

**NOTICE OF PUBLIC MEETING OF THE  
PHOENIX BUSINESS AND WORKFORCE DEVELOPMENT BOARD**

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the **PHOENIX BUSINESS AND WORKFORCE DEVELOPMENT BOARD** and to the general public, that the **PHOENIX BUSINESS AND WORKFORCE DEVELOPMENT BOARD** will hold a meeting open to the public on **September 8, 2016 at 9:00 a.m. located at the Phoenix Business and Workforce Development Center, 302 N. 1<sup>st</sup> Avenue, 6<sup>th</sup> Floor, Phoenix, Arizona.**

Agenda items may be taken out of order. Members may participate by teleconference by calling **1-877-873-8018** and enter access code **3275770#**

The agenda for the meeting is as follows:

1.	<b>Call to Order/Roll Call</b>  (3 minutes)	Travis Hardin, Chairman Phoenix Business and Workforce Development Board
2.	<b>FOR APPROVAL:</b> <ul style="list-style-type: none"> <li>• Approval of Meeting Minutes from July 14, 2016 and August 11, 2016</li> </ul> (2 minutes)	Travis Hardin, Chairman Phoenix Business and Workforce Development Board
3.	<b>Information, Discussion and Approval:</b> Board Membership Application Review and Approval (5 minutes)	Travis Hardin, Chairman Phoenix Business and Workforce Development Board
4.	<b>BOARD ENGAGEMENT PARTICIPATION</b> <ul style="list-style-type: none"> <li>• Mission and Vision Statement</li> <li>• Attendance Matters/ Volunteer Hours</li> <li>• Task Force versus Committee</li> </ul> (5 minutes)	Travis Hardin, Chairman Phoenix Business and Workforce Development Board
5.	<b>CONSENT ITEMS:</b> a. Administrative Correction for Business Industry Representatives b. Ad Hoc Member By-Law Revisions <i>(Information regarding Consent Items will be included in the Board Agenda Memo and packet. You may request information from Isis Sanchez at (602) 261-8060. Consent Items are operational, compliance and/or contractual items that are not subject to discussion unless pulled from the consent agenda. Those items on the consent agenda are approved in a single vote.)</i> (2 minutes)	Travis Hardin, Chairman Phoenix Business and Workforce Development Board
6.	<b>INFORMATION, DISCUSSION AND APPROVAL:</b> Local Board Certification Application and Self-Assessment a. Review and Approval of Revised By-Laws b. Discussion of Shared Local Governance Agreement Status c. Discussion of the Local Board Self-Assessment (10 minutes)	Isis Sanchez, City of Phoenix, Community and Economic Development Department
7.	<b>Information, Discussion and Approval:</b> Local Workforce Development Plan Update  (5 minutes)	Isis Sanchez and Susan Roger, City of Phoenix, Community and Economic Development Department

8.	<b>Information and Discussion:</b> Sector Strategies Update  (10 minutes)	Community and Economic Development Department, Business Retention and Expansion Team
9.	<b>Information, Discussion and Approval:</b> PBWD Board Marketing Plan (5 minutes)	Audrey Bohanan, Continuous Improvement Task Force Chair
10.	Matters for future discussion	Travis Hardin, Chairman Phoenix Business and Workforce Development Board
11.	Call to the Public & Announcements	
12.	Adjournment	

**Mission:** *The Phoenix Business and Workforce Development Board serves as a catalyst, identifying and addressing the evolving business needs of Greater Phoenix by convening partners to provide customer-centric solutions and resources which offer employers access to a skilled workforce.*

**Vision:** *Businesses will have access to world-class talent through a comprehensive, seamless system of partners that positions Phoenix as a global leader for economic growth.*

For more information call Isis Sanchez, Board Liaison, Community and Economic Development Department at (602) 261-8060.

ARIZONA@WORK, City of Phoenix is an equal opportunity program. Auxiliary aids and services are available upon request. For reasonable accommodations, call Kerri Barnes, Equal Opportunity Liaison at Voice/602-534-0548 or City TTY Relay/602-534-5500 as early as possible to coordinate needed arrangements.