



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

**November 16, 2023
9:00 a.m.**

Members Present:

Daniel Barajas

Nick Bielinski

Micha Harris

Brandon Ramsey

Alison Rapping

Stephanie Rimmer

Raghu Santanam

Public Attendees:

LaSetta Hogans

Hayden Maynard

Justin West

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

1. Call to Order / Roll Call:

The Align Investment Steering Committee (AISC) Chair, Brandon Ramsey, called the November 16, 2023, meeting to order at 9:12 a.m. Roll call was completed and a quorum was met with seven members present.

2. October 18, 2023, Align Investment Steering Committee Meeting Minutes:

AISC Chair Brandon Ramsey asked to continue the approval of the minutes until the next AISC meeting.

3. Inventory of Data:

AISC Chair Brandon Ramsey invited ARIZONA@WORK City of Phoenix Data Analyst Justin West to share an inventory of the data that staff is currently collecting. Brandon urged committee members to share if there was additional information that they need.

For each sector, Justin is collecting data related to growth occupations and their average wage, the number of Phoenix Metro Statistical Area (MSA) residents projected to acquire credential related to work in that sector, which training providers are provided the trainings required by the sector, and if the training pipeline is meeting industry needs. The final report in the inventory is Phoenix Business and Workforce Development (PBWD) Board identified

bottlenecks that need to be addressed for programs to effectively meet the needs of the jobseekers, employers, and providers.

Justin shared that he will be using Lightcast, Bureau of Labor Statistics (BLS) data, and Office of Economic Opportunity data along with Workforce Innovation and Opportunity Act (WIOA) metrics and other sources to collect the data.

Justin shared the program metrics collected in the Adult, Dislocated Worker (DW), and Youth programs. The metrics include 2nd and 4th quarter employment after training is completed, the median wages, the credential rate of participants, and measurable skills gains.

4. Business Services Information:

This item has been continued to a future agenda.

5. Matters for Future Discussion:

Business Services Information

6. Call to the Public/Open Discussion:

None

7. Adjournment:

AISC Member Stephanie Rimmer motioned to adjourn the meeting, AISC Chair Brandon Ramsey seconded.

Daniel Barajas, Nick Bielinski, Micha Harris, Alison Rapping, and Raghu Santanam approved the motion, and the meeting was adjourned at 9:30 a.m.