



Phoenix Business and Workforce Development Board
 Executive Leadership Committee Meeting
 December 10, 2020
 8:30 am-10:30 am Mountain Standard Time

VIRTUAL MEETING

Meeting link: <https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=mb0346bf19664985b838785ad3cef46e6>
Password: HpnXSU2Ai35

Phone: 415-655-0001 **Access Code:** 133 909 0759#

I. Call to Order/ Roll Call/ Chair Update

(Audrey Bohanan)

The Phoenix Business and Workforce Development (PBWD) Board Chair, Audrey Bohanan, will call the Executive Leadership Committee (ELC) meeting to order. Roll call will be called to ensure a quorum is present.

II. CONSENT ITEM: One-Stop Operator October Report

(Audrey Bohanan)

Consent Items are for Updates and Approval ONLY and are approved in a single vote. Consent Items are operational, compliance and/or contractual items that are not subject to discussion unless pulled from the consent agenda. If discussion is required a Board Member can request to have a Consent Item removed and discussed at the current or next Board Meeting.

RECOMMENDATION: This item is for information and approval.

III. For Approval: October 8, 2020 ELC Meeting Minutes

(Audrey Bohanan)

The October 8, 2020 Executive Leadership Committee Meeting Minutes are recommended for review and approval.

RECOMMENDATION: This item is for information and approval.

IV. Client Referral System Update

(Stacey VanErnst)

The One Stop Operator will give a status update on progress towards a client referral system.

RECOMMENDATION: This item is for information, discussion and possible action.

V. Memorandum of Understanding (MOU) & Infrastructure Funding Agreement (IFA)

(LaSetta Hogans)

PBWDB Executive Director, LaSetta Hogans, will review the WIOA System Partner MOU and IFA with the committee for approval.

VI. Committee Update Reports

(Committee Members)

The Chair/Vice Chair of each committee will give a status report of the work the committee is doing.

RECOMMENDATION: This item is for information and discussion.

VII. ELC Scorecard Review

(Audrey Bohanan)

The committee will review their scorecard and make any necessary adjustments to the actions and timelines.

RECOMMENDATION: This item is for information, discussion and possible action.

VIII. ELC Committee Report

(Audrey Bohanan)

Committee members will work together to complete the ELC Committee Update Report

RECOMMENDATION: This item is for information and discussion.

IX. Matters for Future Discussion

(Audrey Bohanan)

X. Call to The Public & Open Discussion

(Audrey Bohanan)

XI. Adjournment

(Audrey Bohanan)