



Phoenix Business and Workforce Development Board
 Program Excellence Committee Meeting
 April 06, 2023
 9:00 am-10:30 am Mountain Standard Time

VIRTUAL MEETING

Meeting link:

Join from the meeting link

<https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=m3374ba58374282934d872f243b894622>

Join by meeting number

Meeting number (access code): 2450 363 0664

Meeting password: T9Rjw8aECA5

Tap to join from a mobile device (attendees only)

+1-415-655-0001,,24503630664## US Toll

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Global call-in numbers

Join from a video system or application

Dial 24503630664@cityofphoenix.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

I. Call to order/ Roll call

(Daniel Barajas)

The Program Excellence Committee (PEC) Chair, Daniel Barajas, will call the PEC meeting to order.

Roll call will be completed by the Program Excellence Committee Staff Support to ensure a quorum is present.

II. Approval of March 2, 2023 PEC Meeting Minutes

(Daniel Barajas)

The March 2, 2023 Program Excellence Committee (PEC) Minutes are recommended for review and approval.

RECOMMENDATION: This item is for information and approval.

III. OSO Monthly Report for February 2023

(Stacey VanEmst)

City of Phoenix, One Stop Operator, Project Director Stacey Van Emst will present the February 2023 OSO Monthly Report.

RECOMMENDATION: This item is for information and discussion.

IV. **Workforce Conference Discussions**

(LaSetta Hogans)

City of Phoenix PBWD Board Executive Director, LaSetta Hogans will share the experience of recent conferences attended by staff.

RECOMMENDATION: This item is for information and discussion.

V. **Workforce Program Participant Success Story**

(Jesus Love)

Jesús Love, Executive Director, Literacy Volunteers of Maricopa County will present a Title II participant experience and success in the program.

RECOMMENDATION: This item is for information and discussion.

VI. **Strategy Team Assignment Updates**

(Daniel Barajas)

The Program Excellence Committee will provide updates to inform how each team is accomplishing their Strategy Assignments.

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

VII. **Scorecard Review and Strategies for Improvement**

(Program Excellence Committee)

The Program Excellence Committee will discuss ways to improve the strategies listed on the PEC scorecard.

Scorecard items for discussion:

- A review of the committee meeting and committee scorecard PowerPoints used to streamline the reporting process.
- Suggested workgroups and expectations of the PEC members.
- Scorecard alignment with the local plan and the strategies used to achieve the PEC scorecard goals.

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

VIII. **Committee Report Form**

(Daniel Barajas)

Daniel Barajas, Program Excellence Committee (PEC) Chair, will provide PEC committee updates.

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

IX. **Matters for Future Discussion**

(Daniel Barajas)

X. Call to the Public & Open Discussion
(Daniel Barajas)

XI. Adjournment
(Daniel Barajas)