

**Phoenix Business and Workforce Development Board
Meeting Minutes
March 9, 2023 ~ 8:30 a.m.**

HYBRID MEETING

Board Members Present:

Suzanna Armijo	Juvenal Lopez
Daniel Barajas	Jesus Love
Nick Bielinski (Vice-Chair)	Meghan McGilvra
Karen Carter	Kevin Parker
Jeff Clark	Alison Rapping
Steven Cramer	Claudia Reilly
Patrick Fitzhugh	Dean Scheinert
Kaaren-Lyn Graves	John Soto
Adam Hawkins	Sam Wolo

Board Members Absent:

Latasha Causey (Chair)
Karen Hartson
Luke Tate

Public Attendees:

LaSetta Hogans (Executive Director)	Matalie Hastings
Marchelle Franklin	Jovanna Parkhouse
Ariadna Valentin	Tracee Spire
Steven Bennett	Stacey VanEmst
Dustin Panoff	James Montoya
Kandi Tillman	Genie Usher
Eddie Barojas	Julie Stiak
Demitria Robles	Stan Flowers
Elizabeth "E" Cole	Perla Garcia
Sandra Enriquez	Nancy Quinn
Steven Bennett	

1. Call to Order:

Phoenix Business and Workforce Development (PBWD) Board Vice Chair, Nick Bielinski, called the March 9, 2023 PBWD Board Meeting to order at 8:31 a.m. Roll call was completed and a quorum of 18 members were present.

2. Approval of January 12, 2023 PBWDB Meeting Minutes:

A motion to approve the January 12, 2023 PBWDB Meeting Minutes was made by PBWD Board Member Dean Scheinert, and seconded by PBWD Board Member Steven Cramer.

Approved: Suzanna Armijo, Daniel Barajas, Nick Bielinski (Vice-Chair), Karen Carter, Jeff Clark, Patrick Fitzhugh, Kaaren-Lyn Graves, Adam Hawkins, Juvenal Lopez, Jesus Love, Meghan McGilvra, Kevin Parker, Alison Rapping, Claudia Reilly, John Soto, Sam Wolo

Opposed: None

Abstained: None

Motion passed

3. Chair Update:

PBWD Board Vice Chair Nick Bielinski thanked members for attending the meeting and for attending the strategic planning session.

4. Consent Agenda: ARIZONA@WORK City of Phoenix Policies for Revision

On recommendation of the PEC, the PBWD Board considered the following ARIZONA@WORK City of Phoenix Policies for revisions:

- 200.204: Eligibility – Adult & Dislocated Worker
- 500.501: Eligibility – Supportive Services
- 500.502: Supportive Services Categories & Cost Guidelines

A motion to approve the consent agenda was made by PBWD Board Member Dean Scheinert, and seconded by PBWD Board Member Steven Cramer.

Approved: Suzanna Armijo, Daniel Barajas, Nick Bielinski (Vice-Chair), Karen Carter, Jeff Clark, Patrick Fitzhugh, Kaaren-Lyn Graves, Adam Hawkins, Juvenal Lopez, Jesus Love, Meghan McGilvra, Kevin Parker, Alison Rapping, Claudia Reilly, Dean Scheinert, John Soto, Sam Wolo

Opposed: None

Abstained: None

Motion passed

5. Board Budget Presentation:

City of Phoenix (COP) Human Services Deputy Director Alex Platas shared a Board Budget Presentation.



**Adult and Dislocated Worker Program
Funds Transfer Request
Phoenix Workforce Development Board Meeting**

**Alex Platas
Deputy Human Services Director**

Transfer Request for PY 22-23



**\$2,100,000 Increase for
Occupational Training**



**\$200K Increase for
Support Services**



**Total Request
\$2,300,000 Increase**

PY 21 / FY22 Expenditures

WIOA FUNDING & EXPENDITURES BY PROGRAM (FY21-22) - Reporting period 07/1/21 - 2/28/23			
WIOA FUNDING & EXPENDITURES BY PROGRAM (FY21-22) - Reporting period 07/1/21 - 2/28/24	Percentage of Fund 1845 Allocation Spent		
WIOA FUNDING & EXPENDITURES BY PROGRAM (FY21-22) - Reporting period 07/1/21 - 2/28/25	80.1%	YOUTH - LTD	PY21
WIOA FUNDING & EXPENDITURES BY PROGRAM (FY21-22) - Reporting period 07/1/21 - 2/28/26	0.0%	Out of School	75.3%
WIOA FUNDING & EXPENDITURES BY PROGRAM (FY21-22) - Reporting period 07/1/21 - 2/28/27	120.1%	In School	24.7%
WIOA FUNDING & EXPENDITURES BY PROGRAM (FY21-22) - Reporting period 07/1/21 - 2/28/28	73.2%	WEX (Work Experience)	20.0%
WIOA FUNDING & EXPENDITURES BY PROGRAM (FY21-22) - Reporting period 07/1/21 - 2/28/29	69.6%		

A motion was made to transfer \$2.3 million to increase occupational training and support services by PBWD Board Member, Steven Cramer, and seconded by PBWD Board Member, Daniel Barájas.

Approved: Suzanna Armijo, Nick Bielinski (Vice-Chair), Karen Carter, Jeff Clark, Patrick Fitzhugh, Kaaren-Lyn Graves, Adam Hawkins, Juvenal Lopez, Jesus Love, Meghan McGilvra, Kevin Parker, Alison Rapping, Claudia Reilly, Dean Scheinert, John Soto, Sam Wolo

Opposed: None

Motion passed.

6. Committee Reports:

Business and Workforce Engagement Committee (BWEC):

BWEC Member, Jesús Love shared that 63 people attended the 'Bagels and Business' event focused on Advanced Business Services hosted at Paradise Valley Community College. During the event, City of Phoenix Community and

Economic Development Director Chris Mackey shared information about the Phoenix labor market and trends, before an industry led panel that discussed the current state of Advanced Business Services and strategies for success. Refreshments were provided by PBWD Board Member Sam Wolo and WL Gore. During the March meeting the BWEC plans to review Bagels & Business outcomes, plan for the next event, and learn about the growing electric vehicles industry.

Program Excellence Committee (PEC):

Daniel Barajas, PEC Chair, reported that One-Stop Operator (OSO) Stacey VanEmst presented the January 2023 OSO Monthly Report. The PEC voted to approve policy revisions associated with the AZQUEST Grant. PBWD Board Member Alison Rapping shared a presentation about the current challenges facing the reentry population and prospective employers.

7. Matters for Future Discussion:

RSC was awarded 1.5 million dollars in funding for the Strada Education Network's Beyond Completion Challenge which will improve equitable access to college and career navigation services for over 5,000 adult learners.

Title II programs have set-aside funding as a part of their contracts with the Arizona Department of Education Adult Education Services. The funding will be used for shared system costs.

Shared referral system UnitedUs (Contexture) will allow participants one door of entry.

8. Call to The Public:

A call to the public was made. None was made.

9. Adjournment:

A motion to adjourn the meeting was made at 9:06 a.m. by PBWD Board Member, Steven Cramer, and seconded by PBWD Board Member, Daniel Barájas.

Approved: Suzanna Armijo, Nick Bielinski (Vice-Chair), Karen Carter, Jeff Clark, Patrick Fitzhugh, Kaaren-Lyn Graves, Adam Hawkins, Juvenal Lopez, Jesus Love, Meghan McGilvra, Kevin Parker, Alison Rapping, Claudia Reilly, Dean Scheinert, John Soto, Sam Wolo

Opposed: None

All were in favor and the meeting adjourned at 9:06 a.m.