



## MARICOPA WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

**Wednesday, January 20, 2016**

**9:30 A.M. – 11:30 A.M.**

Maricopa County Human Services Security Building  
234 N. Central Avenue 3rd Floor, Roosevelt Room  
Phoenix, Arizona 85004

**To attend via Conference call:**

Please dial: 602.506.9695

Access Code: 377148

Go To Meeting: <https://global.gotomeeting.com/join/166159493>

**Members Present:** Belinda Hanson, Blair Liddicoat, Che Collins, Chevera Trillo, Donna Pettigrew, Frank Armendariz, James Godfrey, Kayong Holston, Kelsie McClendon, Kimberly Hall, Marie Sullivan, Patricia Wallace, Shellie Frey, Shawn Hutchinson, Steve Troxel, Tim Stump, Tony Maldonado

**Members Absent:** April Addison, James Marshall, Melissa Rafalski, Reyes Medrano, Rick McCartney, Robin Schaeffer, Rodney Pack, Vanessa Andersen

### **I. Call to Order**

- Steve Troxel, Chair called the meeting to order at 9:38 a.m.

### **II. Roll Call**

- Nancy Avina, Board Liaison took Roll call. The WBD had quorum.

### **III. Service First**

- Richie Taylor shared success story. Will be building a bank of success stories to share with Full Board.
- Nancy Avina provided service pins to board members. Patricia Wallace added additional comments.

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

#### **a. Approval of Minutes – *December 16, 2015 meeting***

- Steve Troxel called for a motion to approve October 20, 2015 meeting minutes. **Tim Stump made a motion to approve minutes, Chevera Trillo seconded motion. Motion carried.**

#### **b. Officer Elections/Nominations**

- Patricia Wallace informed of executive committee discussion, and referred to bylaws for process of officer elections, officer duties, and officer terms and conditions. We will be asking for everyone that currently sits on board, to indicate interest in continuing. All terms expire on June 30. Email Nancy Avina your intent to continue. We will determine who will be eligible to serve in executive committee capacity. Lot drawing to determine terms of 1, 2, 3 years. Slate to be provided to BOS to have board in place for next year. Steve Troxel added additional comments.

#### **c. Transitioning of Task Forces**

- Steve Troxel informed we have to have committees per WIOA. Nominations committee is really nomination and compliance committee. Jim Godfrey heads nominations committee. Creating an Industry Sector committee, volunteers for chair. Person in place by March meeting. Additional comments added.

#### **d. Committees designations**

- Industries Committee no comments

- Promotion Committee no comments
- e. Retreat
- Steve Troxel informed retreat takes time to coordinate and plan. What is our area? What do we want to focus on? Vision? Would like to have identified what we are going to be doing by March meeting. Think about ideas. Comments. Patricia Wallace informed open to date, but takes time to plan. Tony Maldonado added it makes sense to have the retreat with new terms on board. Guest speaker ideas Virginia Hamilton, ASU economist, Bill Simon, Bill Strickland. Jim Godfrey asked if retreat will replace monthly meeting. Thinking about September dates. Additional discussion held. Send survey monkey capture ideas that way.
- f. NAWB Conference
- Patricia Wallace informed Steve Troxel and Chevera Trillo will attend as board members. Patricia Wallace, Tina Luke and Nina Lindsey will also be attending. Bruce Liggett has not decided yet. Marie Sullivan may be joining as a partner on behalf of AWEE. Additional comments added.

## V. WDD Directors Report

- a. Workforce Systems
- Patricia Wallace informed regional planning with City of Phoenix is going very well. They are meeting every two weeks with the Executive Leadership on both sides. Discussions on how to be more regional on approach, serving priority populations. Meetings religiously happening.
  - On January 28 from 1 -3 p.m. first Workforce Arizona Council meeting, state workforce board. Do not know who is on the council yet. Supervisor Steve Chucri has been asked to be the county representative. We will have that representation on State Workforce Council. Open meetings, all welcome to attend. Location is still to be determined. Nancy Avina will send an email with details.
  - Survey from state sent out over 400 surveys. Got back a very small sample. Additional discussion held.

## VI. Maricopa Workforce Connections Report

- Stacey Faulkner talked about initiatives. Walmart Foundation asked to be partner for a retail sector strategy launch in phoenix region, 5-year initiative to expand employment opportunities in retail sector. Target 1 year to start. Website initiative with ASU, Linked In, and Markle foundation designed for individuals with little to no education. Markle foundation asked us to develop a few navigator positions, and a customer service representative. Website in test mode. Additional discussion held.
- b. Quality Assurance
- Nina Lindsey informed that number of non-enrolled people being served at center for last calendar year was 20,000. No hand out today, but will have next meeting. In process of putting together all quarterly data. Customer satisfaction survey will be done monthly to give immediate feedback.
- c. Business Services
- Diana Diaz gave numbers on job fair held and provided information on upcoming job fairs. Nancy Avina to send email with information on upcoming job fairs. Additional discussion held.
- d. Branding
- Richie Taylor informed that on February 17th all local workforce areas in Arizona will come under one branding "Arizona @ work". Maricopa Workforce Connections logo will go away. All branding will be changing. All happening across the state. State initiative. One website where everyone will be driven to, and that will list all local areas up for one year, local area responsible after that. Additional extensive discussion held.

## VII. Committees Report

- a. Executive Committee
  - Steve Troxel informed Executive Committee is trying to determine the best composition of executive committees driven by our standing committees. As a chair of any standing committee you are automatically on the Executive Committee.
- b. Nomination Committee
  - Jim Godfrey gave update and informed the committee of 3 met last week. Review of 6 vacancies, focus, goals. Look for hospitality, retail, construction/solar, manufacturing and transportation. One nomination Shellie Frey per employment change. Nancy Avina explained that according to the bylaws as long as nominee has been acknowledged, we can send directly to BOS without a motion. Jim Godfrey reminded that with the bylaws, must be nominated by an association. Additional discussion held.
- c. Youth Committee
  - Tony Maldonado disseminated handout and gave overview of Genesis program. Youth committee is strong group completed two strategic planning sessions. Additional extensive discussion held.

**VIII. Other Matters**

- a. Steve Troxel is seeking a volunteer to chair for the Industries Sector committee.
- b. Steve Troxel gave update on Cyber Security in IT. Additional discussion held.
- c. Steve Troxel suggested a must read by ASU President Crow article on education.
- d. Business Account Coordinators gave updates on their individual sectors.
- e. Tony Maldonado informed that he is looking for an automotive teacher.

**IX. Call to the Public/Public Comments**

**X. Adjourn**

- a. Steve Troxel adjourned meeting at 11:35 a.m.