

## **WORKFORCE ARIZONA COUNCIL – PERFORMANCE EXCELLENCE COMMITTEE MEETING MINUTES**

Thursday, May 7, 2020  
10 am

Via Zoom: <https://azcommerce.zoom.us/j/96222713300>

### **Members Present**

David Martin – Arizona Chapter of the Associated General Contractors  
Dennis Anthony – Arizona Apprenticeship Advisory Committee  
Jeff Fleetham – Arizona Registrar of Contractors  
Drew Thorpe – APS  
Gretchen Kitchel – SRP

### **No Members Absent**

#### **1. Call to Order**

The Performance Excellence Committee was called to order by Chair, David Martin at 10 am

#### **2. Welcome and Meeting Logistics**

Welcome was provided by Committee Chair David Martin. Ashley Wilhelm, Council Manager, went over the meeting logistics and protocol as a virtual meeting.

#### **3. Call to the Public**

There were no comments received.

#### **4. Local Board Re-Certifications – Discussion and Possible Action**

The Department of Economic Security recommended that Coconino County and Yavapai County boards be recertified.

##### **a. Coconino County**

Gretchen Kitchel moved to recertify the Coconino County Board as recommended. The motion was seconded by Jeff Fleetham; the motion was adopted unanimously.

##### **b. Yavapai County**

Drew Thorpe had questions regarding statements in Yavapai's Shared Governance Agreement as well as conflict of interest with multiple roles within the local area. After discussion the Committee requested that DES review the statement in questions and ensure that conflict of interest has been addressed by proper firewalls. Gretchen Kitchel moved to recertify the Yavapai County Workforce Board contingent on clarifying conflict of interest. The motion was seconded by Drew Thorpe; the motion was adopted unanimously.

Teri Drew, Executive Director, Yavapai County Workforce Development Board, addressed roadblocks they have had throughout the recertification process and requested the process be reviewed. The Committee asked staff to review the recertification process to develop timeline, standard process steps and identify efficiencies.

##### **c. Maricopa County**

Tom Jenkins, Vice-Chair, Maricopa County Workforce Development Board, reviewed their recertification timeline and proposal for next steps for the Board including transitioning the Board to a 501c3 to house the Board staff and fiscal agent which he explains would assist with creating the conflict of interest separation that is required for recertification.

After Tom informed the Committee that they are not receiving a detailed budget, Dennis Anthony asked how the Board can provide oversight if they are not given the information needed to make decisions regarding workforce in the local area. The board members explained they would like to give more oversight than they currently do.

Mark Lashinske, Chair, Maricopa County Workforce Development Board, explained the Board is working with the County on the one-stop operator contract, review of agreements by county attorney, preparing short term service contracts, and transitioning the Board to a 501c3. Mark had some clarifying questions regarding agreements and contracts that DES will review for further technical assistance.

The Committee had previously approved an August 1<sup>st</sup> deadline for local areas to come into compliance with the recertification requirements. Committee members agreed that keeping the timeline previously established. Council staff will schedule another Committee meeting not less than 30 days prior to the August 1<sup>st</sup> deadline and a meeting the first week of August to address next steps for local boards who are unable to meet the recertification criteria.

**5. Local Board Re-Certification Next Steps**

Kolu Wilson, Workforce Administrator, Arizona Office of Economic Opportunity, gave an overview regarding steps of decertification and developing a reorganization plan.

**6. Adjournment**

Gretchen Kitchel moved to adjourn the meeting, it was seconded by Jeff Fleetham. The motion passed, meeting adjourned at 11:57 a.m.