

MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

Wednesday, April 22, 2020 – 9:30 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: Angie, Ferguson (Ph), Charisse Ward (Ph), Elizabeth “E” Cole (Ph), Gregg Ghelfi (Ph), Julie Stiak (Ph), Mark Lashinske (Ph), Mark Wagner (Ph), Matt McGuire (Ph.), Neal Dauphin (Ph), Shawn Hutchinson (Ph), Tina Drews (Ph), Tom Jenkins (Ph), Vanessa Andersen (Ph)

Members Absent: David Drennon, Marla Lazere

Call to Order

Chairman, Mark Lashinske, called the Maricopa County Workforce Development Board (MCWDB) meeting to order at 9:31 a.m.

Roll Call – MCWDB Liaison, Nancy Avina took roll. Quorum was present.

Welcome/Introductions – Chairman Lashinske, provided the public the opportunity to introduce themselves.

Consent Agenda Approval

Chairman Lashinske, asked for a motion to accept items on the consent agenda. Tom Jenkins made a motion. Shawn Hutchinson seconded the motion.

Present on the phone in favor: Angie Ferguson, Charisse Ward, Elizabeth Cole, Gregg Ghelfi, Julie Stiak, Mark Lashinske, Mark Wagner, Matt McGuire, Neal Dauphin, Shawn Hutchinson, Tina Drews, Tom Jenkins, Vanessa Andersen

Present on the phone opposed: None; Abstained/Did not vote: None. The motion carried.

Chairman Report

Chairman Lashinske, thanked everyone for attending the Full Board meeting. He spoke on doing his due diligence to be a good facilitator/leader to the MCWDB and provided clarifying remarks on comments made, regarding what Title-IB services do and confusion. Chairman Lashinske stated he will do his best to be informed.

Executive Director Report

Executive Director, Patricia Wallace provided a brief update on COVID-19 calls at the state level, board director level, business services and provider level to ensure everyone stays on the same page and know what is going on at local levels. Ms. Wallace also reminded the board of new policies issued by DES regarding COVID-19 providing flexibility as well as, local plan submission.

Chairman Lashinske took a moment to acknowledge Ms. Wallace as the sergeant at arms for meetings.

Clarification was provided on a question regarding Executive Director involvement during Chief’s of staff meetings; Chairman Lashinske informed he is actively working with Scott Isham, Chief of staff and will ensure that occurs.

Action: Approval of Adult Education Application Reviews and Recommendations*

Board Liaison, Nancy Avina provided background information and process of the task of reviewing Title II adult education applications and providing recommendations on alignment to the local plan/strategic plan. A workgroup was established for the review that consisted of board members Mark Wagner, David Drennon and youth committee member, Susan Morris. Recommendations made by the work group were presented for full board approval. Board member, Mark Wagner shared brief information on the review. The request made was to have the board approve the recommendations so that staff can officially forward those to the Department of Education, and have those recommendations be taken into account when they actually do the allocation of funding. The Chairman clarified if all 9 applications could be approved in one slate.

Chairman Lashinske asked for a motion and requested staff restate the motion. Ms. Avina stated the motion would be for the board to approve the adult education applications reviews and recommendations, as recommended by the workgroup that reviewed the Maricopa County applications. Tom Jenkins made a motion approve. Mark Wagner seconded the motion.

Present on the phone in favor: Angie Ferguson, Charisse Ward, Gregg Ghelfi, Mark Lashinske, Mark Wagner, Matt McGuire, Shawn Hutchinson, Tina Drews, Tom Jenkins, Vanessa Andersen

Present on the phone opposed: None; Abstained/Did not vote: Elizabeth E. Cole, Julie Stiak. The motion carried.

Presentation: One Stop Operator Quarterly Update*

One Stop Operator Representative, Gretchen Carraway presented a One Stop Operator (OSO) quarterly update to the board. A brief overview of the OSO and their roles was provided, including on the critical piece of reporting performance. The goal of the presentation was to cover reporting performance requirements and what the OSO is proposing, in being the facilitator of gathering performance points, and have consistent reporting methods and access. The presentation also covered an overview of the system and the requirements of the WIOA law, key terms related to performance accountability, and various performance indicators and targets. A brief demonstration of the ARIZONA@WORK Maricopa County MCWDB WIOA programs performance dashboard was provided.

Ms. Carraway provided recommendations to the full board including on a convening with board members and title partner leaders, as well as forming a workgroup for ongoing oversight. Chairman Lashinske discussed a need for project management timeline and asked if potential funding was needed. Board member questions and comments addressed.

Presentation: WIOA Financials*

Chairman Lashinske, provided remarks on sub-agenda items (1) Profit and lost statement, (2) Balance sheet, (3) Accounts Payable & Account Receivable, (4) Budget Comparison, and provided clarification and education received on what is available from a government accounting standard. HSD Deputy Director, Jacqueline Edwards presented a Maricopa County WIOA Financial & Budgetary review. The presentation covered: An overview of the Maricopa County WIOA fiscal agent – designation, HSD grant and general funding administration, Single Audit conducted in FY19 for WIOA with no findings, and county required CAFR, A WIOA Funding Overview and how funding is distributed, WIOA funding and expenditure history – comparison of funding for the last 5 closed fiscal years, A detailed chart on program categories, WIOA current allocation and expenditure overview – Fund balance report, FY20 WIOA funding and Budget, WIOA YTD expenditures, and FY21 WIOA funding. Board member clarifying questions and comments addressed.

Presentation, Discussion and Possible Action: Career Service Provider East Valley Career Center Relocation Proposal*

Due to lack of meeting time, Chairman Lashinske requested item be tabled until next regular full board meeting. Assistant Director expressed concern regarding the lease expiration for the East Valley office but expressed willingness to delay one month if needed. Agenda item tabled.

Presentation, Discussion and Possible Action: FY20 Budget Increase Proposal*

WDD Assistant Director, Tom Colombo presented on a request for additional funding for workforce services and expressed impacts of COVID-19. The presentation covered the purpose and goal of the Title-IB provider, as well as an overview and detailed information on job seeker and employer services provided by the service provider. A review of staff roles and service provision was also provided, which included on COVID-19 impacts. Additionally, pre- and future-staff workload and the hiring process was reviewed. Required positions and personnel funding necessary in response to COVID-19 was shared. The request made to the board, was to approve WIOA COVID-19 response staffing plan, which includes the funding of 33 contract positions to be hired beginning in FY20; with the purpose of addressing the drastic economic downturn as a result of the COVID 19 aftermath. Chairman Lashinske asked various questions addressed by Mr. Colombo; Mr. Lashinske proposed a phased approach, increasing need immediately with about 11 staff, and looking at an option 2 at a later time (i.e. next month). Additional board member clarifying questions, and comments addressed.

Board Member, Shawn Hutchinson provided comments in support of request made and made a motion to move for the full efficacy granted as requested. Gregg Ghelfi seconded the motion. Clarification questions held, Ms. Cole inquired on protocol and youth committee review of request, and if an emergency meeting was necessary. Guidance was provided by Executive Director, Ms. Wallace. Further clarification on process and protocol was provided by Board staff. Board Liaison, Ms. Avina called role to ensure a quorum was still present, for vote on motion. Vote was delayed due to lack of quorum. An additional meeting will be scheduled as soon as possible to vote on the motion presented.

Action Item List Review

Agenda item tabled.

Call to the Public

Vice Chairman Jenkins made a call for public comment. No public comment was made.

Adjourn Full Board Meeting

Chairman Lashinske adjourned the meeting at 12:14 p.m.

**For additional information, contact MCWDB staff at: MCWDB@maricopa.gov*