



Phoenix Business and Workforce Development Board  
 Executive Leadership Meeting (ELC) OCT 16  
 October 16, 2025  
 9:00 am-10:30 am Mountain Standard Time

The Executive Leadership Committee meeting will be held on October 16, 2025 from 9:00am-10:30am.

This is a hybrid meeting.

Address: 200 W Washington St, 20th Floor, Phoenix, AZ 85003.

Webex information: <https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=mdf20bf11cc2548656686b7a69bbc19fb>

To join by phone:

+1-415-655-0001

Access code: 2338 567 9546

### **Call to Order/Roll Call/Introductions**

*(Patrick Fitzhugh)*

The Executive Leadership Committee (ELC) Chair, Patrick Fitzhugh, will call the ELC meeting to order. Roll call will be called to ensure a quorum is present. Committee members will introduce themselves.

### **Executive Leadership Committee June 12 and August 14, 2025 Meeting Minutes**

*(Executive Leadership Committee)*

ELC members will review and consider approval of the June 12 and August 14, 2025 ELC Meeting Minutes.

**RECOMMENDATION: This item is for information and approval.**

### **Board Chair Updates**

*(20 Minutes Patrick Fitzhugh)*

ELC Chair Patrick Fitzhugh will share Board updates with committee members, including action items and opportunities for Phoenix Business and Workforce Development Board (Board) Members to support Board strategic initiatives. Steering Committee chairs will be able to share committee updates with the ELC.

**RECOMMENDATION: This item is recommended for information and discussion.**

### **Governance and Board Recertification Updates**

*(10 minutes Laura Whitehead)*

ARIZONA@WORK City of Phoenix Performance Compliance Manager Laura Whitehead will provide updates about the Local Board Recertification, including information shared with Arizona Office of Economic Opportunity and the timeline for recertification.

**RECOMMENDATION: This item is recommended for information, and discussion only.**

### **Robert's Rules of Order**

*(20 minutes )*

City of Phoenix Sister Cities Director Rita Marko will lead a Robert's Rules of Order Presentation. The presentation will focus on how to effectively and transparently lead a public meeting.

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

### **Board End-of-Year Networking**

*(10 Minutes Patrick Fitzhugh)*

ELC Chair Patrick Fitzhugh will discuss networking opportunities for Board members to strengthen connections, and community impact to assist in fulfilling the Board's mission.

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

### **Future Agenda Items**

*(Patrick Fitzhugh)*

### **Call to The Public & Announcements**

*(Patrick Fitzhugh)*

### **Adjournment**

*(Patrick Fitzhugh)*