

**MARICOPA WORKFORCE CONNECTIONS
EXECUTIVE COMMITTEE**

City Hall
200 W. Washington, 20th Floor, Phoenix, AZ

Minutes
December 6, 2007

I. Call to Order

Chair Richmond Vincent called the meeting to order at 9:12 a.m.

II. Roll Call: Quorum

Present	Excused/Absent	Staff/Guests
Richmond Vincent	Rodrick Miller (E)	Patrick Burkhart
John Garza	Charles McCarty (E)	Sherri Connell
Neil Alexander		Diana Shepherd
		Kimberly Faust
		Dawn Zimmer
		Derrick Martin

III. Approval of Minutes—Action

Chair-Elect John Garza made a motion to approve the October 11, 2007 minutes. Vice Chair Neil Alexander seconded the motion. The motion carried.

IV. Ad hoc Task Forces—Action

Patrick Burkhart recommended the creation of an advocacy task force to advance workforce initiatives on both federal and state levels, a system effectiveness task force comprised of the majority of partners within MWC based on a workforce system flowchart developed by staff and a business services regional task force in partnership with the City of Phoenix to focus on serving the business community. Executive Committee members emphasized the need to define board member roles to ensure task forces are effective. **Chair-Elect Garza made a motion to approve the ad hoc task forces to be taken to the Full Board. Vice Chair Alexander seconded the motion.** Sherri Connell clarified that the advocacy task force is comparable to Phoenix Workforce Connection's board governance committee; however, it is recommended to initially create it exclusive to MWC. **The motion carried.**

V. MOU/RSA—For information only

Mr. Burkhart presented full and limited cost models as well as a rent and utilities model to solicit feedback from committee members. He ensured all models are in compliance with federal rules and regulations with the option of a sliding scale based on levels of center usage. Chair Vincent preferred the full cost model with a sliding scale of which Vice Chair Alexander suggested an application be required for consideration by the Executive Committee for approval.

VI. Amended Bylaws—Action

The committee was presented a draft of the amended bylaws with tracked changes documented for review prior to the meeting. Chair-Elect Garza stated the bylaws as amended were sufficient. **Vice Chair Alexander made a motion to approve the amended bylaws to be presented to the Full Board. Chair-Elect Garza seconded the motion. The motion carried.**

VII. Industry Representation—Action

Vice Chair Alexander presented two nominations received for appointment to the Full Board. He reassured committee members that he would abstain from voting as one of the nominations were received by his mother; however, the committee did not see a conflict of interest. Vice Chair Alexander explained that in lieu of Jane Fletcher's resignation, he recommended the approval of both nominations from the private sector above what is required of WIA to allow cushioning with the mandated public-to-private ratio. Furthermore, he stated healthcare would be fully represented through AzHHA and to consider the amount of previous sponsorships by the Arizona Republic. **Chair-Elect Garza made a motion to approve the nominations of Dori Beattie and Adda Alexander to be recommended to the Full Board for approval. Vice Chair Alexander seconded the motion. The motion carried.**

VIII. NAWB Annual Conference—Action

Chair Vincent thought it appropriate to only select the presiding board officers to attend the National Association of Workforce Boards Annual Forum slated for February 22-26, 2008. He further stressed that the forum is an opportunity to foster their roles as board officers. Both the Vice Chair and Chair-Elect agreed and committed their time to attend the forum. **Chair Vincent made a motion to approve the Vice Chair and Chair-Elect to attend NAWB. Vice Chair Alexander seconded the motion. The motion carried.**

IX. Eligible Training Provider List—Action

Mr. Burkhart presented committee members with a comprehensive list of training programs and tuition increases subject to approval. Chair Vincent stated that historically this has been a perfunctory requirement of the Executive Committee of which there is not any performance reporting required from the training providers. Mr. Burkhart explained the Arizona Department of Education manages the eligibility training provider list with a performance waiver that does not require training providers to report results and the workforce development division's quality assurance staff updates the list. Chair Vincent inquired as to the legitimacy of the training providers. Mr. Burkhart responded that he is under the impression the training providers are listed only if they are accredited and/or provide certification. **Chair-Elect Garza made a motion to approve the Eligible Training Providers List. Vice Chair Alexander seconded the motion. The motion carried.**

X. Call to the public

No comments from the public

XI. Adjournment

Chair Vincent adjourned the meeting at 9:57 a.m.