

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

Thursday, January 10, 2019 – 9:00 a.m.

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Phone: +1.888.240.2560 Conference ID: 546993469

701 W. Jefferson Street Phoenix, AZ 85007

Members Present: Kelsie McClendon (Ph.), Drew Thorpe (Ph.), Tom Jenkins (Ph.)

Members Absent: Shawn Hutchinson

Call to Order

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

Roll Call

Board Liaison, Nancy Avina took roll. Quorum was present (3).

Consent Agenda Approval

Chairman, Kelsie McClendon asked for a motion to approve consent agenda items on the EC agenda. Drew Thorpe made a motion. Tom Jenkins seconded the motion. All present were in favor; motion carried.

Compliance Oversight Status Report and Discussion

MCWDB FY 2020 Budget – Executive Director, Patricia Wallace provided brief background information on previous FY2020 budget occurrences, and discussions with County leadership to make previously approved budget a revised flat budget. Difference between FY19 and FY20 budget is approximately 11,000. The committee discussed request and asked clarification questions. The committee also discussed alternatives for the 11,000, including looking at reducing it from cost savings or from program, since the MCWDB budget is already tight for all of its activities.

Chairman, McClendon brought up the possibility of seeking alternate funding, outside of WIOA; brief discussion was held. WDD Assistant Director, Tom Colombo pointed out impacts to operations as a result of WIOA funds reduction. Chairman, McClendon inquired on alternate funding strategies on the service side; Mr. Colombo indicated operations has no current strategies due to reduction activities, management of 2-gen and SWFI grants and other projects with OEO. Discussion continued on alternative funding and grants. Committee Chairman, requested revising MCWDB budget line item of WIOA reduction to Funding increases and decreases, the committee agreed with Chairman, McClendon. Executive Director, confirmed making revisions to category to make budget a flat budget. The Executive Committee agreed to the revisions and will be adding item to the Full Board agenda for approval.

One Stop Operator DES Audit

A brief update was provided by the Executive Director, Patricia Wallace on a letter received by DES on a dual fiscal and One Stop Operator (OSO) audit. The Executive Director will be meeting with County Leadership, the administrative entity and procurement to discuss a process for preparing a response. Item was being taken care of by the administrative entity as of June 2018 however, additional details needs to be provided on the OSO procurement based on findings. The Executive Director reviewed findings with the committee.

****The Executive Committee lost quorum at 9:31 a.m. The remaining agenda items (below) were tabled until the next committee meeting.**

Bylaws – Item tabled.

IFA and MOU Formal Amendment – Item tabled.

Board Re-Certification – Item tabled.

One Stop Center Certification Revisions – Item tabled.

Career Service Contract RFP Process – Item tabled.

Strategic Planning Progress Update

Item tabled.

Board Member Recruitment and Engagement Oversight

Item tabled.

Executive Committee Charter Next Steps

Item tabled.

Next Steps/Action Items

None noted.

Call to the Public

No public comment.

Adjourn

Chairman, McClendon adjourned the meeting at 9:32 a.m.

**For More Information Contact Nancy Avina, Board Liaison at: nancy.avina@maricopa.gov*