

**Maricopa County Workforce Development Board
Executive Committee Meeting Minutes
Wednesday, March 16, 2016**

Members Present: Steve Troxel, Patricia Wallace, Shellie Frey, Tony Maldonado, Kelsie McClendon, Jim Godfrey

Members Absent: Rick McCartney, Marie Sullivan

Staff Present: Nancy Avina

Guests Present: None

I. Call to Order

- a. Steve Troxel, Chair called the meeting to order at 8:37 a.m.

II. Roll Call

- a. Nancy Avina took roll call, quorum was present.

III. Discussion, Review, and Possible Action

- a. Approval of Minutes – *January 20, 2016*
 - Steve Troxel called for a motion to approve the January 20, 2016 meeting minutes. Jim Godfrey made a motion to approve. Tony Maldonado seconded motion. January 20, 2016 meeting minutes approved.
- b. Officer Elections
 - Patricia informed membership committee is trying to get membership seats seated then figure out who would be right fit for committee, some members have expressed interest in filling seats. Once all have been seated, can ask for volunteers. Knowing term years may have a bearing. Referred to Bylaws (pg. 7 and 8). Right now have a chair and immediate past -chair, no vice chair or second vice chair. Only position with specific stipulations is chair, must be business member. Shellie Frey volunteered to fill vice chair or second vice chair position. Nominations committee will review and make board members aware of positions available.
 - Tony Maldonado reminded that he is retiring and Youth Committee will need a chair. Steve Troxel suggested reaching out to ASU. Additional discussion held on potential candidates.
 - April 7th Due date for applications and nominations. Extensive discussion held on nominees/membership.
- c. Discussion on Full Board Agenda
 - Full Board Agenda review and discussion.
 - Retreat discussion. Get board member volunteer to take that on.
 - Rebranding, business cards on order

IV. Committee Designations

- a. Industry Sector Committee
 - Kelsie McClendon

1. Staff member assigned for career pathways. Meet with Stacey top 5 qualities of staff member. Career Pathways. Additional discussion held.

- Volunteers

V. WDD Directors Report

- a. Workforce System
 - Introduce new regional manager Zach Schmitz
 - Budget projections until end of year

VI. Nominations Committee

- a. Application/Nomination/Resume Attachment
 - Focusing to fill Business. Invited some potential board members. Additional discussion.
 - Application and Nominations discussion.
 - Term length discussion. Wait to do all at once. Additional discussion.
- b. Deadline
 - April 1st for new candidates, and April 7th for existing candidates.

VII. Call to the Public

- a. Brief introduction Chad Haas.

VIII. Adjourn

- a. Steve Troxel adjourned meeting at 9:28 a.m.

Next Meeting: Wednesday, May 18, 2016