



**Phoenix Business and Workforce Development Board
Advancing Youth Workforce Committee
Meeting Minutes**

**Phoenix Business and Workforce Development Center
302 N. 1st Avenue, 6th Floor West Conference Room
January 22, 2019**

Members Present:

Jeff Kulaga, Chair
Charlie Boyce
Travis Hardin
Fred Ingersoll

Members Absent:

Members Present via Teleconference:

Bethany Woodard
Daniel Barajas, Vice-Chair
Delbert Hawk

City of Phoenix Staff:

Abigail Garcia	LaSetta Hogans
Christina Edwards	Mark Carr
Diamond Smiley	Mary Alejandro
Ronnie McGuire	Susan Roger
Winsome Benjamin	

Public Attendees:

Dustin Panoff	Jeannete Perez
Tracee Spire	Kristin Ferguson
Elizabeth Mody	
Shayne Abrahams	

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

1. Call to Order/Roll Call

Advancing Youth Workforce Committee (AYW) Chair, Jeff Kulaga, called the January 22, 2019 meeting to order at 8:32 a.m. Roll call was completed, and quorum four members present, three members were participating via teleconference.

2. Review and approval of November AYW Committee Meeting Minutes:

A motion to approve the November 27, 2018 meeting minutes was made by Bethany Woodard, Committee Member, and Fred Ingersoll, Committee Member, seconded the motion. **Motion passed 7:0**

Yes: 7 – Jeff Kulaga, Travis Hardin, Bethany Woodard, Charlie Boyce,
Delbert Hawk, Daniel Barajas and Fred Ingersoll
No: 0
Absent: 0

3. For Information, Discussion: Review attendance hours:

PBWD Board Liaison, Christina Edwards, reviewed the process of tracking committee attendance hours and that the information is also shared with the Mayor office.

4. For Information and Discussion: Arizona Center for Youth Resources (ACYR)

Arizona Center for Youth Resources (ACYR) provider Shayne Abrahams presented on the Justice involved Youth services. This program engages young adults in a three-phase career development process that includes self-exploration where youth identify their personal strengths, skills, values, and interests using validated career assessments. Career exploration youth learn about specific career pathways through employer guest speakers, informational interviews, workplace visits, and job shadowing. During the career planning and management phase of the program the youth begin setting and achieving education and training goals that align with personal career interests and identified career pathways.

5. For Information and Discussion: Opportunities for Youth (OFY)

Kristin Ferguson-Colvin, director of the ASU Center for Human Capital and Youth Development, along with Elizabeth Hatch Mody, research specialist, presented on career and educational opportunities for refugee youth. In 2017 total refugee arrivals was 2,289 and more than half of all refugees are children and youth. Arizona is one of the top 10 states for resettlement. OFY will identify 50 youth ages 16-24, both opportunity youth and in-school working youth. A one-page survey with demographics in five focus areas will be presented to the youth. Jeff Kulaga Committee Chair extended an invite to OFY to come back in June to review the final report of the study.

6. For Information, Discussion and Possible Action: Strategic Scorecard for the Committee Year 2 Goals

Human Services Youth Program Manager, Mark Carr, reviewed the second year of Strategic Plan Scorecard and progress towards goals assigned to the AYWC.

Goal Two

- **Action 1, Strategy 2.4:** Strengthen career exploration initiatives for individuals with disabilities or foreign-born talent. Provide services and supports necessary to engage targeted populations in the talent pool. The AYW Committee would like to make sure the process was on target. **Due date February 2019.**

Goal Four

- **Action 1, Strategy 4.1:** Through collaboration with system partners and network compile an asset map. Compile and maintain a comprehensive asset map of the talent development system. **Due date February 2019.**

Goal Eight

- **Action 1, Strategy 8.2:** Evaluate and update staffing plan and resource allocations based on need. Identify human resource need to support the Board's goals, **this is an ongoing strategy.**
- **Action 1, Strategy 8.3:** Continue offering quarterly training opportunities for professional development to staff and board members. Publish quarterly brochure. Identify and provide professional development opportunities for system and staff and partners, **this is an ongoing strategy.**

7. For Information, Discussion and Possible Action: The Advancing Youth Workforce Committee reviewed the PBWDB Committee Summary objectives. A motion to approve was made by Charlie Boyce , Committee Ad Hoc Member, and Travis Hardin, Committee Member, seconded

Yes: 7 – Jeff Kulaga, Travis Hardin, Bethany Woodard, Charlie Boyce, Delbert Hawk, Daniel Barajas and Fred Ingersoll

No: 0

Absent: 0

8. For Information, Discussion and Action: A review of ad-hoc candidate Victoria Pettit's resume and applications was completed and a motion to approve was made by Travis Hardin, Committee Member, and Fred Ingersoll, Committee Member, seconded the motion. **Motion passed 7:0**

Yes: 7 – Jeff Kulaga, Travis Hardin, Bethany Woodard, Charlie Boyce,

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Delbert Hawk, Daniel Barajas and Fred Ingersoll

No: 0
Absent: 0

9. Matters for future discussion

- Review of next Ad-Hoc Member
- Strategic Plan Scorecard review

10. Call to the public and open discussion

Travis Hardin spoke regarding his YouTube motivational talk regarding Leadership.

11. Adjournment

A motion to adjourn the meeting was made at 9:39 a.m. by Charlie Boyce Committee Ad Hoc Member, Fred Ingersoll, Committee Member, seconded,
Motion passed 6:0.

Yes: 4 – Jeff Kulaga, Travis Hardin, Bethany Woodard, Daniel Barajas
No: 0
Absent: 1 – Delbert Hawk,