

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

Tuesday, November 13, 2018
1 PM – 3 PM
100 N. 15th Ave. Suite 103, Phoenix, AZ 85007
Via Conference Call
1-240-454-0879 Access Code: 280-993-715

Members Present

David Martin – Chair - Arizona Chapter of the Association of General Contractors
Jeff Fleetham -Arizona Registrar of Contractors

Members Present via Telephone

Naomi Cramer – Banner Health
Dennis Anthony – Arizona Apprenticeship Advisory Committee

No Members Absent

1. Call to Order

The Performance Excellence Committee was called to order by Chair, David Martin at 1:12 P.M. after a 10 minute delay due to a fire alarm.

2. Welcome/Introductions

Welcome was provided by Committee Chair David Martin.

3. Approval of Minutes

Naomi Cramer moved to approve the minutes with changes recommended by David Martin to change his organizations name to be Arizona Chapter of the Association of General Contractors, the motion was seconded by Jeff Fleetham. The motion passed.

4. Call to the Public

Teri Drew, Regional Director, Northern Arizona Council of Government, where she expressed thanks to Karen Nelson-Hunter, WIOA Coordinator, Arizona Department of Economic Security, Division of Employment and Rehabilitation Services, for the negotiation process on the Local Performance Measures. Teri Drew also recommended that the Committee solicit other's views, perspectives and input on the proposed new policy and policy changes.

5. Approval of Local Board Re-Certifications

Karen Nelson-Hunter, WIOA Coordinator, Arizona Department of Economic Security, Division of Employment and Rehabilitation Services, provided an overview of the Re-certification process and timeline, request forms including the LWDB membership roster, and key areas for clarification needed from LWDB. There was a question from the floor from Rosalyn Boxer,

OEO Workforce Program Administrator, wanting clarification on if the Committee would be voting on this issue. After discussion with the members of the committee, Karen Nelson-Hunter and Ashley Wilhelm, WAC Manager, it was decided that this would be tabled to the next Committee Meeting in February of 2019 due to the need for further clarification and possible technical assistance needed by LWDBs.

6. Local Area Negotiated Performance Measures

Karen Nelson-Hunter discussed the process of how the Performance Measures are negotiated with the Federal Government then the process of how the State negotiated with the LWDB's on their Performance Measures. There was some discussion on the definitions for each Performance Measure, so the committee requested Karen to provide a set of definitions so that everyone understands what the measurements are pertaining to.

7. Review: Conflict of Interest Policy (Draft)

Karen Kurtz, Consultant, presented a draft policy on Conflict of Interest. She provided information from the WIOA Law that there is a necessity to have firewalls for agencies that are serving multiple roles including operations as well as services. There was discussion on the differentiation of what needed to be a Competitive Bid for services and what did not. The Committee asked for staff to compile a list of what entities were providing each function in all of the local areas. The Committee tabled this draft policy requesting that input from the stakeholders on this policy be sought prior to the next Committee meeting.

8. Proposed Review of Workforce Arizona Council Policies

DERS submitted a proposed modification to the local governance policy regarding the local plan modifications. The Committee tabled this proposed modification until the next Committee meeting and asked Ashley to reach out to stakeholders to get their input on the modification prior to the next meeting.

9. Committee Next Steps

February meeting will most likely be longer than usual, due to the items being held for further clarification and discussion. The Committee members specified that they prefer to have a longer meeting to get through everything instead of hosting a Special Meeting on specific topics. Ashley will work with Karen and other Stakeholders to make sure they gather and get the information they need so that the Committee can be informed so they can vote in February.

10. Adjournment

Jeff Fleetham moved to adjourn the meeting, it was seconded by Dennis Anthony. The motion passed, meeting adjourned at 2:30 p.m.