

MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

Thursday, June 15, 2023 – 9:30 a.m.

<https://www.gotomeet.me/MaricopaCountyWDB>

Phone: +1 (872) 240-3212; Access Code/Meeting ID: 167-097-701

Members Present: Angela Creedon, Bonnie Schirato, Kathryn “Che” Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Members Absent: Darcy Renfro, Grenee Martacho, Jacob Evenson, Matt Clark, Scott Sudhalter, Scott Holman, Steve Navis, Subhash Chandra

MEETING

Call to Order.

Chair Leah Hill called the meeting to order at 9:31 a.m. and requested a roll call.

Roll Call.

MCWDB Management Analyst Nancy Avina took the roll call. A quorum was present.

Welcome and Opening Remarks.

Chair Hill welcomed everyone and read the MCWDB’s vision, values, and goals.

Consent Agenda.

- a. Meeting Minutes: April 20 2023
- b. Fiscal Reports
- c. Executive Director’s Report
- d. Monthly Careers Pathway Strategist Report
- e. FY23 MCWDB 3rd Quarter Report
- f. Title IB 3rd Quarter Report
- g. FY24 MCWDB Meeting Schedule
- h. Title IA Governance Monitoring – 2nd Quarter
- i. Maricopa County Recertification Approval

MOTION: Chair Hill asked for a motion to approve consent agenda items. Bonnie Schirato made a motion; Shawn Hutchinson seconded the motion.

All in favor vote held:

In favor: Bonnie Schirato, Kathryn “Che” Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

Chair Report.

Chair Hill discussed our regional landscape in regard to a potential or current recession. Chair Hill also thanked each board member for their commitment to this board and within their respective careers.

Community Impact Statements.

a. MCWDB Success Story

Workforce Development Division Smart Justice Career Advisor Charles Mathews shared the MCWDB success story.

Information/Discussion/Possible Action.

a. In-Demand Industries Recommendation

MCWDB Executive Director Steve Clark proceeded by presenting the In-Demand Industries Discussion/Recommendation. Mr. Clark highlighted that our in-demand industries were last decided upon in 2018. The purpose of this presentation is to set the precedent for reviewing our in-demand industries annually and to vote upon them today. Mr. Clark reviewed the process and history of discussions we have had about our in-demand industries this FY, including guest presentations by Rachel Tashbook, giving credit to the Employer Connection Committee. Mr. Clark then reviewed why in-demand industries are important and how they guide our decisions within ARIZONA@WORK. Mr. Clark laid out the top 16 industries by overall ranking. The Executive Committee's recommendation to the Full Board is to keep our current 6 in-demand industries (Construction, Healthcare & Social Assistance, Manufacturing, Finance & Insurance, Transportation & Warehousing, and Information Technology). No questions by the board.

MOTION: Chair Hill asked for a motion to approve the In-Demand Industries Recommendation as presented. Marcia Veidmark made a motion; Noelle Trinder seconded the motion.

A Roll Call vote held:

In favor: Bonnie Schirato, Kathryn "Che" Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

b. Memorandum of Understanding/Infrastructure Funding Agreement

MCWDB Management Analyst Nancy Avina proceeded by presenting the Memorandum of Understanding/Infrastructure Funding Agreement. Ms. Avina delivered a background and the process of the MOU & IFA. Ms. Avina then moved to go over the summary of revisions and editing processes to both the MOU and the IFA. Currently, the MOU & IFA are in the process of collecting final signatories prior to moving to the BOS for approval. Today, asking for MCWDB approval in order to continue moving forward. Ms. Avina then asked for any questions, there were no questions.

MOTION: Chair Hill asked for a motion to approve the Memorandum of Understanding/Infrastructure Funding Agreement as presented. Bonnie Schirato made a motion; Marcia Veidmark seconded the motion.

A Roll Call vote held:

In favor: Angela Creedon, Bonnie Schirato, Kathryn "Che" Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

c. One-Stop Operator Contract Performance Assessment

MCWDB Management Analyst Nancy Avina proceeded by presenting the One-Stop Operator Contract Performance Assessment. Ms. Avina gave an overview of what the assessment is and the process, and how it applies to our OSO. Avina walked through the current spreadsheet document showing the MCWDB members how performance items are rated, measured, and scored. Ms. Avina then handed the presentation to Executive Director Steve Clark for any additional comments and then recommended that the MCWDB approves the One-Stop Operator Contract Performance Assessment.

Ms. Avina asked for any questions or discussion. Tina Drews made the comment of thanking Ms. Avina and those involved in the work to create this. Ismael Rangel made the comment of additionally thanking Ms. Avina and those involved. Rangel asked a question about the ability of the OSO to visit the career center sites once per week. Ms. Avina stated that the OSO is currently located at one of our comprehensive sites and has agreed to visit our other site on a weekly visit. Rangel asked where our one-stop centers are located and if they are required to visit our affiliate sites. Ms. Avina noted that they are required to visit our comprehensive sites weekly and our affiliate sites quarterly. Ms. Avina also noted that the OSO scope of work is frequently visited to ensure success and capacity to meet the performance measures.

MOTION: Chair Hill asked for a motion to approve the One-Stop Operator Contract Performance Assessment as presented. Angela Creedon made a motion; Noelle Trinder seconded the motion.

A Roll Call vote held:

In favor: Angela Creedon, Bonnie Schirato, Kathryn "Che" Collins, Elizabeth Valdez, Gregg Ghelfi, Ismael Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

d. MCWDB Officer Elections

Chair Hill opened nominations for the MCWDB Officer Elections.

i. MCWDB Chair

Shawn Hutchinson made a motion to nominate Leah Hill to serve as the Chair of the MCWDB. Leah Hill accepts the nomination. Chair Hill asks if there are any further nominations. None were made, so Chair Hill closes Chair nominations. Chair Hill delivers her vision for the MCWDB.

MOTION: Shawn Hutchinson made a motion to nominate Leah Hill to serve as the Chair of the MCWDB; Marcia Veidmark seconded the motion.

A Roll Call vote held:

In favor: Angela Creedon, Bonnie Schirato, Kathryn "Che" Collins, Elizabeth Valdez, Gregg Ghelfi, Ismael Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

ii. MCWDB Vice Chair

Chair Hill opens nominations for the Vice Chair of the MCWDB. Marcia Veidmark made a motion to nominate Bonnie Schirato as Vice Chair of the MCWDB. Schirato accepts the nomination. In the chat function of GoToMeeting, Liz Valdez additionally nominates Bonnie Schirato for Vice Chair of the MCWDB. With hearing no other nominations, Chair Hill closes nominations to the MCWDB Vice Chair and offers Schirato the chance to deliver her vision as Vice Chair. Bonnie speaks about her excitement about the opportunities ahead of us.

MOTION: Chair Hill asked for a motion to approve Bonnie Schirato for Vice Chair of the MCWDB. Marcia Veidmark made a motion; Loren Granger seconded the motion.

A Roll Call vote held:

In favor: Angela Creedon, Bonnie Schirato, Kathryn “Che” Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

iii. MCWDB Second Vice Chair

Chair Hill opens nomination for the Second Vice Chair of the MCWDB. Bonnie Schirato nominates Shawn Hutchinson. Shawn Hutchinson accepts the nomination. With no further nominations, Chair Hill closes the nominations and invites Shawn Hutchinson to deliver his vision for the MCWDB. Hutchinson welcomes the MCWDB staff and the programs and initiatives the staff has led.

MOTION: Chair Hill asked for a motion to approve Shawn Hutchinson for Second Vice Chair of the MCWDB. Bonnie Schirato made a motion; Gregg Ghelfi seconded the motion.

A Roll Call vote held:

In favor: Angela Creedon, Bonnie Schirato, Kathryn “Che” Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Shawn Hutchinson, Tina Drews

Opposed: None

Abstained: None

Motion passed.

e. FY24 MCWDB Committee Structure

Chair Hill then invites MCWDB Executive Director Steve Clark to present the FY 2024 Maricopa County Workforce Development Board Committee Structure Discussion. Mr. Clark starts by thanking the newly appointed Chair, Vice, and Second Vice Chair for their acceptance of their roles on the MCWDB. Mr. Clark reviewed the current committee structure, including the executive, youth, employer connection, and marketing and outreach committees. The proposed plan is to keep and move forward with Youth Committee and the Employer Connection Committee. Mr. Clark is proposing to sunset the Marketing & Outreach Committee and ask to integrate marketing efforts with our Maricopa County Human Service Department. Clark presented new committee considerations; Talent Pipeline Committee to embed within the Employer Connection Committee and create a new Regional Workforce Initiatives Committee. After reviewing the recommendation to sunsetting the Marketing & Outreach Committee and creating the Regional Workforce Initiatives Committee, asks for any questions or discussion. Tina Drews asks to consider the talent pipeline in other areas rather than Youth specifically. Mr. Clark emphasizes that the talent pipeline will be considered within all of the committees.

MOTION: Chair Hill asked for a motion to approve the FY24 MCWDB Committee Structure as presented. Gregg Ghelfi made a motion; Bonnie Schirato seconded the motion.

A Roll Call vote held:

In favor: Bonnie Schirato, Kathryn “Che” Collins, Elizabeth Valdez, Gregg Ghelfi, Ismial Rangel, Jason Walker, Joe Veres, Konrad Robichaud, Leah Hill, Loren Granger, Marcia Veidmark, Noelle Trinder, Tina Drews

Opposed: None

Abstained: None

Motion passed

Information/Discussion Only.

a. MCWDB Training: Title II

Chair hill introduced Kristi Wimmer to present the MCWDB Training: Title II. Ms. Wimmer delivers an overview of all the services offered within Title II-Adult Education. Following Ms. Wimmer's presentation, E. Cole added the perspective from Rio Salado.

b. Healthcare Careers Pathways at Banner

Due to limited time, Noelle Trinder asked to move this presentation to the next meeting. Chair Hill referred to Steve Clark for his recommendation, and Mr. Clark agreed and stated that Banner's presentation will be on the next board meeting agenda. Chair Hill then moves to call the public.

c. FY24 MCWDB Committee Chairs and Roster Recommendations

Due to limited time and per recommendations above by Steve Clark, the item agenda was not discussed during the MCWDB Full Board meeting today, June 15, 2023.

Call to the Public.

Chair Hill made a call for public comment. No one spoke.

Adjourn.

Chair Hill adjourned the MCWDB meeting at 10:59 a.m.

**For additional information, contact MCWDB staff at: MCWDB@maricopa.gov*