



Phoenix Business and Workforce Development Board
National Model for Mobility Steering Committee JUN
04
June 04, 2025
9:00 am-10:00 am Mountain Standard Time

Webex Information (TO JOIN MEETING):

<https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=m8d74845132e6c8528f093cfed4a2e917>

CALL IN: 1-415-655-0001
Access code: 2869 276 7369

Opening/Roll Call
(Meghan McGilvra)

The Phoenix Business and Workforce (PBWD) Board National Model for Mobility Steering Committee (NMMSC) Chair, Meghan McGilvra, will call the meeting to order. Roll call will be completed by staff to ensure a quorum is present.

National Model for Mobility Steering Committee January 8, 2025 Meeting Minutes
(Meghan McGilvra)

The January 8, 2025, NMMSC meeting minutes are recommended for review and approval.

RECOMMENDATION: This item is recommended for approval.

Workforce Readiness
(Meghan McGilvra)

The National Model for Mobility Steering Committee will review the previously decided workforce readiness recommendations based on input from workforce service provider and employer focus groups and refine the skills recommended to be included in any workforce readiness training. Additionally, the NMMSC may discuss recommendations for the delivery method of workforce readiness training and considering skills-based hiring efforts and how it would affect employer engagement and workforce readiness, including resume and interview preparation among other skills.

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

Skills First Hiring
(Meghan McGilvra)

NMMSA Chair Meghan McGilvra will discuss a Skills First Hiring Initiative. The NMMSA will discuss whether they would like to recommend supporting the initiative.

Skills-first hiring means employers recognize that skills gained through training, professional history, and life experience can make a job-seeker a strong candidate for an open position. Through skills-first hiring, job seekers can represent their full skills and capacities, and employers source and evaluate candidates based on the specific skills required for the job before considering other factors.

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

Career Pathways

(Meghan McGilvra)

The National Model for Mobility Steering Committee will consider data to be considered while developing career pathways in Healthcare and Manufacturing Sector.

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

Future Agenda Items

(Meghan McGilvra)

Call to the Public and Announcements

(Meghan McGilvra)

Adjournment

(Meghan McGilvra)



NATIONAL MODEL FOR MOBILITY STEERING COMMITTEE MEETING

May 7, 2025



OPENING

- Roll Call
- Welcome New Members

AGENDA

- Workforce Readiness
- Skills-First Hiring
- Career Pathways



WORKFORCE READINESS



BACKGROUND

- Community of Practice Focus Groups
- Identified competency groups
- Proposed competencies in each group

WORKFORCE READINESS (Cont.)

WORKFORCE READINESS SKILLS



COMMUNICATION AND INTERPERSONAL SKILLS

- EMAIL COMMUNICATION
- PUBLIC SPEAKING
- STAFF ADVOCACY
- BUSINESS WRITING
- NETWORKING AND RELATIONSHIP BUILDING
- ACTIVE LISTENING

WORKPLACE BEHAVIOR

- PUNCTUALITY AND PREPAREDNESS
- WORK QUALITY
- LEVERAGING FEEDBACK
- WORKSPACE PRESENCE
- MEETING PARTICIPATION AND COORDINATION
- CULTURAL AGILITY



SKILLS-FIRST HIRING





Skills-first hiring prioritizes an individual's actual skills and competencies over more traditional factors such as school, sector, years of experience, qualifications, or job titles.

CAREER PATHWAYS



CAREER PATHWAYS

- Focus on Healthcare and Manufacturing
- Pick entry-level positions
- Build out should take 30-60 days

CLOSING

- Future Agenda Items
- Call to the Public
- Adjournment





**PHOENIX BUSINESS AND WORKFORCE DEVELOPMENT BOARD
NATIONAL MODEL FOR MOBILITY STEERING COMMITTEE
Meeting Minutes
VIRTUAL MEETING**

**January 8, 2024
9:00 a.m.**

Members Present:

Anne Landers	John Soto
Meghan McGilvra	
Emily Paulson	

Public Attendees:

Thomas Flynn	Rebecca Tierney
Deb Furlong	Ariadna Valentin
LaSetta Hogans	Laura Whitehead
Hayden Maynard	
Jovanna Parkhouse	

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

1. Call to Order / Roll Call:

The National Model for Mobility Steering Committee (NNMSC) Chair, Meghan McGilvra, called the January 8, 2025, meeting to order at 9:02 a.m. Roll call was completed, and a quorum was met with four members present.

2. National Model for Mobility Meeting Minutes:

NMMSC Ad-Hoc Member Anne Landers motioned to approve the October 28, 2024, National Model for Mobility Steering Committee meeting minutes, NMMSC Member Emily Paulson seconded.

Meghan McGilvra and John Soto voted to approve. The motion passed.

3. Workforce Readiness:

NMMSC Chair Meghan McGilvra introduced ARIZONA@WORK City of Phoenix Business and Program Operations Manager Deb Furlong to discuss an opportunity for three Taiwan Semiconductor Manufacturing Company (TSMC) apprenticeship cohorts. Deb shared that the 75 participants offered the opportunity to enroll in the apprenticeship cohort would also be offered an opportunity to take workforce readiness training encapsulating the principles

that the NMMSC settle onto through Maricopa Community Colleges and Year Up, to tests the delivery model of workforce readiness training in a cohort model versus self-led, with an employer feedback loop. NMMSC Ad-Hoc Member Anne Landers shared that Junior Achievement (JA) has a partnership with Rio Salado College, offering JA Essential Skills, which can potentially be leveraged by the apprenticeship cohorts as well.

Meghan shared this was an opportunity to get employer feedback on the effectiveness of the workforce readiness principles and contrast to self-led workforce readiness training, to ensure the training is meeting the needs of Phoenix employers.

Meghan asked the committee to consider the identified workforce readiness categories and to agree that it encompasses the areas jobseekers need to be competent. The categories are:

- Communication & Interpersonal Skills
- Workplace Behavior
- Critical Thinking & Problem Solving
- Career & Skill Development
- Technology Proficiency
- Collaboration & Teamwork
- Adaptability & Growth

After reviewing the categories, the NMMSC agreed that they covered the skills area that need to be covered in workforce readiness. After deciding the categories, they reviewed the skills assigned to each category and decided the following workforce readiness skills.

Communication & Interpersonal Skills

- Email Communication
- Business Writing
- Public Speaking
- Networking & Relationship Building
- Staff Advocacy
- Active Listening

Workplace Behavior

- Punctuality and Preparedness
- Workspace Presence
- Work Quality
- Meeting Participation & Coordination
- Leveraging Feedback
- Cultural Agility

Critical Thinking & Problem Solving

- Critical Thinking
- Navigating Challenges
- Resources
- Goal Setting & Execution
- Self-Advocacy
- Depth of Thought
- Managing & Communicating Information
- Objective Analysis
- Adjusting Perspective/Purposeful Task Taking
- Making Inferences

Career & Skill Development

- Skill Mapping and Storytelling
- Resume Building
- Independent Learning
- Career Management
- Proactive Self-Development
- Interviewing
- Cover Letter Development
- Application Navigation (places for application)

Technology Proficiency

- Spreadsheet Use and Data Analysis
- Computer Systems Navigation (Digital Literacy, how to submit applications, computer use)
- Document Editing
- Calendar and Email Management
- Web Conferencing
- To-Do Lists/Project Management
- Internal Communication/Collaboration Tools (e.g., Slack, Teams, etc. - Including system navigation, usage, etiquette)

Collaboration & Teamwork

- Initiative
- Resolution Orientation
- Workplace Collaboration
- Staff Advocacy
- Cultural Navigation - Awareness of company culture and navigating it
- Cultural Agility - Respect/Recognition of diversity and equity

Adaptability & Growth

- Artificial Intelligence Fundamentals & Best Practices
- Self-Regulation: Time and Place, EQ, Handling Conflict
- Navigating Change

- Achievement Orientation

NMMSC Ad-Hoc Member Anne Landers motioned to approve the seven workforce readiness competency buckets as they are currently titled, NMMSC Member Emily Paulson seconded.

Meghan McGilvra and John Soto voted to approve. The motion passed.

4. **Future Agenda Items:**
Career Pathways

5. **Call to the Public/Announcements:**
None.

6. **Adjournment:**
NMMSC Member Emily Paulson motioned to adjourn, NMMSC Member John Soto seconded.

Anne Landers and Meghan McGilvra voted to approve.

The meeting was adjourned at 9:47 a.m.