



**PHOENIX BUSINESS AND WORKFORCE DEVELOPMENT BOARD
ALIGN INVESTMENT STEERING COMMITTEE
Meeting Minutes**

**October 18, 2023
9:00 a.m.**

Members Present:

Nick Bielinski
Kaaren-Lyn Graves
Samantha Hansen
Scott Holman

Brandon Ramsey
Stephanie Rimmer
Raghu Santanam

Public Attendees:

Deb Furlong
Michelle Gillis
LaSetta Hogans
Hayden Maynard

Christina Quijada
Demetria Robles
Rebecca Tierney

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

1. Call to Order / Roll Call:

The Align Investment Steering Committee (ALSC) Chair, Brandon Ramsey, called the October 18, 2023, meeting to order at 9:13 a.m. Roll call was completed and a quorum was met with seven members present.

2. Committee Member Introductions:

AISC Chair Brandon Ramsey invited members of the committee present to introduce themselves to the other members of the committee and share a little bit about themselves.

3. Supporting Staff Introductions:

AISC Chair Brandon Ramsey invited ARIZONA@WORK City of Phoenix staff present to introduce themselves to the team and share about their role as staff.

4. Review Implementation Plan:

AISC Chair Brandon Ramsey invited the committee to review the implementation plan for the strategies they will be focusing on. Phoenix Business and Workforce Development (PBWD) Board Executive Director

LaSetta Hogans explained that the goals are tied to Goal Two of the PBWD Board strategic plan.

Action two is build insights to inform goals for the workforce development system and investment decisions for the Board and individual organizations and to report on the PBWD Board's programs' return on investment and value for matter. AISC Member Nick Bielinski shared that it would be helpful to know where the money is going to understand how money is most effectively spent and gives the best return on investment. AISC Member Stephanie Rimmer asked how the implementation plan is connected to the strategic plan. LaSetta shared that the implementation was developed in partnership with Bloomberg Philanthropies, focusing on six priority strategies that were identified to focus on the first program year of the strategic plan.

AISC Member Raghu Santanam asked if the committee could get a data report presentation from staff to explore what data is currently collected and determine any data gaps. AISC Member Nick Bielinski suggested getting a report on the most in-demand trainings/skills employers are seeking in targeted industries and determine if participants are entering those trainings. He suggested that if they were not, the Board should explore how to better educate both participants and staff on the value of enrolling in high-demand trainings. Raghu suggested employers needed to know workforce demand projections to help with their staffing decisions. Stephanie asked if ARIZONA@WORK City of Phoenix only works with local placements, in situations where the employers do not match with the skills and needs of participants, for instance, if homebound workforce participants are offered remote opportunities even if the companies are outside of Arizona. Nick shared that the core strategy is to help the companies in Phoenix and not using resources to fulfill the needs of companies in the Local Workforce Development Board (LWDB) area.

LaSetta asked if the committee could concentrate on the items determining the data that they committee needs to proceed in their objectives and if a scorecard would be helpful to analyze investment. Brandon asked if the committee could be surveyed to determine if there are data sets they think should be reviewed, if they could get an inventory of data that is currently selected, and learn current investment in programs.

Scott Holman left the meeting at 9:40 a.m.

5. Reporting Mechanism:

PBWD Board Executive Director LaSetta Hogans shared an example of a reporting mechanism for the goals progress toward goals developed by PBWD Board Chair Sam Wolo. PBWD Board Liaison Hayden Maynard shared tools developed by strategic plan consultants Sheila Murphy and Tracey Regenold. LaSetta asked the group if they had an idea of how often they would like to meet. AISC Member Nick Bielinski suggested meeting biweekly until the end

of the calendar year to establish the structure of the committee and then determine a permanent cadence in 2024.

6. Matters for Future Discussion:

Data report on currently collected data

7. Call to the Public/Open Discussion:

None

8. Adjournment:

AISC Member Nick Bielinski motioned to adjourn the meeting, AISC Member Karen-Lyn Graves seconded.

Samantha Hansen, Brandon Ramsey, Stephanie Rimmer, and Raghu Santanam approved the motion, and the meeting was adjourned at 10:04 a.m.