



Phoenix Business and Workforce Development Board  
 Communication & Outreach Committee Meeting  
 December 17, 2020  
 1:00 pm-2:30 pm Mountain Standard Time

**Webex join by phone: 1-415-655-0001 Meeting number: 141 641 9987#**

**Meeting Link:**

**[https://cityofphoenix.webex.com/cityofphoenix/j.php?](https://cityofphoenix.webex.com/cityofphoenix/j.php?MTID=m3e3772f2671efe53af9d3e7d62c12c11)**

**MTID=m3e3772f2671efe53af9d3e7d62c12c11**

**Password: 8RaVRwive94**

**I. Call to Order/Roll Call**

*(Nicholas Bielinski)*

The Communication and Outreach Committee (COC) Chair, Nick Bielinski, will call the COC meeting to order.

Roll call will be completed to ensure a quorum is present.

**II. Approval of November 19, 2020 COC Meeting Minutes**

*(Nicholas Bielinski)*

The November 19, 2020 COC Meeting Minutes are recommended for review and approval.

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

**III. Ice-breaker: 12 Individual Gifts**

*(Nicholas Bielinski)*

The Communication & Outreach Committee Chair will facilitate an ice-breaker with the Communication and Outreach Committee (COC).

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

**IV. Committee Liaisons**

*(Steven Cramer)*

The Communication & Outreach Committee Vice-Chair will discuss and propose having designated committee liaisons to visit the Performance Excellence Committee and Business Workforce and Engagement Committees.

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

**V. Committee Vice-Chair Vacancy**

*(Nicholas Bielinski)*

The Communication and Outreach Committee (COC) chair will announce the current Vice-Chair vacancy and seek the interest of committee members for the role.

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

**VI. Website Usage Tracking**

The Communication and Outreach Committee (COC) will review the ARIZONA@WORK City of Phoenix Website Analytics.

*(Nicholas Bielinski)*

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

**VII. Review Scorecard Strategy 8**

*(Nicholas Bielinski)*

The Communication and Outreach Committee (COC) will review the committee's scorecard, focusing on Strategy 8.

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

**VIII. Matters for Future Discussion**

*(Nicholas Bielinski)*

**IX. Call to the Public and Open Comment**

*(Nicholas Bielinski)*

**X. Adjournment**

*(Nicholas Bielinski)*