

**Phoenix Business and Workforce Development Board
Meeting Minutes
March 10, 2022 ~ 8:30 a.m.**

VIRTUAL MEETING

Board Members Present:

Latasha Causey (Chair)
Melissa Trujillo
Jon Ellerston
Steven Cramer
John Soto
Daniel Barajas
Meghan McGilvra
Dawna Cato
Jeff Clark
Adam Hawkins

Nick Bielinski (Vice Chair)
Travis Hardin
Jennifer Grondahl
Karen Carter
Jesus Love
Brendan Mahoney
Nick DePorter
Kaaren-Lyn Graves
Ali Benezra

Board Members Absent:

Scott Holman
Karen Hartson

Luke Tate

Public Attendees:

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

Reeti Devi
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 March 10, 2022 PBWD Board Meeting to order at 8:36 a.m. Roll call was completed and a quorum of 19 members were present.

2. Approval of January 13, 2022 PBWDB Meeting Minutes

A motion to approve the January 13, 2022 PBWDB Meeting Minutes was made by PBWD Board Member, Steven Cramer, and seconded by PBWD Board Member, Travis Hardin.

Approved: Latasha Causey, Nick Bielinski, Daniel Barajas, Ali Benezra, Karen Carter, Dawna Cato, Jeff Clark, Steven Cramer, Jon Ellerston, Kaaren-Lyn Graves, Jennifer Grondahl, Travis Hardin, Adam Hawkins, Jesus Love, Brendan Mahoney, Meghan McGilvra, John Soto, and Melissa Trujillo

Opposed: None

Motion passed

3. Consent Items

The following Consent Items were presented for approval:

- One-Stop Operator January Report
- WIOA Title II Quarterly Updates
- ARIZONA@WORK City of Phoenix Draft Policy Review and Approval:
 - A. 300.301 Draft Youth Program Policy
 - B. 400.416 Draft Incentive Payments Adults & Dislocated Workers Policy
 - C. 900.911 Draft WIOA COVID-19 Policy

A motion to approve the consent items was made by PBWD Board Member, Melissa Trujillo, and seconded by PBWD Board Member, Jennifer Grondahl.

Approved: Latasha Causey, Nick Bielinski, Daniel Barajas, Ali Benezra, Karen Carter, Dawna Cato, Jeff Clark, Steven Cramer, Jon Ellerston, Kaaren-Lyn Graves, Jennifer Grondahl, Travis Hardin, Adam Hawkins, Jesus Love, Brendan Mahoney, Meghan McGilvra, John Soto, and Melissa Trujillo

Opposed: None

Abstained: Steven Cramer

Motion passed

4. Chair Update

No updates.

5. Diversity, Equity, and Inclusion (DEI) Presentations

The following organizations presented on DEI:

- Mayo Clinic & Paradise Valley Unified School District High School Transition Program – Marcia Edwards, Diversity Recruitment Specialist, Mayo Clinic
- Grads of Life – Dr. Marshaun Hymon, Learning & Advisory Services Director
- Black Chamber of Arizona – Robin Reed, President & CEO

6. Local Plan Modifications Update

PBWD Board Executive Director, LaSetta Hogans, shared the Board consultants, Dr. Sheila Murphy and Dr. Tracy Regenold, have begin the process of acquiring data for the required year two update of the Local Plan. Director Hogans shared that the consultants will be working with staff to obtain the information and once the updates are complete, we will bring them before the PBWD Board for approval.

7. Committee Reports

Business and Workforce Engagement Committee (BWEC): Chair, Jesus Love, shared the committee will have the next Bagels and Business Event on March 16, 2022 in the AM. Hopefully, this will be a virtual event. The topic will be the changing economic landscape from the perspective of remote work and how employers are accommodating employees.

Communication and Outreach Committee (COC): No updates provided.

Program Excellence Committee (PEC): Chair, Daniel Barajas, shared the committee was unable to meet and voted to approve increasing the WIOA training caps for Adult, Dislocated Worker and Youth programs. The next meeting will focus on determining the dollar amount for the training caps for each program.

Executive Leadership Committee (ELC): Chair, Latasha Causey, shared that the committee is keeping a close eye on the vacancies to ensure we can make quorum. Attendance will be a focus in future meetings and will be reviewed by the Executive team. Please be sure to attend your committee meetings.

7. Matters for Future Discussion

- Travis Hardin will present the DEI information for Wells Fargo at the May meeting.
- Steven Cramer will provide updates on the Communications and Outreach

Committee.

8. Call to The Public

- Elizabeth Cole, Program Excellence Committee Ad-Hoc Member, provided an update on the Title II and Title IB collaboration and success story.

9. Adjournment

A motion to adjourn the meeting was made at 9:55 a.m. by PBWD Board Member, Adam Hawkins, and seconded by PBWD Board Member, Daniel Barajas.

Approved: Latasha Causey, Nick Bielinski, Daniel Barajas, Ali Benezra, Karen Carter, Dawna Cato, Jeff Clark, Steven Cramer, Jon Ellerston, Kaaren-Lyn Graves, Jennifer Grondahl, Travis Hardin, Adam Hawkins, Jesus Love, Brendan Mahoney, Meghan McGilvra, John Soto, and Melissa Trujillo

Opposed: None

All were in favor and the meeting adjourned at 9:55 a.m.