



Phoenix Business and Workforce Development Board  
Instill Hope Committee Meeting DEC 18  
December 18, 2025  
9:00 am-10:00 am Mountain Standard Time

### Webex Information (TO JOIN MEETING):

Join from the meeting link

<https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=me210cc52f3936f43e2d90abd3acfd990>

Join by phone

+1-415-655-0001 US Toll

Meeting number (access code): 2346 866 0431

### Opening/Roll Call

*(Karen Carter)*

The Phoenix and Business Workforce (PBWD) Board Instill Hope Steering Committee (IHSC) Chair, Karen Carter, will call the meeting to order. Roll call will be completed by staff to ensure a quorum is present.

### Instill Hope Steering Committee Meeting Minutes

*(Instill Hope Steering Committee)*

The Instill Hope Steering Committee will review the November 20, 2025 Instill Hope Steering Committee meeting minutes and consider them for approval.

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

### Community of Practice

*(30 minutes Instill Hope Steering Committee)*

The IHSC will discuss future Community of Practice meeting topics and support for the Community of Practice series. The Community of Practice is an initiative to bring together training providers and services providers to learn about the high-demand industries in Phoenix and to develop solutions for meeting the workforce needs of Phoenix employers.

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

### Strategic Plan Tracker Review

*(15 minutes Instill Hope Steering Committee)*

The Instill Hope Steering Committee will review the Board's Strategic Plan and Tracker. The tracker is a visual tool that connects the Board's 2023-26 Strategic Plan goals and strategies to the actions and steering committees. The tracker will assist the committee in tracking the progress towards meeting their goals outlined in the Strategic Plan.

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

**Future Agenda Items**

*(Karen Carter)*

**Call to the Public/Announcements**

*(Karen Carter)*

**Adjournment**

*(Karen Carter)*