

**Maricopa County Workforce Development Board - Nominations Committee Meeting Minutes**

**Friday, January 26, 2018 - 2:00 p.m. – 3:00 p.m.**

**Human Services Department**

234 N Central Avenue 3rd Floor, Johnson Conference Room

Phoenix, AZ 85004

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

**Members Present:** Chevera Trillo, Jim Godfrey, MaryEllen Sheppard (Ph), Shawn Hutchinson (Ph)

**Members Absent:** n/a

**Staff Present:** Patricia Wallace (Ph), Nancy Avina

**Call to Order**

Jim Godfrey, Nominations Committee Chair called meeting to order at 2:00 p.m.

**Roll Call**

Nancy Avina, Board Liaison took roll call. Quorum was present.

**Discussion, Review and Possible Action**

**\*Approval of Minutes**

Nominations Committee Chair, Jim Godfrey asked for a motion to approve previous meeting minutes. MaryEllen Sheppard made motion, Jim Godfrey seconded motion. All in favor. Motion carried.

**Candidate applications and nominations**

Review of candidate applications and letters of nominations submitted. Discussion and review held.

Next steps and possibility of meeting with Candidates discussed. Open meeting law clarification questions. Staff to reach out to clerk of the boards' office to clarify meeting postings.

Business applications submitted considered for review; committee determined waiting until additional outreach is done. Request was made to reach out County communications to profile board and strategize to help get message out.

**Review of membership**

Nominations Committee Chair, Jim Godfrey asked for an update on labor seat recruitment. Board member Shawn Hutchinson stated recruitment is in process.

Request was made to draft a message to the Board of Supervisors on business seat recruitment.

Set deadline for business and labor March 1<sup>st</sup>.

**Next Steps/Other Business**

- Determine how to handle interview processes under open meeting law.
- Tentative meeting dates discussed.
- Revisit membership application/nomination.

**Call to the Public**

No public comment.

**Adjournment**

Meeting adjourned at 3:05 p.m.