



**Phoenix Business and Workforce Development Board
Advancing Youth Workforce Committee
Meeting Minutes**

**Phoenix Business and Workforce Development Center
302 N. 1st Avenue, 6th Floor West Conference Room
September 25, 2018**

Members Present:

Jeff Kulaga
Bethany Woodard

Daniel Barajas
Travis Hardin

Members Absent:

Jeff Holly
Delbert Hawk
Charlie Boyce

Members via Phone:

None

City of Phoenix Staff:

Mark Carr
Diamond Smiley
Mary Alejandro
Christina Edwards

Todd Berndt
Ronnie McGuire
Kerri Barnes
Susan Roger

Public Attendees:

Dustin Panoff
Tracee Spire
Gina Harper
Reeta Devi

Shayne Abrahms
Joanne Sangiorgi
Allen Dayer

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

1. Call to Order/Roll Call

Jeff Kulaga, Vice Chairman, called the Advancing Youth Workforce Committee Meeting to order at 8:34am on September 25, 2018. Roll call was completed, and quorum was met with four members present and three absent and no members on the phone.

2. Information and approval of June AYW Committee Meeting Minutes:

A motion to approve the June 26, 2018 meeting minutes was made by Daniel Barajas, seconded by Travis Hardin.

Jeff Kulaga and Bethany Woodard voted to approve. No members were opposed.

3. Information, Discussion of Committee Volunteer Hours:

The Attendance Hours/Volunteer Time was reviewed for PY 18/19. It was discussed that no hours have yet been recorded for this program year as both July and August meeting were canceled due to no quorum.

4. Information, Discussion and Possible Action of Strategic Plan Scorecard:

Mark Carr, committee Subject Matter Expert, recommended more time to digest contents of Strategic Plan. Jeff Kulaga, Vice Chairman, suggested next AYW Committee meeting taking place on 10/23/18 to be extended by one hour to accommodate additional time dedicated to Strategic Plan Scorecard. Jeff Kulaga also requested Phoenix Board Staff work with Mark Carr to identify status of year one goals prior to the next meeting. Bethany Woodard, Committee Board Member, suggested involving Katherine Pappas from Pipeline AZ to assist in supporting efforts involved with Strategic Plan coordination. Daniel Barajas, Committee Board Member, stated he would reach out to Katherine Pappas to discuss her availability. Christina Edwards, Phoenix Business and Workforce Development (PBWD) Board Liaison, suggested that PBWD Board Staff (Susan Roger and Todd Berndt), email AZ DES Standing Youth Committee requirements, status of year one goals, and the current year two goals to committee members prior to the next AYWC meeting on 10/23/18.

5. Discussion and Possible Action of Youth Service Provider Performance:

Mark Carr, committee Subject Matter Expert, presented on 4th quarter performance measures for each contracted youth service provider and discussed parameters of quarterly performance requirements. Christina Edwards, PBWD Board Liaison, suggested that the AYW committee present youth provider performance updates to the PBWD board.

6. Information and Discussion of YMCA Program Updates:

Tracey Spire, YAchievers Operation Director, discussed early concerns with Work Experience funding and discussed improvement of budget expenditures and complications with lag in carry over funds from quarter to quarter. Committee collectively congratulated Tracey Sire and YAchievers staff with fiscal improvements. Tracy discussed partnerships formed with a variety of employers to include State Farm and many others.

7. Information and Discussion of YMCA Program Success Story:

Dusin Panoff, YAchievers Operation Director, introduced Allen Dayer, who joined the YAchievers program 5 years prior. Allen provided the AYW Committee with historical challenges he faced as an adolescent, which led to his involvement in the YAchievers program. Allen attributes his success to the YAchievers program, which allowed him to earn an AA degree and BA degree. Alan informed the committee that he's now employed by and passionately working for the YAchievers program. Travis Hardin, Committee member and Jeff Kuluga, Vice Chairman, asked Allen what recommendations he had for continuous improvement. Allen stated that he was an exception to the program as he was enrolled for more time than most are allowed, and he attributed his success to his extended involvement. Committee staff took note of Allen's suggestions, congratulated him on his many achievements, and encouraged him to continue sharing his experience with others.

8. Matters for future discussion

Daniel Barajas, Committee Member, welcomed Travis Hardin to the AYW Committee.

9. Call to the Public

None.

10. Adjournment

AYW Committee member Bethany Woodard motioned to adjourn the meeting, AYW Committee member Travis Hardin seconded.

Daniel Barajas and Jeff Kaluga approved the motion and the meeting was adjourned at 9:40am