

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

**VIRTUAL MEETING  
May 19, 2022  
9:00 a.m.**

**Members Present:**

Karen Carter  
Dawna Cato  
Jeff Clark

Kaaren-Lyn Graves  
Fred Lockhart  
Jesus Love

**Public Attendees:**

Mary Alejandro  
Veronica Gavotto  
Sylvia Hokey  
LaSetta Hogans  
Al Jernigan

Hayden Maynard  
Demitria Robles  
Adriana Valentin  
Stacey Van Emst  
Sam Wolo

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 May 19, 2022 meeting to order at 9:02 a.m. Roll call was completed and a quorum of six members were present.

**2. Approval of April 21, 2022 Business and Workforce Engagement Committee Meeting Minutes:**

**BWEC Member Karen Carter motioned for approval of the April 21, 2022 Business and Workforce Engagement Committee (BWEC) minutes, BWEC Vice-Chair Kaaren-Lyn Graves seconded.**

**Jeff Clark, Fred Lockhart, and Jesus Love voted to approve. Dawna Cata abstained. No members were opposed.**

**3. Bagels and Business Event Wrap-Up:**

BWEC Chair Jesus Love shared that he met with Phoenix Business and Workforce Development Board (PBWDB) Member Sam Wolo and

ARIZONA@WORK City of Phoenix (COP) Project Manager James Montoya to begin planning the Bagels & Business event. He shared that he will not be available for the August date and asked if the committee wanted to change the date of the event to Wednesday, August 31<sup>st</sup>.

**BWEC Member Jeff Clark motioned to reschedule the Bagels & Business meeting for August 31, 2022, BWEC Member Dawna Cato seconded.**

**Karen Carter, Kaaren-Lyn Graves, Fred Lockhart, and Jesus Love, voted to approve. No members were opposed.**

PBWDB Member Sam Wolo shared that he, Jesus Love, and James Montoya met and agreed that attending the meeting in person while also offering a virtual platform for attendees who cannot attend in person may enhance engagement. The meeting would focus on returning to work and recruiting. BWEC Member Dawna Cato asked if they were planning on focusing on certain industries or getting a wide swath of employers. Sam shared that they discussed inviting representatives from construction, information technology, healthcare, and academia. Jesus shared that he knows the financial sector has had difficulty in recruiting people and that academia may have statistical information regarding the return to work. BWEC Vice-Chair Kaaren-Lyn Graves asked if there would be a save-the-date sent out before this meeting. Jesus and Sam agreed that a save-the-date should be sent out and the Communication Outreach Goal Group may be engaged to discuss marketing efforts. Jesus shared the Literacy Volunteers of Maricopa Sunnyslope location can host between 50-60 people. BWEC Member Dawna Cato and BWEC Member Jeff Clark volunteered to assist in planning the event.

**4. Business Engagement Updates:**

ARIZONA@WORK COP Business Services Specialist Christina Quijada shared information about business services in April including visits, hiring events, and work-based learning contracts. Christina shared that the Business Services team has started hosting in-person hiring events. She shared that the Business Services team is administering a small business grant using ARPA funds and BWEC Members have been invited to participate in an application review board if any members were interested.

**5. Phoenix Business and Workforce Development Committee Updates:**

BWEC Chair Jesus Love shared committee updates. The Program Excellence Committee (PEC) had an update from ARIZONA@WORK COP Workforce Supervisor Laura Whitehead on demand industries and Career Pathways Strategies of the Adult and Dislocated Worker Programs. Ricky Duran provided third quarter Performance Updates.

6. **Business and Workforce Engagement Committee Strategic Plan Review:**  
BWEC Chair Jesus Love shared that staff would reach out to BWEC Members to establish a standing date to ensure strategy champions are able to meet and continue work on their strategies.
  
7. **Committee Update Report:**  
BWEC Chair Jesus Love will share the date change for the next Bagels & Business Event.
  
8. **Matters for Future Discussion:**  
ARPA Grant Interview Panels  
Entrepreneurship Career Pathways Environmental Scan  
Future Bagels & Business – Paradise Valley Community College developing Industry Roundtables
  
9. **Call to the Public/Open Discussion:**  
In-person BWEC meeting in June
  
10. **Adjournment:**  
**BWEC Member Jeff Clark motioned to adjourn the meeting, BWEC Vice-Chair Kaaren-Lyn Graves seconded.**

**Karen Carter, Dawna Cato, Fred Lockhart, and Jesus Love approved the motion, and the meeting was adjourned at 9:44 a.m.**