



MINUTES OF PUBLIC MEETING OF THE MARICOPA COUNTY WORKFORCE DEVELOPMENT BOARD

Friday, March 16, 2018 - 1:00 p.m. – 2:30 p.m.
At the Maricopa County Human Services Department
234 N Central Avenue, 3rd Floor, Phoenix, AZ 85004
Conference Line: 602-506-9695, Passcode: 377148

Meeting Attendees: MCWDB: Kelsie McClendon (Ph), Thomas Jenkins (Ph), Gregg Ghelfi, Drew Thorpe
PHXWDB: Audrey Bohanan

Staff Present: Patricia Wallace, Isabel Creasman

Welcome/Chairman's Goals for NAWB Forum

Chairman Kelsie McClendon welcomed everyone. Attendee introductions.

Travel Logistics

Dates of Attendance

Management Analyst, Isabel Creasman, reviewed the travel itinerary for the group.

Contact Information

Chairman Kelsie McClendon discussed the need for a document of contact information (email and phone number) of all NAWB Forum attendees.

Request for staff to put contact list together and disseminate prior to the conference.

Attendee Meet-up

There was discussion on the need for attendees to gather during the conference to determine workshop attendance as descriptions were not yet available. Dates and times of meetings were discussed and agreed upon.

Request for staff to add the dates/times of these meetings to the Forum Schedule document and disseminate updated document.

Conference Logistics

Session Attendance

The group reviewed the Forum schedule and determined Member attendance to the assemblies, Innovation Tool Shops, and peer-to-peer roundtables. There was also discussion on how Hill Visits work. It was requested that Gregg Ghelfi look into possibility of setting up a Hill Visit for the group.

Request for staff to note Member attendance to assemblies, innovation tool shops, and roundtables in the Forum Schedule document and disseminate updated document prior to the conference.

Expectations

Group discussion of conference attendance expectations.

Discussion and Review

Report Out Procedures

Discussion of ways to disseminate conference information to Board members who could not attend NAWB Forum. It was determined that during the conference, Members would take notes and collect handouts (as

necessary). The group will reconvene on April 6th (1-3pm) to debrief and share key findings. Staff would then be responsible for putting together a report to be shared with the full Board.

Request for staff to schedule the debrief meeting.

Next Steps

Recap of action items above.

Adjournment

Chairman, Kelsie McClendon adjourned meeting at 2:10 p.m.

**For additional information, contact Isabel Creasman at: creasmani@mail.maricopa.gov.*