



**1. Call to Order**

Kelsie McClendon, Chair, called the meeting to order at 09:34 a.m.

**2. Roll Call: Quorum (14)**

**Members:**

Belinda Hanson (P)	Eric Knott (P)	Marie Sullivan (P)	Shawn Hutchinson (P)
Blair Liddicoat (E)	James Marshall (A)	Melissa Rafalski (A)	Shellie Frey (P)
Bob Neckes (P)	Jim Godfrey (P)	Patricia Wallace (P)	Tony Abraham (P)
Che Collins (E)	Karen Poole (T)	Paul Magallanez (A)	Tony Maldonado (P)
Chevera Trillo (A)	Kayong Holston (P)	Rick McCartney (E)	Vanessa Andersen (P)
Christoph Hilscher (A)	Kelsie McClendon (P)	Rodney Pack (A)	Yolanda Locher (A)

**3. Pledge of Allegiance – Kelsie McClendon, Chair**

**4. Approval of Minutes –Action**

Marie Sullivan made motion to approve minutes from August 22, 2013; Bob Neckes seconded and motion approved.

**5. Action Items – Kelsie McClendon, Chair**

- Website Updates – submit member profiles to post on HSD Website. Nancy Avina to send out list of who has and has not submitted theirs. Feedback regarding Website not being user friendly. We are aware and are working on a separate page for workforce development.
- Calendar/Recruiting events – Hard copy provided

**6. Approval of New Full Board Members – Action, Kelsie McClendon, Chair**

- Donna Pettigrew
- Robin Schaeffer
- Steve Troxel
- April McLaughlin

Belinda Hanson made a motion to approve New Full Board Members; Tony Maldonado seconded and motion approved.

- Full Board Member renewals will be presented during next Full Board meeting, discussion about extending term length (3 years)
- Follow up with ACA regarding Board Member Nominees
- Discussion about nominating members for specific sectors and submitting them

**7. Approval of New Youth Members**

- Donna McHenry
- Ernest Rose
- Louis Goodman
- Mike Bane
- Dr. Karen Poole

Belinda Hanson made a motion to approve New Full Board Members; Bob Neckes seconded and motion approved

- Seeking now Youth Council Members and youth to participate
- Interested members in joining Youth Council contact Kelsie or Patricia

#### **8. New Board Member Orientation**

- Erik Knott provided update/feedback on attending the Phoenix Workforce new member orientation. Meeting to develop Maricopa Workforce new member orientation in process
- Discussion about previous member orientations, and suggestions on making it better
- Pilot is being suggested; draft to be created in 30 days. 60 days to provide material to new board members include information to update new member profiles on HSD. Set learning objectives and a survey for the pilot.
- New member orientation to be integrated to youth council orientation

#### **9. Youth Procurement – Patricia Wallace**

- Patricia Wallace provided update on youth procurement and changes. Will continue to procure out but in separate youth elements; 10 separate procurements (RFP processes). This approach will provide the level of flexibility that is necessary to deliver customized services for youth customers.

#### **10. Meeting Dates? Locations**

- Discussion for 2014 full board meetings, regarding best dates and times. Full board member hosting.
- Opposite rotation ACA meetings and Phoenix Workforce Meetings.
- Every other month schedule, would like consistent location rather than different locations, suggested 2<sup>nd</sup> Wednesday of every other month, central location or at the One Stops
- Nancy Avina to send Martin Moreno request to cancel any previous meetings request on calendar

#### **11. Business Plan from BOS**

- Submitted and Accepted
  - <http://myhsd.maricopa.gov/getmedia/187b5ad2-239d-4481-b3e9-57dff3171cee/MWC-5-Year-Business-Plan.aspx>
- Schedule to have plan review January 23, 2014

#### **12. 2014 NAWB Conference**

- Request was sent for individuals interested in attending. Received two responses by given deadline, Marie Sullivan and Bob Neckes will be attending along with Patricia Wallace and Kelsie McClendon.
- Martin Moreno (administrative assistant) will be coordinating all travel arrangements prior to departure date
- Other opportunities that the board thinks we should participate in let Patricia Wallace know and will see if funds allow to support those initiatives

#### **13. Call to public/Round table**

- Kelsie McClendon a report including the following elements center update, business service update, economic development, activities at the centers, UI and employment growth
- MWC is still searching to fill the Business Services supervisor position. Job posting to be sent to board members
- Kelsie McClendon requested board members to prepare and deliver updates on what is happening within their sectors
- Jim Godfrey will be meeting with ACA. Board to support, open invitation for members for a high tech committee
- Kelsie McClendon had meeting with Bruce Liggett (HSD Director), want to take business service approach with businesses
- Patricia Wallace mentioned DOL Youth Career Grant, Tony Maldonado being a strong contributing partner. Maricopa County and City of Phoenix collaborated to ensure regional approach.
- Karen Poole's guest, John Nelson from ACT provided information/discussion regarding national skills certification system (NCRC) exam to benefit customers in machinery operations (manufacturing) and other various careers.

#### **14. Adjournment:** Meeting adjourned at 11:18 AM