



**PHOENIX BUSINESS AND WORKFORCE DEVELOPMENT BOARD
BUSINESS AND WORKFORCE ENGAGEMENT COMMITTEE
Meeting Minutes**

**VIRTUAL MEETING
October 15, 2020
9:00 a.m.**

Members Present:

| | |
|-------------------|-----------------|
| Robert Cain | Jesus Love |
| Susan Ciardullo | Brandon Ramsey |
| James Frolov | Brenda Schmidt |
| Kaaren-Lyn Graves | Patrick Winters |
| Fred Lockhart | |

Public Attendees:

| | |
|-----------------------------------|----------------|
| Mary Alejandro | Hayden Maynard |
| David Chavez | James Montoya |
| Ricky Duran | Rob Stenson |
| Christina Edwards | Thomas Way |
| LaSetta Hogans (PBWDB Exec. Dir.) | |

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

1. Call to Order / Roll Call:

The Business and Workforce Engagement Committee (BWEC) Chair, Jesus Love, called the October 15, 2020 meeting to order at 9:00 a.m. Roll call was completed and a quorum of nine members were present.

2. Approval of September 17, 2020 Business and Workforce Engagement Committee Meeting Minutes:

BWEC Member Susan Ciardullo motioned for approval of the September 17, 2020 Business and Workforce Engagement Committee (BWEC) minutes, BWEC Member Kaaren-Lyn Graves seconded.

Robert Cain, James Frolov, Fred Lockhart, Jesus Love, Brandon Ramsey, Brenda Schmidt and Patrick Winters voted to approve. No members were opposed.

3. Virtual Industry Event:

BWEC Member Brenda Schmidt shared that the Industry Impact Roundtable Workgroup (IIRW) had their first planning meeting on October 7, 2020 and have scheduled biweekly meetings through the December 9, 2020 virtual event. The workgroup is currently finalizing panelists for a manufacturing focused event. BWEC Vice-Chair Brandon Ramsey suggested the IIRW consider the Skills Gap Report available to BWEC meetings on BoardBookIt to formulate a call-to-action to address the manufacturing skills gaps.

4. Business and Workforce Engagement Committee Strategic Plan Review: Strategy 4: Leverage labor market information to inform decisions and strategic impact of Workforce Development

BWEC Vice-Chair Brandon Ramsey shared that he and BWEC Ad-Hoc Member Patrick Winters are reviewing reports available to bring those numbers to the BWEC and Phoenix Business and Workforce Development Board (PBWDB) to help increase engagement with businesses and the workforce in Phoenix.

Strategy 5: Ensure ROI for Workforce Development in the City

BWEC Vice-Chair James Frolov said that he and BWEC Ad-Hoc Member Robert Cain met to review available data and they will meet to develop an approach to the strategy and they will have more information in upcoming meetings.

Strategy 6: Invest in educational programs that lead to pre-defined, sustainable Career Pathways and business

BWEC Member Kaaren-Lyn Graves shared that she and BWEC Ad-Hoc Member Fred Lockhart met with each other and ARIZONA@WORK City of Phoenix (COP) Business Engagement Supervisor Rob Stenson. Rob provided them with the reports available. They are considering work previously done to set benchmarks and metrics for programs and they are considering economic mobility and if the current workforce is better off than previous generations. Fred shared that the reports are all housed on BoardBookIt. He said that the reports have information about career pathways and sectors but that there will be difficulty in making comparisons between work that has been done and current economic conditions because of the level of disruption to the market because of COVID-19.

BWEC Chair Jesus Love said the strategy champions will populate the strategic plan with reporting documents related to the action items. Jesus reminded the committee that if the timeline on the strategic plan needs to be adjusted, it can be. The BWEC agreed to review the items that are past due and upcoming at the November meeting.

5. Committee Update Report:

The BWEC shared information about the December 9, 2020 Bagels & Business event and the progress of the strategy champions.

6. Matters for Future Discussion:

None

7. Call to The Public & Open Discussion:

Thomas Way from Phoenix Truck Driving Institute addressed the BWEC and shared information about the Transportation sector.

8. Adjournment:

BWEC Member Kaaren-Lyn Graves motioned to adjourn the meeting, BWEC Ad-Hoc Member Fred Lockhart seconded.

Robert Cain, Susan Ciardullo, James Frolov, Jesus Love, Brandon Ramsey, Brenda Schmidt, and Patrick Winters approved the motion and the meeting was adjourned at 9:35 a.m.