

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

Tuesday, November 17, 2020 – 10:00 a.m.

REMOTE MEETING

GoToMeeting: <https://www.gotomeet.me/MaricopaCountyWDB>
Phone: +1 (872) 240-3212; Access Code/Meeting ID: 167-097-701

Members Present: Elizabeth E. Cole (Ph.), Mark Wagner (Ph.) Matt McGuire (Ph.) Shawn Hutchinson (Ph.)

Members Absent: Vanessa Andersen

1. Call to Order.

Interim Chairman, Matt McGuire called the Executive Committee (EC) meeting to order at 10:01 a.m.

2. Roll Call.

WDB Liaison, Nancy Avina, took roll. Quorum was present.

3. Welcome and Opening Remarks.

Interim Chairman McGuire provided opening remarks and open meeting law reminders. He provided a brief overview of the meeting agenda and envisioned flow of the meeting. Interim Chairman McGuire also reviewed the MCWDB's vision, values and goals.

4. Consent Agenda.

Interim Chairman McGuire asked for a motion to approve items A and B on the consent agenda. Elizabeth E. Cole made a motion. Shawn Hutchinson seconded the motion. Roll call vote held:

In favor: Elizabeth E. Cole, Mark Wagner, Matt McGuire, Shawn Hutchinson

Opposed: None;

Abstained: None.

Motion Carried.

5. FY22 MCWDB Budget.

Interim Chairman McGuire briefly framed the discussion. Interim Executive Director, Bill Wiley provided an overview of the budget process and benchmarking with City of Phoenix and Pinal. He touched upon major changes to the budget including slight increases to medical costs. Mr. Wiley addressed committee questions regarding staff positions and salary ranges; brief discussion held.

Interim Chairman McGuire asked for a motion recommend and approve the administrative budget for submission to the Full Board. Shawn Hutchinson made a motion. Mark Wagner seconded the motion. Roll call vote held:

In favor: Elizabeth E. Cole, Mark Wagner, Matt McGuire, Shawn Hutchinson

Opposed: None;

Abstained: None.

Motion Carried.

6. Executive Director Report.

Interim Executive Director Bill Wiley provided a brief report on:

- the OSO contract expiring – he informed on early stages of procurement, benchmarking with City of Phoenix and Pinal and the response from the City of Phoenix on having a One Stop Operator together,
- the Status of the 2018 re-certification,
- the 2020 re-certification; and

- Policies to be in place – he informed on work on 3 key sets: conflict of interest, training services, management of funds. Drafts to be coming to the committee in the upcoming weeks.

Brief comments/discussion held on OSO RFP with City of Phoenix in favor of moving forward and potential next steps.

7. Call to the Public

Interim Chairman, McGuire called for public comment. No public comment made.

8. Personnel.

Interim Chairman, McGuire asked for a motion to move into Executive Session. Mark Wagner made a motion. Elizabeth E. Cole seconded the motion. Roll call vote:

In favor: Elizabeth E. Cole, Mark Wagner, Matt McGuire, Shawn Hutchinson

Opposed: None;

Abstained: None.

Motion Carried.

The committee moved into Executive session at 10:36 a.m.

9. Adjourn.

Executive Session adjourned at 11:34 a.m.

**For More Information Please Contact, MCWDB Staff: mcwdb@maricopa.gov*



MINUTES OF EXECUTIVE SESSION OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE

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An executive session of the Maricopa County Workforce Development Board Executive Committee was convened on Tuesday, November 17, 2020 at 10:36 a.m. via GoTo Meeting. The Maricopa County Workforce Development Board Executive Committee voted to go into executive session at a public meeting on Tuesday, November 17, 2020 at 10:00 a.m. via GoTo Meeting. Present at the executive session were the following members of the Maricopa County Workforce Development Board Executive Committee: Elizabeth E. Cole, Mark Wagner, Matt McGuire, Shawn Hutchinson. Absent were: Vanessa Andersen. Also attending the executive session were: Andrea Cummings, attorney for the public body; Lee Ann Bohn, Maricopa County Board of Supervisors Liaison and 1st interview panel member; Nancy Avina, Board Liaison and 1st interview panel member;

The following matters were discussed and considered at the meeting:

- General Discussion and consideration of applicants for Director of the MCWDB.
- Executive session was proper and appropriate pursuant to A.R.S. § 38-431.03(A)(1).

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