



WORKFORCE ARIZONA COUNCIL – EXECUTIVE COMMITTEE AGENDA

Thursday, February 15, 2018

1:00 pm – 3 pm

100 N. 15th Avenue, Phoenix, AZ 85007, Suite 103

Conference Line: 877-820-7831, Passcode: 103468

Members

Dawn Grove, Chair – Karsten Manufacturing

Doug Yonko – Hensley Beverage Company

Bill Terry – IBM

Cecilia Mata – AllSource Global Management

Mark Gaspers – Boeing

Thomas Winkel – Arizona Coalition for Military Families

- 1. Call to Order**
- 2. Welcome**
- 3. Chair Report**
- 4. Call to the Public**
- 5. Approval of Minutes**
- 6. Presentation: Maryvale Workforce Initiative Project**
Keith Forte, Project Manager, Arizona Office of Economic Opportunity
- 7. Presentation: College Credit Pathway to a High School Equivalency Diploma**
Sheryl Hart, Deputy Associate Superintendent, Arizona Department of Education, Adult Education Services
- 8. Presentation: Arizona Management System (Pinal Pilot Data)**
Michael Wisehart, Assistant Director, Arizona Department of Economic Security, Division of Employment & Rehabilitation Services(DERS)
- 9. Council Development: Requests for Information**
Megan Rose, Director of Communications, Arizona Department of Administration
- 10. Committee Reports**
 - a. State Plan Task Force**
 - i. Discussion and Approval of State Plan Modifications**
 - 1. Discussion on Employer Measures and Dashboard**
 - a. Vote to recommend the Council approve updated Employer Measures**
 - 2. Discussion of Executive Overview**
 - a. Vote to recommend the Council approve Executive Overview**
 - 3. Vote to recommend the Council approve the State Plan Modifications**
 - b. Strategic Communications and Partnerships Report**
 - i. Updates to Council Communication Plan**

1. **Vote to recommend the Council approve the updates to the Council Communication Plan**
- ii. **Statewide Convening**
 1. **Vote to recommend the Council hold a statewide convening twice a year**
- c. **Performance Excellence Report**
 - i. **ARIZONA@WORK Job Center Certifications**
 1. **Vote to recommend approval of the Center Certifications**
 - ii. **Discussion and Approval of 2018 Performance Excellence Committee Charter**
 1. **Vote to recommend the Council adopt 2018 Performance Excellence Committee Charter**
- d. **Quality Workforce Report**
- e. **Measuring Effectiveness Report**

11. Council Agenda

12. Adjournment

*Pursuant to A.R.S. § 38-431.02, notice is hereby given to members of the Workforce Arizona Council Executive Committee and to the general public that the Committee will hold a meeting, open to the public, on **Thursday, February 15, 2018 at 1:00 pm.** in the Office of Economic Opportunity 100 N. 15th Ave, Suite 103. For more information, please call (602) 364-0430.*

***Attention visitors (including agency personnel and members of the public):** The Arizona Department of Administration has implemented building security measures at 100 N. 15th Avenue. All visitors who do not have a badge granting access to the building must go to the Badging Office on the first floor to be admitted as a guest. Due to the security measures, agency personnel who routinely submit documents or who wish to attend seminars should either verify that their badges grant access to the building or schedule visits in advance with the Office of Economic Opportunity. Please call (602) 364-0430 with any questions or concerns regarding admittance to the building.*

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by calling (602) 364-0430. Requests should be made as early as possible to allow time to arrange the accommodation. A copy of the material provided to Committee members (with the exception of material relating to possible executive sessions) is available for public inspection at the Office of Economic Opportunity, located at 100 N. 15th Avenue, Suite 103, Phoenix, AZ.

Under A.R.S. § 38-431.03(A)(3), the Committee may vote to go into executive session, which will not be open to the public, for the purpose of obtaining legal advice on any item on the agenda.

At its discretion, the Committee may consider and act upon any agenda item out of order. Members of the Committee may appear by telephone.



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Members Present

Dawn Grove, Chair – Karsten Manufacturing

Bill Terry – IBM

Mark Gaspers – Boeing

David Martin – AZ Contractors Association

Members Present via Phone

Cecilia Mata – AllSource Global Management

Members Absent

Doug Yonko – Hensley Beverage Company

1. Call to Order

Chair Dawn Grove called the Executive Committee meeting to order at 1:05 pm.

2. Welcome

Chair Grove welcomed committee members and introduced David Martin as the new chair of the Performance Excellence Committee.

3. Chair Report

Chair Grove provided a brief report on her recent activities and extended a welcome.

4. Call to the Public

There were no comments from the public section.

5. Approval of Minutes

Chair Grove entertained a motion to adopt the Executive committee's previous meeting's minutes. Bill Terry moved, Cecilia Mata seconded. The November 20, 2017 meeting minutes were approved and adopted.

6. Presentation: Maryvale Workforce Initiative Project

Keith Forte, Project Manager, Arizona Office of Economic Opportunity

Keith Forte, project manager with the Office of Economic Opportunity provided an overview presentation on the Maryvale Hiring Initiative.

Mark Gaspers asked to endorse the Maryvale project. Chair Grove entertained a motion to endorse the Maryvale project, which Mr. Gaspers moved. Mr. Martin seconded and the motion passed.

7. Presentation: College Credit Pathway to a High School Equivalency Diploma (HSED)

Sheryl Hart, Deputy Associate Superintendent, Arizona Department of Education, Adult Education Services

Sheryl Hart of the AZ Dept. of Education provided a brief overview of a new pathway to receive a high-school equivalent diploma through college credits.

- The program is scheduled to begin in Summer 2018.

8. Presentation: Arizona Management System (Pinal Pilot Data)

Michael Wisehart, Assistant Director, Arizona Department of Economic Security, Division of Employment & Rehabilitation Services(DERS)

Mr. Wisehart provided a brief, high-level overview of the Pinal County one-stop center's progress in using the Arizona Management System.

9. Council Development: Requests for Information

Megan Rose, Director of Communications, Arizona Department of Administration

Megan Rose, Director of Communications for the AZ Dept. of Administration provided an instruction presentation regarding requests for public records and how Council members should handle such requests. She also touched briefly on media inquiries.

Ms. Rose also allowed for media inquiries and communications to be forwarded to her. Per the request of Council member Bill Terry, her contact information is included in these minutes.

- megan.rose@azdoa.gov ; 602-542-1681. Ms. Rose provided her cell phone number to the Council Manager, Ashley Wilhelm, who can provide Council members with Ms. Rose's number if needed.

10. Committee Reports

a. State Plan Task Force

i. Discussion and Approval of State Plan Modifications

Gretchen Corey of the Office of Economic Opportunity provided the history/background on the State Plan modifications, including the convening of a workgroup to collaborate and work on revisions in a cross-agency fashion. Ms. Corey expressed the Council's involvement through Chair Grove's participation in the workgroup.

1. Discussion on Employer Measures and Dashboard

Chair Grove indicated that she would like to change the language for the first employer measure, but asked if the committee would be willing to pass the "concept" of the measure and change the wording at a later time.

Chair Grove asked the committee for feedback on measurement 2, but also asked to approve at this time, but change the wording at a later time.

Chair Grove's final recommendation was to adopt the first and third federal measures and to adopt the three proposed state measures, but with the committee's willingness to change the wording before the measures are presented to the full Council.

a. Vote to recommend the Council approve updated Employer Measures

Chair Grove entertained a motion to approve the measures as stated above. Mr. Martin moved, Mr. Terry seconded. The motion passed.

2. Discussion of Executive Overview

Chair Grove stated that the Executive Overview would also be updated to reflect changes made to the State Plan.

a. Vote to recommend the Council approve Executive Overview

Chair Grove entertained a motion to approve the Executive Overview. Mr. Martin moved, seconded by Mr. Gaspers. The motion passed.

3. Vote to recommend the Council approve the State Plan Modifications

Chair Grove entertained a motion to approve the state plan modifications. Mr. Terry moved, Mr. Gaspers seconded. The motion passed.

b. Strategic Communications and Partnerships Report

Cecilia Mata, chair of the Strategic Communications and Partnerships committee provided a brief report of her committee's previous meeting.

i. Updates to Council Communication Plan

1. Vote to recommend the Council approve the updates to the Council Communication Plan

Ms. Mata asked for an approval of the updates made to the committee's communication plan. Chair Grove entertained such a motion, which was made by Mr. Gaspers and seconded by Mr. Martin. The motion passed.

ii. Statewide Convening

1. Vote to recommend the Council hold a statewide convening twice a year

Ms. Mata asked for approval to hold two convening meetings per year. Chair Grove entertained such a motion which was made by Mr. Gaspers and seconded by Mr. Martin. The motion passed.

c. Performance Excellence Report

i. ARIZONA@WORK Job Center Certifications

1. Vote to recommend approval of the Center Certifications

Chair Grove announced again that Mr. David Martin had been appointed to chair the Performance Excellence Committee. Mr. Martin spoke briefly about his opportunity to chair the last Performance Excellence Committee meeting before introducing Gretchen Caraway of DES who presented on the job center certification process and requested provisional approval for all centers.

Chair Grove entertained a motion to recommend provisional approval for all one-stop centers to the full Council. The motion was made by Mr. Martin and seconded by Mr. Gaspers. The motion passed.

ii. Discussion and Approval of 2018 Performance Excellence Committee Charter

1. Vote to recommend the Council adopt 2018 Performance Excellence Committee Charter

Chair Grove entertained a motion to approve the Performance Excellence Committee Charter. Mr. Martin made the motion, seconded by Mr. Gaspers. The motion passed.

d. Quality Workforce Report

Mr. Gaspers provided a report that summarized the Quality Workforce Committee's previous meeting.

e. Measuring Effectiveness Report

Mr. Terry expressed that there was nothing new to report. He indicated that his committee's work had already been discussed.

11. Council Agenda

A motion to approve was made by Mr. Martin and seconded by Ms. Mata.

12. Adjournment: A motion to adjourn was made by Mr. Martin and seconded by Ms. Mata. The meeting was adjourned at 3:13 PM.