



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

**July 21, 2022
9:00 a.m.**

Members Present:

| | |
|-------------------|-----------------|
| Karen Carter | Jesus Love |
| Dawna Cato | Brendan Mahoney |
| Jeff Clark | Nancy Quinn |
| Kaaren-Lyn Graves | Luke Tate |
| Fred Lockhart | Sam Wolo |

Public Attendees:

| | |
|----------------|----------------|
| Sylvia Hokey | Hayden Maynard |
| LaSetta Hogans | James Montoya |
| Al Jernigan | |

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 July 21, 2022 meeting to order at 9:03 a.m. Roll call was completed and a quorum of seven members were present.

2. Approval of June 16, 2022 Business and Workforce Engagement Committee Meeting Minutes:

BWEC Member Karen Carter motioned for approval of the June 16, 2022 Business and Workforce Engagement Committee (BWEC) minutes, BWEC Member Dawna Cato seconded.

Kaaren-Lyn Graves, Jesus Love, Brendan Mahoney, Nancy Quinn, and Sam Wolo voted to approve. No members were opposed.

Luke Tate joined the meeting at 9:08 a.m.

3. Bagels and Business Event Planning:

BWEC Chair Jesus Love shared that the Bagels & Business Event will be hosted on Wednesday, August 31, 2022 at the Sunnyslope Literacy Volunteers

of Maricopa County location. The event will be a question-and-answer format with a panel of three to share information with the audience. The save the date will be sent out soon.

Fred Lockhart joined the meeting at 9:12 a.m, Jeff Clark joined the meeting at 9:14 a.m.

4. Business Engagement Updates:

ARIZONA@WORK City of Phoenix Business Services Specialist Christina Quijada shared the Numbers@Work report. The report detailed business outreach and activity for FY 2021-22. Business Services Specialist Al Jernigan shared information about outreach and assistance provided for the Micro and Small Business Grant. Christina shared information about the Workforce Training program, a grant program for Phoenix-based organizations that offer business training programs and/or demonstration projects that can benefit Phoenix entrepreneurs and the small business community.

5. Business and Workforce Engagement Committee Strategic Plan Review:

BWEC members to establish a recurring time to meet with their strategy groups and bring information to the July BWEC Meeting.

Strategy Four: Leverage labor market information to inform decisions and strategic impact of Workforce Development

Suggested eliminating “Utilize and report employing BLS, Census, Economic Modeling Specialist Intl. (EMSI), and other available data mechanisms” as an action. The group plans on revisiting which sectors are targeted using Labor Market information (LMI)

Strategy Five: Ensure ROI for Workforce Development in the City.

Shared there was a meeting scheduled for review on August 11 to review the strategy.

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

Proposed changing the verbiage of an action: “Recruit participation once Career Pathway or apprenticeship opportunity is designed” and making the action “measure retention of employees” the metric for the action; proposed changing the verbiage of an action: “Educate employers on resources, including those offered by ARIZONA@WORK City of Phoenix” and making the metric “Business services team outreach and Bagels & Business Outreach”; and proposed adding the action: “State & regional workforce updates on education investment that leads to Career Pathways” with the metric “Quarterly updates for the strategy group.”

BWEC Vice-Chair Kaaren-Lyn Graves motioned the following changes be made to the strategic scorecard:

- **Strategy 4:** eliminate “Utilize and report employing BLS, Census, Economic Modeling Specialist Intl. (EMSI), and other available data mechanisms” as an action
- **Strategy 6:** Change action to “recruit participation once Career Pathway or apprenticeship opportunity is designed”
- **Strategy 6:** change action to “educate employers on resources, including those offered by ARIZONA@WORK City of Phoenix” and changing the metric to “business services team metrics and Bagels & Business outreach”
- **Strategy 6:** Add action “State & regional workforce updates on education investment that leads to Career Pathways” with the metric “Quarterly updates for the strategy group.”

Brendan Mahoney left the meeting at 9:50 am. Nancy Quinn left the meeting at 9:56 am.

BWEC Member Karen Carter seconded the motion.

Dawna Cato, Jeff Clark, Fred Lockhart, Jesus Love, Luke Tate, and Sam Wolo approved the motion, and the meeting was adjourned at 10:03 a.m.

6. Committee Update Report:

BWEC Chair Jesus Love asked strategy groups to send information to staff by Monday.

7. Matters for Future Discussion:

None

8. Call to the Public/Open Discussion:

None

9. Adjournment:

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

Karen Carter, Dawna Cato, Jeff Clark, Jesus Love, Luke Tate, and Sam Wolo approved the motion, and the meeting was adjourned at 10:03 a.m.