**Phoenix Business and Workforce Development Board**

**Advancing Youth Workforce Committee**

**Youth Ambassador Workgroup Meeting Minutes**

**June 10, 2019**

The meeting of the Phoenix Business and Workforce Development Board Advancing Youth Workforce Committee, Youth Ambassador Workgroup was held on June 10, 2019 located at the Phoenix Business and Workforce Development Center, 302 N. 1st Avenue, 6th Floor, Phoenix, AZ 85003.

**Committee Members Present:**

Bethany Woodard (Chair)

Charlie Boyce

Mark Carr

**Public Attendees:**

LaSetta Hogans (PBWDB Executive Director)

Christina Edwards (PBWDB Liaison)

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

1. **Call to Order:**

The Youth Ambassador Workgroup (YAW) Chair, Bethany Woodard, called the June 10, 2019 workgroup meeting to order at 10:40 a.m. Call to order and roll call was completed by Christina Edwards and quorum of three members was present.

1. **Develop Strategies to Recruit Youth for Ad Hoc Membership:**

The Youth Ambassador Workgroup (YAW) reviewed the Ad Hoc information used for the Phoenix Business and Workforce Development Board and made several changes that are applicable specifically to youth.

A youth Work Experience (WEX) is being developed for two individuals who will serve as Youth Ad Hoc Committee Members to the Advancing Youth Workforce Committee (AYWC).

Voting privileges for youth serving in an ad hoc capacity on the AYWC, who are currently enrolled in WIOA, will be researched by Christina Edwards and reported back to the Workgroup.

**A motion to approve the changes made to the Ad Hoc Member Overview** was made by YAW member Charlie Boyce and **seconded** by YAW member Mark Carr.

**Approved:** Bethany Woodard, Charlie Boyce and Mark Carr

**Opposed:** None

**Motion passed unanimously**

**3. Matters for Future Discussion:**

* Research voting rights for youth who are ad hoc members of the Advancing Youth Workforce Committee with the Workforce Arizona Council.
* Next Workgroup meeting is scheduled for June 14, 2019 from 1:30-3:00 pm.
* Send ad hoc information out to workgroup members in Word format.
* Mark Carr will research Youth Program Element #6 Leadership Development Opportunities in preparation of the WEX.
* YAW Chair Bethany Woodard will do a mock-up of Ad Hoc Member Overview changes approved during the meeting and send out to workgroup members.

**4. Call to The Public:**

None

**5. Adjournment:**

**A motion to adjourn** was made by YAW member Charlie Boyce and **seconded** by Mark Carr.

**Approved:** Bethany Woodard, Charlie Boyce and Mark Carr

**Opposed:** None

**Motion passed unanimously**

**The meeting adjourned at 12:09 p.m.**