



## MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

Wednesday, May 17, 2017 - 9:30 a.m. – 11:30 a.m.

### Maricopa County Human Services

234 N Central Ave. Phoenix, AZ 85004, 3rd Floor, Roosevelt Conference Room

Conference Line: 602-506-9695, Passcode: 377148

**Members Present:** Blair Liddicoat, Bonnie Thoi, Brianna Bendotti (Ph), Chevera Trillo, Donna Pettigrew, Jim Godfrey, Jon Ellerston, Kelsie McClendon, Marie Sullivan, Nick DePorter, Reid Graser, Robin Schaeffer, Ron Hardin (Ph), Shawn Hutchinson

**Members Absent:** Chad Haas, Carlton Brooks, Dennis Troggio, Frank Armendariz, Glenn Bowers, Neal Dauphin

**Staff Present:** Patricia Wallace, Nancy Avina, Tom Colombo, Bruce Liggett

### **Call to Order**

Marie Sullivan, MCWDB Vice-chair called meeting to order at 9:34 a.m.

### **Roll Call**

Nancy Avina, Board Liaison took roll call. Quorum was present (14).

### **\*Approval of Minutes** – April 19, 2017

Marie Sullivan asked for a motion to approve previous meeting minutes. Donna Pettigrew made motion. Bonnie Thoi seconded motion. All in favor. Motion carried.

Introductions of guests. Marie added opening comments and acknowledged board members work and commitment.

### **2-Gen Presentation**

Marie Sullivan provided brief introduction for Jacqueline Edwards, HSD Assistant Director and asked Patricia Wallace to provide brief background on 2-gen grant.

Jacqueline Edwards presented PowerPoint on 2-gen grant. Tom Colombo, WDD Assistant Director added additional comments. Question/Answer session. Board would like to see budget for 2-gen project, projected timeline, generic allocation of resources being leveraged and brief update, quarterly report with progress being made.

### **MCWDB Discussion/Moving Forward**

#### **Workgroups**

Handout disseminated and information shared on current workgroups by Marie Sullivan. If board members are not in a workgroup encouraged to pick interest and email Nancy Avina. Overtime establish an advocacy

workgroup. Marie Sullivan shared advocacy workgroup role/vision. Marie also shared vision for future standing committees including a budget/audit/finance committee. Brief discussion held.

Workgroup report outs provided. Robin Schaeffer shared brief update on bylaws workgroup and progress. Question/clarification being forwarded to Attorney. Marie Sullivan added additional comments. Any questions for Attorney submit in writing to Staff.

Chevera Trillo provided a brief Core Partner MOU workgroup update. Revised MOU to be resubmitted to legal and fiscal.

Marie Sullivan provided brief update on BOS and WDB shared governance agreement. Meeting this afternoon to review different versions and will have an update on that progress.

Robin Schaeffer provided a brief general update on OSO progress. Information provided on City of Phoenix selected OSO – Goodwill.

Jim Godfrey provided brief update on nominations/membership workgroup. Information provided on applicants/nominees. Need more robust outreach strategy; ongoing to develop a pipeline. Goal going forward. Marie Sullivan provided information on current bylaws process for review/selection.

Marie Sullivan provided information on Marie Sullivan Llc. after resignation of AWEE. Shifted gears and going through reapplication process. Provided information on Marie Sullivan Llc.

Jim Godfrey provided brief completion update on Adult Education Applications workgroup.

## **Committee Reports**

### **Executive Committee**

Marie Sullivan provided brief update on Executive Committee (EC) Budget workgroup review. Will review with HSD Director and again with EC on Friday.

Marie Sullivan asked board to consider a June meeting based on action plan and workgroup work. Marie also informed of possible visit from Ron Painter from NAWB. June meeting to align with Ron Painter visit. Board support. Recommendation to invite regional partners such as City of Phoenix, OEO, and others for joint convening. Chevera made recommendation to send a save the date; place holders. Will send by Friday.

Marie Sullivan recommended board members to solicit/include potential board members in workgroups to get familiar. Discussion around recruiting board members. . BOS has application for board and commissions on their website as well. Define a robust process, in sync with bylaws and CEO as well as workforce development agreement. Additional discussion held.

### **Standing Youth Committee**

Kelsie McClendon provided brief update on youth committee. Informed of formation of new youth performance workgroup and purpose. Additional updates provided. Kelsie also informed of Shawn Hutchinson and Blair Liddicoat joining youth committee, as well as Jon Ellerston. Reid Graser provided additional comments/youth concerns. Discussion held. Marie added additional comments.

### **MCWDB Executive Director Report**

Patricia Wallace gave brief updates on WDB staff work and meetings attended.

## **Discussion, Review and Possible Action**

### **HSD as provider of Career Services**

Patricia Wallace provided information and background on career services provider. Bruce Liggett, HSD Director added additional comments. Formally acknowledge HSD as career services provider by Board. Discussion held, questions on potential firewall/conflict issues. Marie Sullivan, called upon public, OEO Director, Paul Shannon for guidance. Paul Shannon to provide reference on firewall. Additional discussion held. Kelsie McClendon suggested making motion to approve HSD as the career services provider to a certain time frame that would correlate with getting the agreement in place. Bruce Liggett was called upon for guidance and provided suggestion to use "until modified". Clarify motion. Discussion regarding definitive vs. open date. Board would agree on a definitive date. Additional discussion held with public input.

Kelsie McClendon moved to approve HSD as provider of career services until such time the Workforce Board of Maricopa County approves another plan for career services. Jim Godfrey seconded. Marie Sullivan acknowledged motion and second on table. All in favor. Motion carried.

### **Notice to BOS to end current BOS/WDB Agreement**

Patricia Wallace provided information and background. Notice needs to be provided to BOS on new agreement being developed. Discussion held. Clarification provided on timeline. Additional discussion held with public input. Discussion on alignment of different documents being worked on in workgroups and how they affect each other. Robin Schaeffer reviewed clarification being sought from Attorney.

Chevera proposed based on current agreement section read by Jim, no action is needed. Committee continue to work towards finalizing the agreement and that will then inform the bylaws committee to continue their work. Full Board members agree. Marie Sullivan asked for Board member input/concerns, Patricia Wallace added additional comments.

### **Nominations Workgroup recommended Board Nominees**

#### **Next Steps**

Marie Sullivan summarized next steps.

#### **Call to the Public**

Marie Sullivan called to the public. Bruce Liggett added additional comments on board involvement. Tom Colombo also shared a few comments on operations and operational budget plan.

#### **Adjournment**

Marie Sullivan, Vice-Chair Meeting adjourned meeting at 11:29 a.m.

*\*For additional information or recording of meeting, contact Nancy Avina, Board Liaison at [avinan@mail.maricopa.gov](mailto:avinan@mail.maricopa.gov).*