NOTICE OF PUBLIC MEETING OF THE
PHOENIX BUSINESS AND WORKFORCE DEVELOPMENT BOARD
SECTOR STRATEGIES TASK FORCE

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the **PHOENIX BUSINESS AND WORKFORCE DEVELOPMENT BOARD SECTOR STRATEGIES TASK FORCE** and to the general public, that the **PHOENIX BUSINESS AND WORKFORCE DEVELOPMENT BOARD SECTOR STRATEGIES TASK FORCE** will hold a meeting open to the public on **February 21, at 9:00 a.m. located at Maricopa Skill Center, 1245 E. Buckeye Road, Excellence Learning Center Building, Room B-402N, Phoenix, Arizona 85034.**

Agenda items may be taken out of order. Members may participate by teleconference. The agenda for the meeting is as follows:

1.	**Call to Order** (1 minute)	Tonya Norwood, Co-Chair Karen Poole, PhD, Co-Chair
2.	**Approval of Minutes:** • Review and approval of notes from January 24, 2013 Sector Strategy Meeting (10 minutes)	Tonya Norwood, Co-Chair Karen Poole, Ph.D., Co-Chair
3.	**Information, Discussion and Possible Action:** • Advanced Manufacturing Sector Industry Updates and Strategy (10 minutes)	John Krueger
4.	**Information, Discussion and Possible Action:** • Health Care Environmental Scan Overview and Strategy (10 minutes)	Donna Pettigrew & Karen Poole, Ph.D.
5.	**Information, Discussion and Possible Action:** • Arizona Commerce Authority Sector Strategy and Maricopa County Community College District's Role as the Sector Strategy Convener (15 minutes)	Karen Poole, Ph.D
6.	**Information, Discussion and Possible Action:** • Personal Branding Statement Update • Update on use of "drop box" for Task Force Work and Open Meeting Law Requirements (15 minutes)	Brad Taft Tonya Norwood, Co-Chair Karen Poole Ph.D., Co-Chair
7.	**Information, Discussion and Possible Action:** • Sector Strategies Work Plan Discussion / Review Next Steps– items may be added, deleted or revised (30 minutes)	Tonya Norwood, Co-Chair Karen Poole Ph.D., Co-Chair

8.	Issues and concerns of Committee members for further study and/or future agenda items-not for discussion.	Tonya Norwood, Co-Chair Karen Poole, Ph.D., Co-Chair
9.	Discuss March Meeting Date	
10.	Call to the Public	
11.	Announcements	
12.	Adjournment – Optional Tour of Maricopa Skill Center Follows Adjournment	

Phoenix Workforce Connection Mission: To provide workforce solutions to businesses and individuals.

Phoenix Workforce Connection Vision: Phoenix Workforce Connection will become a high value network of choice for building a workforce to keep business competitive and sustain economic growth.

For further information, please call Krista Rippee, Administrative Assistant II, Community and Economic Development Department at (602) 534-0548.

The City of Phoenix, Phoenix Workforce Connection is an equal opportunity program.

Auxiliary aids and services are available upon request. For reasonable accommodations, call Krista Rippee, Equal Opportunity Liaison at Voice/602-534-0548 or City TTY Relay/602-534-5500 as early as possible to coordinate needed arrangements.

February 7, 2013