



Maricopa County Workforce Development Board – Executive Committee Meeting Minutes

Wednesday, January 18, 2016, 8:30 a.m. – 9:30 a.m.

Maricopa County Human Services Department
234 N Central Avenue Phoenix, AZ 85004, Floor 9
Conference Line: 602-506-9695, Passcode: 377148

Members Present: Jim Godfrey, Marie Sullivan, Robin Schaeffer, Kelsie McClendon (P)

Members Absent: None

Staff Present: Patricia Wallace, Nancy Avina, Bruce Liggett

Call to Order

Marie Sullivan, Vice-Chair called meeting to order at 8:45 a.m.

Roll Call

Nancy Avina took roll call, quorum was present.

Discussion, Review, and Possible Action

Approval of Minutes – November 17, 2016

Marie Sullivan called for a motion to approve the November 17, 2016 meeting minutes. Robin Schaeffer made a motion to approve. Jim Godfrey seconded motion. Meeting minutes approved.

Marie Sullivan prefaced meeting informing of staff to the board and state level activity. 3 real priorities (July 2017) finding through appropriate procurement process one stop operator, working relationship governmental IGA between WDB and Board of supervisors, and board development.

Non-disclosure Agreement for One Stop Operator

Patricia Wallace disseminated handout and discussed the purpose of the Non-disclosure Agreement in relation to One Stop Operator. All board members need to sign it. Nancy Avina will make available. Firm deadline of 48 hours. Discussion held.

One Stop Operator

Patricia Wallace informed on the One Stop Operator role and process. Put workgroup together to work on Scope of Work. Q&A and discussion held. Focusing on compliance.

New CEO & WDB Agreement

Patricia Wallace informed on agreement between Board of Supervisors (BOS) and the Workforce Development Board. We have a current agreement, good until June 30, 2017. Updates in WIOA, language, requirements and duties need to be updated. Need a workgroup. Due July 1st.

Core Partner MOU



Patricia Wallace informed on Core Partner MOU. In progress since November, meeting weekly with Adult Ed., Voc. Rehab. And Wagner Peyser to determine relationships and contributions. Establish a workgroup.

Full Board Agenda

Full board agenda review and discussion; mostly aligned to Executive Committee agenda.

Executive Directors Report

Patricia Wallace reviewed high level proposed action plan. Discussion held.

Youth Committee Report

Marie Sullivan provided update. Kelsie McClendon appointed Chair of Youth Committee and Reid Graser appointed Vice-Chair of Youth Committee.

Set up meeting with Youth Leadership and Executive Committee meeting. Agenda item how to tackle committees and workgroups.

Bruce Liggett, HSD Director discussed elevating of Board and BOS involvement.

Call to the Public

Robin Schaeffer discussed project (HB2135) she is working on.

Adjourn

Meeting adjourned by Vice-Chair Marie Sullivan at 9:25 a.m.