



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

**March 11, 2026
9:00 a.m.**

Members Present:

Janice Bradford
Kristin Emery
Scott Holman
Anne Landers

Meghan McGilvra
Alison Rapping
Claudia Reilly

Public Attendees:

Gregg Bach
Thomas Flynn
Mari Hicks
LaSetta Hogans
Amanda Keams
Hayden Maynard
Jovanna Parkhouse

Angie Parra
Demitria Robles
Rebecca Tierney
Justin West
Laura Whitehead

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

1. Call to Order / Roll Call:

The Phoenix Business and Workforce Development Board (Board) National Model for Mobility Steering Committee (NMMSC) Chair, Meghan McGilvra, called the March 11, 2026, meeting to order at 9:04 a.m. Roll call was completed, and a quorum was met with 7 members present.

2. National Model for Mobility Meeting Minutes:

NMMSC Member Claudia Reilly motioned to approve the February 11, 2026, National Model for Mobility Steering Committee meeting minutes, NMMSC Vice-Chair Scott Holman seconded.

Janice Bradford, Kristin Emery, Anne Landers, Meghan McGilvra, and Alison Rapping voted to approve. The motion passed.

3. NMMSC Strategic Plan Tracker

NMMSC Chair Meghan McGilvra shared the NMMSC Strategic Plan Tracker with the committee. Meghan shared updates to the tracker after their work on

career pathways and skills first hiring, moving two of the committee items to green (on-target) and two to yellow (progressing, behind target). NMMSC Member Alison Rapping reiterated how important it was to create plans for pathways that address the needs of people facing barriers to employment, because there is no clear, effective plan for how to ensure career pathways for people facing barriers are easily accessible. NMMSC Vice-Chair Scott Holman agreed with Alison and said that people are aware that pathways exist, but depending on personal situations, those pathways might not work for them and the committee should consider several ways to engage and matriculate people into the correct entry points for their lived experience.

Meghan suggested that as the Board starts working on their next strategic plan, the committee might recommend suggesting they review what other Local Areas are doing to address barriers and entry points into career pathways and learn best practices. NMMSC Member Janice Bradford suggested the committee might need to think outside of the box to address the needs of the community of people living with disabilities, because it is vast and varies widely. She said in her experience, there is an education and collaboration piece that is important to make sure employers are a part of the strategies.

Meghan shared that the discussion the committee was having highlighted why the skills-first hiring effort is important. The Board is trying to ensure equity for people with barriers to employment. Through mapping the skills positions require, workforce professionals can help participants to obtain the training and develop the skills that can help them and create a high impact for participants. NMMSC Member Claudia Reilly said the committee needed consider the levels of pathways as well, that they need to build out for in-demand positions, but also get input from other employers to be inclusive of the area and opportunities for engagement.

4. Career Pathways:

ARIZONA@WORK City of Phoenix Business Data Specialist Justin West shared the proposed pathway infographic for medical assistance and semiconductor technicians:

MEDICAL ASSISTANT CAREER PATHWAY

	MEDICAL ASSISTANT	HEALTH INFORMATION TECHNOLOGISTS AND MEDICAL REGISTRARS	MEDICAL AND HEALTH SERVICES MANAGERS
SALARY	\$44,288	\$46,592	\$91,520
EDUCATION/TRAINING	High School or HSE, Associate's Degree	High School or HSE, Associate's Degree	Bachelor's Degree
SALARY TREND FOR THIS OCCUPATION	Up by 15.2%		
TOP SKILLS FOR THIS OCCUPATION	Medical Assistance, Vital Signs, Caregiving, Electronic Medical Records, Communication, Customer Service		
ETPL TRAINING SOURCES FOR THIS OCCUPATION	Accelerated Pathways Career College, Allen School of Health Sciences, Altrain Medical and Dental Assisting Academy, LLC, Arizona School of Medical Assistant, Arizona State University, Arizona Western College - La Paz County		
CERTIFICATIONS FOR THIS OCCUPATION	Certified Medical Assistant or Registered Medical Assistant		
LENGTH OF TRAINING FOR THIS CERTIFICATION	6 months to 1 year		

SEMICONDUCTOR TECHNICIAN CAREER PATHWAY

	SEMICONDUCTOR TECH	MATERIALS ENGINEERS	ELECTRICAL ENGINEERS
SALARY	\$89,344	\$121,088	\$121,088
EDUCATION/TRAINING	High School or HSE, Associate's Degree, or Bachelor's Degree	Bachelor's Degree, Master's Degree	Bachelor's Degree, Master's Degree
SALARY TREND FOR THIS OCCUPATION	Up by 104%		
TOP SKILLS FOR THIS OCCUPATION	Semiconductors, Personal Protective Equipment, Project Management, Manufacturing Processes, Problem Solving		
ETPL TRAINING SOURCES FOR THIS OCCUPATION	Estrella Mountain Community College, Grand Canyon University, Maricopa Corporate College, Mesa Community College, Yavapai College		
CERTIFICATIONS FOR THIS OCCUPATION	Electronics Assemblies, Soldering Processes		
LENGTH OF TRAINING FOR THIS CERTIFICATION	4-6 months		

NMMSVC Vice-Chair Scott Holman shared that he would like to spend time with Justin to work on the Semiconductor Technician pathway, to use his expertise in the field to build out a pathway that is more representative of the different entry points and kinds of technician. NMMSVC Chair Meghan McGilvra expressed it's important to get the industry/employer buy-in as the committee progresses. NMMSVC Member Kristen Emery shared she's happy to get any data that the committee is looking from LinkedIn. NMMSVC Member Claudia Reilly mentioned verbiage and asked if training could be separated out from education and if median income differs by education level.

Justin asked the committee if they knew how many positions by target industry they would like to see built out, as there are many pathways in each industry. Claudia suggested considering categories instead of positions – for instance cybersecurity in Information Technology is one pathway that could be built out that encompasses many positions. Meghan said that the committee should finalize the career pathways and make any additional tweaks that come up before deciding how many, which should be based on the upcoming strategic planning. The committee agreed they want to make sure that the pathways are used and useful before building out too many. The committee suggested asking industry where they need hiring support and build out pathways according to demand. Executive Director LaSetta Hogans suggested the committee could

leverage other Board members who represent the target industries to ensure they are considering the most in-demand pathways.

5. Skills First Hiring Update:

NMMS Chair Meghan McGilvra reminded the committee that the skills-first hiring initiative is ongoing. She shared that when the Arizona Community Foundation releases their report regarding the 2025 convenings, they can review the report as a group. She also shared that committee leadership will share resources about skills-first hiring including case studies and how employers are classifying skills.

6. Call to the Public:

Jovanna Parkhouse told the NMMS that she is excited for service providers to be able to use the career pathways but suggested incorporating the High-Impact Training dashboard information. She also suggested the NMMS consider instead of the number of pathways, building out pathways that would be impactful to participants that takes barriers they are facing into consideration.

7. Future Agenda Items:

Career Pathways and High-Impact Training Dashboard

8. Adjournment:

NMMS Chair Meghan McGilvra adjourned the meeting at 9:48 a.m.