

**MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE**

Friday, June 12, 2020 – 9:00 a.m.

REMOTE MEETING

WebEx: <https://mcwdb-1095-9b71.my.webex.com/meet/mcwdb>

Phone: +1-510-338-9438; Access Code/Meeting ID: 625 125 871

Members Present: Mark Lashinske (Ph.) Tom Jenkins (Ph.), Shawn Hutchinson (Ph.), Elizabeth (E) Cole (Ph.), Vanessa Andersen (Ph.)

Members Absent: N/A

1. Call to Order

Chairman, Mark Lashinske called the Executive Committee (EC) meeting to order at 9:00 a.m.

2. Roll Call

WDB Liaison, Nancy Avina, took roll. Quorum was present (5).

3. Chairman Remarks

Chairman Lashinske welcomed everyone for attending the meeting and opened the floor for introductions. He commented on the hard work that is happening to accomplish a great task (of compliance). He announced that Mr. Tom Jenkins's term will be coming to an end on June 30th and thanked him for his service. He opened the floor to Mr. Jenkins to share remarks; Mr. Jenkins confirmed his term ending and shared his appreciation for the opportunity to serve. Chairman Lashinske expressed his interest in discussing the Vice-Chair position for the upcoming year 2021 (starting July 1) and expressed his desire in selecting Vanessa Andersen as incoming Vice-Chair. Board Liaison, Nancy Avina provided brief guidance regarding the selection process of officers and indicated the selection of the Vice-Chair was an appointment made by the Chairman and did not need a motion. Chairman acknowledged the guidance and informed of his desire to appoint Vanessa Andersen for the 2021 year, starting July 1 – June 30, 2021.

4. Review, Discussion and Possible Action: Shared Governance Agreement (SGA) and Attachments

Chairman Lashinske provided an update on the SGA and on a meeting held with legal and the board of supervisors' liaison, the MCWDB Executive Director and the MCWDB Chairman. Chairman Lashinske highlighted various critical points on the SGA, including items that are still under review and items that were stricken from previous drafts.

Discussion was held on dissolving the youth committee, on the party responsible for youth workforce investment activities, who the grant recipient is. References were made to WIOA Law and Regulations.

5. Review, Discussion and Possible Action: Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA)

Chairman Lashinske informed of the meeting held with MOU/IFA partners and that staff would be revising the MOU/IFA. Once MOU/IFA are finalized DocuSign will be used to sign all documents. The goal is to have the documents ready for the next Full Board meeting.

6. Review, Discussion and Possible Action: Bylaws

Chairman Lashinske provided a brief update on the bylaws and informed a few attachments were added, the goal is to have the document ready for the next Full Board meeting.

A question was raised as to when clean documents will be available for review, given the many drafts. Chairman Lashinske provided clarifying comments. Brief discussion was held on where Maricopa County leadership are in their review of the bylaws.

Board Liaison, Nancy Avina corrected her previous statement regarding officers and their election and indicated the election of officers is a Full Board election and is not in the Chairman's duties. Further she

explained that Vanessa's nomination could be brought forth to the Full Board, but the floor would have to be opened to other members who would want to be a part of the Executive Committee.

7. Review, Discussion and Possible Action: WIOA Revised Budget 2020-2021

Chairman Lashinske informed HSD Deputy Director, Jacqueline Edwards has sent a budget for review, that has also been sent to Committee members for review. The goal is to have the budget ready for the next Full Board meeting.

A clarification was asked on line items on budget. Clarification was provided by Ms. Edwards. A statement was made regarding pipe trades, sheet metal, and ADA line items appear very light and may need some parity; brief discussion held. Additional detail was requested under the Maricopa Community Colleges line item – additional clarification was provided by Ms. Edwards.

8. Review, Discussion and Possible Action: Career Service Provider Agreement

Chairman Lashinske, provided an update on the Career Service Provider agreement review and updates being done as well as, the length of the agreement agreed to, of a total of 18-months on a 6-month basis.

Concerns were brought forth regarding the terms effective period and having a longer 3-year agreement with the ability to exercise termination if needed. Discussion held, including on reasoning for having a longer agreement including, continuity of service and staff assurance. Mr. Hutchinson is in favor of a longer agreement. Ms. Cole expressed that a 3-year agreement is not necessary. Tom Jenkins, Mark Lashinske and Vanessa Andersen expressed favor for a 6-month agreement.

9. Review, Discussion and Possible Action: Staff Positions and Organizational Chart

Chairman Lashinske, provided an update on revising the organizational chart based on the go forward plan. The goal is to have the document ready for the next Full Board meeting.

10. Review, Discussion and Possible Action: East Valley Career Center Relocation

Chairman Lashinske, informed on his opportunity to talk to the Real Estate division and the work they are doing with staff regarding requirements and documents that need to be completed.

Questions were raised regarding auxiliary locations. WDB staff addressed questions.

11. Call to the Public

Chairman, Lashinske called for public comment. No public comment made.

12. Adjourn Executive Committee Meeting

Chairman Lashinske adjourned the meeting at 9:49a.m.

**For More Information Please Contact, MCWDB Staff: mcwdb@maricopa.gov*