

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

**Wednesday, April 1, 2020 – 9:00 a.m.**

**REMOTE MEETING**

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

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

**Members Present:** Mark Lashinske (Ph.) Tom Jenkins (Ph.), Shawn Hutchinson (Ph.), Elizabeth (E) Cole (Ph.), Vanessa Andersen (Ph.)

**Members Absent:** N/A

**Call to Order**

Chairman, Mark Lashinske called the Executive Committee (EC) meeting to order at 9:02 a.m.

**Welcome, Introductions and Chair's Remarks**

Chairman Lashinske, requested guest/public introductions.

**Roll Call**

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

**Consent Agenda Approval**

Chairman, Lashinske asked for a motion to approve the consent agenda. Tom Jenkins made a motion to approve the consent agenda; Elizabeth (E) Cole seconded the motion. No discussion held. **Ayes:** Mark Lashinske (Ph.), Tom Jenkins (Ph.), Shawn Hutchinson (Ph.), Elizabeth (E) Cole (Ph.), Vanessa Andersen (Ph.). **Nays:** none. Motion Carried.

**Chairman Remarks on Assuming Chairmanship**

Chairman Lashinske, provided brief remarks on assuming Chairmanship and shared an overview on his position and facilitating style. Chairman Lashinske expressed his focus on structure and governance including, policies and procedures and ensuring operations focus on operations with staff. Chairman Lashinske, opened floor for round table discussion. Committee members expressed their support. Mr. Hutchinson expressed concern from a COVID-19 perspective, the impact on the economy and the workforce services that will be needed for recovery.

Chairman Lashinske, further instituted Executive Director, Patricia Wallace as sergeant at arms to review policies and procedures pertaining to open meeting laws, procedures and open statements. Ms. Wallace proceeded to provide open meeting law reminders.

**Executive Director Report**

Executive Director, Patricia Wallace highlighted activity happening now through the end of the year, which includes the Adult Education applications board review, Shared Governance Agreement that expires June 30<sup>th</sup>, career services framework, performance measure negotiations, the local plan for next 4-year timeframe, the memorandum of understanding and infrastructure funding agreement and new One Stop Operator scope of work beginning July 1, 2021. Technology strategies were also touched upon as an activity that needs to be revisited. Chairman Lashinske added comments in regard to having the Executive Director also present an operations report with data, analytics and financials. He further asked Ms. Wallace to work with Bruce Liggett to make sure there is a team that would help Ms. Wallace obtain the information requested.

Chairman Lashinske, opened floor for round table discussion. Ms. Cole commented on the local plan and ensuring that the perspective/lens of the youth is present. Mr. Hutchinson expressed his thoughts on Title 1B services and reminded the committee that throughout the work of the board, to keep in mind what does work well.

**WDD Presentation and Possible Action on request for Budget increase due to COVID-19**

WDD Assistant Director, Tom Colombo took a moment congratulate Mr. Lashinske for assuming Chairmanship and shared a high-level summary of what he would be covering in his presentation. He also shared on a FY19 single audit conducted by the Auditor General on HSD that included WIOA fiscal and program, and reported the outcome resulted in no findings.

Mr. Colombo proceeded to presented on COVID-19 impacts and Budget. Mr. Colombo reviewed the FY20 budget history, the current landscape of service provision, impacts of COVID-19, the immediate need and request of the board to be able to ramp up and a proposal for FY21 in regard to budget. Various questions were asked by Committee members regarding the presentation; Mr. Colombo responded to questions. Mr. Colombo expressed understanding that more detail/information is needed and will be providing that.

Due to timing, Chairman Lashinske asked members for consensus to schedule an additional meeting to review the remaining agenda items. Committee members were in consensus.

**Discussion on moving forward – Timelines, RFP’s, 501-c3, WDB Budget**

Agenda item tabled for an additional special meeting.

**One Stop Operator Update to the Executive Committee**

Agenda item tabled for an additional special meeting.

**Action Items & Announcements**

Agenda item tabled for an additional special meeting.

**Call to the Public**

Chairman, Lashinske called for public comment. No public comment made. Chairman Lashinske, added that if anyone on the phone had questions to email WDB staff.

**Adjourn**

Chairman Lashinske, adjourned the meeting at 10:48 a.m.

*\*For More Information Please Contact, MCWDB Staff: [mcwdb@maricopa.gov](mailto:mcwdb@maricopa.gov)*