



**Phoenix Business and Workforce Development Board  
Advancing Youth Workforce Committee Meeting Minutes  
September 24, 2019 ~ 8:30 a.m.**

The meeting of the Phoenix Business and Workforce Development Board Advancing Youth Workforce Committee was held on September 24, 2019 located at CPLC, 619 N. 7<sup>th</sup> Ave, Phoenix, AZ 85007.

**Committee Members Present:**

Daniel Barajas (Chair)  
Bethany Woodard (Vice Chair)  
Jenna Kohl  
Travis Hardin  
Melissa Trujillo  
Charlie Boyce  
Victoria Pettit  
Roman Ryan Brama

**Committee Members Absent:**

Fred Ingersoll  
Nick DePorter

**Public Attendees:**

Christina Edwards (PBWDB Liaison)	Mark Carr
Gina Harper	Reeta Devi
Shayne Abrahams	Tracee Spire
Dustin Panoff	Mary Alejandro
Silvia Valadez Barba (AYWC Admin. Support)	Abby Garcia
Ronnie McGuire	

Action items taken are noted in **bold** print.

**1. Call to Order:**

Advancing Youth Workforce Committee (AYWC) Chair, Daniel Barajas, called the September 24, 2019 meeting to order at 8:36 a.m. Roll call was completed by AYWC Admin. Support, Silvia Valadez Barba, and quorum of seven members were present.

## **2. Approval of AYWC August 24, 2019 Meeting Minutes:**

AYWC Chair Daniel Barajas suggested a motion to approve. AYWC member Travis Hardin made a **motion to approve the AYWC minutes for August 24, 2019** and AYWC member Melissa Trujillo seconded.

**Approved:** Daniel Barajas, Bethany Woodard, Charlie Boyce, Victoria Pettit and Roman Ryan Brama

**Opposed:** None

**Motion passed unanimously**

## **3. Youth Ambassador Workgroup Update**

AYWC Vice Chair, Bethany Woodard shared that the very first Youth Ambassador (YA) Work Experience (WEX) participant officially started. The YA serves as an adhoc member of the AYWC and thus brings the youth voice and perspective to the committee. The YA WEX is a 10-week experience that is supported by ACYR and City of Phoenix staff, with a focus on public service and youth advocacy. The goal of the YA workgroup moving forward is to have up to two youths serving as AYWC adhoc members.

The YA participant, Roman Ryan Brama briefly introduced himself.

## **4. Youth Leadership Spotlight**

CPLC Representative, Reeta Devi introduced Ms. Ochoa, who is a past CPLC participant and now a staff member. Ms. Ochoa is the current CPLC Youth Program Manager.

When she was in high school, she was awarded a scholarship to attend the University of Arizona, but as her mom was a single mom, she decided to decline the scholarship and go straight to work to help support the family. She ended up finding an entry level position at Walmart and with time she realized that this was not the kind of work she wanted to do for the rest of her life. Her then recently ASU graduate husband, who at the time was interning with CPLC, told her about CPLC's DACA Youth Program and she decided to enroll in it. Because of her love for animals she opted to do an internship with the Human Society. Through these experiences, she was able to identify that she really wanted to do something else for a living. She was then placed in an internship working with WIOA and the CPLC Engagement Center. This was an internship that she truly enjoyed and less than 3 months later, she was offered her current position. Since starting her position, her husband also enrolled in the program. The program provided him with a training that allowed him to get credentialed and as result he was able to get a pay raise. Currently, her sister has also enrolled in the program. This program has positively impacted not just her, but her family.

## 5. CPLC Youth Refugee Mentoring Program Presentation

Princesleah Aguilera and Aubrey Holding, CPLC staff members, did a presentation on the CPLC Youth Refugee Mentoring Program. The program matches mentee with mentors. Mentors help youth develop and reach their personal, academic and career goals.

## 6. ARIZONA@WORK Youth Provider Upcoming Events and General Updates:

AYWC Chair Barajas invited providers to share any upcoming events or updates. Providers shared the following:

- Tracee Spire, YMCA Representative shared that they are hosting a community training on the October 8, 2019 on prevention of child sexual abuse at the ASU Downtown Campus.

## 7. PBWDB Strategic Plan Scorecard – Year Three

AYWC Chair, Barajas invited PBWDB Liaison, Christina Edwards to walk the AYWC through the document. AYWC members recommended several changes to the scorecard. ARIZONA@WORK staff member, Mark Carr will provide a matrix that identifies the providers and the populations they serve. This will help asses Goal 2: Develop and Inclusion Talent Pool, Action 1 and 2. ARIZONA@WORK staff member, Mark Carr will provide an Occupational Training Account (OTA) Log. This will help assess Goal 2: Develop and Inclusion Talent Pool, Action 3.

AYWC Chair Barajas suggested a motion to approve the changes to the PBWDB Strategic Plan Scorecard-Year Three, AYWC member Travis Hardin made a **motion to approve and** AYWC member Charlie Boyce seconded.

**Approved:** Daniel Barajas, Bethany Woodard, Travis Hardin, Melissa Trujillo, Victoria Pettit and Roman Ryan Brama

**Opposed:** None

**Motion passed unanimously.**

## 8. Matters for Future Discussion

- CPLC staff member, Princessleah, will provide AYWC Administrative Aid, Silvia Valadez Barba with the formal definition for “Youth Refugee” and Silvia Valadez Barba will forward it to all AYWC members.
- ARIZONA@WORK staff member, Mark Carr will provide a matrix that identifies the provider and the populations they serve.

- ARIZONA@WORK staff member, Mark Carr will provide an Occupational Training Account (OTA) Log.
- AYWC Chair Daniel Barajas shared an interest in bringing speakers from the AZ Department of Education and WIOA to present to the AYWC on their plans.
- PBWDB staff will create a triage tool that job centers could use when referring youth to the youth providers. A first draft will be completed by the November AYWC meeting.
- Goal 8 and goal 9 of the PBWDB Strategic Plan Scorecard will be moved to the October AYWC meeting.

#### **9. Call to The Public**

None

#### **10. Adjournment**

AYWC Chair Daniel Barajas suggested a motion to Adjourn the meeting. AYWC Vice Chair Bethany Woodard made a **motion to adjourn** and AYWC member Victoria Pettit **seconded**.

**Approved:** Daniel Barajas, Melissa Trujillo, Charlie Boyce and Roman Ryan Brama

**Opposed:** None

**Motion passed unanimously**

**The meeting adjourned at 10:30 a.m.**