

**1. Call to Order**

Chair Neil Alexander called the meeting to order at 8:30 a.m.

**2. Roll Call: Quorum (4)**

**Present:** Patrick Burkhart, Neil Alexander, Tony Maldonado, Rick McCartney (T)

**Excused/Absent:** Ben Serio

**Staff/Guests:** Kristen Merser

**3. Approval of Meeting Minutes – Action Item**

Correction: replace “Tony” with “Rick” in statements about Georgette Proestakis. Tony made a motion to approve the minutes from December 15 with corrections; Neil seconded; approved with corrections.

**4. Assistant Director’s Report – Possible Action Items**

▪ **Federal Funding**

Patrick noted that Greta Suda asked the Board to become engaged in workforce advocacy. Tina Huff will present about National Advocacy Day. The continuing resolution expires April 8<sup>th</sup> and proposals have been rejected by both parties so there has been no movement. Patrick believes there will be some sort of deal by April 8<sup>th</sup>. He estimated that WIA may be cut about 5% as opposed to wiped out entirely and that the hypothetical allocation notice would mitigate the cut because Arizona is designated as an “Area of Substantial Unemployment.”

▪ **MWC Board Meeting Preview**

Patrick explained that Jim Apperson, new Assistant Director of DES replacing Pat Harrington, will be presenting at the Full Board meeting. Mark Darmer and Peggy Feenan will also be attending. Jim was once involved in the Governor’s Workforce Policy Board. Patrick is looking forward to working with him.

▪ **Board Nomination**

Paul Magallanez will fill one of two required economic development positions.

▪ **Other**

~ 10 Board member terms expire in June so members will need to be contacted for renewal.

~ DOL September 2010 findings:

(1) Expand sub-recipient financial monitoring (reporting/cash management) to youth providers.

(2) Re-add citation language to intergovernmental agreements. Will need BOS approval.

(3) Revise personnel time allocation policy to real-time rather than prospective. Awaiting guidance model from DOL, but staff are basing time allocation on Outlook calendars in the interim.

(4) Insufficient documentation on 2 purchases:

a. \$23.15 book used for the Strategic Planning Task Force

b. Trip to Las Vegas for a conference hosted by DES and attended by DOL. MWC was urged to attend and the conference was necessary to satisfy state and federal requirements.

~ Auditor General annual audit reported a compliance issue from a delinquent resolution letter. The letter had been submitted on time and MWC received a monthly report confirming it was submitted, until one month it was listed as not received. An apparent record-keeping issue, MWC submitted documentation showing the letter had been submitted on-time, but DOL had audited when the letter showed as open.

**5. Call to the public - No public present**

**6. Adjournment - Meeting adjourned at 9:10 a.m.**