

**Maricopa County Workforce Development Board
Nominations Committee Meeting Minutes
Wednesday, June 08, 2016**

Meeting Start time: 1:59 p.m.

Members Present: Jim Godfrey, Chevera Trillo, Patricia Wallace

Members Absent: None

Staff: Nancy Avina

Guests: Shawn Hutchinson

Discussion, Review and Possible Action

Approval of Minutes – May 05, 2016

Jim Godfrey asked for a motion to approve May 05, 2016 meeting minutes. Chevera Trillo made motion to approve, Patricia Wallace seconded motion. Minutes were unanimously approved by all members.

Orientation Review

Review of draft orientation packet. Jim Godfrey suggested Steve Troxel to talk about role as a member, expectations and responsibilities. What committees we have. Chevera Trillo suggested being explicit about attendance and call out 3 consecutive, so they know really up front. Discussion on committee participations and expectations. What committees are there, overview of taskforces and committees? Additional discussion held.

Review page by page draft orientation packet. Feedback given.

Confirmation of Orientation Dates

Discussion on dates for orientations 16th and 23rd; One for East Valley and one for West Valley. Appropriate for one nominations committee member to be at orientations. 23rd works better for Jim Godfrey, 16th Chevera Trillo at West Valley center. Attend a public CSO. No issues doing both in morning starting at 9:00 p.m. CSO is about an hour, plan for 3 hours. CSO gives high level of what you are going through if you want to engage in services. Additional discussion held.

Chevera Trillo suggested having Steve attend to welcome members as the chair, how important their role is, encourages engagement. Do any required paperwork. Nancy Avina informed there is no required paperwork, oath is mailed and needs to be sent directly to the Clerk of the board. A nice to have a brief bio and a professional head shot. Patricia Wallace informed Richie Taylor will be available to take pictures and help put together bios if they need help.



Chevera Trillo asked if an agenda will be created. Nancy Avina will create an agenda. Nancy will include information in approval letter with terms and will include orientation information as well. Jim Godfrey reviewed tentative agenda items. Additional discussion held. Promo items and business cards.

Survey Monkey Review

Brief Survey Monkey review. Chevera Trillo suggested plugging in a little funding and budget. High level budget review; allocations, WAC approved new allocations. Discussion held.

Jim Godfrey asked nominations committee to review Survey Monkey in more detail and send out a 3rd reminder to complete.

Proposed Board Member Concerns

Open up for review. Discussion on Carlton Brooks seat on board. Chevera Trillo reminded that as point of business Board of Supervisors (BOS) already approved Carlton Brooks for that seat. Review of bylaws. Patricia Wallace contacted Willie Higgins who recommended 3 candidates that met criteria. Definitely want to be compliant but also diversified. Shawn Hutchinson does not agree that we are in compliance, and gave his perspective. Extensive discussion held.

Patricia Wallace informed we can seek further clarification from State DES and from County attorney. Shawn Hutchinson asked to be kept on the loop. Additional discussion held.

Chevera Trillo clarified for point of record from Nominations Committee perspective we are in compliance, understand fully what is being said. Based on our interpretation and guidance we've received, we feel we are in compliance. Shawn Hutchinson's concern is that we are not in compliance. Important to clarify it's not that we are out of compliance; it's that we need to evaluate what the concern is. All agree.

Action is Patricia Wallace will go to State and County to seek clarification. Once we have clarification we will talk during next committee meeting. Open action. Additional comments.

Shawn Hutchinson to be kept on loop and will join nominations committee.

Other Business

Next meeting dates. Chevera to give update to full board, Jim Godfrey will not be there. Discussion held on Sectors. Schedule for Wednesday, July 13, 2016 at 2:00 p.m. Invite Steve to next committee meeting.

Meeting End time: 3:05 p.m.

Next Meeting: Wednesday, July 13, 2016 at 2:00 p.m.