

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

Thursday, June 13, 2019 – 9:00 a.m. at
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: Tom Jenkins, Shawn Hutchinson, Drew Thorpe (Ph.)

Members Absent: Kelsie McClendon

Call to Order

2nd Vice Chairman, Tom Jenkins, called the Executive Committee (EC) meeting to order at 9:02 a.m. Introduction held.

Roll Call

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

Approval of Meeting Minutes from March 14, 2019

2nd Vice Chairman, Tom Jenkins, asked for a motion to approve the previous meeting minutes. Drew Thorpe made a motion to approve. Shawn Hutchinson seconded the motion. All present were in favor; motion carried.

Chairman Report and Activity

No report noted.

Executive Director Report and Activity

Executive Director, Patricia Wallace, provided an update on Strategic Planning activity. An update was also provided on staff activity including, membership re-appointments and recruitment. Ms. Wallace informed on site visit to San Bernardino; second trip to Denver will happen in July/August timeframe.

Compliance Oversight

1. New Business Discussion

DOL Audit Report - 2nd Vice Chairman, Tom Jenkins, provided brief comments on DOL audit report. Clarification questions included, how local areas will respond to their sections; Executive Director, Patricia Wallace informed on conversation with Ms. Karen Nelson Hunter and has not been determined. Brief discussion was held on previous state audit comparison. Mr. Colombo noted previous report was more focused on operations. Inquiry was made on role of the Workforce Arizona Council, Ms. Wilhelm responded all should be directed to DES as it is a DES function. Additional procedural discussion held.

2. Old Business Discussion and Updates

Executive Director, Patricia Wallace provided an overall update on pending items (below). Majority of items will be impacted by the DOL audit report. Re-certification will not occur due to impacts of report. Items will be driven by timelines of response to DOL. Clarification questions included, nature of report suggestions vs. mandate, Ms. Wallace informed will need guidance from the state; Mr. Colombo provided historical perspective.

Maricopa County Local Area Plan

Shared Governance Agreement Status

Career Services Provider Agreement Research and Status

Board Re-certification Status

IFA and MOU Formal Amendment Status

Other Audit Updates and Reports.

Membership, Recruitment and Engagement Oversight

1. Approvals

Membership Updates to Workgroups – None noted.

Board Liaison, Nancy Avina provided an overall membership update. Youth Committee member, Alex Jovanovic will be resigning effective his term end.

Board Attendance Updates – Brief observation comments provided by 2nd Vice Chairman, Tom Jenkins. Executive Director, Patricia Wallace provided updates on board members Sally Downey, Reid Graser, Mark Lashinske and Charisse Ward. Discussion on attendance held.

MCWDB Member Recruitment and Vacancies Update – Executive Director, Patricia Wallace informed on current recruitment efforts.

Strategic Planning Oversight Update and Discussion

Executive Director, Patricia Wallace shared on workgroup membership status and involvement. Youth committee Chairman, Shawn Hutchinson, shared comments on special youth committee meeting to work on its strategies, actions, timelines and metrics to align with strategic planning. Updates on Mesa and Peoria youth outreach efforts and career pathing were provided by Mr. Jenkins and Mr. Hutchinson.

Next Steps/Action Items

Upcoming Events – No additional events noted.

Call to the Public

- Workforce Development Division Assistant Director, Mr. Colombo, shared staffing updates.

Adjourn

Chairman McClendon, adjourned the meeting at 9:37 a.m.