



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

**VIRTUAL MEETING  
October 21, 2021  
8:00 a.m.**

**Members Present:**

Robert Cain  
Karen Carter  
Dawna Cato  
Jeff Clark

Nick DePorter  
Kaaren-Lyn Graves  
Fred Lockhart  
Jesus Love

**Public Attendees:**

Mary Alejandro  
Steven Bennett  
Scott Daniels  
Christina Edwards  
LaSetta Hogans (PBWDB Exec. Dir)  
Al Jernigan

Hayden Maynard  
Christina Quijada  
Nancy Quinn  
Demitria Robles  
Rob Stenson

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

**1. Call to Order / Roll Call:**

The Business and Workforce Engagement Committee (BWEC) Vice-Chair, Kaaren-Lyn Graves, called the October 21, 2021 meeting to order at 9:01 a.m. Roll call was completed and a quorum of six members were present.

**2. Approval of August 19, 2021 Business and Workforce Engagement Committee Meeting Minutes:**

**BWEC Ad-Hoc Member Robert Cain motioned for approval of the August 19, 2021 Business and Workforce Engagement Committee (BWEC) minutes, BWEC Member Dawna Cato seconded.**

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

**Nick DePorter joined the meeting at 9:03 a.m.**

**3. Ad-Hoc Member Application:**

BWEC Ad-Hoc Applicant, Nancy Quinn, introduced herself to the committee members in advance of them considering her application. Nancy shared that she has started a company that works with construction contractors to create a talent pipeline for heavy machinery operators. Nancy has over twenty years of human resources experience with local employers and talent acquisition and development.

**BWEC Member Nick DePorter motioned for approval for Nancy Quinn join the BWEC as an ad-hoc member, BWEC Ad-Hoc Member Robert Cain seconded.**

**Karen Carter, Dawna Cato, Jeff Clark, Kaaren-Lyn Graves, and Jesus Love voted to approve. No members were opposed.**

**4. Bagels and Business Review:**

BWEC Member Dawna Cato asked if the Bagels and Business Events would be resuming in person. BWEC Chair Jesus Love shared that the events will be in person once the City of Phoenix (COP) approves in person meetings. BWEC Vice-Chair Nick DePorter shared that the level of engagement for Bagels & Business Meetings are reduced since COVID-19 changed the event format to virtual.

BWEC Member Karen Carter asked if the audience for the Bagels and Business events are employers. ARIZONA@WORK City of Phoenix Business Engagement Supervisor Rob Stenson shared that the invitations are aimed at Human Resources executives and C-suite business leaders. Nick DePorter asked if they were able to convene at a non-City of Phoenix venue. Phoenix Business and Workforce Development (PBWD) Board Executive Director LaSetta Hogans said she would follow up.

BWEC Ad-Hoc Member Robert Cain suggested a program about the future landscape of the workforce, both locally and nationally. This would include the introduction of virtual work and how it's impacting industries. BWEC Member Dawna Cato suggested considering Generation X jobseekers entering industries and the workforce, in general. Robert suggested incorporating the culture shift that companies are being forced to make with the changing workforce, including a shift to entrepreneurship and how companies are supporting remote work employees. BWEC Vice-Chair Kaaren-Lyn Graves said that a high number of high school graduates are not matriculating to college and they might want to consider a program about engaging the youth workforce. BWEC Chair Jesus Love suggested returning to the conversation in November.

**5. Business and Workforce Engagement Committee Member Outreach:**  
BWEC Vice-Chair Kaaren-Lyn Graves shared that she has connected her contacts and clients with ARIZONA@WORK City of Phoenix services.

**6. Business Engagement Updates:**

ARIZONA@WORK COP Business Engagement Supervisor Rob Stenson shared that the business engagement team focuses on recruiting, work-based learning outreach, and job postings. The On-the-Job Training (OJT) is focused on newly onboarded employees that need extra training to fulfill their job duties. The Incumbent Worker Training (IWT) is focused on existing employees to upgrade their skills, to avoid layoffs and to make them more competitive in the talent pool. The ARIZONA@WORK COP Business Engagement team currently has 337 individuals in training and \$600,000 in contract commitments.

Rob shared that the business engagement team has 100 visits to companies in the first quarter of FY 2021-22. All recruiting events have been virtual for the past year and a half and the business engagement team hosts an industry-focused recruiting event every Thursday. The team has assisted 26 companies with over 1,000 positions during the quarter. Company recruiters regularly do not have the time to participate in hiring events. He shared that there was a 20% jump in job postings from June 2020 to June 2021.

Fred Lockhart joined the meeting at 9:40 a.m.

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

BWEC Chair Jesus Love shared that there were no committee updates meetings not being held due to quorum issues.

**8. Business and Workforce Engagement Committee Strategic Plan Review:**

BWEC Vice-Chair Kaaren-Lyn Graves shared that she and BWEC Chair Jesus Love spoke with the new BWEC members and shared the committee strategic plan and asked which strategies they would like to champion. Kaaren-Lyn suggested that the strategy champions meet before the November meeting and share updates at the next meeting. She reminded members that there are reports available on Govenda and staff is available to support.

**9. Committee Update Report:**

BWEC Chair Jesus Love said he will meet with the vice-chairs to draft a report to the Executive Leadership Committee (ELC). He recommended sharing information about the Bagels and Business discussion and the new strategy champions have been assigned.

**10. Matters for Future Discussion:**

None

**11. Call to the Public/Open Discussion:**

None

**12. Adjournment:**

**BWEC Ad-Hoc Member Robert Cain motioned to adjourn the meeting, BWEC Vice-Chair Nick Deportrt seconded.**

**Karen Carter, Dawna Cato, Jeff Clark, Kaaren-Lyn Graves, Fred Lockhart, and Jesus Love approved the motion, and the meeting was adjourned at 9:57 a.m.**