



**MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD – EXECUTIVE COMMITTEE MEETING
MINUTES**

Wednesday, August 16, 2017 at 8:30 a.m.

Human Services Department
234 N Central Avenue 3rd Floor, Phoenix, AZ 85004
Conference Line: 602-506-9695, Passcode: 377148

Members Present: Marie Sullivan, Robin Schaeffer, Jim Godfrey, Kelsie McClendon

Members Absent: n/a

Staff Present: Nancy Avina, Patricia Wallace

Call to Order

Marie Sullivan, Acting Chair and 1st Vice-Chair, called Executive Committee (EC) meeting to order at 8:44 a.m.

Roll Call

Nancy Avina, Board Liaison took roll. Quorum was present (4).

***Approval of Minutes** – August 11, 2017

Marie Sullivan asked for a motion to approve previous meeting minutes. Jim Godfrey made motion. Kelsie McClendon seconded motion. All in favor. Motion carried.

Discussion, Review and Possible Action

Personnel

EC voted to discuss matter in executive session, pursuant to A.R.S § 38-431.13(A)(1). Jim Godfrey made motion. Robin Schaeffer seconded motion. All in consensus. Motion carried to move personnel discussion into executive session at 8:56 a.m. Staff Nancy Avina was asked to leave room. EC moved out of executive session at 9:14 a.m. EC acting chair indicated no action was required. Kelsie McClendon and Patricia Wallace will be reviewing all staff positions to the board.

Executive Director Report

MCWDB Executive Director, Patricia Wallace gave update on transition. Discussion held, clarification questions. A budget update was also provided.

Next Steps/Moving Forward

Marie Sullivan provided a brief update of last meeting to absent members.

Call to the Public

No Public present.

Adjournment

Marie Sullivan adjourned meeting at 9:25 a.m.