



MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD
Special Executive Committee

Thursday, March 31, 2022 – 9:00 a.m.

<https://www.gotomeet.me/MaricopaCountyWDB>

Phone: +1 (872) 240-3212; Access Code/Meeting ID: 167-097-701

Members Present: Bonnie Schirato, Erik Cole, Loren Granger, and Shawn Hutchinson
(Note: All members present attended via Microsoft Teams meeting)

Members Absent: Matt McGuire

MEETING

Call to Order.

Vice Chair Bonnie Schirato called the meeting to order at 9:00 a.m. and requested a roll call vote.

Roll Call.

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

Welcome and Opening Remarks.

Vice-Chair Schirato welcomed the Executive Committee and guests and noted that Chairman McGuire would likely be joining later in the meeting.

Consent Agenda.

Meeting Minutes: February 9, 2022
2022 Title IA Governance Monitoring Letter – 1st Quarter

Vice-Chair Schirato asked for a motion to approve the Consent Agenda as presented. Shawn Hutchinson made a motion; Erik Cole seconded the motion.

Vice-Chair Schirato called for an all-in favor vote:

In Favor: Bonnie Schirato, Erik Cole, Loren Granger, and Shawn Hutchinson

Opposed: None

Abstained: None

Motion passed.

Chairman Report.

Vice-Chair Schirato noted that the Chairman’s Report would be reserved for when Chairman McGuire joined the meeting.

Informational/Discussion/Possible Action.

Fiscal Reports

MCWDB Fiscal Agent Nicole Forbes presented the Committee with the February Year-to-Date financials, noting the new reporting format by including the forecast percentages for both the service provider and workforce development board budgets.

Vice-Chair Schirato asked for a motion to approve the Fiscal Reports as presented. Erik Cole made a motion; Loren Granger seconded the motion.

Vice-Chair Schirato called for an all-in favor vote:

In Favor: Bonnie Schirato, Erik Cole, Loren Granger, and Shawn Hutchinson

Opposed: None

Abstained: None

Motion passed.

One-Stop Operator Contract Extension

MCWDB Management Analyst Nancy Avina provided the Board with a brief review of the current One-Stop Operator contract and a recommendation to extend the contract for six months.

Vice Chair Schirato asked for a motion to approve the One-Stop Operator Contract Extension as presented. Shawn Hutchinson made a motion; Erik Cole seconded the motion.

Vice Chair Schirato called for an all-in favor vote:

In Favor: Bonnie Schirato, Erik Cole, Loren Granger, and Shawn Hutchinson

Opposed: None

Abstained: None

Motion passed

One-Stop Operator Procurement

MCWDB Management Analyst Nancy Avina provided the Board with a recommendation to initiate the One-Stop Operator contract process for fiscal year 2022-2023.

Vice Chair Schirato asked for a motion to approve the One-Stop Operator Procurement as presented. Shawn Hutchinson made a motion; Erik Cole seconded the motion.

Committee Members Shawn Hutchinson inquired as to the timeline process for Procurement.

Ms. Nancy Avina noted that the process typically takes 6 to 9 months.

Vice Chair Schirato called for an all-in favor vote:

In Favor: Bonnie Schirato, Erik Cole, Loren Granger, and Shawn Hutchinson

Opposed: None
Abstained: None
Motion passed

Strategic Plan Workshop

CEO for Partnership for Workforce Innovation Trevor Stokes opened the workshop up with a brief review of the Executive Committee's progress and the results of the MCWDB Values Survey. Mr. Stokes shared the top MCWDB goal results and asked that Committee expand upon these goals by identifying specific areas of focus.

MCWDB Goals

Partnerships

Vice-Chair Bonnie Schirato

- By expanding upon our partnerships, there is the ability to improve our services and innovation collaboration opportunities.

MCWDB Executive Director, Steve Clark

- Important to expand and nurture current partnerships.

MCWDB Analyst Nancy Avina

- One-Stop Operator's direct connection with the Title partners with bi-monthly meetings.
- Title 1B partners also directly connect with members of the community and job seekers.

MCWDB Executive Director, Steve Clark

- Important to expand partnerships to include businesses, government entities, and education institutions (K-12, community colleges and universities) for development of career pathways.

Mr. Stokes also suggested that within those community partnerships that economic development partners such as the ACA and OEO could be important.

Committee Member Shawn Hutchinson

- Appreciates including MCWDB staff into the conversation, thus the Board maintains its role of not getting into the day-to-day operations of the MCWDB staff.

Committee Members Loren Granger

- Receiving more communication on partner activities.

Committee Member Erik Cole

- Appreciate MCWDB staff
- Building upon our current partners, including K-12, community colleges, and universities.

Mr. Stokes summarized the Committee's comments and noted that he would be providing a summarized report to the Full Board for their information.

Compliance

Vice-Chair Bonnie Schirato and Committee Member Shawn Hutchinson

- Do not see compliance as a goal but necessary to monitor compliance.

MCWDB Executive Director, Steve Clark

- Not a goal but a regular communication to the Board

Committee Members Loren Granger

- Not a goal but important for Board to stay informed

Innovation

Committee Member Shawn Hutchinson

- Need to ensure that innovation is effective, as constant innovation may necessarily improve the process.

Committee Member Erik Cole

- Agree that innovation must be effective and inclusive.

MCWDB Executive Director, Steve Clark

- Changing sentiment of innovation to forward-thinking.

Committee Members Loren Granger

- Innovation to streamline services or improve services.

Committee Member Erik Cole

- Taking into account the data received when approaching innovation.

Impact

Vice-Chair Bonnie Schirato

- Reaching more people in the community
- Focusing on services that are most impactful
- Ensure awareness of issues that can be impactful

Committee Members Loren Granger

- Start with optimizing services
- Careful with expanding services, possibly growing in phases to ensure an impactful result.

Committee Member Erik Cole

- Communication and Outreach

Committee Member Shawn Hutchinson

- Optimization of services important
- Maximizing how many we serve
- Understand we are not going to be perfect

Mr. Stokes thanked the Committee and noted that he would be sending out a summary report to the Full Board soon.

One-Stop Operator Needs Assessment Analysis

Maximus Project Director Gretchen Caraway provided a presentation on the One-Stop Operator Needs Assessment Analysis. Below are the following highlights.

- Purpose
Analyzing the current local Workforce Development Area (WDA) and ways to improve.
- Approach
Engaging with WDA partners to complete a needs analysis.

- Key Findings
- One-Stop Operator 3rd Quarter Budget

Vice-Chair Schirato thanked Ms. Caraway for her presentation.

Call to the Public.

No one spoke.

Adjourn.

Vice-Chair Schirato adjourned the meeting at 10:40 a.m.

**For additional information, contact MCWDB staff at: MCWDB@maricopa.gov*

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