

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

Wednesday, January 15, 2020 – 9:00 a.m.

WDB Staff Office

701 W Jefferson St. Ste 104 Phoenix, AZ 85007

WebEx: <https://mcwdb-1095-9b71.my.webex.com/meet/mcwdb>

Phone: +1-510-338-9438; Access Code/Meeting ID: 625 125 871

Members Present: Drew Thorpe, Tom Jenkins, Shawn Hutchinson, Elizabeth (E) Cole, Vanessa Andersen (Ph.)

Members Absent: N/A

Call to Order

Chairman, Drew Thorpe called the Executive Committee (EC) meeting to order at 9:03 a.m.

Welcome, Introductions and Chair's Remarks

Chairman Thorpe provided brief welcoming remarks and several open meeting law reminders.

Roll Call

WDB Liaison, Nancy Avina, took roll. Quorum was present (5).

Chairman, Thorpe briefly reflected on past year activities and added comments regarding the new year.

Approval of November 19, 2019 Meeting Minutes*

Chairman, Thorpe asked for a motion to approve the previous meeting minutes. Shawn Hutchinson made a motion to approve the previous meeting minutes; Tom Jenkins seconded the motion. **Ayes:** Drew Thorpe, Tom Jenkins, Shawn Hutchinson, Elizabeth E. Cole, Vanessa Andersen (Ph.). **Nays:** none. Motion Carried.

Approval of Youth Committee Candidates Recommendation*

Chairman Thorpe thanked Committee Members, Elizabeth Cole and Shawn Hutchinson for efforts on the youth committee.

Youth Committee Chair, Ms. Cole shared brief information on two (2) new youth committee membership applications, Jessica Larsen and Pedro Huerta. Ms. Cole also shared details on the last vacancy of the youth committee and recruitment efforts – the committee is seeking interest from cities/municipalities as well as, the traditional high school system. Ms. Cole shared new committee members will be integrated into the workgroups for youth representation.

Chairman Thorpe asked for a motion to approve the nominations for Jessica Larsen and Pedro Huerta. Tom Jenkins made a motion; Shawn Hutchinson seconded the motion. **Ayes:** Drew Thorpe, Tom Jenkins, Shawn Hutchinson (Ph.), Elizabeth E. Cole, Vanessa Andersen (Ph.). **Nays:** none. Motion Carried.

Chairman Report

Chairman Thorpe provided a brief overview of his activities as Chairman over the last month including, continuing efforts in arranging a meeting with the Chairman of the Board of Supervisors, meeting with the Fiscal Agent to discuss the budget, discussions on personnel matters and co-management of board staff. Chairman Thorpe informed on memo sent to the County and State on various concerns; a response from the County ombudsman has not yet been received. Chairman Thorpe also provided an update on Audit committee activities and the additional action of sending a county provided SGA to the state for preliminary review, prior to discussing as an Audit committee. A response is expected from DES on January 24th.

Executive Director Report

Executive Director, Ms. Wallace informed all WDB staff updates are included in the Executive Director written report to the Full Board.

Compliance Status Presentation and Discussion

Partnership Challenges, MCWDB Personnel, Board Direction

Chairman Thorpe informed of desire to provide an overview and inform the committee of past, current and future status of the MCWDB regarding compliance. Chairman Thorpe provided a brief review of: the WIOA, changes from WIA to WIOA, key roles, responsibilities and the structure under WIOA in Arizona. Historical information, timeline of activity in relation to compliance/WDB recertification efforts as well as, audit committee key activity was reviewed in detail; concerns and issues were also touched upon. Chairman Thorpe expressed his concerns regarding the new county provided direction including, de-certification and expressed need to avoid de-certification and focus on conflict solving under the WDB authority/purview.

The committee discussed risks and concerns in relation to de-certification and the impact on Maricopa County. A question was raised if the risk has been communicated to the Board of supervisors and the Workforce Arizona Council for full awareness. Vice-Chair, Tom Jenkins informed on potential of getting a third-party independent standard and DOL offer to have a coach participate in meetings. A concern was raised in the difficulty of contacting BOS as the WDB. Ms. Cole also shared concerns regarding overall understanding that the BOS and WDB are equal partners, timeline for resolve, as well as, no communication being received from ombudsman by the deadline on the SGA. 2nd Vice-Chairman, Shawn Hutchinson expressed concern for de-certification and the impact on industries, employers and jobseekers. Discussion held. Additional comments were added by the Chairman regarding the options within the WDB purview to resolve conflict of interests including, the board moving to 501-C3 and potentially identifying an external service provider. Next steps will be determined based on the outcome of the DES review.

Budget Update Discussion

Chairman Thorpe shared a quick update on the proposed budget submitted in December and the increases reflected. The board has been asked by the CEO (the BOS) to present to their Chief's of staff and review the WIOA budget and activities. The meeting is scheduled for next Thursday at 2:30 p.m. Additional comments added.

One Stop Operator Update to the Executive Committee

Chairman Thorpe acknowledged the One Stop Operator report and asked committee members if there were any questions, none were noted. Chairman Thorpe invited the OSO to share any additional comments, no additional updates were given.

Committee and Workgroup Updates

No updates noted.

MCWDB Attendance Review*

Chairman Thorpe asked WDB staff if there were any concerns with attendance. WDB Liaison, Nancy Avina informed there are no concerns and board participations rate is at 83%.

Action Items & Announcements

- Ms. Cole informed on communication from Julie Stiak regarding appointment of Marie Sullivan as president for the Community Colleges governing board and a lot of restructuring is happening.
- Mr. Hutchinson informed, the Secretary of Labor will be visiting the Phoenix Electrical Apprenticeship program.

Call to the Public

Chairman, Thorpe called for public comment. No public comment made.

Adjourn

Chairman, Thorpe, adjourned the meeting at 10:25 a.m.

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