

**MARICOPA WORKFORCE CONNECTIONS
FULL BOARD MEETING
Gilbert Career Center
735 N. Gilbert Road, Suite 134, Gilbert, 85234
Business Services Suites 1 & 2**

Minutes

January 17, 2008

1. Call to Order

Chair Richmond Vincent called the meeting to order at 9:40 a.m.

2. Roll Call : Quorum

Present:	Absent/Excused:	Guest/Staff Present:
Neil Alexander (T)	Che Collins (E)	Patrick Burkhart
Lari Braun	Tom Koelbl	Dawn Zimmer
Rebecca Flanagan	Gabe Loyola	Sherri Connell
John Garza	Rod Miller (E)	Kimberly Faust
Belinda Hanson	Charles McCarty	Diana Shepherd
Tina Huff	Bob Neckes (E)	Terry Farrell
Katherine Levandowsky	Jim Ponte (E)	Janet Lilly
Blair Liddicoat	Nancy Welch (E)	Bill O'Brien
Tony Maldonado	Brady Young (E)	Victoria Sanchez
Joel Millman		
James Mohan		
Karen Poole		
Steve Prokopek		
Pam Ross		
Chevera Trillo		
Don Smith		
Annette Stein		
Greta Suda		
Marie Sullivan		
Karen Thorne		
Therese Valadez		
Richmond Vincent		
Mike Wall		

3. Approval of minutes—Action

Therese Valadez made a motion to approve the minutes of October 25, 2007. Tony Maldonado seconded the motion. The minutes were approved.

4. Approval to release a Request for Proposal—Action

Youth Council Chair Don Smith recommended approval to solicit proposals and referred to the action form in their board packet of which he further explained that the council will review any changes before a final draft is released subject to Youth Council approval. Patrick Burkhart stated the purpose of the RFP is to strategically align with the City of Phoenix to approach youth services regionally by leveraging resources and is anticipated to be released sometime around February 15 contingent on approval by the Full Board. **Chair-Elect John Garza made a motion to approve the release the proposal to solicit youth provider services. Pam Ross seconded the motion. The motion carried.**

5. Industry Representation—Action

Vice Chair Neil Alexander presented two nominations reviewed by the Executive Committee received from Dori Beattie, Arizona Republic Senior Sales Manager for Growth and Acquisition and Adda Alexander, Chief Operating Officer for the Arizona Hospital and Healthcare Association (AZHHA) identified as appropriate by the Executive Director. **Chair-Elect Garza made a motion to approve the nominations for Dori Beattie and Adda Alexander to serve on the Full Board for appointment from the Maricopa County Board of Supervisors. Ms. Ross seconded the motion. The motion carried.** As the appointed Parliamentarian, Chair-Elect Garza pointed out that discussion needs to occur after a motion is seconded per Robert's Rules of Order of which he would prefer to proceed.

6. Approval of amended bylaws—Action

Chair-Elect Garza mentioned that the amended bylaws were emailed in advance for comments and as such requested a motion. **Ms. Ross made a motion to approve the amended bylaws as presented. Therese Valadez seconded the motion. The motion carried.**

7. Establish Ad hoc Task Forces—Action

Mr. Burkhart presented an overview of the board restructuring of which an Advocacy Task Force was created to bring awareness of the board's workforce interests to federal, state and other parties. The System Effectiveness Task Force will be comprised primarily, not exclusively, of the partners within MWC to work towards continuous improvement of which there is a customer flowchart currently being mapped. Lastly, the Business Services Task Force is regional to work collaboratively with PWC board members to ensure business is the primary customer per WIA. **Chair-Elect Garza made a motion to approve the establishment of an Ad hoc Task Force in areas of advocacy, system effectiveness and business services for ratification to the Full Board. Ms. Ross seconded the motion.** Blair Liddicoat suggested the term "lobby" be replaced by "advocate" due to a conflict of interest with his employer and was concerned it may be stated within the bylaws. Sherri Connell clarified that the intent of the Advocacy Task Force was to allow private members advocate on behalf of public members; however, the task forces are unspecified in the bylaws. Ms. Ross disclosed that she is not allowed to lobby on behalf of Honeywell. **Chair-Elect Garza agreed and accepts the change as suggested. Mr. Maldonado seconded the amended motion. The motion carried.**

8. Approval to Release Local Plan for Public Comment—Action

Mr. Burkhart presented the local plan timeline to be submitted by March 7 subject to approval by the Governor's Council in May effective July 1. He explained that the local plan includes Memorandum of Understanding (MOU) and the Resource Sharing Agreements (RSA) mandatory in reference to the guidance letter. In addition to what is required, Mr. Burkhart included value statements, a vision statement, a value proposition and a situational analysis. He emphasized the plan is incomplete without signed MOUs to include values and commitment to integrated customer satisfaction, continuous improvement and seamless operation i.e. System Effectiveness, data sharing, delineate referral process and dispute resolution as a two-year renewable agreement. RSAs include a monthly billing relationship, flexible quarterly reporting and annual updating based on a cost model selected by the Executive Committee. He disclosed operating costs for Gilbert and the West Valley Career Centers and explained the cost allocation methodology with the option of a sliding scale for part-time occupants. There will be a 24-month period to allow partners to prepare their budgets to enable payment based on the full cost model. He further mentioned a \$250M WIA national rescission, \$9.9M for Arizona, as well as a 1.7% budget cut for FY08. Copies of the local plan will be made available online and at the career centers open for public comment as indicated by public announcement.

Chair Vincent commended Mr. Burkhart on his presentation stating that the cost model has been much needed and requested a motion to approve the plan for public comment. Chair-Elect Garza commented that this plan will lead to the sustainability of the organization. Mr. Burkhart reiterated the board will be apprised of any changes made as a result of public comment and all comments will be catalogued. Steve Prokopek inquired as to the strategy to address the labor shortage issue. Mr. Burkhart referenced the situational analysis as a supplement to what was prescribed in the guidance letter. Chair Vincent clarified that the plan is more of an overview that describes the direction of the board and commented that with the implementation of the MOUs and RSAs, MWC will truly lead the effort in creating a better workforce system. **Ms. Ross made a motion approve the draft two-year local plan for public comment. Chair-Elect Garza seconded the motion. The motion carried.**

Chair-Elect Garza made a motion to approve the draft MOU for obtaining partner signatures along with the cost model for the RSA for negotiations. Ms. Ross seconded the motion. James Mohan inquired as to enforcement of the RSA if the legislation requires participation regardless. Mr. Burkhart explained the MOU/RSA has no legal binding hence, the “disaster clause.” In support of this, Katherine Levandowsky stated the Attorney General would not allow the agreement without the clause. Rebecca Flanagan disclosed HUD does not have any discretionary funds and is only able to provide literature, therefore, she inquired as to an in-kind exchange. Mr. Burkhart simply responded that HUD does not occupy space thus no cost can be assigned. Marie Sullivan asked if any changes recommended by legal counsel that may modify the MOU be accepted. Mr. Burkhart reiterated the 30-day deadline and stated if that was the case, that he would be told up front; however, in the best interests to preserve document integrity, the MOU will remain as is. Ms. Sullivan asked about data sharing and reporting. She expressed concern whether the data will be equitable and of relevant comparison for the sake of evaluation. Mr. Burkhart stated that will be the task of the System Effectiveness Task Force. **The motion carried.**

Mr. Burkhart concluded that Arizona has received the 9th largest WIA funding cut in the nation. He estimated a \$2M payback for Maricopa County alone. He explained the current economic state of the nation in reference to Goldman Sachs declaration of a recession. The Economic Stimulus anticipated to be implemented shortly will provide tax rebates, tax cuts and an extension of unemployment insurance; however, there is not any mention of restoring the \$250M rescission or the 1.7% FY08 budget cut. He pointed out that this is an opportunity for board members to get involved. Annette Stein suggested the board write a Letter to the Editor. Mr. Burkhart recommended the board to take a position and meet with their legislators.

9. Board Budget—Update

Ms. Connell reported the board has a remaining balance of \$5,861.46 and referenced the budget included in their handouts. There were not any questions from the board.

10. Call to the Public

No comments from the public.

11. Adjournment

Chair Vincent adjourned the meeting at 10:45 a.m.