

WORKFORCE EXECUTIVE COMMITTEE

Yuma Private Industry Council, Administration Building
3834 W. 16th Street, Yuma, AZ 85364
May 29, 2020
2:00 p.m.

MINUTES

I. Call Meeting to Order

Maria Chavoya; Chair of the Board called the meeting to order at 2:00 p.m.

II. Pledge of Allegiance

Steven M. Miller led the Pledge of Allegiance.

III. Roll Call

Attendees:

Maria Chavoya, Board Chair

Jesus Garcia, Board Vice-Chair

Steven M. Miller, Board Secretary/Treasurer

Antonio Zuniga, Board Member

Adriana McBride, Human Resource Manager

IV. Annual Evaluation-Executive Director

- The annual evaluation for the Executive Director was sent to members ahead of time to submit comments.
- The annual evaluation was due on April 10, 2020.
- The evaluation was also screen shared for all members to view at the time of review.
- The committee members made comments on each of the components and provided an individual score.
- The sections of the Evaluations are as follows:
 - i. Job Specific Tasks
 - ii. Corporate Values
 - iii. Executive Team (leadership)
- The Human Resources Manager kept track of all scores.
- The Human Resources Manager was tasked to average the scores and send the evaluation with the average score to Ms. Chavoya.

V. Three Month Evaluation-Youth Director

- The Committee Members reviewed the format and components of the three month evaluation for the Youth Director position.
- The three month evaluation is due on June 16, 2020.
- The Committee will hold an Executive Committee meeting on June 15th at 2:00 p.m. to complete the three month review.

- The committee requested a presentation from Mr. Juan Castillo- Youth Director.
- Mr. Kevin Imes, as Chair of the Youth Committee will be invited to participate.

VI. Adjournment

Ms. Chavoya adjourned the Executive Committee meeting was adjourned at 3:10 p.m.

Respectfully: Adriana McBride, Human Resource Manager