

Minutes of the Maricopa County Workforce Development Board Youth Committee Meeting

Wednesday, October 16, 2019 - 10:30 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: Elizabeth “E” Cole, David Drennon (ph.), Shawn Hutchinson, Susan Morris

Members Absent: None

Call to Order/Welcome/Introductions

Youth Committee Chair, Elizabeth Cole, called the Youth Committee meeting to order at 10:31 a.m.

- **Chair Remarks** –Ms. Cole provided brief remarks, expressing her approach as the new appointed Youth Committee Chair and desire to ensure all youth related activity is discussed at the youth committee level prior to sharing and making recommendations to the Full Board. Additionally, Ms. Cole expressed the importance of having service providers and youth attend committee meetings. Introductions were held around the room.

- **Roll Call** – WDB Liaison, Nancy Avina took roll, quorum was present.

Approval of Previous Meeting Minutes – July 10, 2019

Youth Committee Chair, Ms. Cole, asked for a motion to approve the previous meeting minutes. Susan Morris made a motion. Shawn Hutchinson seconded the motion. All present were in favor; motion carried.

Youth Committee Chair Report

Ms. Cole briefly touched upon the role of the youth committee in the local workforce area which is to make recommendations to the Full Board.

- **Committee/Workgroup Updates** – Committee and Workgroup updates were provided.
 - o **Quality Workforce Workgroup** – Mr. Hutchinson shared the Quality Workforce workgroup is working on making selections of sector and target occupations and funding levels of occupations for training. Ms. Cole shared additional information on ITA limits and tiered approach. Ms. Cole also shared the possibility for incentives and asked WDB staff to share the Arapahoe/Douglas policy on incentives for discussion at an upcoming meeting as it may have impact on the budget. An update was also provided on the development of a systemic survey by a third party for job seekers and employers; a brief discussion was held on how that would fit with Marketing workgroup strategies and current efforts. The concept of a workforce system survey was touched upon by Management Analyst, Isabel Creasman.
 - o **Regionalism and Sustainability Workgroup** – Ms. Cole provided a high-level update from a regionalism and sustainability perspective and informed on technology data system efforts led by the Workgroup Lead, Tom Jenkins. Mr. Jenkins and Ms. Cole will be attending a meeting next Tuesday in Northeastern Arizona to hear about their board’s technology initiative and the possibility of MCWDB involvement in the creating of a prototype. Ms. Cole also informed on referral system efforts in using google sites for referring participants throughout the system as discussed in OSO partner meetings. Susan Morris added comments on a potential budget for CTE’s.

- **Youth Budget** – Ms. Cole expressed the desire to restructure processes to ensure that youth services budget (approximately \$4 million) includes a youth committee review prior to the budget being presented to the Full Board for recommendation and approval. Discussion was held.

- **Youth Contracts** – Ms. Cole shared on the ACYR contract cancellation and touched on the need to evaluate cost reimbursement models, concerns with the model were shared.
- **Other MCWDB Updates** – Ms. Cole provided an update on the current efforts of the Audit Workgroup. The Audit workgroup will be making a recommendation to the Full Board to explore other options on Board structure. An update was also provided on a visit from NAWB CEO, Ron Painter to Tucson, AZ on November 8th, anyone interested in attending let WDB staff know.

Executive Director Report

No additional updates were provided by Executive Director, Patricia Wallace.

WDD Quarterly Operations Report Presentation

Tina Luke (Maricopa County Youth Workforce Program Manager) provided a detailed review of the WDD Quarterly Operations Report and answered audience questions. The presentation covered the service provider budget and expenditures, performance, program outreach, individuals served and the youth program as a whole including service participation and provision.

Youth Committee Membership Review and possible action on Candidates

Ms. Morris and Ms. Cole shared an update on recruitment efforts from a membership perspective.

Review, Discuss and take Action on Youth Committee meeting schedule and frequency

Ms. Cole informed on need to go back to a monthly meeting schedule due to all the work that needs to be done by the youth committee. The meeting cadence will be monthly on the second Wednesday of the month from 9:30 a.m. to 11:30 a.m.

A motion was made to approve the new meeting schedule by Shawn Hutchinson. Susan Morris seconded the motion. All were in favor, the motion carried.

Staff will update meeting calendar invitations accordingly.

Next Steps/Action Items

- **NAWDP Youth Conference** – Details regarding the upcoming NAWDP conference shared. Ms. Cole and Ms. Susan will be representing the youth committee this year.

Ms. Cole shared information on College depot events, financial literacy train the trainer, and AmeriCorps.

Call to the Public

Ms. Cole called for public comment. CPLC, Victor Contreras inquired if it would be helpful for the service providers to meet and provide feedback to the youth committee. Ms. Cole indicated interest in hearing input from the service providers. An interest was also expressed to share success stories with the committee.

Adjourn

Chair, Ms. Cole adjourned the meeting at 12:27 p.m.

**For More Information Contact Nancy Avina, Board Liaison, avinan@mail.maricopa.gov*

