

**MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD**

**Thursday, December 16, 2021 – 9:30 a.m.**

Microsoft Teams: [Click here to join the meeting](#)

Phone: +1 (480) 702-3496; Phone Conference ID: 234 080 990#

**Members Present:** Bonnie Schirato, Brent Downs, Christine Colon, Christopher Tafoya, Collin Stewart, Erik Cole, Gregg Ghelfi, Loren Granger, Marcia Veidmark, Matthew Clark, Matt McGuire, Scott Holman, Scott Sudhalter, Shawn Hutchinson, Stan Chavira, Tina Drews  
**(Note: All members present attended via Microsoft Teams)**

**Members Absent:** Jason Walker, Leah Hill, Subhash Chandra

**MEETING**

**Call to Order.**

Chairman Matt McGuire called the meeting to order at 9:31 a.m. and requested roll call.

**Roll Call.**

MCWDB Board Liaison Deseret Romero took the roll call. A quorum was present.

**Welcome and Opening Remarks.**

Chairman Matt McGuire welcomed everyone to the meeting.

Chairman McGuire then briefly reviewed the Board’s vision, values, and goals.

Chairman McGuire welcomed new MCWDB Board Member Scott Holman. MCWDB Board Member Scott Holman thanked the Board for the opportunity to serve on the Board and looked forward to working with the Board to increase the workforce opportunities.

**Community Impact Statements.** (Due to technical issues, this item was heard after item #7 on the agenda.)

- a. MCWDB Member Story.  
MCWDB Board Member Marcia Veidmark shared an employee story by Letavian Coleman, who participated in the New Freedom program assisting formerly incarcerated individuals seek steady employment.

Chairman McGuire and Ms. Veidmark discussed the New Freedom program and the program's mission for assisting incarcerated and formerly incarcerated individuals to seek employment and develop long-term life plans, including but not limited to housing, transportation, etc.).

**Consent Agenda.**

- a. Meeting Minutes: October 21, 2021
- b. Job Center Certification Follow up Action Plan
- c. Fiscal Reports
- d. MCWDB FY22 1<sup>st</sup> Quarter Report
- e. One-Stop Operator Quarterly Report
- f. Title 1B: PY20 4<sup>th</sup> Quarter Report
- g. Data Validation Audit Results (PY19)
- h. MCWDB Executive Director Report

MCWDB Chairman McGuire asked for a motion to approve consent agenda items. Bonnie Schirato made a motion; Shawn Hutchinson seconded the motion.

**All in favor vote held:**

**In favor:** Bonnie Schirato, Brent Downs, Christine Colon, Christopher Tafoya, Collin Stewart, Erik Cole, Gregg Ghelfi, Loren Granger, Marcia Veidmark, Matt McGuire, Scott Holman, Shawn Hutchinson, Tina Drews

**Opposed:** None

**Abstained:** None

Motion passed.

**Chairman Report.**

MCWDB Chairman McGuire notified the Board of MCWDB Board Member Christopher Tafoya's departure from the Board, as his professional responsibilities have transformed. Chairman McGuire thanked Mr. Tafoya for his dedicated service to the MCWDB over the years. Chairman McGuire also informed the Board of Ismail Rangel's upcoming appointment before the Board of Supervisors to fill Mr. Tafoya's seat as the DES Wagner-Peyser - WIOA Title III representative.

Mr. Tafoya thanked Chairman McGuire and noted his appreciation for his time and the Board, and looked forward to supporting the Board in a new role.

**Informational/Discussion/Possible Action.**

a. MCWDB Staff Reorganization.

MCWDB Executive Director Steve Clark presented the Board with an MCWDB Staff Reorganization proposal initially focused on the healthcare workforce shortage due to the pandemic. Assistant County Manager Lee Ann Bohn shared the recent healthcare professional data related to the critical workforce needs. The following highlights from Mr. Clark's presentation are below.

- Reorganization Process
  - Workforce needs in in-demand industries
- Maricopa County In-Demand Industries
- Current MCWDB Staff Structure
- Healthcare Industry
  - Crisis Situation
- Proposed New Job Description
  - Healthcare Careers Pathway Strategist Overview
- Proposed New Job Description
  - Healthcare Careers Pathway Strategist Qualifications
- Proposed MCWDB Staff Structure
- Timeline

MCWDB Board Member Bonnie Schirato inquired as to what the deliverables might be within the first year.

Mr. Clark noted that the position would initially be working with our partners to better identify/develop deliverables and career pathways for the critical healthcare workforce needs.

Ms. Bohn noted that the position would focus on partners and Universities with specific healthcare experience and identify the best ways to utilize the designed ARPA funding for healthcare workforce needs.

MCWDB Board Member Shawn Hutchinson shared a personal experience with his family member entering the nursing program and the importance of the healthcare workforce crisis, and his support for the proposed position.

Chairman McGuire suggested that the Board look at milestones for the position at the next meeting and that the position connects with the MCWDB Committees.

MCWDB Chairman McGuire asked for a motion to approve the MCWDB Staff Reorganization as presented. Marcia Veidmark made a motion; Scott Holman seconded the motion.

**Roll Call vote held:**

**In favor:** Bonnie Schirato, Brent Downs, Christine Colon, Christopher Tafoya, Collin Stewart, Erik Cole, Gregg Ghelfi, Loren Granger, Marcia Veidmark, Matt McGuire, Scott Holman, Shawn Hutchinson, Tina Drews

**Opposed:** None

**Abstained:** None

Motion passed.

**Information/Discussion Only.**

a. Partnership for Workforce Innovation – Strategic Planning.

Trevor Stokes, CEO for Partnership for Workforce Innovation, provided a presentation on the current plans for the strategic planning process. Below are the highlights of Mr. Stokes presentation.

- Local Workforce Development Board Workforce System
- Local Workforce Board – Convener
- Local Workforce Development Board – Roles and Responsibilities
  - Strategist
  - Optimizer
  - Manager
- Strategic Planning Lifecycle
  - Vision
  - Mission
  - Values
  - Goals
  - Tactics
  - Metrics
  - Evaluations
- Planning Process

Chairman McGuire thanked Mr. Stokes for his presentation.

MCWDB Board Member Shawn Hutchinson complemented Mr. Stokes on his presentation and noted that he was also looking forward to starting the planning process. Mr. Hutchinson also inquired as to when the Board might be able to meet in person, noting that collaboration is more effective in person.

Mr. Clark noted that the MCWDB meetings currently follow Maricopa County protocols when it comes to in-person meetings. Mr. Clark also noted that Maricopa County bases its pandemic protocols on the current pandemic case numbers. Considering the recent case numbers, he did not see the Board meeting in the near future.

b. Apprenticeship Recruitment Presentation.

Shawn Hutchinson, Training Director with Phoenix Electrical JATC Apprenticeship, provided a proficient presentation on apprenticeship recruitment. In an effort to reduce the time of his presentation, Mr. Hutchinson requested the video link on apprenticeships be emailed to the Board. Below are the highlights from Mr. Hutchinson’s presentation.

- Phoenix Electrical JATC Apprenticeship Program Overview
- Apprenticeship Basics
- On-the-Job Learning
- Apprenticeship Standards and Policies
- Apprenticeship Costs
- WIOA Participation
- Career Dynamics after Apprenticeship
- Challenges to Overcome
- Conclusion

Chairman McGuire thanked Mr. Hutchinson for his presentation and asked that he let him know if the Board could do anything to better support apprenticeship program efforts.

Due to time, Chairman McGuire inquired if there were questions to the remaining agenda items under items #8 (c), (d), (e), and (f). With no questions, Chairman McGuire recommended foregoing these updates, noting the supportive meeting materials were included within the meeting packet.

#### **Committee Reports.**

a. Executive Committee

MCWDB Chairman McGuire noted that the materials in today's consent agenda were reviewed by the Executive Committee at their last meeting. The next Executive Committee meeting will be held on January 20<sup>th</sup> and will update the Board at the February meeting.

b. Employer Connection Committee

Chairman McGuire noted his recent attendance at the Employer Connection Committee meeting, as Leah Hill was unable to attend. Chairman McGuire noted the Committee's robust conversation on in-demand industries.

c. Marketing and Outreach

Mr. Clark noted the Committee's recent meeting and would connect with Gregg on any updates he may wish to provide via email to the Full Board.

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

MCWDB Chairman McGuire made a call for public comment. No one spoke.

#### **Adjourn.**

MCWDB Chairman McGuire adjourned the MCWDB meeting at 11:05 a.m.

*\*For additional information, contact MCWDB staff at: [MCWDB@maricopa.gov](mailto:MCWDB@maricopa.gov)*