

Workforce Investment Board

Board Development Committee

Friday, May 13, 2011 – 9:15 a.m.

Pima Community College – Downtown Campus
1255 North Stone Avenue, Amethyst Room
Tucson, AZ

MEETING SUMMARY

Members Present:

Clayton Hamilton (Chair)
Lizet Torres
Kim Murray
Jonathan Peck
Frank Watts

Staff & Guests:

Charles Casey
Risé Hart

- I. **Call to Order** – at 9:16 a.m. Clayton Hamilton chaired the meeting.
- II. **Review Statement of Purpose** – Current statement: The Board Development Committee shall review Board composition and recruit members for vacancies.

Suggestions for revising the statement:

- 1) The Committee has the overall responsibility to identify, recruit and recommend potential Board members to the Board of Directors (“Board”) for election and for the design and delivery of the Board member education process. The primary purpose of the committee is to continuously evaluate the composition of the Board of Directors and recruit and recommend candidates, as needed, in order to create a diverse Board of Directors. The second responsibility of the committee is to design and help implement, as necessary, the Board member education process.
- 2) To ensure the WIB is diverse and strategically connecting membership.

The committee is asked to send any comments to the above suggestions to Risé Hart by June 7. Voting for the Statement of Purpose will be an action item on the June 10th agenda.

III. **WIB Member Activity and Update**

- a. New Members
- b. Resignations
- c. Vacancies
- d. Composition – Charles Casey will talk to Peggy Feenan about recruiting a mandated representative for Voc Rehab.

- e. Attendance – Charles Casey will contact Peggy Feenan regarding her continuing to be part of the WIB as she has missed the last four meetings. Staff will ask Doug Jones about his absences. Staff will send Paul Lyons a letter regarding removing him from WIB. Staff will contact any member who missed two meetings in a row and ask if they are still interested in being part of the WIB and then give the information to the chair.
- f. Other membership issues

IV. Recruitment – Suggested recruiting people from targeted industries or strategy sectors. Each member will provide a list of potential people to recruit and bring it to the August meeting. Staff will provide a list of people who have been contacted about joining the WIB however declined, matrix of nationality/gender, and current composition.

V. Next Meeting – June 10, 2011, 9:15 a.m. at Pima College - Community Campus

VI. Adjournment – 10:05 a.m.