

**MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD
WIOA CORE PARTNER IFA WORKGROUP**

Wednesday, November 01, 2017, 1:00 p.m. – 3:00 p.m.

Maricopa County Human Services

234 N Central Ave. Phoenix, AZ 85004, 3rd Floor, Roosevelt Conference Room
Conference Line: 602-506-9695, Passcode: 308604

Members Present: Chevera Trillo, Gretchen Caraway, Sheryl Hart, Reid Graser, Tom Colombo, Zach Schmitz

Members Absent: Alex Jovanovic, Blair Liddicoat, Cricket DeNunzio, Jim Godfrey, Jon Ellerston, Kelly Crawford, Michael Bane, Moriah Bloomfield,

Staff Present: Nancy Avina, Patricia Wallace (Ph)

Call to Order

Chevera Trillo, Workgroup Lead convened meeting at 1:03 p.m. and asked Nancy Avina, Board Liaison to take roll call.

IFA Status

Chevera Trillo informed IFA was submitted to the department, a few things were left out. Department identified a few of those items and gave us itemized feedback. Purpose of meeting is to review itemized items. Review of IFA page by page, ensure workgroup is in consensus; concerns with requested changes open up for discussion.

***Review and Consensus of IFA**

Chevera Trillo reviewed feedback items one by one and reviewed IFA for needed updates page by page to ensure group consensus. Discussion, clarification and revisions made throughout IFA document:

- Correction of spelling error on Ron Trusley's name
- Chevera Trillo's title revised to Workforce Development Administrator
- B-2 Corrections on Job Center Partners Co-located in each ARIZONA@WORK Job Center Location; correct strikethroughs.
- Removal of Other Veterans row
- Verification of figures corrected and removed
- Signed current rental agreement attached.
- Removal non-relevant extra rows to mirror Pg. 9-10
- Separate Trade and from Wagner-Peyser square footage space
- Verification of figures in regards to center space
- Review that Pg. 18 mirrors Pg. 9-10
- Head start to be removed from IFA, as they haven't been recognized as part of the system; numbers to be updated by Operations per reduction of dedicated space.
- Suggestion made, helpful for future to list actual representation of square footage (i.e. number of cubicles)
- E1 Pg. 24-25 checklist updated
- Further clarification and discussion on servers and printers distribution and center space.

- Clarification that Job Corps will be in consensus. State recommendation was to attach Job Corps signed current agreement. Suggestion to include footnote; extensive discussion held including on formula/methodology changes between current Job Corps contract and IFA. Workgroup lead to explain to Job Corps difference in methodology and different formula structures.
- Operations to update figures on IFA, pertaining to center space.
- Lead, Chevera Trillo provided update to Reid Graser representative of Job Corps and MCWDB board member to ensure Job Corps is comfortable with IFA based on previous concerns/questions presented. Figures will probably be modified slightly. Will attach current rental agreement and include a footnote on the IFA stating that IFA will replace the current rental agreement and that it is not a duplication of the agreement. Reid Graser indicated agreeance. Foot note to read: "Attached is an exciting space agreement between Maricopa County and Job Corps. This IFA will replace this space agreement." Clarification on methodology used on IFA will have slightly higher figures. Reid Graser stated being okay with methodology as long as no substantial increases from what is currently being paid. Stress it is a replacement and not in addition. Additional comments shared.

Workgroup Next Steps

Discussion on timeline/next steps:

- Zach Schmitz to submit final revisions by Thursday 11/02 morning and send to workgroup and State for final comment.
- Will need attorney review and then added to BOS agenda
- All partners to sign final IFA and BOS to sign thereafter.

Adjourn

Chevera Trillo, Workgroup Lead adjourned meeting at 2:45 p.m.

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