



**Maricopa County Workforce Development Board
Nominations Committee Meeting Minutes
Wednesday, July 13, 2016**

Meeting Start time: 2:15 p.m.

Members Present: Chevera Trillo, Patricia Wallace

Members Absent: Jim Godfrey

Staff: Nancy Avina

Guests: Steve Troxel, Shawn Hutchinson

Discussion, Review and Possible Action

Approval of Minutes – June 08, 2016

In Jim Godfrey's absence Chevera Trillo led meeting. Acknowledged guests present. Chevera Trillo asked for a motion to approve June 08, 2016 meeting minutes. Patricia Wallace made motion to approve, Chevera Trillo seconded motion. Minutes approved.

Survey Monkey Review

Survey was pushed out again, no additional responses. Chevera Trillo gave overview of purpose of survey; incorporated some of the content into our Orientations. Discussion held.

Youth Committee Chair

Discussion held on youth committee chair. We have only received one interest via email from Kelsie McClendon; open up to brand new board members. Members currently consist of non-board members there needs to be a minimum of 2 or 3 board members. Shawn Hutchinson volunteered as a youth committee member. Nancy Avina asked about a process, how formal? Chevera Trillo suggested following same process as vice-chair. Ask why they want to be, make a little more structured, what value and what their vision for committee is. Nancy Avina send out an email, make an announcement as well. Discussion held. Pro tem/Interim youth chair. One pager chair committee role and time commitment. Additional youth committee and youth discussion held.

Sector Committee Chair

Kelsie McClendon is currently the sector committee chair. Steve Troxel announce at retreat of intention, more formal announcement. Announce chair vacancies at same time. Open competition. Discussion held on retreat dates. Discuss with Kelsie can't chair both committees. Additional discussion held. Interim appointment, tackle idea at retreat. Steve Troxel informed vice-chair and second vice-chair are



responsible of becoming the interim chairs; Steve will talk to them and add them as the interim chairs. Vice chairs for the sectors and for the youth; Steve will talk with Kelsie.

Non Board Member Recruits

Patricia informed that on committees that we have bylaws states that we will have non-board member individuals; a minimum of at least 1 per committee. Who will be value added to have engaged in these committees. Even though are not board members they are tremendous resources in community, who are they? How do we start to engage them? Chevera asked if we want to facilitate through nominations committee. Tag with a broader goal of the committee. Patricia mentioned good topic to cover in retreat. Steve mentioned Systems committee identify what organizations are out there, need to interface with that we are not currently doing, what they are working on and how does that help us. Good place to put as non-board members. Add topic to next board meeting agenda. Additional discussion held.

Regional Plan Volunteers

Patricia informed wanted to open up opportunity for individuals who want to participate in process to be involved, from our board. Local Area plan, every local area deemed its own for next year, City of Phoenix and Maricopa County each need to put in a plan due December 5th. Engaged someone working with both Boards, Meggie Chapman have her come and present what she has put together so far. Met with City of Phoenix and staff on both sides, looked at structure and state request as well as federal regulations; other piece have board member engagement to make sure we're aligning with what we are trying to do not only compliance driven but from a strategic vision standpoint. Patricia asked If no one volunteers, is that okay? Will we identify people to participate? What will we do? Steve asked if nominations committee should also be a compliance committee, this is more of a compliance item. Does Executive Committee want to own it? Chevera Trillo looks more of an engagement perspective. Make a hard ask, not a soft ask. Discussion held. Discuss next full board meeting, add to agenda. Chevera to speak to it (make the ask) creating task force regional plan need at minimum 3 volunteers. Additional discussion held.

Next Objectives

Chevera shared on her perspective need on a regular basis keep a pulse on the membership make up and where possible keep pipeline, keep group of people. Encourage folks to make recommendations, work we can do not just wait until a vacancy occurs. Patricia stated we can invite to meetings to observe. Chevera asked Steve on vision for nominations committee. Steve not a good grasp at the moment, conversation with Jim; get Shawn on committee by appointing during the next meeting. What should nomination committee be responsible for? Patricia mentioned engagement. Additional discussion held.

Other Business

No other business



Meeting End time: 3:05 p.m.

Next Meeting: *To Be Determined*