



**MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD – EXECUTIVE COMMITTEE MEETING
MINUTES**

Wednesday, May 17, 2017, 8:30 a.m. – 9:30 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: Jim Godfrey, Kelsie McClendon, Marie Sullivan, Robin Schaeffer, *Alex Jovanovic*
Members Absent: None
Staff Present: Patricia Wallace, Nancy Avina

Call to Order

Marie Sullivan, MCWDB Vice-Chair called meeting to order at 8:42 a.m.

Roll Call

Nancy Avina took roll call. Quorum was present (4).

***Approval of Minutes** – *May 2, 2017*

Marie Sullivan asked for a motion to approve previous meeting minutes. Jim Godfrey made motion. Robin Schaeffer seconded motion. All in favor. Motion carried.

Discussion, Review and Possible Action

MCWDB Budget

Marie Sullivan initiated conversation on budget, process is to review and then present to Bruce Liggett, HSD. Marie asked Patricia Wallace to carry conversation. Review/information provided on proposed budget items. Discussion held.

Marie Sullivan asked what the need from Executive Committee (EC) is today and what the timeline is. Patricia Wallace informed expectation is for EC to take a look/discuss today and take action on Friday EC meeting, to get to Board of Supervisors (BOS) next. Next years' budget to be discussed in December. Discussion, questions and clarification held. Add generic line item "Workforce Development Board". Discussion on flexibility, budget shifts and concerns.

Look into regional conversation, share of resources regionally and with Operations. Next meeting form an audit/finance standing committee. Get Bruce Liggett's input on budget. Additional conversation, questions/concerns to be discussed on Friday EC.

Other Business as Needed

Workgroups

Robin Schaeffer provided brief update on Bylaws workgroup. Have clarifying questions for Attorney, will email. Marie added "governance and nominating should be standing committees; add to bylaws.

Marie Sullivan provided brief update on upcoming meeting on shared governance committee.

Marie Sullivan acknowledged nominations workgroup meeting. Brief discussion on outcome of meeting.

Jim Godfrey provided brief update on MOU workgroup process. To go out to all core partner legal. Marie Sullivan informed on lawyer strategy; anytime there is a question, write them down and submit inquiries to Michelle through WDB staff Patricia and Nancy. Will give us a record. Information provided on BOS meetings.

Possible Guest Visit

Marie Sullivan informed on possible visit from Ron Painter, NAWB CEO. Suggest meeting in June, are we flexible? Brief Discussion held. Approve Full Board meeting in June and work to manage date around Ron Painter's visit. Inform board during full board meeting, possibly invite other stakeholders. Patricia Wallace will work with NAWB admin., to coordinate dates.

Next Steps

Brief discussion on Full Board announcements.

Call to the Public

No public.

Adjournment

Marie Sullivan, Vice-Chair Meeting adjourned meeting at 9:25 a.m.

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