and a 22% decrease in new placements. The committee discussed the impact of funding cuts, the need for better coordination in business services, and the importance of addressing barriers to enrollment, particularly for veterans. The Performance Review Committee discussed the need for a unified approach to workforce outreach, emphasizing the importance of coordination among agencies. Director Michael Smith highlighted a new manufacturing apprenticeship program offering \$3,500 incentives. Chairman John Diemer stressed the distinction between workforce and chamber activities, advocating for a collaborative use of Atlas for referrals. Jason Millin introduced a new forum for event announcements, urging detailed information to avoid staff frustration. The committee agreed to rotate meetings between Havasu and Kingman and to emphasize the use of existing tools like Atlas at the next board meeting.

ACTION ITEMS: These actionable items were discussed within the meeting.

- ☐ Prepare and present a unified business services structure and reporting approach (coordinate with Title I and Title III and present at the next board meeting)
- ☐ Consolidate and run a full report on veteran caseload and veteran-related metrics for the local area (pull and share statewide/local veteran numbers as requested)
- ☐ Coordinate with Sara Ungaro to produce a consolidated business-

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services report for PRC and agree on a common reporting format to present at the next PRC/board meeting

- Coordinate and set up the Atlas partners in-person meeting at the college on February 20 and finalize meeting logistics (schedule venue, invite partners, confirm agenda)
- Bring the collaboration and business-services coordination topic (use of Atlas, referral funnel, and unified outreach roles) to the full board for discussion and direction

PERFORMANCE REVIEW COMMITTEE AGENDA (Items 1-9)

1. Discussion and Possible Action Re: Approval of October 10, 2025, Meeting Minutes

- Chairman John Diemer presented the October 10, 2025, Meeting Minutes to the Performance Review Committee for review and suggested changes. No suggestions for changes were made by the board.

Motion: Zafer Genc made a motion to approve the October 10, 2025, Meeting Minutes as presented.
2nd: Mitzi Esgro seconded the motion.
Vote: Approved 5/0

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

- Jason Millin discusses the consistency and referrals on Atlas, emphasizing the importance of agencies sending referrals.
- Millin highlights the efforts of Mitzi and Ashley in following up on referrals and ensuring clients' needs are met.
- The report includes statistics on multi-agency referrals, peak utilization of 65 referrals in October, and the importance of accurate job orders on Arizona Job Connection.
- Millin mentions the training and retraining efforts for job orders and the reactivation of 55 employers.
- Jason Millin talks about the impact of core partner meetings on referrals and the importance of staff interworking.
- Millin mentions various activities, including benefit treatment courts, community resource teams, and CoC (Continuum of Care) meetings.
- The report includes the addition of new partner pages and the consolidation of Mohave County Housing.
- Millin emphasizes the importance of retraining partners and the role of Lauren McGregor in identifying retraining needs.

Motion: Zafer Genc made a motion to approve the One Stop Operator Report as presented.
2nd: Brandi Rowe seconded the motion.
Vote: Approved 5/0

3. Discussion and Possible Action Re: Review and accept Title IB Report

- **Review and accept Performance Outcomes Comparison Report for Adult, Dislocated Worker, and youth.**

- **Review and accept Performance Reports for Adult, Dislocated Worker, and Youth.**

- Amber Kant-Wood presents the 2025 Quarter 4 performance report, noting that the program met measures across the board.
- The report includes a decrease in funding by 24% and the impact of funding cuts on youth programs.
- John Binkinz discusses the growth in WEX participation and the success of the GED Program, with 12 graduations expected in January.
- The Report highlights the importance of OJTs and apprenticeships in the youth team's efforts.
- John Binkinz presents the follow-up services performance for the fourth quarter, including engagement metrics and strategies.
- The report includes the geographic distribution of employment outcomes, with 55 individuals employed in Mohave County.
- John Binkinz discusses the correlation between credential attainment and employment, with healthcare being a dominant field.
- The report highlights the importance of tracking and improving engagement strategies.

Motion: Zafer Genc made a motion to approve the Title IB Report as presented.

2nd: Mitzi Esgro seconded the motion.

Vote: Approved 5/0

4. Discussion and Possible Action Re: Review and accept Performance Reports for Business Services, Titles IB and III.

- John Binkinz presents the business services report, highlighting the engagement with various sectors and the upcoming events.
- The report includes the success of the virtual hiring event and the plans for future events, including AMTC, data manufacturing, and construction events.
- John Binkinz discusses the importance of tracking data and the impact of hiring events on community engagement.

Motion: Zafer Genc made a motion to approve the Performance Reports for Business Services, Titles IB and III.

2nd: Brandi Rowe seconded the motion.

Vote: Approved 5/0

5. Discussion and Possible Action Re: Review and accept Title II Report

- Mitzi Esgro discusses that enrollments are down at Mohave (compared to last year), and overall, Title II numbers are lower.
- The report includes that HSE/GED completions are just under 12 for the quarter (exact figure redacted for confidentiality).
- Mitzi Esgro mentions that Measurable Skill Gain (MSG) rate is very low, so ABE instruction on the program structure is being revised.
- She highlights that ELL (English Language Learner) students do not earn a formal credential, but some are successfully transitioning into ABE/GED courses to work towards an HSE.

Motion: Zafer Genc made a motion to approve the Title II Report as presented.

2nd: Brandi Rowe seconded the motion.

Vote: Approved 5/0

6. Discussion and Possible Action Re: Review and accept Title III Report

- Amanda Coronado presents the Title III report, highlighting the placement totals, job orders, and service counts.
- The report includes a 32% placement rate for enrolled job seekers and the impact of the lack of a BSR on job order entries.
- Amanda Coronado discusses the importance of UI claim assistance, and the customized resume assistance provided to job seekers.
- The report highlights a 30% cut in funding for Title III and the impact of removing the business services position and replacing it with the LVER position.
- John Diemer and others discuss the need for better coordination and tracking of business services and the limits of the LVER position.
- Sara Ungaro and Amanda Coronado emphasize the importance of outreach and the impact of the LVER position on job order entries.
- Zafer Genc noted the low reporting in the construction sector and questioned what efforts are being taken to ensure focus on all targeted sectors.
- Sara Ungaro reported a growing construction push via 2 active plumbing apprenticeships, 4 upcoming HVAC apprenticeships, and participants getting Class A CDLs for heavy equipment operator roles, with impacts not fully visible in numbers yet due to billing timing.
- Amanda Coronado explained construction job orders are currently low because direct employer outreach dipped without a BSR, but employer lists and coordination with Title I have been restructured, and they expect more construction job orders and engagement as the new LVER and business services model ramp up.
- Director Michael Smith highlights the importance of addressing the changes in business services and ensuring better coordination.

Motion: Zafer Genc made a motion to approve the Title III Report as presented.

2nd: Brandi Rowe seconded the motion.

Vote: Approved 5/0

7. Discussion and Possible Action Re: Review and accept Title IV Report

- Brandi Rowe presents the Title 4 report, highlighting the increase in referrals and successful closures.
- The report includes the impact of staffing updates and the hiring of new counselors in Kingman and Bullhead.
- Brandi discusses the Project Search Initiative with Lake Havasu High School District and the partnership with the housing authority.
- The report highlights the importance of addressing barriers to enrollment and improving the eligibility process.
- Director Michael Smith questions what is the average time that it takes for a client to be served from the moment they are referred in Atlas.
- Brandi Rowe explained that the clock doesn't start until VR has required documents (especially the Social Security card); once they have ID, records, and the client signs the application/intake, VR has up to 60 days to determine eligibility but usually finishes sooner if records are complete.
- Director Michael Smith stressed the need for partners (e.g., housing and others using Atlas) to help clients obtain needed documents early (like Social Security cards), so by the time the referral hits VR, barriers are reduced, and enrollment/eligibility can move as fast as possible emphasizing criticality given time-limited housing supports.

Motion: Zafer Genc made a motion to approve the Title IV Report as presented.

2nd: Mitzi Esgro seconded the motion.

Vote: Approved 5/0

8. Discussion and Possible Action Re: Review and accept One Stop Operator

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Score Card

- Director Michael Smith presents the One Stop Operator scorecard, noting Jason Millin's high scores and positive evaluations.
- The scorecard highlights the importance of the One Stop Operator in supporting the local area and building relationships with core partners.
- The discussion includes the need for better coordination and tracking of business services and the impact of the LVER position on job order entries.
- Director Michael Smith emphasizes the importance of addressing the changes in business services and ensuring better coordination and tracking.

Motion: Zafer Genc made a motion to approve the One Stop Operator Score Card.

2nd: Mitzi Esgro seconded the motion.

Vote: Approved 5/0

9. Discussion and Possible Action: Review and accept Local Workforce Area Continued Quality Process Improvement

- Director Michael Smith emphasizes the need for a unified approach to workforce outreach, mentioning a new manufacturing apprenticeship program that offers \$3,500 incentives for hiring.
- John Diemer clarifies that workforce outreach should be coordinated and not dictated by chambers or other organizations that do not pertain to workforce.
- John Diemer insists on making it clear to the board that workforce is the priority and that chambers should refer employers to the collective for coordinated outreach.
- Director Michael Smith stresses the importance of sharing resources and having conversations within the local plan workgroups to ensure a cohesive approach.
- Amanda Coronado discusses the new business service team and the bi-weekly meetings involving Title One, Title Three, Title Four, and registered apprenticeship coordinators.
- She mentions the challenges of coordinating reports and recommendations, emphasizing the need for a united front.
- Sara Ungaro seeks clarification on the roles and responsibilities, ensuring that workforce services are not directed by external organizations like the college or chambers.
- She highlights the importance of a unified communication measure to address workforce needs effectively.
- John Diemer emphasizes the need for collaboration and clear communication, ensuring that all workforce services are coordinated and not duplicated.
- He suggests involving chambers and other organizations in business service meetings to share information and resources.
- John Binkinz discusses the importance of addressing business complaints and connecting them to the right individuals for solutions.
- John Diemer reiterates the importance of using Atlas for referrals to ensure quick and effective responses to workforce needs.
- John Diemer stresses the importance of using Atlas for workforce referrals, emphasizing its role in rapid response to employer needs.
- He suggests that Atlas should be the primary tool for making referrals and coordinating workforce services.
- John Diemer mentions the need for better utilization of existing tools and resources to improve workforce services and proposes bringing up the topic of collaboration and workforce services at the next board meeting to ensure everyone is on the same page.
- Jason Millin introduces the new forum on Atlas for posting events and updates, encouraging staff to use it for detailed information.
- Amanda Coronado suggests adding a note on the forum indicating that more information is coming to manage staff expectations.

- Jason Millin emphasizes the importance of providing complete and accurate information on the forum to avoid staff frustration.
- John Binkinz suggests including contact information for upcoming events to involve partners in event planning and communication.
- Director Michael Smith mentions the upcoming Atlas meeting on February 20, 2026, at the college to bring all partners together and discuss collaboration efforts.
- Director Michael Smith suggests rotating meeting locations between Havasu and Kingman to ensure equal engagement and participation.
- The committee discussed the benefits of the time being changed to a later time and its impacts on being able to travel in.
- The discussion emphasizes the importance of having face-to-face meetings to improve engagement and communication among partners.
- John Diemer suggests that performance review committee will recommend the following
 - The Performance Review Committee will recommend that the full board develop a more unified, coordinated business-services approach (including consistent use of Atlas and clearer roles among workforce, education, chambers, and economic development partners) to reduce duplication and improve employer outreach and response.
 - The Performance Review Committee will rotate the Performance Review Committee meeting locations between Kingman and Lake Havasu City.

Motion: Zafer Genc made a motion to approve the Performance Review Committee recommendations to the Workforce Development Board as stated.

2nd: Mitzi Esgro seconded the motion.

Vote: Approved 5/0

PERFORMANCE REVIEW COMMITTEE ANNOUNCEMENTS

At this time, any Performance Review Committee Members who wish to share information can come forward with their announcements.

No announcements were made at this time.

CALL TO THE PUBLIC

Pursuant to ARS 38-431.01(H) a public body may make an open call to the public during a public meeting, subject to reasonable time, place, and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

No public comments were made at this time.

ADJOURNMENT

With no other topics needing to be discussed, The Chairperson will adjourn the meeting.

Meeting was adjourned at 10:59 a.m.