

**Maricopa County Workforce Development Board – Local Board Certification and Self-Assessment Workgroup**  
**Monday, November 6, 2017 - 9:30 a.m. – 11:00 a.m.**  
**Via Remote Conferencing**

**Members Present:** Nick DePorter, Carlton Brooks, Shawn Hutchison, Marie Sullivan  
**Members Absent:** Blair Liddicoat, Kelsie McClendon  
**Staff Present:** Nancy Avina, Patricia Wallace

**Call to Order/Welcome**

Marie Sullivan, Workgroup Lead convened meeting at 9:36 a.m.

**Roll Call**

Nancy Avina, board liaison took roll. Majority of workgroup present.

**Approval of Previous Meeting Minutes**

Workgroup Lead asked for review and motion to approve previous meeting minutes. Nick DePorter made motion. Carlton Brooks seconded motion. All in favor. Motion carried.

**Discussion, Review and Possible Action**

**Self-Assessment Continued Evaluation**

Workgroup members provided summary of previous meeting and takeaways. Clarification on review process.

Review of remaining sections in self-assessment. Extensive discussion, revision and consensus throughout remaining sections after page 4: Career Pathways Development.

Recommendation that internal document of self-assessment show movement, create legend and move X with different year and different color. Recommendation to separate rankings on program oversight section to distinguish youth from adult/DW rating.

**Workgroup Next Steps**

Word tweaking to still to happen; next step is for workgroup to receive revised draft of self-assessment. Finalize with comments and edits made, push forward to full board for review and approval and submit to State. No specific due date, however provides State with information on progression. Discussion on timeline and next full board meeting. Edits/comments redistributed to workgroup for further comment and approval, then add to Full Board meeting for presentation and review/approval.

Workgroup lead provided closing comments and thanked workgroup members for participation.

**Adjournment**

Meeting adjourned at 10:54 a.m.