

**Maricopa County Workforce Development Board
Nominations Committee Meeting Minutes
Tuesday, April 26, 2016**

Meeting Start time: 1:00 p.m.

Members Present: Jim Godfrey, Chevera Trillo, Patricia Wallace

Members Absent: None

Staff: Nancy Avina

Discussion, Review and Possible Action

Approval of Minutes – April 13, 2016

Jim Godfrey asked for a motion to approve April 13, 2016 meeting minutes. Chevera Trillo made motion to approve, Patricia Wallace seconded motion. Minutes were unanimously approved by all members.

Vacancies

Officers – Discussion on officer positions, 3 positions; vice chair, second vice chair, and youth committee chair. Nancy Avina emailed everyone including a second reminder. Nancy Avina gave update on current submissions. Priority wise focus on 2 positions vice chair and second vice chair; youth committee handle a little separately can take existing members. Additional discussion held. Deadline is Friday can't take action until then.

Jim Godfrey asked for clarification question on difference in role of vice chair and second vice chair. Nancy Avina informed it is for order in absence of chair the vice chair takes over chairs responsibilities, in absence of both chair and vice chair, second vice chair takes over responsibilities of board. In executive committee they are members, and any other committee chairs, ability to add up to 2 board members. Discussion held.

Give members till Friday. Discuss at next meeting.

Other Seats – Youth committee chair discussion. Steve Troxel appoints someone that sits on the Workforce Development Board. Cross over person. Chevera Trillo recommended Steve Troxel put out an ask out, write a paragraph of why they are interested in that role. Additional discussion held.

Nancy Avina to take an action send out request to board members to see who has interest in being the chair for the youth committee put a deadline. Put out to new board members as well.

Industry Association Recruiting Updates



Apprenticeship/Labor – Jim Godfrey and Chevera Trillo reaching out, exploring interest. Nancy Avina received interest from Albert Blanco referred by Willie Higgins. Additional Discussion held. Nancy Avina to correct type-o on slate.

Jim Godfrey requested sending out a letter to the new board members. Discussion held. Will be done by the beginning of next week.

New Board Member Orientation/Onboarding

Jim Godfrey connected with City of Phoenix, Isis and has meeting with her who will give a thumb drive with all that City of Phoenix is using. Chevera Trillo suggested looking at Maricopa County's archives. Discussion held.

Patricia Wallace asked what would be some process improvement for the board. Chevera Trillo suggested doing a survey monkey, draft questions read through, add and subtract. Jim Godfrey suggested taking tour of one-stops, explaining money/budget. Think about other boards and what they do that we wish we did. Chevera Trillo suggested reaching out to NAWB for resources. Additional discussion held.

Other Business

Maybe add item to the agenda half hour on specific workforce topics.

Next meeting discussion. Slate to BOS.

Give new board members a curtesy update. Chevera Trillo will call Dennis Troggio and Ron Hardin. Jim Godfrey will follow up with Glen Bowers and Neal Dauphin. Identify onboarding date second or third week in June. Chevera Trillo suggests giving them 2 options, a morning or afternoon at one stop. Suggest block out 4 hours most at end of week for onboarding. 15th or 22nd of June, what works best at a one stop. Discussion held.

Nancy to look at what is available space wise; preference East Valley. Chevera Trillo suggested building in a welcoming session. Can invite existing board members that would like to participate as well.

Call to the Public

No comments

Meeting End time: 1: 50 p.m.

Next Meeting: *To be determined*

