

MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

Wednesday, September 19, 2018 – 8:30 a.m.

Arizona Department of Administration

100 N. 15th Avenue Suite 103 – Conference Room Phoenix, Arizona 85007

<https://bluejeans.com/546993469>

Members Present: Angie Ferguson, David Drennon, Drew Thorpe, Gregg Ghelfi, Kelsie McClendon (Ph.), Mark Wagner, Neal Dauphin, Randy Kimmens, Reid Graser, Sally Downey, Shawn Hutchinson, Thomas Jenkins, Kelly Crawford

Members Absent: Carlton Brooks, Robin Schaeffer, Charisse Sink, Marla Lazere

Call to Order

At 8:43 a.m., 1st Vice-Chair, Drew Thorpe led meeting, recognized new board members and held introductions around the room. 1st Vice-Chair, officially called the Maricopa County Workforce Development Board (MCWDB) meeting to order at 8:49 a.m.

Roll Call

MCWDB Liaison, Nancy Avina took roll call; quorum was present (11+).

Consent Agenda

1st Vice-Chair, Drew Thorpe called for a motion to approve all items under the consent agenda. Sally Downey made motion. Randy Kimmens seconded motion. All were in favor, the motion carried.

Fiscal Agent Report Update

Executive Director (ED), Patricia Wallace, provided an update on the current budget as supplied by the fiscal agent. Mention and review was made of 10% local area reduction and its impact on the board budget. Reduction came from State allocation, based on fund distribution and the unemployment rate. ED touched upon upcoming board member travel, including upcoming NAWB conference. The ED also introduced the fiscal agent representative, Kristen Ralston, to the MCWDB. Standing meeting with the fiscal agent occurs the third Monday of every month, should board members want to attend. Brief questions addressed on funding.

Ratify EC approval of Transfer of Funds Request

Executive Director, Patricia Wallace, provided a brief background on the WIOA transfer of funds process and informed the board of the administrative entity's request to transfer 80% of Dislocated Worker funds to Adult funds for the continuance of service delivery. Executive Committee action was reviewed and ratification by the full board was requested. Motion to approve request was made by Sally Downey. Tom Jenkins seconded motion. All were in favor, motion carried.

Policies for Discussion and Approval

Management Analyst, Isabel Creasman, provided a brief update on the current adult and youth services policy review. A review of this process was provided. The following two policies were discussed:

17-04 Basic Career Services – Board approval was requested; no concerns were raised. Motion to approve request was made by David Drennon. Tom Jenkins seconded motion. All were in favor, motion carried.

17-08 Co-Enrollment – Based on Executive Committee feedback, additional work is necessary on the co-enrollment policy.

Performance Negotiations Discussion and Approval

Executive Director, Patricia Wallace, provided information on the process for negotiations of performance metrics with the Department of Economic Security. Targets for PY18 and PY19 were shared with the board. Request was made for the board to approve targets. Brief discussion and clarification held. Comparison of 1-year data requested by board members. 1st Vice-Chair asked for a motion to approve. Neal Dauphin made motion to approve. David Drennon seconded motion. All were in favor, motion carried.

MCWDB Strategic Planning Goal Based Workgroups – Group Activity

Strategic Planners, Sheila Murphy and Tracey Regenold, provided an overview of the Strategic Planning initiative and the work that has been completed to date, including the needs assessment findings and system recommendations.

The following was provided as an overview of the work:

- The Board developed vision and the five board-developed goals were reviewed.
- The four System Recommendations were reviewed, which include: (1) Board Development, (2) Integrating design emphasis, (3) Role Clarification and Optimization, and (4) Develop/enhance system relationships.
- Timeline for implementation was reviewed.
- Reviewed of goal workgroup discussion process for the day and recommendations for future board meetings.

Strategic Planner discussed the group activity and addressed questions. Board members broke out into four groups to fill out strategic planner developed worksheets; Groups then reported out to the full board. Public was encouraged to join groups.

Goal 1 Summary – Group discussed silos; and developing a hub of information for all apprenticeship and training programs through writing legislation and passing bill.

Goal 2 Summary – Group discussed process, reviewing step-by-step based on previous developed strategies and actions needed. Focus was on mapping out: Begin identifying industry/in-demand sectors; get research and data; Understand in-demand sectors and utilization of the workforce system. Once accomplished, build a value proposition and brand.

Goal 3 & 4 Summary – Group discussed sustainability, future of the program and funding mechanism. Solicitation of other funding was also discussed; creating a plan to identify sources and sell what we do to obtain buy-in from industry/other organizations.

Goal 5 Summary – Group discussed performance based metrics. The group noted the following was needed: Include metrics in a contract and look at the individual organizations; be outcome based not process based; align with state provided performance goals; establish planned and stretch targets; and incentivize. Group also touched upon technological tools for data collection and reporting.

Break held from 10:25 a.m. to 10:45 a.m.

Second part of group activity held. Strategic Planner provided brief instructions. Board members aligned to their preferred goal and continued to complete the strategic planner developed worksheets. Groups reported out on the second part of the group activity.

Goal 1 Summary – Group continued discussing passing legislation to create a hub that acts as clearing house/umbrella for every job training program/apprenticeship in the State, as well as identifying the appropriate legislators to involve. The group would like to solidify by December and get the help necessary to develop the language and to produce the bill. The group also discussed expanding to a segment where industry can provide feedback, and possibly to job openings using pipeline AZ to leverage.

Goal 2 Summary – Group continued discussing alignment with all workgroups, for value proposition and timing; brand awareness as of today or start building a new awareness. Start with data, ensure getting the right in-demand/sector data and involve business service representatives. As sector employers are identified, partner and visit associations to present and gather a needs assessment. Additionally, partnering with education providers, and future possibilities such as an online portal.

Goal 3 & 4 Summary – Group discussed close links between regionalism and sustainability. Sustainability discussion led to discussing funding cuts and entities that access additional private, corporate, foundation money

to supplement WIOA money. Focus around regionalization is to become more efficient and do more with less money; supplementing funding with additional outside funds. Group also discussed establishing formal communication with the Phoenix Board for regional discussion, identifying opportunities and sell to governing bodies as a joint force and establish a regional board coalition; look into additional partners in the future. Explore best practices and opportunities; and assess to develop a business case. Group also discussed addressing Goal 4 at a later point based on Goal 3 to be done. Sustainability piece is around getting funding and access to a 501(c)(3). Goals include (1) completing a landscape analysis for available funding and (2) determining how to get funding.

Goal 5 summary – Group provided background information to their discussion, including findings from NAWB conference attendance related to national challenges with data reporting systems. The group also informed on the WDB’s current work around identifying a new system. The background information provided, led to the discussion of who is the client? The primary client being the Employer. Group also discussed surveying the employers for best practices and to understand their needs; the group also discussed working with other groups who are identifying employer needs. Work with City of Phoenix to work on a regional workforce data system, with the state to work on a statewide system.

Strategic Planner, Sheila Murphy, provided closing remarks and next steps; closing discussion held including on potential obstacles. Next steps include focusing on one workgroup per meeting (i.e., Goal 1 in October, Goal 3 & 4 in November).

Announcements/Next Steps

None provided.

Call to the Public

No public comment.

Adjournment

Motion to adjourn. Sally Downey made motion, Tom Jenkins seconded motion. Meeting was adjourned by 1st Vice-Chair, Drew Thorpe at 12:30 p.m.

**For additional information, contact Nancy Avina, Board Liaison at: avinan@mail.maricopa.gov.*