

**MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD**

**Thursday, October 29, 2020 – 10:00 a.m.**

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

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

**Members Present:** Bonnie Schirato (Ph.), Brent Downs (Ph.), Christine Colon (Ph.), Christopher Tafoya (Ph.), Collin Stewart (Ph.), Elizabeth E. Cole (Ph.), Erik Cole (Ph.), Gregg Ghelfi (Ph.), Loren Granger (Ph.), Mark Wagner (Ph.), Matthew McGuire (Ph.), Neal Dauphin (Ph.), Shawn Hutchinson (Ph.), Tina Drews (Ph.), Vanessa Andersen (Ph.)

**Members Absent:** Marcia Veidmark, Stan Chavira

**Call to Order.**

Interim Chairman, Matt McGuire, called the meeting to order at 10:00 a.m., welcomed members of the board and the public to the MCWDB meeting and requested roll call.

**Roll Call.**

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

**Welcome and Opening Remarks.**

Chairman McGuire provided brief open meeting reminders, welcomed board member, Erik Cole and provided a brief overview of the agenda. Mr. Erik Cole provided a brief self-introduction. Chairman McGuire further recognized and thanked Maricopa County and WDB staff, the Compliance workgroup and DES staff for their hard work over the last month.

Chairman McGuire asked Interim Executive Director, Bill Wiley to share a few opening thoughts and comments. Mr. Wiley shared a brief timeline overview regarding the compliance schedule, deadlines and compliance documents worked on. He emphasized the documents are living documents and could be updated/revised by the Board at any time. Mr. Wiley further thanked a few individuals for their leadership and work.

Chairman McGuire reviewed the Board’s vision, values and goals.

**Consent Agenda.**

Chairman, McGuire, asked for a motion to approve the consent agenda. Gregg Ghelfi made the motion. Shawn Hutchinson seconded the motion. No discussion held. Roll call vote held:

**In favor:** Bonnie Schirato, Brent Downs, Christine Colon, Christopher Tafoya, Collin Stewart, Elizabeth E. Cole, Erik Cole, Gregg Ghelfi, Loren Granger, Mark Wagner, Matt McGuire, Neal Dauphin, Shawn Hutchinson, Tina Drews, Vanessa Andersen

**Opposed:** None

**Abstained:** None

Motion carried.

**Shared Governance Agreement.\***

Chairman McGuire briefly touched upon the two potential motions being sought, listed on the agenda and asked Assistant County Manager, Lee Ann Bohn and Executive Director, Bill Wiley to address the materials included in the agenda packet. Ms. Bohn provided a brief summary of the changes to the SGA and recognized Nancy Meeden from DES for her feedback, resourcefulness and assistance. Ms. Bohn further informed that with the changes made DES confirmed all requirements for compliance are met.

Chairman McGuire addressed bullet points on the agenda for action and purpose of creating a provider committee (item 6) to address provider selection, management, collaboration and competitive procurement processes.

Chairman asked for a motion to select the Maricopa County Human Services Department as the Youth Services provider and also recognize that the Maricopa County Workforce Development Board has the authority to (a) choose to have the grant recipient provide youth services or (b) competitively award grants or contracts for youth services. Shawn Hutchinson made a motion to designate Maricopa County HSD as the Youth Services providers. Gregg Ghelfi seconded the motion.

Chairman McGuire opened the floor for discussion. A board member expressed concerns regarding comments previously brought forth regarding youth services and lack of compliance with federal law, as well as lack of a proper process. Additionally, desire to see language regarding how the board selects providers and the involvement of the standing youth committee was expressed. Chairman McGuire acknowledged comments. Another board member confirmed his understanding regarding DES confirmation of compliance. Confirmation was also addressed regarding HSD as youth service provider through 2023. Chairman McGuire confirmed and also clarified the MCWDB can decide at any time to go through a competitive procurement process.

Given the discussion, the motion was amended to be as written on the agenda. Shawn Hutchinson agreed to amend his motion as listed in the agenda. Gregg Ghelfi seconded the amended motion. Roll call vote held:

**In favor:** Bonnie Schirato, Brent Downs, Christine Colon, Christopher Tafoya, Collin Stewart, Erik Cole, Gregg Ghelfi, Loren Granger, Mark Wagner, Matt McGuire, Neal Dauphin, Shawn Hutchinson, Tina Drews

**Opposed:** Elizabeth E. Cole, Vanessa Andersen

**Abstained:** None

Motion carried.

Chairman McGuire asked for a second motion to approve the Shared Governance Agreement for submission to the Board of Supervisors and subsequently to the Arizona Department of Economic Security. Chairman McGuire provided brief context. Bonnie Schirato made a motion. Gregg Ghelfi seconded the motion.

Chairman McGuire opened the floor for discussion and comment. A board member asked for clarification regarding board policies being developed after the approval of the SGA. Chairman McGuire provided clarifying comments. Roll call vote held:

**In favor:** Bonnie Schirato, Brent Downs, Christine Colon, Christopher Tafoya, Collin Stewart, Erik Cole, Gregg Ghelfi, Loren Granger, Mark Wagner, Matt McGuire, Neal Dauphin, Shawn Hutchinson, Tina Drews

**Opposed:** Elizabeth E. Cole, Vanessa Andersen

**Abstained:** None

Motion carried.

### **Provider Committee.**

Chairman McGuire informed on the need and purpose of a provider committee and requested formal action to designate energy to the creation and ongoing management of a provider committee. Chairman McGuire requested a motion to create a provider committee that reviews the performance of all services, service providers, leads competitive procurement processes, providers performance evaluations and recommendations to the MCWDB on these relationships and/or contracts. Elizabeth E. Cole made a motion. Christopher Tafoya seconded the motion.

Chairman McGuire opened the floor for discussion and comment. Chairman McGuire provided comment regarding the need for key discussion on how the committee interacts with other committees and developing a charter, etc. Brief discussion held on the importance of having a cross-section of the MCWDB involved and previous research conducted by board members. Roll call vote held:

**In favor:** Bonnie Schirato, Brent Downs, Christine Colon, Christopher Tafoya, Collin Stewart, Elizabeth E. Cole, Erik Cole, Gregg Ghelfi, Loren Granger, Mark Wagner, Matt McGuire, Neal Dauphin, Shawn Hutchinson, Tina Drews, Vanessa Andersen

**Opposed:** None

**Abstained:** None

Motion carried.

**Bylaws.\***

Chairman McGuire turned the floor to Assistant County Manager, Lee Ann Bohn to address the Bylaws agenda item. Ms. Bohn provided a brief summary of changes to the Bylaws as noted in the 2-page summary in the agenda packet. Chairman McGuire opened the floor for questions; no questions asked.

Chairman McGuire asked for motion to approve the Bylaws. Christopher Tafoya made a motion. Bonnie Schirato seconded the motion. Roll call vote held:

**In favor:** Bonnie Schirato, Brent Downs, Christine Colon, Christopher Tafoya, Collin Stewart, Erik Cole, Gregg Ghelfi, Loren Granger, Mark Wagner, Matt McGuire, Neal Dauphin, Shawn Hutchinson, Tina Drews

**Opposed:** Elizabeth E. Cole, Vanessa Andersen

**Abstained:** None

Motion carried.

**Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA).\***

Chairman, Matt McGuire turned the floor to Fiscal Agent representative, Jacqueline Edwards to address the Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA). Ms. Edwards provided a summary of the timeline and changes to the MOU and IFA.

Chairman McGuire asked a clarifying question regarding an additional review per the semi-annual review at the end of the year. Ms. Edwards confirmed a review would need to occur by the end of the year. Chairman McGuire opened the floor for further questions. A board member thanked Maricopa County staff regarding the IFA and provided further comment regarding coming together and the semi-annual review process. Additionally, a board member commented on looking forward to the bi-annual review of the documents, as well as on shared system costs concerns for Title II and the need to address.

Chairman McGuire asked for motion to approve the Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA) for submission to the Board of Supervisors and DES. Christopher Tafoya made a motion. Loren Granger seconded the motion. Roll call vote held:

**In favor:** Bonnie Schirato, Brent Downs, Christine Colon, Christopher Tafoya, Collin Stewart, Erik Cole, Gregg Ghelfi, Loren Granger, Matt McGuire, Neal Dauphin, Shawn Hutchinson, Tina Drews

**Opposed:** Elizabeth E. Cole – due to the process, Vanessa Andersen

**Abstained:** None

Motion carried.

**Local Plan.\***

Chairman McGuire turned the floor to Consultant, Trevor Stokes and Executive Director, Bill Wiley to address the Local Plan. Mr. Stokes provided a brief overview of the local plan process, a summary of the content in each of the 5 local plan sections, as well as the public comment process. He informed that out of 28 unique public comments, 21 ½ were integrated into the plan and informed why the additional comments were stored for future reference.

Chairman McGuire provided summary comments and opened the floor for comment or questions; no comments or questions made. Chairman McGuire asked for motion to approve the Local Plan for submission to Board of Supervisors and the Department of Economic Security. Bonnie Schirato made a motion. Gregg Ghelfi seconded the motion. Roll call vote held:

**In favor:** Bonnie Schirato, Brent Downs, Christine Colon, Christopher Tafoya, Collin Stewart, Elizabeth E. Cole, Erik Cole, Gregg Ghelfi, Loren Granger, Matt McGuire, Neal Dauphin, Shawn Hutchinson, Tina Drews, Vanessa Andersen

**Opposed:** None  
**Abstained:** None

Motion carried.

Chairman McGuire provided comments of appreciation and briefly touched on next steps.

**Call to the Public.**

Chairman McGuire made a call for public comment.

Assistant County Manager, Lee Ann Bohn informed on 2 Business Member vacancies on the MCWDB and asked Board Members to recommend potential board members and/or reach out to staff for further information.

**Adjourn Full Board Meeting.**

Chairman McGuire adjourned the MCWDB meeting at 11:21 a.m.

*\*For additional information, contact MCWDB staff at: [MCWDB@maricopa.gov](mailto:MCWDB@maricopa.gov)*