



Phoenix Business and Workforce Development Board  
 Communication & Outreach Committee Meeting  
 October 22, 2020  
 9:00 am-10:30 am Mountain Standard Time

**Webex join by phone: 1-415-655-0001 Meeting number: 133 570 7219#**  
**Meeting Link:**  
**<https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=mdc60fa5e291614f561b1592fa6b86f25>**  
**Password: 8RaVRwive94**

**I. Call to Order/Roll Call**

*(Nicholas Bielinski)*

The Communication and Outreach Committee (COC) Chair, Nick Bielinski, will call the COC meeting to order.

Roll call will be completed to ensure a quorum is present.

**II. Approval of August 27, 2020 COC Meeting Minutes**

*(Nicholas Bielinski)*

The August 27, 2020 COC Meeting Minutes are recommended for review and approval.

**RECOMMENDATION: This item is for information and action.**

**III. New Committee Update Form**

*(Nicholas Bielinski)*

The Committee Report Form has been updated. The Communication and Outreach Committee (COC) will review the new form.

**RECOMMENDATION: This item is for information and discussion.**

**IV. In-Person Meeting Update**

*(Nicholas Bielinski)*

The PBWDB Staff will provide an update regarding the resuming of in -person committee meetings.

**RECOMMENDATION: This item is for information and discussion.**

**V. Communications Group Updates**

*(Eric Toll)*

The Communications Group will present current updates to their Marketing Support & Implementation of Communications Strategy to the Communication & Outreach Committee (COC).

**RECOMMENDATION: This item is for information and discussion.**

**VI. Website Calendar Hiring Events**

*(Nicholas Bielinski)*

The Communication and Outreach Committee (COC) will review calendar of events located on the ARIZONA@WORK City of Phoenix Website.

**RECOMMENDATION: This item is for information and discussion.**

**VII. Identify Scorecard Benchmarks**

*(Nicholas Bielinski)*

The Communication and Outreach Committee (COC) will review the committee's scorecard to identify specific benchmarks

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

**VIII. Matters for Future Discussion**

*(Nicholas Bielinski)*

**IX. Call to the Public and Open Comment**

*(Nicholas Bielinski)*

**X. Adjournment**

*(Nicholas Bielinski)*