

**MARICOPA WORKFORCE CONNECTIONS
EXECUTIVE COMMITTEE**

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

Minutes

March 22, 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 |
|----------------------------|-----------------------|------------------|
| Richmond Vincent | Chuck McCarty (E) | Sergio Escamilla |
| Steve Prokopek | | Jodi Hall |
| Margaret Trujillo (Ad hoc) | | Diana Shepherd |
| Jane Fletcher | | Sherri Connell |
| Rodrick Miller | | Myriam Corral |
| Jolynn Clarke | | |
| Marion Kelly | | |
| Neil Alexander | | |
| Lari Braun | | |

III. Approval of Meeting Minutes—Action

Jane Fletcher motioned to approve the February 22, 2007 minutes. Marion Kelly seconded the motion. The minutes were approved.

IV. Board Officer Name Change—Action

Chair Vincent identified the roles of the Chair Elect and Vice Chair (previously known as Vice Chair and Secretary). Committee members were tasked to define these roles. Committee members questioned the purpose of the name change. Chair Vincent ensured them that the purpose is to engage board officers and enable them to demonstrate their leadership. The committee agreed to identify a strategic plan previous to defining board officer roles.

Steve Prokopek made a motion to table this item until a game plan is determined and approved by the board. John Garza seconded the motion. The motion carried.

V. Bylaws—Discussion

This item was tabled.

VI. SWOT Analysis—Discussion

MWC Board Executive Sherri Connell provided a flowchart with the assistance of Jack Milligan on the SWOT analysis conducted at the December full board meeting. She explained the first step is for committee members to determine the board's long-term objectives based on their by laws, mission and vision. From this, the Executive Committee will propose a summary of the SWOT analysis at the next Full Board meeting scheduled on April 26, 2007. Rodrick Miller recommended all members email their ideas to Ms. Connell of which she would send a summary out to committee members once all input is received. Neil Alexander also suggested having a meeting with Annette Stein, Margaret Trujillo, and/or other appropriate staff to provide a department update. Committee members agreed and determined that the long-term objective is:

- To take the lead in workforce initiatives.
- Develop a strategy for business outreach.
- Create awareness of activities and program.

VII. Determine Industry Clusters—*Discussion*

Ms. Connell provided background information on why the board was revisiting MWC's industry clusters. Jodi Hall explained that the industry clusters were approved by the Full Board and incorporated in their two-year plan; however, board members were still unsure as to what they currently are.

VIII. Committee Mission and Vision—*Action*

John Garza moved to table the agenda item committee mission and vision. Jolynn Clarke seconded the motion. The item was tabled.

IX. Call to the Public

There were no public comments.

X. Adjournment

Chair Vincent adjourned the meeting at 9:44 a.m.

Respectfully submitted,
Myriam Corral
MWC Recording Secretary