

## WORKFORCE EXECUTIVE COMMITTEE MEETING

March 27, 2019

9:00a.m./3834 W 16<sup>th</sup> Street, Yuma, AZ 85364

Minutes

### ATTENDEES:

Maria Chavoya; Board Chair (telephonically)  
Dave McDowell; Board Vice-Chair  
Ed Ford; Board Secretary/Treasurer  
Martha Camacho; Accounting & Finance Manager  
Adriana McBride; Human Resources Manager

### Update by the Acting Director

- Submitted documentation to HR as requested by the Committee
- Set up Management Team
- Will meet with team tomorrow to review organization chart
- Will consider keeping the Operations Director position- acting status
- Providing necessary training to accounting staff
- Brief conversation regarding Charter School budget status

### Local Plan/Board Recertification

- Reviewed information regarding local plan
- Plan was not approved
- Waiting on information from Department of Labor to know how to proceed
- There are three seats singled out on plan comments: will need review
- Youth Services-need to ensure proper firewalls are in place

### Board seats:

- We have 120 days to fill two vacant positions; Patrick Goetz is assisting in the recruitment.

### Agenda Items for April 10, 2019

- Quarterly finance & personnel committee meetings will be scheduled
- Brief conversation took place regarding potential agenda items for future meetings

Meeting adjourned at approximately 10:50a.m.

Respectfully: Adriana McBride