

Minutes of the Maricopa County Workforce Development Board Youth Committee

Wednesday, June 13, 2018 - 10:00 a.m.

Maricopa County Human Services Department

234 N Central Avenue 3rd Floor Roosevelt Conference Room Phoenix, AZ 85004

Members Present: Alex Jovanovic, Bruce Walls, Ernest Rose (Ph), Kelli Kincaid, Reid Graser, Shawn Hutchinson

Members Absent: N/A

Call to Order/Welcome

Youth Committee Chairman, Shawn Hutchinson called meeting to order at 10:03 a.m.

Roll Call

Board Liaison, Nancy Avina took roll call. Quorum was present (6).

Discussion, Review and Possible Action

Approval of Minutes – May 9, 2018

Chairman, Shawn Hutchinson asked for a motion to approve previous meeting minutes. Alex Jovanovic made motion, Reid Graser seconded motion. All in favor; motion carried.

Youth Performance Survey Focus Group Follow Up

Management Analyst, Isabel Creasman reviewed brief feedback provided by youth committee members on the performance focus group questions; brief discussion held on transportation barriers. Discussion was also held on sample logic model and outcome and indicator documents provided by Isabel, and the usefulness of the documents as a starting point for the focus group. Isabel will begin to work on convening the focus group. Tentative dates discussed; committee members discussed having the meeting after a youth committee meeting as well as looking at a September/October date.

Executive Director Report

Executive Director, Patricia Wallace provided a brief update on the MCWDB Strategic Planning session coming up (June 27, 2018) and encouraged youth committee member attendance. Youth committee education importance touched upon. Patricia also touched upon full board and workgroup activity, including the upcoming 2020 budget, an annual report and a schedule for BOS briefings in October; youth committee members interested in participating in upcoming workgroups, let staff know. WIOA reauthorization and reallocations also briefly touched upon; Maricopa County funding was reduced for the next year -2%, overall 2.1 million in funding. Brief questions and comments held overall on the ED report.

Youth Committee Charter, Duties and Roles

Executive Director, Patricia Wallace informed on MCWDB Chairman request for committees and workgroups to develop a charter on objectives and accomplishments. Chairman, Shawn Hutchinson requested examples of charters. Isabel Creasman touched upon charters templates researched, samples will be sent out to committee members. Discussion held on when to schedule a discussion for the youth committee charter; look at July/August after the youth committee meeting? Subcommittee suggested; Kelli will review documents. Vote on charter in September to forward to full board.

Youth Program Operational/Performance Update

Youth Workforce Program Manager, Tina Luke, provided an update on youth vendor performance; a handout was disseminated. Tina reviewed handout content and extensive discussion was held on the performance report. The Executive Director suggested adding Maricopa County youth program services to the report as some services/elements are being directly provided by the County youth program. The Executive Director

also reminded the youth committee of their role of oversight of youth vendor contracts and procurement. Extensive discussion held on youth committee oversight and youth program finances. Maricopa County youth program caseloads were discussed, as well as goals and budget capacity in relation to strategic planning. Youth Committee made a request to see a financial report on youth allocation, cost per person and performance for the local area.

Announcements/Next Steps

Workgroup updates/Assignments

Brief update given on current workgroups. Board Liaison will be sending most current workgroup roster for committee members to consider joining.

Upcoming Trainings/Conferences

Staff will be sending fall conferences as they become available.

Offsite meetings touched upon. Youth Committee to continue to host meetings off site for learning opportunities.

Call to the Public

Chairman Shawn Hutchinson, did a call to the public. ResCare Representative, Cricket DeNunzio shared vendors interest in attending conference on behalf of the county.

Adjourn

Meeting adjourned at 11:28 a.m.

Next Meeting: Wednesday, July 11, 2018, Location TBD

**For More Information Contact Nancy Avina, Board Liaison, avinan@mail.maricopa.gov*