



Phoenix Business and Workforce Development Board  
 Full Board Meeting  
 November 12, 2020  
 8:30 am-10:30 am Mountain Standard Time

## VIRTUAL MEETING

**Meeting Link:** <https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=m988cffaf5d393206dc5c543a942b1892>  
**Meeting number:** 800 969 390 - **Password:** C2tGZivK - **Phone:** 415-655-0001

### I. Call to Order/ Roll Call

(Audrey Bohanan)

The Phoenix Business and Workforce Development (PBWD) Board Chair, Audrey Bohanan, will call the meeting to order.

Roll call will be completed by Board Staff to ensure a quorum is present.

### II. For Approval: PBWDB 9/10/20 Meeting Minutes & Job Center Certification Workgroup 9/26/20 Meeting Minutes

(Audrey Bohanan)

The PBWD Board 9/10/20 Meeting Minutes and the Job Center Certification Workgroup 9/26/20 Meeting Minutes are recommended for review and approval.

**RECOMMENDATION:** This item is for information and approval.

### III. For Approval: Consent Item

(Audrey Bohanan)

*Consent Items are for Updates and Approval ONLY and are approved in a single vote. Consent Items are operational, compliance, and/or contractual items that are not subject to discussion unless pulled from the consent agenda. If a discussion is required a Board Member can request to have a Consent Item removed and discussed at the current or next Board Meeting.*

- A. One-Stop Operator August and September Reports
- B. ARIZONA@WORK City of Phoenix Draft Policy Review and Approval:
  - 300.311 Draft Youth Incentive Policy
  - 400.407 Draft Performance Measures Policy
  - 900.912 Draft Conflict of Interest & Code of Conduct Policy

**RECOMMENDATION:** This item is for information and approval.

### IV. ARIZONA@WORK City of Phoenix Job Center Certifications

(Christina Edwards)

The Board will review the Job Center Certification outcomes for approval.

The following areas of the Part II assessment tool (beginning on page 109) were recognized as needing additional discussion and action:

Section G.3. – Prepare job seekers for disruption through career pathways & shifting technologies

Section H.6. - Provide guidance to participants and employers on workplace flexibility strategies (time, place, tasks) for individuals with multiple barriers to employment, including individuals with disabilities.

Section I.E.8. – Ensure seamless service delivery for refugee populations – make connections and partnerships with community leaders.

Section J.7. – Arizona Job Connection – Customers need the ability to upload existing resumes that will satisfy the Business Services Teams job matching.

**RECOMMENDATION:** This item is for information, discussion and approval.

#### **V. Open Meeting Law (OML) Training**

*(Teresa Riza)*

Teresa Riza, City of Phoenix City Clerk's Office, will give the Board an overview of Open Meeting Law requirements.

**RECOMMENDATION:** This item is for information and discussion.

#### **VI. City of Phoenix Economic Development and Recovery Efforts**

*(Christine Mackay)*

Christine Mackay, Community and Economic Development Director at the City of Phoenix, will provide a presentation to the Board on economic development and recovery efforts in the City, to include outreach to businesses and the various grant opportunities.

**RECOMMENDATION:** This item is for information and discussion.

#### **VII. Future of Work**

*(Rodrigo Dorador)*

Rodrigo Dorador, former City of Phoenix Mayor's Office Fellow, will give a presentation to the Board on preparing Phoenix for the future of work.

**RECOMMENDATION:** This item is for information and discussion.

#### **VIII. Committee Update Reports**

*(Committee Chairs & Vice Chairs)*

The Chair/Vice-Chairs of the following committees will give an update on their committee work to the Board:

- Business and Workforce Development Committee
- Communication and Outreach Committee
- Program Excellence Committee
- Executive Leadership Committee

**RECOMMENDATION:** This item is for information and discussion.

**IX. Matters for Future Discussion**

*(Audrey Bohanan)*

**X. Call to the Public & Open Discussion**

*(Audrey Bohanan)*

**XI. Adjournment**

*(Audrey Bohanan)*