



**Phoenix Business and Workforce Development Board
Executive Leadership Committee Meeting Minutes
June 11, 2026: 9 a.m.
VIRTUAL**

Committee Members Present:

Karen Carter

Patrick Fitzhugh (Chair)

Scott Holman

Meghan McGilvra

Brandon Ramsey (Vice-Chair)

Stephanie Rimmer

Jason Schaffner

Sam Wolo

Public Attendees:

Gregg Bach

Erica Bennett

Diana Figueroa

Thomas Flynn

Mari Hicks

LaSetta Hogans

Delsy Maldonado

Luis Marquez

Hayden Maynard

James Montoya

Gustavo Nava

Jovanna Parkhouse

Demitria Robles

Rebecca Tierney

Stephanie Varela

Laura Whitehead

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

1. Call to Order/ Roll Call and Introductions:

The Phoenix Business and Workforce Development Board (Board) Executive Leadership Committee (ELC) Chair Patrick Fitzhugh called the June 11, 2026 Phoenix Business and Workforce Development Board (Board) ELC Meeting to order at 9:03 a.m. Roll call was completed with a quorum of six members in attendance.

2. Approval of Minutes for ELC April 9, 2026 Meeting Minutes:

A motion to approve the April 9, 2026 Board Meeting Minutes was made by ELC Member Scott Holman and seconded by ELC Vice-Chair Brandon Ramsey.

Approved: Karen Carter, Patrick Fitzhugh (Chair), Jason Schaffner, and Sam Wolo.

Opposed: None

Motion passed

3. Board Chair Updates:

ELC Chair Patrick Fitzhugh shared his Board Chair update. The Board Chair highlights included:

- The next Community of Practice meeting is on June 25 at GateWay Community College. ELC Member Karen Carter encouraged members to attend if they are able. The session will be focused on healthcare.
- National Association of Workforce Board's Public Policy Power Up sessions are hosted on the fourth Friday of the month.
- Board will have summer break from the end of the ELC meeting through July.
- There will be a regional meeting with Maricopa and Pinal Workforce Boards on July 21.

Meghan McGilvra joined the meeting at 9:11am.

4. Braided Funding Model:

Board Executive Director LaSetta Hogans shared the diagram for pursuing braided funding, developed by the Align Investment Steering Committee (AISC).

The roadmap for pursuing and accepting funding is as follows:

- Identify the funding opportunity: LaSetta shared that ELC Member Pearl Esau and Board Member Kaaren-Lyn Graves are great at looking for these opportunities and he recommended that their expertise be leveraged to find the funding opportunities. She shared that funding opportunities could be from the federal or state government or from a private or philanthropic source.
- Funding Alignment and Feasibility Alignment: Validate that what funding will be used for is needed and gather insights to shape what the proposal would be.
- Early, Informal Partner Input (Non-Binding): The AISC wanted to ensure partner input was solicited early, they could be engaged later or might just be leveraged for information and validating the need for funding intervention.
- Braided Funding Strategy Proposal: This would include the model for delivering service and what the funding and funding stream would be.
- Board approval: The Board would ensure the funding opportunity aligns with the Board's strategic plan and give permission to pursue funding.
- Council approval: To get formal authority to apply for and receive funds.
- Implementation: Pending successful application, the program would be launched, the budget would be tracked, and the performance

metrics that would help to gauge success would be tracked.

- Monitoring and Continuous Improvement

ELC Chair Patrick Fitzhugh asked how quickly things can get added to City Council agendas. LaSetta shared that there is a lot of pre-planning staff does to ensure that the approval is brought before the City Council in a timely manner, because it is a lengthy process. Patrick said it would be important to share with partners that there might be a lag in approval time from the City Council.

ELC Member Karen Carter made a motion recommend that the braided funding model be carried forward by a Board committee or workgroup in 2026-27, to be determined upon completion of the strategic plan, and ELC Member Jason Schaffner seconded the motion.

Approved: Patrick Fitzhugh, Meghan McGilvra, Brandon Ramsey, and Sam Wolo.

Opposed: None

Motion passed.

5. Strategic Planning Retreat Debrief:

ELC Chair Patrick Fitzhugh shared a recap of the strategic planning retreat on May 18-19. During the retreat the Board developed a practical visions, they developed underlying contradictions which were used to develop the strategic directions, which will be the core concepts underlying the strategic plan. The Board also developed meaningful actions to incorporate into the 2026-29 Board Strategic Plan with discrete timelines and measurables, so the Board will be able to measure their progress and successes.

The strategic directions or goals developed are:

- Support the effectiveness and measurement of the workforce ecosystem.
- Advocate for the development of Workforce Governance to support workforce goals.
- Establish data infrastructure that supports collaborative access and performance measures.
- Communicate the Value Proposition of the Board and the workforce ecosystem.
- Identify future funding structures to build workforce ecosystem resiliency.

Patrick shared that he hopes the ELC will take responsibility for at least one of the goals, specifically the development of Workforce Governance. The

timeline for the strategic plan is as follows:

- December 3, 2025: Pre-survey sent out
- December 18, 2025: Pre-survey closed
- May 18-19, 2026: Strategic Planning retreat held
- August 13, 2026: 2026-29 Board Strategic Plan to be shared with ELC for recommendation to the full Board
- September 10, 2026: Plan shared with the Board for approval.

ELC Vice-Chair Brandon Ramsey shared that he thought the retreat was a great opportunity for the Board to come together to decide what the future looked like. ELC Member Sam Wolo shared that the retreat was well done and that the facilitators did a wonderful job pulling together the key aspects of what the Board did in the past and the opportunities for the future. Patrick thanked the members who participated in the retreat for taking ownership of the work that the Board does.

6. Arizona Workforce Summit:

ELC Chair Patrick Fitzhugh invited members of the ELC to share their feedback about the Arizona Workforce Summit hosted by Arizona Office of Economic Opportunity (OEO) on June 9-10. ELC Member Scott Holman shared that he thought the keynote speaker was great and that the breakout sessions were well attended. He shared that he was able to present the Industry Partner Award. ELC Member Karen Carter shared that she learned a lot in the breakout session, that will benefit her as a Board member, an employer, and as an advocate for her clients that are seeking employment. Patrick shared that he appreciated hearing what OEO was working on. He shared that he attended an Artificial Intelligence (AI) session where OEO shared how they are working to track and anticipate how AI will serve as an economic disruptor. He shared that it is hard to gauge because the data is lagging, but he would like to use the information to help inform how participants are being educated about potential employment when choosing training.

Executive Director LaSetta Hogans shared that the breakout sessions were great and that she appreciated the panel with the National Governor's Association. She appreciated seeing that the Arizona Governor's Office understands that there is no holistic workforce system in the state and that they did a study. She also thanked Scott as a member of both the Board and the Workforce Arizona Council for representing industry and Phoenix.

7. Call the Public and Open Discussion:

None

8. Future Agenda Items:

- Inventory of support services available to participants.

9. Adjournment:

The meeting adjourned at 9:58 a.m.