



MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

Wednesday, October 18, 2017 - 9:30 a.m. – 11:30 a.m.

Maricopa County Human Services

234 N Central Ave. Phoenix, AZ 85004, 3rd Floor, Roosevelt Conference Room

Conference Line: 602-506-9695, Passcode: 377148

Members Present: Angie Ferguson, Blair Liddicoat, Chevera Trillo, Carlton Brooks, Dennis Troggio, Drew Thorpe, Kelsie McClendon, Marie Sullivan, MaryEllen Sheppard, Neal Dauphin, Reid Graser, Ron Hardin (Ph), Sally Downey (Ph), Shawn Hutchinson (Ph), Thomas Jenkins

Members Absent: Jim Godfrey, Jon Ellerston, Nick DePorter, Robin Schaeffer

Staff Present: Patricia Wallace, Nancy Avina, Tom Colombo

Call to Order

Chairman, Kelsie McClendon called meeting to order at 9:36 a.m.

Roll Call

Nancy Avina, Board Liaison took roll call. Quorum was present (15). Introductions held.

Discussion, Review and Possible Action

****Approval of Minutes – September 20, 2017***

Chairman, Kelsie McClendon asked for a motion to approve the previous meeting minutes. Chevera Trillo made motion to approve previous meeting minutes. Marie Sullivan seconded motion. All in favor. Motion carried.

Officer Election Discussion and Action

Chevera Trillo, provided update on second vice-chair on behalf of Nomination Committee Chair, Jim Godfrey. Recommendation is to put forth for the board to vote on, and consider nomination for Robin Schaeffer for second vice-chair.

Kelsie McClendon asked for a motion to approve Robin Schaeffer for second vice-chair. Sally Downey made motion to approve candidate. MaryEllen Sheppard seconded motion. All in favor. Motion carried.

Chairman, Kelsie McClendon discussed the Youth Committee Chair and appointed board member Shawn Hutchinson as Youth Committee Chairman.

Executive Committee Report

Chairman, Kelsie McClendon provided brief executive committee report; quorum was not present at EC meeting. High level discussion held will be shared during workgroup updates regarding board structure and work ahead. Brief review of active workgroups and activity.

Membership/Onboarding Committee Report

No additional updates from committee.

Board Member, MaryEllen Sheppard provided a membership update on behalf of the Board of Supervisors (BOS). Review of current membership percentages, vacancies and subsequent shifts in membership percentages. Additional information provided on board member recruitment to fill vacancies. Jim Godfrey

and MaryEllen Sheppard working on specific strategies to engage full board in assisting in the identification of candidates. Review of mandatory category vacancies. Board member clarification questions on processes, and nominations committee involvement. Brief discussion held.

Youth Committee Report

Chairman, Kelsie McClendon provided brief Youth Committee update and informed of committee member development. Blair Liddicoat provided brief comments on hosting last youth committee meeting. Chairman requested staff send presentation to full board. Learnings from Rio Salado presentation shared. Kelsie McClendon shared update on performance survey by performance taskforce; formulated survey and distribution list and are now finalizing.

Core Partner IFA Workgroup Update

Workgroup Lead, Chevera Trillo informed IFAs were submitted to the State for review, State has reviewed and a few minor edits were provided back. Committee will be meeting on November 1st to revise minor edits and resubmit final document for review. IFA will need to go back in front of BOS.

Workgroup Updates

Marie Sullivan provided a few workgroup updates. Next Bylaws workgroup meeting is November 7, 2017, all welcome to attend; items that may be put forth from EC include standing committee structure. Strategic Planning workgroup first meeting on November 3, 2017 to establish scope of work and other activities. Kelsie McClendon to co-lead along with Marie Sullivan and Robin Schaeffer. Certification and Self-Assessment workgroup scheduled on October 24, 2017, led by Marie Sullivan, invitation extended to board members to participate in workgroups.

Kelsie McClendon discussed workgroups and processes on workgroups, and asked staff to develop common format for our groups, charters and purposes as well as tools for tracking progress to have uniformity and clarity on workgroup scope and objectives. Kelsie McClendon also discussed high level scope of the Strategy Planning workgroup, tabling the Advocacy workgroup and added additional comments on future of workforce system funding at a federal level. Additionally, looking to evolve the Nominations Committee into a standing committee with holistic approach around governance; open discussion held on direction. Chevera Trillo provided perspective at a state level; advocate for continuous board development. Neal Dauphin inquired on a standard template nationwide suggesting what a board member should be aware of/blueprint for board members. Chevera Trillo mentioned Workforce GPS website as resourceful website; State in process of evaluating sort of technical assistance can be brought to local areas. Additional conversation held around resources and best practices around state and nation. Sally Downey provided perspective as a new board member and suggested a more in depth get together to review WIOA in addition to one-on-one orientation; new board members provided input and agreed with comments. Blair Liddicoat added additional comments on resources and webinars through Workforce GPS and referred to self-assessment document for board accountability. Continued discussion on trends and structure of boards around the United States. Marie Sullivan invited board members to attend self-assessment workgroup. Patricia Wallace made reference to State convening on November 2nd, and invited Office of Economic Opportunity (OEO) to provide comment; Paul Shannon, Director of OEO provided details on event. Chairman Kelsie McClendon added additional encouraging comments and referred to NAWB as another good resource. Board member Angie Ferguson added would be helpful to see board accomplishments. Patricia Wallace touched on Annual Report coming up and strategic plan for additional information.

Executive Director Report

Patricia Wallace provided an update on work of staff during last month. Information provided on progress of One Stop Operator (OSO). OSO will be providing a formal presentation to Full Board in November. Management Analyst position is in final stages, getting ready to extend offer. Ron Hardin and Tom Jenkins were thanked for participating in panel.

Construction pilot update was also provided; 2nd cohort coming together. Tom Colombo added additional comments and details on data. Discussion held and suggestions provided.

Close IT 2017 Summit

Patricia Wallace provided brief update on take away's from Close It Summit, including evolution of technology solutions and data; big emphasis on public private partnerships.

Google MIT NAWB Workshop

Patricia Wallace also provided brief update on learnings from Google MIT NAWB workshop, and moon shots concept. Company's looking for partners around the Country; Maricopa County considered one of top 10 boards in the Country. Possible site visits in future.

Upcoming Conference Attendance and Objectives

Patricia Wallace discussed Chairman's ask for developing a process for future conferences, attendance and objectives for MCWDB. Staff will work on putting together and will provide to board. Kelsie McClendon added additional comments.

Dennis Troggio inquired about MCWDB being able to obtain grants; Patricia Wallace provided response and informed have applied for grants in the past, criteria varies. Chevera Trillo added, some boards across country have established themselves as 501-C3 (nonprofits) that opens up a different level of accessibility to funding sources. Extensive discussion held on exploring board structure options such as becoming a non-profit for additional funding opportunities, current trends and strategic direction. Board member, Drew Thorpe inquired about a detailed financial budget on WIOA fund distribution; additional discussion held. Board member, MaryEllen Sheppard added comments around data being requested from the administrative and fiscal entity help be more responsive by informing what board wants to see and with timeframe (quarterly reports) rather than in an ad hoc basis. Kelsie McClendon added closing comments on conversation.

One Stop Operator Response

Patricia Wallace provided brief update on One Stop Operator response provided to State on audit of procuring one stop operator. Have not heard back as of yet. MaryEllen Sheppard clarified a few other areas were audited as well.

Video Production

Patricia Wallace, provided brief background information on board member request for video production of common customer. Blair Liddicoat and Shawn Hutchinson provided additional comments on customer and her journey, discussion held. Request is to cover costs associated with producing video; discussion on Maricopa County resources to produce. MaryEllen Sheppard informed of communications department as an avenue and will take that request to them. Additional discussion held.

Kelsie McClendon, presented Chevera Trillo and Marie Sullivan with a certificate of appreciation.

Program Oversight

Operational Update

Tom Colombo deferred Smart Justice presentation until next month's meeting due to time constraints.

Next Steps

Chairman Kelsie McClendon, reiterated workgroups and committee work.

Call to the Public

Tom Colombo, shared information on Human Services Annual report. Will send copy to WDB staff to forward to MCWDB.

Adjournment

Chairman, Kelsie McClendon adjourned meeting at 11:46 a.m.

**For additional information, contact Nancy Avina, Board Liaison at avinan@mail.maricopa.gov.*