



MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

Wednesday, January 17, 2018 - 9:30 a.m. – 11:30 a.m.

At the Maricopa County Human Services Department
234 N Central Avenue, 3rd Floor, Phoenix, AZ 85004
Conference Line: 602-506-9695, Passcode: 377148

Members Present: Angie Ferguson, Blair Liddicoat, Carlton Brooks, Gregg Ghelfi, Jim Godfrey, Jon Ellerston, Marie Sullivan, Nick DePorter (Ph), Reid Graser, Marla Lazere, Neal Dauphin, Robin Schaeffer, Sally Downey (Ph), Shawn Hutchinson, Thomas Jenkins
Members Absent: Dennis Troggio, Drew Thorpe, Kelsie McClendon, MaryEllen Sheppard, Ron Hardin
Staff Present: Patricia Wallace, Nancy Avina, Isabel Creasman, Tom Colombo

Call to Order

On Chairman Kelsie McClendon's absence; Vice Chair, Marie Sullivan called Full Board meeting to order at 9:37 a.m.

Roll Call

Nancy Avina, Board Liaison took roll call. Quorum was present (15).

Discussion, Review and Possible Action

***Approval of Minutes – December 06, 2017**

Vice Chair, Marie Sullivan asked for a motion to approve the previous meeting minutes. Dr. Sally Downey made motion to approve previous meeting minutes. Carlton Brooks seconded motion. All in favor.

DERS AMS Concepts Presentation

Assistant Director of Department of Employment and Rehabilitation Services, Michael Wisehart gave a presentation on AMS (Arizona Management System) concepts.

Board of Supervisors Update

Board of Supervisors update provided by Vice Chair, Marie Sullivan on behalf of Assistant County Manager & BOS Liaison, MaryEllen Sheppard. Chairman's Speech disseminated.

WDD Assistant Director, Tom Colombo added additional comments on key points included in the Chairman's speech related to workforce.

Executive Director Report

MCWDB Executive Director, Patricia Wallace touched upon the following:

Isabel Creasman, Management Analyst Introduction

New Management Analyst, Isabel Creasman was introduced; Isabel provided a brief background of herself.

Budget

WDB budget is close to being finalized. Finalized budget will be shared with Full Board at the next meeting. Brief details on budget shared.

MCWDB Quarterly Report to BOS

First quarterly report per shared government agreement was due to BOS as of last December. Inquiry was made to the BOS Liaison on what BOS would want to know; staff is working with the BOS Liaison to determine. Staff will then get on a regular schedule to anticipate quarterly reports.

Program Oversight & WIOA Metrics Update

The State has no WIOA performance metrics schedule yet, current metrics set to continue.

Other Updates

Brief updates provided on the following:

- New full board members. Solicitation for a Post-Secondary Higher Education representative vacancy is currently out; BOS will be making an appointment in near future.
- Strategic Planning. RFQ for Strategic Planning will be released on the 18th of January.
- WDB action plan. Staff will be emailing an updated action plan.

Executive Committee Report

Vice-Chair, Marie Sullivan provided a brief background on the Executive Committee and its current members.

Membership/Onboarding Committee Report

Committee Chairman, Jim Godfrey gave a report on MCWDB membership vacancies and recruitment. Nominations Committee meeting will be scheduled to review applications submitted.

Committee Chairman, Jim Godfrey asked MCWDB board members to reach out to interested business representatives preferably in IT, Hospitality, and Advanced Services to serve on the MCWDB. New revised application will be sent to board members. Brief discussion held. Vice-Chair reminded board members of open meeting laws and compliance pertaining to email communication.

Youth Committee Report

Committee Chairman, Shawn Hutchinson provided brief comment on youth performance survey, to be released within one or two weeks.

Workgroup Updates

Vice-Chair and Strategic Planning Co-Lead provided an update on the Strategic Planning workgroup. Workgroup has been working with Office of Procurement. Executive Direction, Patricia Wallace provided additional comments. Timelines extended due to the holidays; strategic planning RQF process to be completed by beginning of February. Board members encouraged to participate in strategic planning going forward.

2nd Vice-Chair and Bylaws workgroup Lead, Robin Schaeffer provided a brief update on the Bylaws workgroup. Workgroup has almost completed its review and revisions. Next steps discussed in review process.

Board member and Workgroup Lead, Tom Jenkins provided an update on One Stop Center Assessment workgroup. Phase I and Phase II completed. Last step will be to look at 4 items to work on.

Workgroup Lead, Chevera Trillo was asked to provide a brief status update on the IFA.

Upcoming Workforce Related events

Vice-Chair, Marie Sullivan touched upon upcoming NAWB conference. Interested board members, inform WDB staff.

Next Steps

Call to the Public

BOS contact information handout disseminated.

Adjournment

Vice Chair, Marie Sullivan adjourned meeting at 11:25 a.m.

**For additional information, contact Nancy Avina, Board Liaison at: avinan@mail.maricopa.gov.*