

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

**March 18, 2026
10:00 a.m.**

Members Present:

Samantha Hansen
Mavrick Knoles
Jesus Love
Stephanie Rimmer
Dean Scheinert

Public Attendees:

Gregg Bach	Angie Parra
Erica Bennett	Amy Schofield
LaSetta Hogans	Rebecca Tierney
Al Jernigan	Justin West
Luis A. Marquez	Laura Whitehead
Hayden Maynard	
Gustavo Nava	
Jovanna Parkhouse	

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

1. Call to Order / Roll Call:

The Phoenix Business and Workforce Development Board (Board) Align Investment Steering Committee (AISC) Chair Stephanie Rimmer called March 18, 2026 meeting to order at 10:08 a.m. Roll calls were completed and there was a quorum of five members.

2. February 18, 2026 Align Investment Steering Committee Meeting Minutes:

A motion to approve February 18, 2026, Meeting Minutes was made by AISC Member Dean Scheinert and seconded by AISC Ad-Hoc Member Samantha Hansen.

Approved: Mavrick Knoles, Jesus Love, and Stephanie Rimmer

Opposed: None

Abstained: None

Motion passed .

3. AISC Strategic Plan Tracker:

AISC Chair Stephanie Rimmer shared the AISC Strategic Plan Tracker with the committee for discussion. Stephanie shared that she and AISC Vice-Chair Pearl Esau are collaborating to propose a braided funding model to share with the committee at a future meeting. She shared that if any AISC member is interested in participating, they are welcome to share their input ahead of the April AISC meeting.

4. Program Year 2025-26 Credential and Measurable Skills Gain

City of Phoenix Community and Economic Development Department (CEDD) Data Manager Justin West shared information related to the credential and license attainment by program for PY25.

Adult:

Status	Number of Participants
Occupational Licensure	165
Occupational Certificate	174
TOTAL	339

Dislocated Worker:

Status	Number of Participants
Occupational Licensure	5
Occupational Certificate	8
TOTAL	13

Youth:

Status	Number of Participants
Occupational Licensure	10
Occupational Certificate	106
AA, AS, BA, BS Degree	15
Secondary School Diploma or Equivalent	68
TOTAL	199

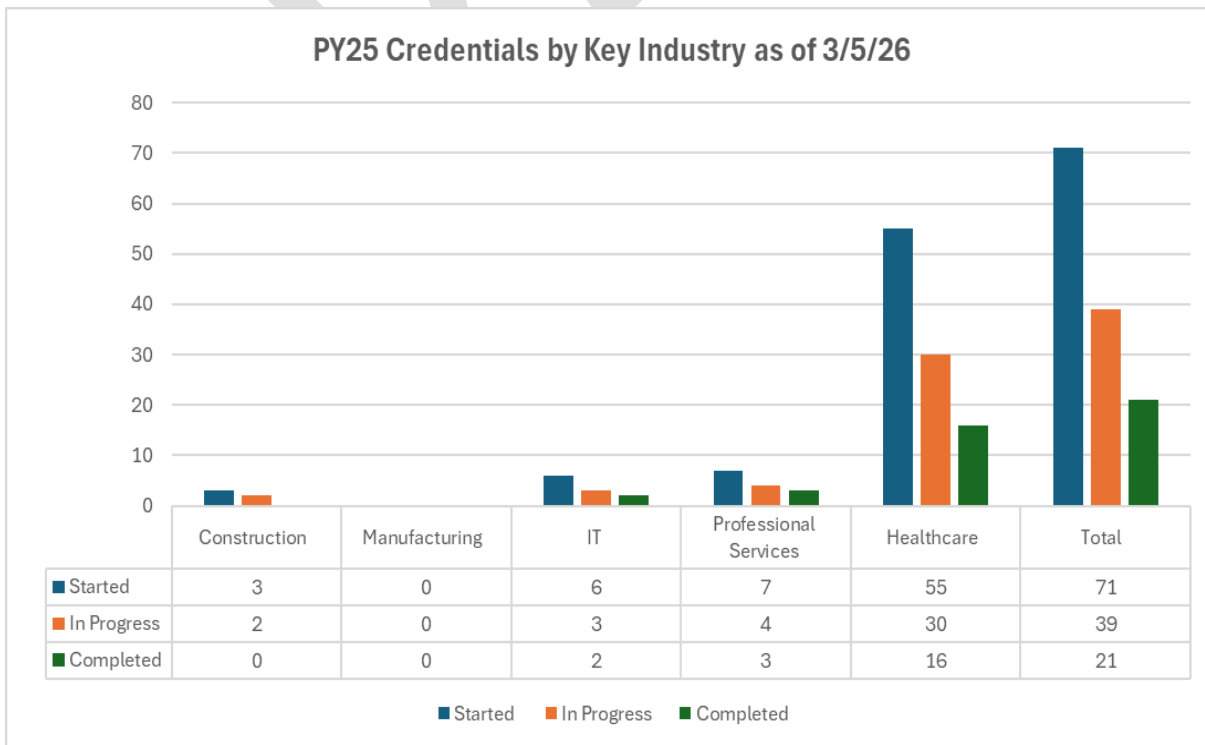
He also shared information about measurable skills gains (MSG), to understand how many participants have currently attained their MSG in PY25 (Attained), how many are in the process of obtaining their MSG (Set but attainment pending), and those who were enrolled and set to attain an MSG but dropped out of the program, for whatever reason (Set but not attained).

Status	Number of MSGs
Attained	109
Set but attainment pending	78
Set but not attained	33

AISC Chair Stephanie Rimmer asked for clarification on the different status available in MSG attainment. She asked that the categories going forward be Attained, Pending, and Set, so there isn't confusion about the measure. Stephanie asked AISC Member Jesus Love how Title II providers report MSG. Jesus shared that their reporting system requires rigorous intake and weekly attendance check-ins. Depending on the measurable skills gain whether it is an increase of educational level by passing the high school equivalency (HSE) sub-test or the actual HSE passing then the database automatically records once the required documentation is entered.

He shared that Title II also reports what the MSG is and how many hours are attended in pursuing their MSG. Stephanie asked the committee and providers attending if Title IB should report MSGs with more information, similar to Title II reporting. ARIZONA@WORK City of Phoenix Workforce Deputy Director Jovanna Parkhouse shared that she feels the Attained, Pending, and Set reporting should be adequate.

Justin shared credential attainment in PY25 by the Adult, Dislocated Worker, and Youth programs by Board in-demand industries.



5. ARIZONA@WORK City Of Phoenix Program Marketing

City of Phoenix Community and Economic Development Department (CEDD) Program Manager Gregg Bach shared information related to Publicizing Partner organization Success Stories and how it is processed. Currently, partner organizations submit success storied to the AZ@WORK City of Phoenix team on a quarterly basis and will only be publicized if the partner organization approves to be shared. Ones the success story is approved to share, Marketing Team will then develop content to share with the community. Potential platforms on which the success story can be shared include:

- Social Media
- InvestInPhoenix.com
- Phoenix.gov
- Department’s quarterly newsletter

6. Braided Funding:

Continued to the April AISC meeting.

7. Call to the Public:

None

8. Future Agenda Items:

- Braided Funding Opportunities/Visual representation of braided funding consideration

9. Adjournment:

AISC Chair Stephanie Rimmer adjourned the meeting at 11:04 am