



## Maricopa County Workforce Development Board – Quality Workforce Workgroup Meeting Minutes

**Monday, December 03, 2018 at 10:00am**  
**Rummel Construction, Inc. Estimating Office**  
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<https://bluejeans.com/546993469>  
Phone: +1.888.240.2560 Conference ID: 546993469

**Members Present:** Vanessa Andersen, Mark Wagner, Randy Kimmens, Kelly Crawford (Ph.), Steve Yamamori, Ashley Wilhelm, Kathy Johnson (Ph.)

**Members Absent:** Sally Downey, Cassie Cooper, Tina Luke

### **Call to Order**

Quality Workforce Workgroup meeting initiated by Workgroup Lead, Vanessa Andersen, at 10:04 a.m. Board Liaison, Nancy Avina, took roll; a quorum of the workgroup was present.

### **Executive Director’s Remarks**

Executive Director, Patricia Wallace, provided a brief overview and update of the MCWDB workgroup’s activity. An update of the strategic planner was also provided. Ms. Wallace also informed, meeting cadence for the Full Board will be changing to allow for strategic planner implementation and workgroup meetings.

### **Review Purpose of Quality Workforce Workgroup**

#### **Technology Functionality Discussion**

Workgroup Lead, Vanessa Andersen discussed interest in learning about Arizona Job Connection (AJC) and Pipeline AZ systems’ utilization and collaborating efforts. IDA Business Development Officer, Gregg Ghelfi, provided background information on Pipeline AZ. CEO of Advanced Business Learnings, Tom Jenkins, provided background information on the Technology Committee initiative and work. Brief discussion held around the room. The workgroup discussed inviting Mr. Jenkins and Mr. Ghelfi to give an update at a future meeting.

#### **In-Demand Industries and Occupations Review and Possible Selection**

Management Analyst, Isabel Creasman provided a brief overview of the task at hand. A joint presentation was given by Ms. Creasman, Rachael Tashbook, from the Office of Economic Opportunity (OEO), and Stacey Faulkner, Workforce Program Manager and Career Services Representative on in-demand Industry selection. The presentation covered (1) an overview of in-demand industries and applicable definitions, (2) considerations in making selections, (3) OEO methods and recommendations, (4) Business Services perspective and recommendations; and lastly (5) two questions to aid in making a selection. Brief discussion and clarification was held throughout the presentation.

The first question covered, whether the local area focus should be on 3-digit industries (more specific) or 2-digit industries (broader). The workgroup discussed and considered the difference between 3 and 2-digit industries; the workgroup collectively agreed to focus on 2-digit in-demand industries, as recommended. Board Liaison, took roll for a motion (quorum was present).

Lead, Ms. Andersen made a motion to focus on 2-digit industries rather than 3-digit industries. Steve Yamamori, seconded the motion made. All were in favor. The motion carried.

The second question covered, which specific in-demand industries, of the recommendations provided should the local area select and focus on. The workgroup deliberated on the top 9 recommended in-demand industries to select and recommend for final Full Board approval. The workgroup reached consensus on recommending (1)

Transportation and Warehousing, (2) Information, (3) Finance and Insurance, (4) Healthcare and Social Assistance, (5) Construction and (6) Manufacturing as Maricopa County's in-demand industries.

Lead, Ms. Andersen asked for a motion to approve 6 in-demand industries: (1) Transportation and Warehousing, (2) Information, (3) Finance and Insurance, (4) Healthcare and Social Assistance, (5) Construction and (6) Manufacturing and recommend for Full Board approval. Steve Yamamori, made a motion to approve. Mark Lashinske, seconded the motion. All were in favor. The motion carried.

### **Action Items/Next Steps**

**1. Confirm meeting schedule and frequency of meeting**

The workgroup discussed meeting after the full board meeting on December 19 to review in-demand occupations where a similar structure will be followed.

**2. Strategic Planner provided Worksheet completion to set strategy, actions and metrics**

Topic not discussed.

### **Call to the Public**

Workgroup Lead, Vanessa Andersen, called for public comment. No public comment.

### **Adjourn**

Meeting adjourned at 12:01 p.m.

*\*For additional information, contact Isabel Creasman, Management Analyst, at [Isabel.creasman@maricopa.gov](mailto:Isabel.creasman@maricopa.gov).*

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