

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

Tuesday, February 12, 2019
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 Associated General Contractors
Dennis Anthony – Arizona Apprenticeship Advisory Committee
Naomi Cramer – Banner Health

Members Present via Telephone

Jeff Fleetham -Arizona Registrar of Contractors (Joined after Roll Call)

No Members Absent

1. Call to Order

The Performance Excellence Committee was called to order by Chair, David Martin, at 1:00 P.M.

2. Welcome/Introductions

Welcome was provided by Committee Chair.

3. Call to the Public

There were 2 public comments made referencing that time needed to be extended for public comment and to brief policy makers for the revisions being made to the Governance Policy and One-Stop Operator Selection Policy.

4. Approval of Minutes

Dennis Anthony moved to approve the minutes, the motion was seconded by Naomi Cramer. The motion passed.

5. Statewide Monitoring Guide Overview

DES-DERS provided an overview of the process that occurs during the Programmatic Monitoring Visits, Fiscal Monitoring Visits, One-Stop Operator (OSO) Monitoring Visits and how Audit the results are distributed to each of the Local Workforce Boards.

6. Local Board Re-Certifications-Overview and Possible Action

a. Functions of Local Board

Ashley Wilhelm gave the Committee an overview of the functions the local boards are prescribed in WIOA.

Karen Nelson-Hunter, WIOA Coordinator for the Arizona Department of Economic Security, Division of Employment and Rehabilitation Services, shared information on the Local Board Re-Certification process and the timeline that was followed. She explained that there is a range in readiness for re-certification, but no local area is ready at this time to be approved. She recommended that all Local Boards be given conditional approvals.

Committee member Dennis Anthony stated that he was uncomfortable giving conditional approvals for all Local Areas not knowing what each Area needs further assistance with. Committee member Naomi Cramer asked for a timeline on when the Local Areas would be ready to be considered for Re-Certification. Karen stated that the timeline depends on the potential readiness of each local area.

Dennis Anthony moved that the Local Workforce Development Boards (LWDB) continue as status quo with the committee receiving a detailed report on the areas in which each LWDB is deficient during the next PEC meeting, giving the LWDBs a transitional period of 6 months to address the items specific to their LWDB, with a hard deadline for Re-Certification consideration in 9 months. The motion was seconded by Naomi Cramer. The motion passed.

b. Local Plans

Karen Nelson-Hunter went through the process of Local Workforce Development Board Plan Modifications. She explained that the ARIZONA@WORK Pinal County Local Board is currently the only LWDB that is ready for approval. Dennis Anthony moved to approve the ARIZONA@WORK Pinal County Local Plan Modification and send to the Workforce Arizona Council for final approval. Naomi Cramer seconded the motion. The motion passed.

Karen stated the other plans did have items that need to be addressed in a variety of areas. Discussion occurred between Karen, the committee, and the workforce system practitioners in the room on what the next steps should be.

Dennis Anthony moved to request the Council consider the approval of the ARIZONA@WORK Pinal County Local Plan Modification and request the Council give the Committee the authority to approve other local area plans as they are ready for approval understanding the deadline for final approval will be in 9 months. The motion was seconded by Naomi Cramer. The motion passed.

c. Selection of Operator and Providers

This item was covered during the Monitoring Guide Overview.

7. Conflict of Interest Policy-Possible Action

Chair David Martin, clarified with the attendees who made the public comments whether there was any concern Karen Kurtz, Consultant with the Arizona Office of Economic Opportunity, provided an overview of the draft Conflict of Interest policy and an overview of the comments received during the comment period. Jeff Fleetham moved to request the Council consider approval of the Conflict of Interest policy. The motion was seconded by Dennis Anthony. The motion passed.

8. Governance Policy Update-Possible Action

Karen Kurtz provided the Committee with on an overview of the proposed changes to this current policy. The Committee received public comment requesting more time be given to review the changes to this policy. The Committee agreed that more time should be allowed for review. The committee will discuss this issue again at their next quarterly meeting.

9. One-Stop Center Operator Policy Update-Possible Action

Karen Kurtz provided the Committee with on an overview of the proposed changes to this current policy. The Committee received public comment requesting more time be given to review the changes to this policy. The Committee agreed that more time should be allowed for review. The committee will discuss this issue again at their next quarterly meeting.

10. Committee Next Steps

Ashley Wilhelm shared the next steps with the Committee:

1. Further discussion on the Local Board Re-Certification with detailed information on where each LWDB is at
2. Discuss the Governance and One-Stop Center Operator Policies
3. Consider any local plans that may be ready for approval

11. Adjournment

Dennis Anthony moved to adjourn the meeting, it was seconded by Naomi Cramer. The motion passed. The meeting was adjourned at 3:05 p.m.