

**MARICOPA WORKFORCE CONNECTIONS
EXECUTIVE COMMITTEE**

Maricopa County Human Services Department
234 N. Central Ave., 3rd floor Phoenix, AZ
Arizona Conference Room

Minutes

April 26, 2007

I. Call to Order

Chair Richmond Vincent called the meeting to order at 8:35 a.m.

II. Roll Call: Quorum

Present	Excused/Absent	Staff
Jane Fletcher	Jolynn Clarke (E)	Jessica Martin
Richmond Vincent	John Garza (E)	Myriam Corral
Neil Alexander	Marion Kelly	Kevin Berry
Lari Braun (Ad hoc)		Sergio Escamilla
Rodrick Miller		Diana Shepherd
Charles McCarty		Sherri Connell
Steve Prokopek		Jodi Hall
Margaret Trujillo (Ad hoc)		

III. Approval of Meeting Minutes—Action

Neil Alexander motioned to approve the March 22, 2007 minutes. Chuck McCarty seconded the motion. The minutes were approved.

IV. Chair Report—Discussion

This item was tabled until the Full Board meeting.

V. WDD Assistant Director's Report:

Margaret Trujillo stated the focus of the division is at the one stops where center coordinators will be able to streamline communication in order for the division to provide immediate response to feedback conveyed by front line staff. From this, the feedback received from board members in comparison with the communication provided by the one stops will enable congruency that will ultimately facilitate support to board initiatives. Ms. Trujillo stated her intent during her interim role will be to establish an infrastructure to open the lines of communication between board and staff.

Ms. Trujillo posed the question to committee members how they prefer to have information presented to them. Neil Alexander responded he prefers to have information provided prior to the meeting and available at the time of the meeting. Rodrick Miller followed up requesting information provided one week prior to the meeting to allow time for review. Jane Fletcher suggested having information on emerging industries to better assist the Development Committee with recruitment and board education. Steve Prokopek stated that the discussion already reiterates what staff is currently doing. Lari Braun would like the Operations Committee to play more of an advisory role to the Executive Committee. Charles McCarty stated he needs a phone call to serve as a reminder.

Ms. Trujillo envisions the Executive Committee to serve as a steering committee to provide direction based on outcomes. The subcommittee structure under the Full Board is where there are subject matter experts who have connections who will assist in achieving an accomplishment.

All communication within the committees is captured in the minutes of which Ms. Trujillo encouraged members to read prior to the meetings. At the full board is where discussion occurs of which the committees will be assigned tasks appropriate to their purpose thus staff will be able to respond in real time based on timely transmission of overall communication.

VI. Committee Reports:

Jane Fletcher reported three action items to be presented to the Full Board to include board member renewals, appointments and resignations. In addition, Ms. Fletcher stated the Development Committee is currently recruiting for three members from the private sector specifically targeting the healthcare and retail.

Charles McCarty reported that Che Collins from Jobcorps hosted the Youth Council's February meeting and Mike Wall hosted the meeting in March at the Phoenix Pipe Fitting Trades Joint Apprenticeship Committee. Mr. McCarty will appoint Don Smith to serve as Vice Chair of the Youth Council for the remainder of Ms. Stahl's term. Mr. McCarty further reported that the Youth Council goals are to continue with marketing strategies although contingent upon hire of the Communications Specialist and establishing a liaison to the Full Board in order to identify and maximize resources. Jessica Martin announced that the Glendale Adult Center will host the PLOT program recognition affair on Thursday, June 21 and provided a flyer to all committee members encouraging them to attend.

Lari Braun reported there was not a quorum at the last scheduled meeting. The Operations Committee is on hiatus upon Chair Vincent's approval based on a recommendation from Sherri Connell.

Steve Prokopek expressed concern about the inability for the task force to secure a quorum. Ms. Connell confirmed that the AZ Open Meeting Law applies to the Task Force because it serves under the board based on a discussion with Maricopa County attorney Martin Demos. Ms. Fletcher responded to Mr. Prokopek stating the Development Committee is actively reviewing board member attendance which may bring awareness to those nonparticipating members.

VII. Open Committee Discussion

Mr. McCarty recommended the board focus on 2-3 initiatives. Mr. Miller agreed and suggested the development of an action plan that the board can use to assess progress. Mr. Alexander agreed with the regional efforts between both MWC and PWC. Ms. Trujillo recommended a standing agenda item to ensure the board stays on track. Chair Vincent suggested having the Executive Committee meet every other month opposite of the Full Board meetings. Ms. Fletcher stated it should be determined on a committee-by-committee basis. Teleconference was proposed as an alternate solution. Myriam Corral suggested a service to bridge calls to enable teleconference; however, a fee will be imposed with a two-week notice in advance. Neil Alexander stated he would check with his firm and believes he would be able to facilitate teleconference for the Development Committee.

VIII. Announcements

IX. Call to the Public

There were no public comments.

X. Adjournment

Chair Vincent adjourned the meeting at 9:25 a.m.