

**Phoenix Business and Workforce Development Board  
Meeting Minutes  
November 10, 2021 ~ 8:30 a.m.**

**VIRTUAL MEETING**

**Board Members Present:**

Latasha Causey (Chair)  
Melissa Trujillo  
Jon Ellerston  
Steven Cramer  
Alli Benezra  
Daniel Barajas  
Meghan McGilvra  
Dawna Cato  
Jeff Clark

Nick Bielinski (Vice Chair)  
Travis Hardin  
Jennifer Grondahl  
Karen Carter  
Jesus Love  
Brendan Mahoney  
Karen Hartson  
Kaaren-Lyn Graves  
Scott Holman

**Board Members Absent:**

Nick DePorter  
Adam Hawkins  
John Soto

Luke Tate  
Dean Van Kirk

**Public Attendees:**

LaSetta Hogans (Executive Director)  
Mary Alejandro  
Rob Stenson  
Kweilin Waller  
Christina Edwards (Board Liaison)  
James Montoya  
Eric Johnson  
Angela Boozer  
Demitria Robles  
Laura Whitehead  
Susan Roger  
Todd Berndt  
Jovanna Parkhouse  
Sylvia Hokey  
Gretchen Wolfe  
Sean Passmore  
Beau Higgins

Reeti Devi  
Kandi Tillman  
Gina Harper  
Amy Schofield  
Camille Padilla  
Jessica Pierce  
Stacey Van Emst  
Nancy Avina  
David Chavez  
Sandra Enriquez  
Kate Norman  
Tamara John  
Eddie Barojas  
Ricky Duran  
Elizabeth Belcaster  
Tony Forbes  
Kevin Traw

**1. Call to Order**

Phoenix Business and Workforce Development (PBWD) Board Chair, Latasha Causey, called the November 10, 2021 PBWD Board Meeting to order at 8:31 a.m. Roll call was completed and a quorum of 18 members were present.

## 2. Approval of September 9, 2021 PBWDB Meeting Minutes

**A motion to approve the September 9, 2021 PBWDB Meeting Minutes** was made by PBWD Board Member, Travis Hardin, and seconded by PBWD Board Member, Steven Cramer.

**Approved:** Latasha Causey, Nick Bielinski, Daniel Barajas, Alli Benezra, Karen Carter, Dawna Cato, Jeff Clark, Steven Cramer, Jon Ellerston, Kaaren-Lyn Graves, Jennifer Grondahl, Travis Hardin, Karen Hartson, Scott Holman, Jesus Love, Brendan Mahoney, Meghan McGilvra, and Melissa Trujillo

**Opposed:** None

**Motion passed**

## 3. Consent Items

The following Consent Items were presented for approval:

- One-Stop Operator August and September Reports
- Title II Adult Education 1<sup>st</sup> Quarter Report

**A motion to approve the consent items** was made by PBWD Board Member, Jennifer Grondahl, and seconded by PBWD Board Vice Chair, Nick Bielinski.

**Approved:** : Latasha Causey, Nick Bielinski, Daniel Barajas, Alli Benezra, Karen Carter, Dawna Cato, Jeff Clark, Jon Ellerston, Kaaren-Lyn Graves, Jennifer Grondahl, Travis Hardin, Karen Hartson, Scott Holman, Jesus Love, Brendan Mahoney, Meghan McGilvra, and Melissa Trujillo

**Opposed:** None

**Abstained:** Steven Cramer

**Motion passed**

## 4. Veteran Employment Initiatives – Various Presenters

- Wells Fargo – Sean Passmore, Head of Military Talent Strategic Sourcing
- United Health Group (UHG) – Kevin Traw, Vice President of Operations
- Amazon – Beau Higgins, Senior Manager, Military Talent Acquisition
- U.S. Department of Labor (USDOL) – Tony Forbes, Regional Veterans Employment coordinator-San Francisco Region
- Elizabeth Belcaster – Veteran Initiatives

- Borris Kun – Program Director, Office of Secretary of Defense-Skillbridge

## 5. 2021 Global Mayors Challenge Update

PBWD Board Executive Director, LaSetta Hogans, provided an update on the 2021 Global Mayors Challenge. The mobile career unit was created and the final application for the challenge was submitted on October 29, 2021. We are currently waiting to see if the City of Phoenix will be selected as one of the 15 cities to receive \$1,000,000.00 in grant funding.

Jovanna Parkhouse, Human Services Special Projects Administrator, shared they were able to acquire two dial-a-ride vehicles, then repurposed and rebranded the vehicles for use in this project. The vehicles were used to obtain community feedback at events around the city. Two additional events are upcoming at Burton Barr Library and the mobile career unit will be participating in the APS Light Parade in Phoenix. Regardless of the outcome of the Global Mayor's Challenge, the city will continue to provide services to the community through the mobile career units.

## 6. Committee Reports

**Business and Workforce Engagement Committee (BWEC):** Chair, Jesus Love, shared the committee will be resuming the quarterly Bagels and Business events. Remote workforce will be a topic at an upcoming event to include a panel member discussion. The BWEC met with each of the new committee members and assigned strategies under the committee's goal. A new Ad-Hoc committee member, Nancy Quinn, was voted into the committee at the October meeting.

**Communication and Outreach Committee (COC):** Chair, Steven Cramer, shared the committee has focused on website traffic and social media outlets. The focus is on where the traffic is coming from and working with city staff on what social media platforms can be utilized. Traffic numbers are reviewed monthly by the committee. The committee would like to provide this information to the ELC or full board on a quarterly basis.

**Program Excellence Committee (PEC):** Vice Chair, Meghan McGilvra, shared there are two Ad-Hoc applications that will be reviewed during the next committee meeting. The members have dived into performance metrics and are looking at what providers and programs are doing right now. The WIOA training caps have been under discussion and the committee is looking to determine if the amount of training dollars is presenting a barrier for participants.

**Executive Leadership Committee (ELC):** Chair, Latasha Causey, shared that Bethany Woodard has resigned from the PBWD Board in order to focus on other things. We thank Bethany for her service and work on the Board. LaSetta and Latasha met with Board Chairs from around the State and this practice will continue as we look for opportunities to collaborate. Future meetings will be scheduled, and that information will be shared with the Board. Mayor Gallego's Workforce Ad-Hoc Committee meeting is upcoming, and Latasha will be presenting about the PBWD Board. Once the meeting date is finalized we will let everyone know, as it is a public meeting.

LaSetta shared that the Program Excellence Committee (PEC) will soon have a new admin support specialist as Silvia Valadez is moving on to other projects. The new admin will be Sylvia Hokey.

## **7. Matters for Future Discussion**

- Hybrid workforce model (in office/remote) and potential speakers
- How can we meet in person for the Board meetings during Quarter 1 in 2022?

## **8. Call to The Public**

- Special note to US Vets for partnering with Habitat for Humanity – Nick B. can provide a link to participate in these volunteer activities
- Steven Cramer thanked the City of Phoenix team for continuing to provide the data needed for his committee
- Stacey Van Emst, One-Stop Operator
  - Save the Date for Quarterly Partner Meeting - December 17<sup>th</sup>
  - Exploring opportunities for a statewide Client Referral System that will be accessible to all WIOA core and required partners. Unite Us is the current platform we are researching. Please contact Stacey if you would like to attend the information sessions.
- Tomorrow is Veterans Day. Please be sure to thank a Veteran or buy them a cup of coffee.

## **9. Adjournment**

**A motion to adjourn the meeting was made at 10:24 a.m.** by PBWD Board Member, Jesus Love, and seconded by PBWD Board Member, Steven Cramer.



**Approved:** : Latasha Causey, Nick Bielinski, Daniel Barajas, Alli Benezra, Karen Carter, Dawna Cato, Jeff Clark, Steven Cramer, Jon Ellerston, Kaaren-Lyn Graves, Jennifer Grondahl, Travis Hardin, Karen Hartson, Scott Holman, Jesus Love, Brendan Mahoney, Meghan McGilvra, and Melissa Trujillo

**Opposed:** None

**All were in favor and the meeting adjourned at 10:24 a.m.**