



**Maricopa County Workforce Development Board – Adult Education Applications Review Workgroup  
Meeting Minutes**

**Friday, April 17, 2020 at 1:00 p.m.**

**REMOTE MEETING**

WebEx: <https://mcwdb-1095-9b71.my.webex.com/meet/mcwdb>

Phone: +1-510-338-9438; Access Code/Meeting ID: 625 125 871

**Members Present:** Mark Wagner (Ph.), David Drennon (Ph.), Susan Morris (Ph.)

**Members Absent:** n/a

**MCWDB Staff Present:** Patricia Wallace, Nancy Avina

**Call to Order**

Meeting was called to order by Mr. Mark Wagner at 1:08 p.m.

**Roll Call**

WDB Liaison, Nancy Avina, took roll. Quorum was present.

**Review and discuss the review of Adult Education applications\***

WDB staff spoke about the purpose of the meeting being for board members to discuss observations, highlights and key points observed on each application reviewed. The board members briefly discussed their experience in reviewing applications as well as, challenges. The board members reviewed and discussed their feedback and recommendations on each application reviewed. Minor revisions were made to several review forms, based on the discussion. Next steps were discussed.

**Action: Approve the reviewed recommendations for Full Board approval**

David Drennon made a motion to approve and forward the recommendations of the applications reviewed, with the committee's approval, to the full board. Susan Morris seconded the motion. Ayes: Mark Wager, David Drennon, Susan Morris. Nays: None. Motion carried.

**Call to the Public**

Mr. Wagner, called for public comment. No public comment.

**Adjourn**

Mr. Wagner adjourned the meeting at 1:38 p.m.

*\*For additional information, contact Nancy Avina, Board Liaison at [nancy.avina@maricopa.gov](mailto:nancy.avina@maricopa.gov).*