

**PHOENIX BUSINESS AND WORKFORCE DEVELOPMENT BOARD  
INSTILL HOPE STEERING COMMITTEE  
Meeting Minutes**

**April 17, 2024  
10:00 a.m.**

**Members Present:**

Suzanna Armijo  
Ginger Lane  
Jesús Love

Claudia Reilly  
Jason Schaffner  
Dean Scheinert

**Public Attendees:**

Michelle Gillis  
Deb Furlong  
Hayden Maynard  
James Montoya  
Kathrine P

Rebecca Tierney  
Brenda Urquidi

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

**1) Call to Order / Roll Call:**

The Business and Workforce Development Board Instill Hope Steering Committee (IHSC) Chair Jesús Love called the April 17, 2024, meeting to order at 10:04 a.m. Roll call was completed and there was a quorum of five members.

**2) Approval of the February 28, 2024, Instill Hope Steering Committee Meeting Minutes: IHSC Member Jason Schaffner motioned to approve the February 28, 2024, meeting minutes, IHSC Member Ginger Lane seconded the motion.**

Approved: Suzanna Armijo, Jesus Love, Claudia Reilly, and Jason Schaffner

Opposed: None

Abstained: None

**3) Phoenix Workforce Coalition Meeting Recap:**

IHSC Vice Chair Claudia Reilly shared information from the March 20, 2024, Phoenix Workforce Coalition Convening, which was attended by approximately 60 individuals and included workforce providers, the ARIZONA@WORK City of Phoenix Workforce team, and Bloomberg and Associates. This event provided an opportunity for all attendees to listen and learn about the current

economic landscape, needs and gaps and opportunities from providers and employers so that they can align to deliver services. Another key takeaway was the need to mobilize around a common set of goals and to commit to defining goals.

As the Phoenix Workforce Coalition continues in the process, the Instill Hope Steering Committee can begin to build traction towards achieving the goals set forth for this steering committee and the Phoenix Business and Workforce Development (PBWD) Board.

Deb Furlong, City of Phoenix, Business and Workforce Development Program Manager provided some brief information for the next Community of Practice meeting scheduled on May 16, 2024.

**Dean Scheinert joined the meeting at 10:10 am**

**4) Matters for Future Discussion:**

IHSC Chair Jesus Love asked IHSC members to consider how often they wanted to meet. Currently, members had agreed to meeting the third Wednesday morning of every month, with a hybrid option so members could meet in-person when available. PBWD Board Staff will send out an email to IHSC members to poll on the best time to meet for future meetings and the frequency (changing from monthly to every other month).

**5) Call to the Public/Open Discussion:**

**None**

**6) Adjournment:**

A motion to adjourn the meeting was made by IHSC Member Ginger Lane and seconded by IHSC Vice Chair Member Claudia Reilly.

Approved: Suzanna Armijo, Jesus Love, Jason Schaffner, and Dean Scheinert.

**The meeting was adjourned at 10:54 a.m.**