

**Phoenix Business and Workforce Development Board
Meeting Minutes
January 13, 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
Dean Van Kirk
Luke Tate
Jesus Love
Brendan Mahoney
Karen Hartson
Kaaren-Lyn Graves
Scott Holman

Board Members Absent:

Nick DePorter
Alli Benezra
Karen Carter

Jennifer Grondahl
Karen Hartson

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 17 members were present.

2. Approval of November 10, 2021 PBWDB Meeting Minutes

A motion to approve the November 10, 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, Dawna Cato, Jeff Clark, Steven Cramer, Jon Ellerston, Kaaren-Lyn Graves, Travis Hardin, Scott Holman, Adam Hawkins, Jesus Love, Brendan Mahoney, Meghan McGilvra, John Soto, Luke Tate, Melissa Trujillo, and Dean Van Kirk

Opposed: None

Motion passed

3. Consent Items

The following Consent Items were presented for approval:

- One-Stop Operator November Report
- ARIZONA@WORK City of Phoenix Draft Policy Review and Approval:
 - A. 200.202 Draft Individualized Career Services Policy
 - B. 200.204 Draft Eligibility Adult/DW Programs Policy
 - C. 400.407 Draft Performance Measures Policy
 - D. 500.501 Draft Support Services Eligibility Policy
 - E. 500.502 Draft Support Services Categories Policy
 - F. 600.603 Draft Entrepreneurial Services Policy

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

Approved: Latasha Causey, Nick Bielinski, Daniel Barajas, Dawna Cato, Jeff Clark, Steven Cramer, Jon Ellerston, Kaaren-Lyn Graves, Travis Hardin, Scott Holman, Adam Hawkins, Jesus Love, Brendan Mahoney, Meghan McGilvra, John Soto, Luke Tate, Melissa Trujillo, and Dean Van Kirk

Opposed: None

Abstained: Steven Cramer

Motion passed

4. Chair Update

- PBWD Board Chair, introduced new Board members Scott Holman and Karen Hartson.
- Mayor Gallego's Workforce Ad Hoc Committee met, and Daniel Barajas gave a presentation on the Maricopa County Community College District programs and initiatives.
- If PBWDB members have ideas or topics for the Workforce Ad Hoc Committee please let Latasha, Christina or LaSetta know.
- Thank you to Nick B. and Kandi Tillman for the November Board meeting dedicated to Veteran's and Veteran hiring.

5. City of Phoenix Economic Development Presentation

City of Phoenix Community and Economic Development Director, Christine Mackay, gave a Phoenix economy and economic development presentation to the Board. Director Mackay shared around the current business environment in the City and why businesses choose Phoenix. Director Mackey discussed the target industries in economic development such as: Healthcare/Bio Medical, Next Generation Technologies, Software and Big Data and the financial Technology and Financial Services sector. Business and Workforce trends closed-out the presentation and Director Mackay took several questions from the Board members. Director Mackey will return next quarter to give an economic development update to the PBWD Board.

6. 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 hybrid in-person and 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): Chair, Steven Cramer, shared the committee has social media and website metrics to share with the Board on a quarterly basis. Steven thanked the City team for their work.

Program Excellence Committee (PEC): Chair, Daniel Barajas, shared the committee was unable to have their meeting last week due to no quorum. Daniel thanked the City team for the invite to participate in the Mayor's Workforce Ad Hoc Committee meeting. Some new metrics were shared that may be incorporated in the scorecard. Kweilin Waller, Deputy Human Services Director, and team are helping the committee make some determinations regarding the WIOA training dollar caps.

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

- Nick Bielinski – Take a closer look at WIOA training dollars and the outcomes/successes from that
- Daniel Barajas – Development of a new talent pipeline will take a village of partners to include employers, educational partners and workforce development. Is there an opportunity to partner for statewide, system-level approaches to workforce solutions.
- Latasha Causey - Look at existing state approaches to workforce solutions (state agencies and non-profits)
- Latasha Causey – possible future meeting with a diversity, equity and inclusion as a focus, Meghan McGilvra to possibly lead. Looking for additional volunteers to be the lead for this meeting, please connect with Christina or LaSetta.

8. Call to The Public

- Elizabeth Cole introduced all Title II Adult Education representatives in the Maricopa & Phoenix area. Title II top priority is to complete the MOU/IFA Addendums regarding the client referral system. Elizabeth thanked Stacey Van Emst and Laura Whitehead for all of their efforts in getting the Addendums. Mayor Gallego was recognized and thanked for her proclamation for Adult Education week.
- Jesus Love recognized Patrick Brown from Adult Education and all his efforts to coordinate Title II services in the Phoenix area.
- Steven Cramer shared the North American Customer Service Association is having their meeting in Scottsdale. Let Steven know if you would like to attend and meet contact center leaders in the valley from all industries.

9. Adjournment

A motion to adjourn the meeting was made at 10:10 a.m. by PBWD Board Member, Jesus Love, and seconded by PBWD Board Member, Meghan McGilvra.

Approved: Latasha Causey, Nick Bielinski, Daniel Barajas, Dawna Cato, Jeff Clark, Steven Cramer, Jon Ellerston, Kaaren-Lyn Graves, Travis Hardin, Scott



Holman, Adam Hawkins, Jesus Love, Brendan Mahoney, Meghan McGilvra, John Soto, Luke Tate, Melissa Trujillo, and Dean Van Kirk

Opposed: None

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