



**WORKFORCE ARIZONA COUNCIL – PERFORMANCE EXCELLENCE
COMMITTEE MINUTES**

Friday, April 7, 2017
9:00 – 11:00 AM
100 N. 15th Avenue, Phoenix, AZ 85007, Suite 103
Via Conference Call
1-877-820-7831 Access Code: 103468

Members

Thomas Winkel, Chair – Arizona Coalition for Military Families
Carol Curtis – Arizona@Work Coconino County
Molly Bright - Department of Economic Security
Trevor Stokes – Office of Economic Opportunity

Members Present Via Phone

Beverly Wilson – Adult Education, ADE
Doug Yonko – Hensley Beverage Company
Steve Chucri – Maricopa County Board of Supervisors
Lawrence Lucero – Tucson Electric Power

Members Not Present

Bryan Durham – Arizona Department of Veterans’ Services

1. Call to Order

- The meeting was called to order at 9:03 a.m.

2. Welcome

- Thomas Winkel, Chair, welcomed the Committee members and public to the meeting.

3. Call to the Public

- There was no call received from the public.

4. Approval of Minutes

- A motion to adopt the previous meeting minutes was made by Doug Yonko.
- The January 19, 2017 meeting minutes were adopted.

5. Approval of revised local plans

- Gretchen Caraway presented an updated chart on the revision that were completed on the local plans.

- A motion was made by Steve Chucri to conditionally approve the local plans with the final revisions being made to the plans by April 28th to be heard by the Executive Committee for final approval by the Council. Motion was seconded by Molly Bright. Motion passed.

6. Discuss Infrastructure Cost Policy

- There will be a workgroup formed to include committee members and workforce partners to draft a policy for review and future adoption. This workgroup will be set up to begin meeting in May. Ashley will send out date options to the participating members.

7. Discuss Certification of One-Stop Center Policy

- There will be a workgroup formed to include committee members and workforce partners to draft a policy for review and future adoption. This workgroup will be set up to begin meeting in May. Ashley will send out date options to the participating members.

8. Brief overview of work with Local Workforce Boards

- Paul Shannon explained his experience while giving a presentation on local governance to a few of the local workforce areas.

9. Business Services Training Update

- Monica Magoon presented the charter for the business engagement and training team which explained the purpose and goals of the team.

10. Statewide Staff Development Update

- Lynn Larson, Deputy Assistant Director, Arizona Department of Economic Security, Division of Employment and Rehabilitation Services(DERS)

11. Update on MOUs Process and Timeline

- Gretchen Caraway, DERS Policy Administrator, Arizona Department of Economic Security, Division of Employment and Rehabilitation Services(DERS)

12. Committee Next Steps

- Workgroups will be set up to meet in May to discuss the Infrastructure Cost Policy and the One-Stop Certification Policy
- Continued update of the Statewide Staff Professional Development program at the next meeting
- Continued update of the Business Services Training at the next meeting
- Next Committee meeting will be scheduled for some time in July

13. Adjournment

- A motion to adjourn was made by Molly Bright and seconded by Trevor Stokes
- Meeting was adjourned at 10:49 a.m.

*Pursuant to A.R.S. § 38-431.02, notice is hereby given to members of the WAC Performance Excellence Committee and to the general public that the Committee will hold a meeting, open to the public, on **Friday, April 7, 2017 at 9:00 a.m.** in the Office of Economic Opportunity 100 N. 15th Ave, Suite 103. For more information, please call (602) 364-0430.*

***Attention visitors (including agency personnel and members of the public):** The Arizona Department of Administration has implemented building security measures at 100 N. 15th Avenue. All visitors who do not have a badge granting access to the building must go to the Badging Office on the first floor to be admitted as a guest. Due to the security measures, agency personnel who routinely submit documents or who wish to attend seminars should either verify that their badges grant access to the building or schedule visits in advance with the Office of Economic Opportunity. Please call (602) 364-0430 with any questions or concerns regarding admittance to the building.*

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by calling (602) 364-0430. Requests should be made as early as possible to allow time to arrange the accommodation.

A copy of the material provided to Committee members (with the exception of material relating to possible executive sessions) is available for public inspection at the Office of Economic Opportunity, located at 100 N. 15th Avenue, Suite 103, Phoenix, AZ.

Under A.R.S. § 38-431.03(A)(3), the Committee may vote to go into executive session, which will not be open to the public, for the purpose of obtaining legal advice on any item on the agenda.