



Maricopa County Workforce Development Board – Full Board Meeting Minutes

Thursday, November 17, 2016, 9:30 a.m. – 11:30 a.m.
Arizona@Work: Maricopa County West Valley Career Center
1840 N. 95th Ave. Ste 160 Phoenix, AZ 85037
Conference Line: 602-506-9695, Passcode: 377148

Members Present: Blair Liddicoat, Bonnie Thoi, Brianna Bendotti, Chad Haas, Chevera Trillo, Donna Pettigrew, Jim Godfrey, Marie Sullivan, Neal Dauphin, Nick DePorter, Patricia Wallace, Reid Graser, Robin Schaeffer, Ron Hardin, Sheila Shedd, Steve Troxel

Members Absent: Belinda Hanson, Carlton Brooks, Dennis Troggio, Frank Armendariz, Glenn Bowers, Jon Ellerston, Kelsie McClendon, Shellie Frey, Shawn Hutchinson

Staff Present: Bruce Liggett, Kaliko Martin, Nancy Avina, Richie Taylor

Call to Order

Steve Troxel, Chair called meeting to order at 9:40 a.m.

Roll Call

Nancy Avina took roll call, quorum was present.

Service First

Richie Taylor disseminated handout and presented client success story.

One Stop Operator/Board Staff Support

Bruce Liggett provided update on planning of implementation of WIOA and changes to improve service delivery and compliance. Bruce has been briefing Maricopa County Board of Supervisors on new requirements of WIOA and where County is going to head, special briefing with Supervisor Chucuri on State Workforce Arizona Council Board, he is particularly involved in workforce development activities. Bruce Liggett provided information on federal regulation requirement of procurement of One Stop Operator. Position minimally is a coordinator position, responsible for coordinating the activities of all the partners required to provide services under WIOA, there are options for function to be expanding, minimal issue to coordinate and convene the partners. Draft policy guidance coming out from Office of Economic Opportunity, Governor's designated entity to do planning for WIOA and the state board Workforce Arizona Council. We know there will be some procurement and clear firewall, between service provision and the procurement of the One Stop Operator, already taken action to wall off to not include anybody from Patricia Wallace down in Workforce Division for planning of the One Stop procurement. Bruce Liggett is the Board of Supervisors designee to work on their behalf on this doing through County Office of Procurement for official formal bid process. Need to work with Board to develop scope of work, done in tandem with the Board. Hoping to begin in January; will need assistance to do work required.

Bruce Liggett also informed about better resourcing board with all duties required and expanded under WIOA and increasing staffing support, we will move in that direction. Law envisions more separation between board and operation and draft state policy precludes workforce staff from being on board, still not resolved but being discussed; more emphasis in splitting operations from board. We are going to be establishing a full time position



Executive Director to work with the Board full time on its work. Ultimately talk about what that looks like, need board support to move forward in final selection. Excited to provide resources to get job done. Greater separation between operations and function of board and intends to elevate board in terms to visibility and connections to Maricopa County Board of Supervisors, get board more involved in nomination process. Ask Chair for motions to designate group to work with the HSD Director. Steve Troxel, chairman added additional comments.

Chairman, Steve Troxel asked for a motion to establish a task force. Chevera Trillo made motion. Marie Sullivan seconded motion. Motion carried.

Chad Haas offered his assistance, ties to Mission/Vision point. Bruce Liggett provided further comments. Chad Haas questioned Executive Director Position and looking within first, and asked it be taken into account; consider if we have someone internally who already understands what we do and how we do it. Should try to promote up first, and then look at bring someone from outside if we can't find anyone. Steve Troxel positioned Marie Sullivan to head up taskforce. Marie Sullivan accepted.

Steve Troxel, Chairman added comments on the One Stop Operator and asked for a motion to establish a task force specific to helping address the one stop procurement process. Donna Pettigrew made motion, Jim Godfrey seconded motion. Motion carried.

Bruce Liggett provided additional comments and urgency on procurement process of One Stop Operator. Discussion held.

Discussion, Review, and Possible Action

Approval of Minutes – September 21, 2016

Steve Troxel called for a motion to approve the October 27, 2016 meeting minutes. Sheila Shedd made a motion to approve as written. Robin Schaeffer seconded motion. Meeting minutes approved.

LWDB Self-Assessment

Marie Sullivan gave background on the self-assessment and discussed the urgency. Executive Committee asked for an extension for approval. Executive Committee established leadership for taskforce, did callout to all board members and Sheila Shedd volunteered. Position of taskforce was given. Taskforce went through every single item with staff and reflected upon board activity within particular tasks outlined in self-assessment. Marie reviewed self-assessment. Task force recommend re-alignment of ranking to better reflect what the board was actually doing so far, best representation of where board is at today and provides a platform or a foundation from which to improve and enhance. This is a self-assessment and not an auditor's assessment. Sheila Shedd provided additional comments. Task Force recommendation to Executive Committee is to move forward in approving for submittal in compliance with extension given. Now, since full board saw and no questions were raised would offer invitation of approval of self-assessment as the initial submission to the board. Blair Liddicoat asked about subsequent self-assessments. Patricia Wallace informed board could probably do as much as wanted. Additional comments from Chairman Steve Troxel.

Steve Troxel asked for a motion to approve the board certification self-assessment for submittal to the Workforce Arizona Council committee. Chad Haas made motion. Chevera Trillo seconded. Motion carried.

Marie Sullivan offered perhaps the board looks at one or two very key strategies to work on, on the next year; Moving forward looking at a couple from the board perspective to reach improvement. Steve Troxel added additional comments.



Bylaws

Steve Troxel provided brief information on bylaw changes provided by our legal counsel. Nancy Avina informed materials were sent a week prior to meeting and changes were requested by Workforce Arizona Council, revisions are for legal purposes. Marie Sullivan made motion to approve changes, Bonnie Thoi seconded motion. Motion carried.

Local Plan

Steve Troxel provided information on the local plan and informed of Executive Committee approval and 30 day open public comment. Nancy Avina provided information on single public comment received, Patricia Wallace provided additional comments. Blair Liddicoat added comments on title II piece of plan. Patricia Wallace informed can be amended at any time.

Steve Troxel asked for a vote on the approval of the local plan as drafted. Robin Schaeffer made motion. Jim Godfrey seconded motion. Motion carried.

W.A.C Board Certification Update

Steve Troxel provided background information on Board Certification. On October 31st, the Workforce Arizona Council approved all board for one year conditional certification. Patricia Wallace provided additional comments. Additional comments added by Chairman, Steve Troxel.

Kellogg 2-gen grant

Steve Troxel asked Patricia Wallace to discuss more in detail. Patricia Wallace gave background on Kellogg 2-gen grant. With Executive Committee support we applied and were awarded one of 3, along with El Paso and Maryland. Demonstration project, \$100,000 initial award for 3 years to serve 50 families, prove the concept, expectation multiple rounds of dollars to scale nationally. Can share proposal, working closely with Head start partner and community development office. Chad Haas asked how we are working with head start. Patricia provided response. Chad Haas would like to be involved. Site Visit and design session; now until March a lot of planning and designing. Steve Troxel offered additional comments.

NAWB

Steve Troxel provided information on NAWB. We would like to send 3 board members and 3 staff members. Interested board members notify Nancy Avina. Patricia Wallace added additional comments.

Board Mission/Vision

Chad Haas discussed the mission/vision for the board and scheduling mission/vision planning sessions. Set time for those interested to get done and present sooner and later. Ron Hardin added additional comments. Chad Haas to give Nancy Avina some dates and times that may work and determine location. Nancy Avina to pull previous mission and vision statement as starting point. Marie Sullivan added additional comments and recommended including the Executive Director. Need investment of the Executive Director's point of view conscious of integrating that leader into the conversation. Discussion held.

WDD Directors Report

Workforce System

Patricia Wallace informed forgoing normal report, only item to bring to boards attention is due to changes in WIOA transferability of funds from accounts needs to be brought up to the board. 3 buckets of money Adult, Dislocated Worker and Youth account now 100% transferability under WIOA across accounts. Data looking at who is coming



in our doors, surge of more Adults than Dislocated workers. Data information provided. We are needing to transfer \$300,000, which is 5% of funds of this year to keep up with pace of folks coming in. Asking for a motion to approve the transfer of funds, this will be an ongoing thing going forward. Ron Harding asked period running, Patricia informed runs through December and need to reassess, reevaluate at end of December. Additional information provided. Discussion held. Donna Pettigrew asked regarding employment first vs training first mindset. Patricia Wallace informed that feds are expecting us to have better ROI. Additional discussion held.

Steve Troxel asked for a motion to approve the transfer of the \$300,000 from the Dislocated Worker to the Adult. Chad Haas made motion. Sheila Shedd seconded motion. Motion carried.

Skillful Presentation

Kaliko Martin, skillful coach presented on skillful. Board member comments added. Donna Pettigrew would like updates. Discussion held.

Committees Report

Executive Committee

Steve Troxel deferred Executive Committee report as most of content was discussed throughout meeting. Steve Troxel provided update on committee structure and members. Convene topic in January.

Nominations Committee

Jim Godfrey provided update on membership of the board and informed of Steve Troxel's resignation from board and need to search for Chairman. Steve Troxel informed of his resignation from the WDB based on WIOA requirements. This will be effective November 30th. Interim as Vice-Chair, Marie Sullivan will be taking Chair responsibilities. Discussion held.

Youth Committee

Marie Sullivan Interim Chair by appointment gave a brief update on the youth committee. Whomever is assigned as a Chair, happy to bring up to date through a one-on-one. Brief discussion held.

Industry Sector Committee

Robin Schaeffer informed there is no major report. Kelsie McClendon very helpful, defer to Patricia to rejuvenate committee beginning of the year. Steve Troxel provided brief comment

Other Matters

None

Call to the Public

None

Adjourn

Meeting adjourned by Chairman Steve Troxel at 11:34 a.m.