



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

Rummel Construction, Inc.  
22655 N. Miller Road F100, Scottsdale 85255  
WebEx: <https://mcwdb-1095-9b71.my.webex.com/meet/mcwdb>  
Phone: +1-510-338-9438; Access Code/Meeting ID: 625 125 871

**Members Present:** Vanessa Andersen, Mark Wagner, Shawn Hutchinson (Ph.), Tina Luke, Steve Yamamori  
**Members Absent:** Sally Downey, Ashley Wilhelm

### **Call to Order**

**Welcome, Introductions and Lead Remarks** – Quality Workforce Workgroup Lead, Vanessa Andersen called the meeting to order at 1:10pm. Introductions held.

**Roll Call** – Board Liaison, Nancy Avina, took roll; a quorum of the workgroup was present.

### **Approval of Meeting Minutes**

Workgroup lead, Ms. Andersen, asked for a motion to approve the previous meeting minutes. Steve Yamamori made a motion to approve, Tina Luke seconded the motion. All present were in favor; motion carried.

### **In-Demand Targeted Occupations Update, Discussion and Next Steps**

Management Analyst, Isabel Creasman, provided a status update via a Power Point presentation on target occupations and related research. The overview included work and research done to date on the various topics previously presented on and next steps for each. Dr. Creasman referenced supplemental documents provided during research check in meetings. Next check in meeting will occur on July 9<sup>th</sup> to continue and check on progress.

### **Complete Strategic Planner Provided Worksheets to set strategy, actions and metrics**

Strategic Planner, Sheila Murphy reviewed and guided the workgroup through the refined quality workforce workgroup strategy worksheet. Revisions were made to the actions and timelines, based on the workgroup's discussion (refer to draft worksheet for updates). Discussion was held on the various strategies throughout.

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

- Discussion on next meeting. Cancel July and schedule in early August.

### **Call to the Public**

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

### **Adjourn**

Workgroup Lead, Vanessa Anderson, adjourned meeting at 2:23 pm.