

WORKFORCE CONNECTIONS

BOARD AGENDA

Tuesday, February 24, 2015
10:00 a.m.

Rosalie Boulware Conference Room
6330 W. Charleston Blvd., Suite 150
Las Vegas, Nevada 89146

Voice Stream Link: <http://www.nvworkforceconnections.org/mis/listen.php>

This agenda has been properly noticed and posted in the following locations:

City of Las Vegas, 495 S. Main St., Las Vegas, NV
City of North Las Vegas, 2250 N. Las Vegas Blvd., North Las Vegas, NV
Clark County Clerk's Office, 500 S. Grand Central Pkwy., Las Vegas, NV
Esmeralda County Courthouse, 233 Crook Street, Goldfield, NV
Henderson City Hall, 240 Water St., Henderson, NV
Boulder City (City Hall) 401 California Ave., Boulder City, NV
Workforce Connections, 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV
Nevada JobConnect, 3405 S. Maryland Pkwy., Las Vegas, NV
Lincoln County Courthouse, 181 Main St., Pioche, NV
Nye County School District, 484 S. West St., Pahrump, NV
Pahrump Chamber of Commerce, 1302 S. Highway 160, Pahrump, NV

This Agenda is also available at www.nvworkforceconnections.org

COMMENTARY BY THE GENERAL PUBLIC

This Board complies with Nevada's Open Meeting Law, by taking Public Comment at the beginning of the meeting immediately after the Board approves the Agenda and before any other action is taken and again before the adjournment of the meeting.

As required by Nevada's Open Meeting Law, the Board may only consider items posted on the agenda. Should you wish to speak on any agenda item or comment on any other matter during the Public Comment Session of the agenda; we respectfully request that you observe the following:

1. Please state your name and home address for the record
2. In fairness to others, groups or organizations are requested to designate one spokesperson
3. In the interest of time, please limit your comments to three (3) minutes. You are encouraged to give brief, non-repetitive statements to insure that all relevant information is presented.

It is the intent of the Board to give all citizens an opportunity to be heard.

Welcome to our meeting.

Copies of non-confidential supporting materials provided to the Board are available upon request. Request for such supporting materials should be made to Suzanne Potter at (702) 636-2300 or spotter@snvwc.org. Such supporting materials are available at the front desk of Workforce Connections, 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV, 89146, and are available online at www.nvworkforceconnections.org.

Auxiliary aids and services are available upon request to individuals with disabilities by notifying Dianne Tracy in writing at 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV 89146; or by calling (702) 638-8750; or by fax at (702) 638-8774. The TTY/TDD access number is (800) 326-6868 / Nevada Relay 711. A sign language interpreter may also be made available with twenty-four (24) hours advance notice. An Equal Opportunity Employer/Program.

NOTE: MATTERS IN THIS AGENDA MAY BE TAKEN OUT OF ORDER.

Board Members: Maggie Arias-Petrel, Councilman Bob Beers, Commissioner Butch Borasky, Hannah Brown (Vice-Chair), William Bruninga, Matt Cecil, Mark Edgel, Willie J. Fields, Jr., Dan Gouker, Sonja Holloway, Commissioner Adam Katschke, Commissioner Ralph Keyes, Liberty Leavitt, Councilwoman Peggy Leavitt, Dr. David Lee, Vida Chan Lin, Cecilia Maldonado, John “Jack” Martin, Jerrie Merritt, Valerie Murzl (Chair), Lynda Parven, Bart Patterson, Charles Perry, Mujahid Ramadan, Bill Regenhardt, Dan Rose, Tommy Rowe, Councilwoman Gerri Schroder, Commissioner Lawrence Weekly, Councilwoman Anita Wood

All items listed on this Agenda are for action by the Board unless otherwise noted. Action may consist of any of the following: approve, deny, condition, hold or table. Public Hearings may be declared open by the Chairperson, as required for any of the items on this Agenda designated for discussion or possible action or to provide direction and recommendations to Workforce Connections.

AGENDA

1. Call to order, confirmation of posting, roll call, and Pledge of Allegiance ~ *Valerie Murzl, Chair*
2. **DISCUSSION AND POSSIBLE ACTION:** Approve the agenda with inclusions of any emergency items and deletion of any items 2
3. **FIRST PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this Agenda, which is before this Board for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes 4
4. **DISCUSSION AND POSSIBLE ACTION:** Approve the Board minutes of January 27, 2015 5
5. **DISCUSSION AND POSSIBLE ACTION:** Review, Discuss and Accept Annual Audit PY2013 (Year ended June 30, 2014) ~ *Ryan C. Whitman, CPA, Piercy Bowler Taylor & Kern* 16

BUSINESS ENGAGEMENT UPDATE ~ Kenadie Cobbin-Richardson, Director, Business Engagement & Communications

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ADULT & DISLOCATED WORKER COMMITTEE UPDATE ~ Hannah Brown, Chair

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YOUTH COUNCIL UPDATE ~ Sonja Holloway, Chair

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- 13. **INFORMATION:** 2015 Request for Proposals (RFP). WC will release RFPs to secure Youth One-Stop System Affiliate Sites, as well as RFPs to secure providers of services to special populations. As a result of this RFP, the Youth One-Stop System Affiliate Sites will be geographically located throughout the designated workforce delivery areas (North, South, East and West)..... 39
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STRATEGIC INITIATIVES ~ Jaime Cruz, Chief Strategy Officer

- 17. **INFORMATION:** Strategic Initiatives Update..... 67

EXECUTIVE DIRECTOR’S UPDATE ~ Ardell Galbreth, Executive Director

- 18. **DISCUSSION AND POSSIBLE ACTION:** Accept and approve Executive Director’s Report..... 69
- 19. **SECOND PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and state your address for the record. Each comment will be limited to three (3) minutes 78
- 20. **INFORMATION:** Board Member Comments 79
- 21. Adjournment

Agenda Item 3. FIRST PUBLIC COMMENT:

Members of the public may now comment on any matter posted on this Agenda, which is before this Board for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes

Agenda Item 4. DISCUSSION AND POSSIBLE ACTION:

Approve the Board minutes of January 27, 2015

WORKFORCE CONNECTIONS**BOARD MEETING
MINUTES**

January 27, 2015
10:00 a.m.

**Rosalie Boulware Conference Room
6330 W. Charleston Blvd., Suite 150
Las Vegas, NV 89146**

Members Present

Bill Regenhardt (phone)	Charles Perry	Commissioner Lawrence Weekly
Commissioner Ralph Keyes (phone)	Councilwoman Anita Wood	Councilwoman Gerri Schroder
Councilwoman Peggy Leavitt	Dan Gouker	Dan Rose
Dr. David Lee	Hannah Brown	Jerrie Merritt
Lynda Parven	Maggie Arias-Petrel (phone)	Mujahid Ramadan
Sonja Holloway	Tommy Rowe	Valerie Murzl, Chair
Bart Patterson	Jack Martin	Liberty Leavitt
Vida Chan Lin	William Bruninga (phone)	Bart Patterson
Mark Edgel	Willie J. Fields	

Members Absent

Commissioner Adam Katschke	Matt Cecil	Commissioner Butch Borasky
Councilman Bob Beers		

Staff Present

Ardell Galbreth	Heather DeSart	Suzanne Potter
Jim Kostecki	Ricardo Villalobos	Debra Collins
Jeannie Kuennen	Jake McClelland	Jaime Cruz
Brett Miller	Kenadie Cobbin-Richardson	Faith Canella
Shawonda Nance	MaryAnn Avendano	Clentine January
Chris Shaw	Stacey Bostwick	Shawonda Nance
Celia Rouse	LeRoy Bilal	Byron Goynes

Others Present

Jack Degree, Marquis Aurbach Coffing/Legal Counsel	Jan Pieri, Prism Global Management/HR Consultant
Carol Turner, CST Project Consulting LLC	Sylvia Davis, The Salvation Army
Marty Reza, The Salvation Army	Ernest Smith, The Salvation Army
Cameron Miller, Studio 11 Films/Nevada Partners, Inc.	Helicia Thomas, GNJ Family Life Center
Janice M. Rael, Nevada Partners, Inc.	Tracey Torrence, SNRHA
Sharon Morales, Academy of Human Development	Loyd Platson, Nye Communities Coalition
Lolita Hester, HELP of Southern Nevada	Madelin Arazoza, GNJ Family Life Center
Steven Peralta, Healthcare Preparatory Institute	Mary Lewis, Nevada Partners, Inc.
Jennifer Casey, FIT	Jeramey Pickett, Nevada Partners, Inc.
Marlon Dumont, Nevada Partners, Inc.	Marie Flores, FIT
Andy Williams Poll, HELP of Southern Nevada	Thresea Kaufman, Nevada Hospital Association
Tim Wigchers, Nye Communities Coalition	Dr. Tiffany Tyler, Nevada Partners, Inc.
Judy Turgiss, NV Workforce Development Center	Melissa Schroeder, NV Workforce Development Center
Jasmine Pryzbyla, Academy of Human Development	Ebony Samples, Youth Advocate Program
Kelli Mosley, Olive Crest	Arcadio Bolanos, Academy of Human Development
Adriana Borrayo, HELP of Southern Nevada	Don Soderberg, DETR
April Guinsler, ESN	Brenda Maqueda, Youth Advocate Program
Tenesha McCulloch, Goodwill of Southern Nevada	Tobias Hoppe, RDI Corporation
Dan McMenamin, Wyndham	Arielle Saadya, GMT Care, LLC
Denise Gee, HELP of Southern Nevada	Stacy Smith, Nye Communities Coalition
Jake Platson, Nye Communities Coalition	Will Reed, HELP of Southern Nevada
Jerrell Roberts, Nevada Partners, Inc.	Tamara Collins, Las Vegas Urban League
Tiffany Edwards, SNRHA	Otto Merida, Latin Chamber of Commerce

(It should be noted that not all attendees may be listed above)

1. Call to order, confirmation of posting, roll call, and pledge of allegiance

The meeting was called to order by Vice Chair Hannah Brown at 10:05 a.m. Staff confirmed the meeting had been properly noticed and posted in accordance with the Nevada Open Meeting Law; roll call was taken and a quorum was present.

2. DISCUSSION AND POSSIBLE ACTION: Approve the agenda with inclusions of any emergency items and deletion of any items

A motion was made to approve the agenda by Sonja Holloway and seconded by Councilwoman Peggy Leavitt. Motion carried.

3. FIRST PUBLIC COMMENT SESSION

None

4. DISCUSSION AND POSSIBLE ACTION: Approve the Board minutes of October 28, 2014

Chair Brown presented the Board minutes of October 28, 2014 provided on page 7-17 of the agenda packet. Willie J. Fields noted that the minutes state that he was not present at the meeting and stated that he was present on the phone.

A motion was made to approve the Board minutes of October 28, 2015 with noted correction by Willie J. Fields and seconded by Jack Martin. Motion carried.

5. INFORMATION: Awards & Recognition

- a. **Marlon Dumont, Nevada Partners, Inc. and Adriana Borrayo, HELP of Southern Nevada - Timely Data Entry in 2nd Quarter PY2014**
- b. **Workforce Development Academy Graduate Recognition**
- c. **Loyd Platson, Nye Communities Coalition – Years of Service**

Jaime Cruz, Chief Strategy Officer provided an overview of the new Awards & Recognition Program and Ricardo Villalobos, Director of Programs presented awards to Mr. Dumont of Nevada Partners, Ms. Borrayo of HELP of Southern Nevada, and Loyd Platson of Nye Communities Coalition and announced the most recent graduates of Workforce Development Academy.

Chair Brown introduced new DETR Director Don Soderberg.

6. INFORMATION: Workforce Connections' Compact

Kenadie Cobbin-Richardson, Director of Business Engagement & Communications introduced the latest employers to sign the Workforce Connections Compact, including: Desert View Home Health, RDI Corporation, Healthcare Preparatory Institute, GMT Care, Wyndham Vacation Ownership, THI Consulting, and Knight Transportation.

7. INFORMATION: Business Engagement Update

Ms. Cobbin-Richardson provided an update and presented the hire report for the period July 1, 2014 through December 31, 2014 (p. 29-32), Business Engagement Employer Client List (p. 34-35), and Apprenticeship Preparation Training (APT) Cohort for January 2015 through April 2015 (p. 36-37).

8. INFORMATION: Adult & Dislocated Worker Committee minutes of January 14, 2015 (draft)

The minutes are provided on page 39-43 of the agenda packet.

9. **DISCUSSION AND POSSIBLE ACTION: Approve Adult & Dislocated Worker Committee's recommendation to extend Easter Seals Nevada's PY2013 contract until June 30, 2015 and award additional funding in an amount not to exceed \$97,456.00**

Mr. Villalobos provided background. A summary is provided on page 45 of the agenda packet.

A motion was made to approve Adult & Dislocated Worker Committee's recommendation to extend Easter Seals Nevada's PY2013 contract until June 30, 2015 and award additional funding in an amount not to exceed \$97,456.00 by Willie J. Fields and seconded by Mujahid Ramadan. Motion carried.

10. **INFORMATION: Employment and Training Reports – Adult/Dislocated Worker**

Brett Miller, Manager of Strategic Planning and Analysis summarized the Employment and Training Reports July 1, 2014 through November 30, 2014 provided on page 47-50 of the agenda packet. Brief discussion ensued regarding Health & Medical Services and Manufacturing training.

11. **INFORMATION: One-Stop Career Center Consortium Report**

Dr. Tiffany Tyler presented the One-Stop Consortium Report for January 14, 2015 provided on page 52-53 of the agenda packet.

12. **INFORMATION: Youth Council minutes of January 14, 2015 (draft)**

The minutes are provided on page 55-57 of the agenda packet. Sonja Holloway, Youth Council Chair noted that the minutes should read January 14, 2015.

13. **INFORMATION: Youth Performance Reports**

Mr. Miller summarized the Youth Performance Reports as of November 30, 2014 provided on page 59-60 of the agenda packet and noted that we are below target for Attainment of Degree or Certificate (40.8%), Placement in Employment or Education (54.4%) and Literacy/Numeracy Gains (20.8%).

14. **PRESENTATION: Olive Crest "Project Independence" Foster Youth Presentation**

Note: This item was taken after the Operations Update (agenda item 15).

Kelli Mosley was present to talk briefly about Project Independence and presented a PowerPoint. Following the presentation, youth participant Andrew Limas shared about his positive experience with the program. Ms. Mosley thanked the Board for their support. Board members congratulated Mr. Limas and thanked him for sharing. Brief discussion ensued.

15. **INFORMATION: Budget & Finance Committee minutes of January 14, 2015 (draft)**

The minutes are provided on page 63-68 of the agenda packet.

16. **DISCUSSION AND POSSIBLE ACTION: Review, Discuss, Accept and Approve Reports**

Chair Brown asked the Board to take each item separately.

a. **PY2014 WIA Formula Budget July 1, 2014 through June 30, 2015**

Jim Kostecki, Finance Manager reported the audit is completed and will be reported at next month's Board meeting. He presented the PY2014 WIA Formula Budget (p. 71-79) and reported an increase in Community Resource Allocations of \$100,287 and an increase in Board Operations of \$497,627

Workforce Connections Budget Revisions – January 1, 2015:

- 7040 Office Supplies – increase of \$7,500 due to the standardization of the business card logo for the organization
- 7050 Training & Seminars (Staff) – increase of \$30,000 due to the anticipated attendance of numerous WIOA trainings
- 7055 Travel & Mileage (Staff) – increase of \$30,000 due to anticipated attendance of numerous WIOA trainings and visits to various One-Stops around the country to gather information on how they run operations using a One-Stop operator
- 7075 Facilities Maintenance – increase of \$10,000 based on expenditure rates through December 2014
- 7085 Program Support Contracts – decrease of \$30,000 due to a transfer of budget authority to Program Support contracts for IT and Web support
- 7085 Program Support Contracts – IT NVTrac and Web – increase of \$30,000 due to the need to amend existing IT consulting contracts for additional support related to the data tracking system and web site support
- 7200 Equipment – Operating Leases – increase of \$7,500 due to the return of two Xerox copiers under lease and entering into a lease for two more Canon printers with additional capabilities resulting in increased costs. Lease rate includes a base number of copies. Excess copies will be charged additional fees.
- 8500 Capital – Equipment and Furniture – increase of \$30,000 due to the need for replacement of two virtual servers that crashed and funds needed for routine computer replacement based on aging staff computers
- 8900 Strategic Initiatives – increase of \$382,627 to true up the estimated carry forward funding to actual based on the audited numbers

One-Stop Center (Charleston) Budget Revisions – January 1, 2015:

- 7025 Dues & Subscriptions – increase of \$2,500 due to an analysis of expenditures through November and anticipating needs through year end
- 7040 Office Supplies – increase of \$2,500 due to the standardization of the business card logo for the organization
- 7050 Training & Seminars (Staff) – increase of \$3,500 due to the anticipated attendance of numerous WIOA trainings
- 7055 Travel & Mileage (Staff) – increase of \$5,000 due to anticipated attendance of numerous WIOA trainings and visits to various One-Stops around the country to gather information on how they run operations using a One-Stop operator
- 7090 Non-Board Meetings & Outreach – increase of \$8,500 due to the expectation of additional industry specific hiring events prior to year end
- 7130-7135 Bank/Payroll Services – increase of \$1,000 due to an analysis of expenditures through November and anticipating needs through year end
- 8500 Capital – Equipment & Furniture – increase of \$27,000 due to funding needed to modify the interior of one of the donated RTC busses into a mobile One-Stop and severe shortage of storage at the One-Stop. Funding is requested to build cabinetry in the training rooms.
- 8900 Strategic Initiatives – decrease of \$50,000 due to the request for funding above

A motion was made to accept and approve PY2014 WIA Formula Budget July 1, 2014 through June 30, 2015 by Willie J. Fields and seconded by Councilwoman Peggy Leavitt. Motion carried.

b. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2014 through June 30, 2015 (Formula WIA)

Mr. Kostecki presented the Budget vs. Actual Finance Report (p. 81) and reported that all line items are okay.

A motion was made to accept and approve Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2014 through June 30, 2015 (Formula WIA) by Mark Edgel and seconded by Tommy Rowe. Motion carried.

c. Awards & Expenditures Report – Monthly Update (Compliance and Operational Status of Service Providers/Funded Partners)

Mr. Kostecki presented the Awards & Expenditures Report through November invoices (p. 83-86) and noted that ADW contract expenditures are low and should be around 42% at this point of the program year. Mr. Galbreth stated that contract expenditures are extremely low and some of the funds will have to be recaptured and redirected to serve more clients. Staff is regrouping to develop a plan. He noted that even though expenditures are low, WC is not at risk of losing any WIA Formula funds; however, any unspent NEG funds will be recaptured by the state on June 30, 2015. Staff has been working with DETR regarding strategies to identify individuals eligible for NEG services and last week, he met with officials at Nellis Air Force Base who thought that individuals separating from active duty would be good candidates for NEG services, and they will try to funnel these individuals through the One-Stop Career Center.

Ms. DeSart reported that Latin Chamber of Commerce Community Foundation has been officially removed from High Risk status and Mr. Galbreth will address the status under the Executive Director's Report.

A motion was made to accept and approve Awards & Expenditures Report by Tommy Rowe and seconded by Willie J. Fields. Motion carried.

d. Funding Plans – Adult/Dislocated Worker/Youth

Mr. Miller presented the funding plans with revenues through December 31, 2014. The ADW report (p. 88) shows remaining funds of \$2,611,990 (1.12 months) and the Youth report (p. 89) shows remaining funds of \$2,465,763 (3.42 months).

A motion was made to accept and approve Funding Plans – Adult/Dislocated Worker/Youth by Bart Patterson and seconded by Mark Edgel. Motion carried.

e. Workforce Connections' Professional Services Contracts

The Professional Services Contracts report is provided on page 91-96 of the agenda packet.

A motion was made to accept and approve Workforce Connections' Professional Services Contract by Willie J. Fields and seconded by Jerrie Merritt. Motion carried.

f. **Update on Latin Chamber of Commerce Community Foundation fiscal condition and programmatic closeout activities**

Hannah Brown disclosed her relationship with Latin Chamber of Commerce as a board member and recused herself; Chair; Sonja Holloway acted as Chair.

Mr. Galbreth reported that last year it was noted that LCCCF had some fiscal irregularities and staff has continuously been working with them to determine the cause.

Mr. Kostecki summarized the update on LCCCF's fiscal condition (p. 98) based on two months of in-depth analysis and reconciliation. The three main causes that contributed to and compounded the issue are:

- Turnover and lack of fiscal staffing from April to July
- Failure to request timely advances of WIA funding and a lack of unrestricted cash reserves
- Timing of closeout and start of new contracts.

After all vendor payments are made (should be by the end of the week) there may be a net amount of \$1,360.00 owed to LCCCF.

Ms. DeSart noted that staff met with LCCCF's leadership and had a positive meeting where both parties agreed that the contract had to be ended in order to balance and rectify the fiscal issues.

In response to Mr. Ramadan's questions, Mr. Galbreth stated that although the bulk of the responsibility falls on LCCCF, WC has accepted some of the responsibility. WC allocated LCCCF funds to pay their outstanding bills; however, LCCCF did not do that, instead they paid other bills and as a result some vendors did not get paid. After working with LCCCF staff, our staff was able to identify the cash management issues and retroactively paid LCCCF's vendors and employers who had not been paid. All of the vendors will be paid by the end of this week. Mr. Galbreth stated that WC is working on a process that will hopefully eliminate the need for a fiscal accountability process at the service provider level, which will be implemented probably in July 2015, and LCCCF's clients have been transferred to Academy of Human Development.

A motion was made to accept and approve staff's update on Latin Chamber of Commerce Community Foundation fiscal condition and programmatic closeout activities by Willie J. Fields and seconded by Mujahid Ramadan. Hannah Brown abstained. Motion carried.

Chair Brown directed the Board back to agenda item 14.

17. **DISCUSSION AND POSSIBLE ACTION: Strategic Initiatives Goals Matrix**

Jaime Cruz provided an update.

a. **Approve Budget & Finance Committee's update to the objectives, strategies, timelines and measurements of Goal #1 of Workforce Connections' Two Year Strategic Plan Goals Matrix**

Goal #1 provided on page 100 of the agenda packet, reflects the following changes (*italics*):

- *Objective 1.1 Maximize return on investment and manage funds responsibly with the highest standards*

- *Objective 1.2 Correct all noted auditing and monitoring findings*

A motion was made to approve Budget & Finance Committee's update to the objectives, strategies, timelines and measurements of Goal #1 of Workforce Connections' Two Year Strategic Plan Goals Matrix by Mark Edgel and seconded by Bill Regenhardt. Motion carried.

b. Approve Adult & Dislocated Worker Committee's update to the objectives, strategies, timelines and measurements of Goal #3 of Workforce Connections' Two Year Strategic Plan Goals Matrix

Goal #3 provided on pages 102-103, reflects the following changes (*italics*):

- *Objective 3.1 Solicit partnership agreements from both required and non-required partners to participate in Southern Nevada Workforce Investment Area One-Stop Delivery System*
 - *Strategy/Action:*
 1. *Maintain and establish when appropriate, agreements with required and non-required One-Stop Delivery System partners*
- *Objective 3.2 Transition and maintain a WIOA compliant One-Stop Career Center Operator*
 - *Strategy/Action:*
 1. *Initiate a competitive procurement process and execute an MOU for a One-Stop Center Operator in the Local Workforce Investment Area*
 - *Timeline:* June 2015
 - *Measurement:* Executed MOU
 - *Status:* In Process
 1. *Provide technical assistance to One-Stop Career Center Operator to facilitate execution of WIOA compliant MOUs with Center partners*
 - *Timeline:* June 2015
 - *Measurement:* Executed MOU
 - *Status:* In Process / Pending selection of One-Stop Career Center Operator
- *Objective 3.3 Continue to streamline access to employment and training service delivery*
 - *Strategy/Action:*
 1. *Review policies and associated directives addressing effective WIOA service delivery*
- *Objective 3.4 Effectively transition Adult and Dislocated Worker service delivery from WLA to WIOA compliance*
 - *Strategy/Action:*
 1. *Develop a plan to transition from WLA to WIOA which prioritizes necessary changes to system*
 - *Timeline:* March 2015 and Ongoing
 - *Measurement:* WIOA Transition Plan
 - *Status:* In Process

2. *Revise, modify and/or develop Workforce Connections' policies and associated contracts to ensure WIOA compliance*

- *Timeline: Ongoing*
- *Measurement: Update and advise board and committees as needed*
- *Status: In Process*

3. *Communicate plan and necessary changes to stakeholders through training and technical assistance*

- *Timeline: Ongoing*
- *Measurement: Update and advise board and committees as needed*
- *Status: In Process*

4. *Evaluate implementation and transition plan for effectiveness and modify as necessary*

- *Timeline: Ongoing*
- *Measurement: Update and advise board and committees as needed*
- *Status: In Process*

A motion was made to approve Adult & Dislocated Worker Committee's update to the objectives, strategies, timelines and measurements of Goal #3 of Workforce Connections' Two Year Strategic Plan Goals Matrix by Jack Martin and seconded by Jerrie Merritt. Motion carried.

18. INFORMATION: Strategic Initiatives Update

Mr. Cruz presented the Strategic Initiatives Update (p.105), highlighting the implementation of the Workforce Innovation and Opportunity Act and provided a brief demo of the updated Workforce Connections website.

19. DISCUSSION AND POSSIBLE ACTION: Accept and approve Executive Director's Report ~ Ardell Galbreth, Executive Director

a. Executive Director's Report

Mr. Galbreth presented the Executive Director's Report (p. 107)

A motion was made to accept and approve Executive Director's Report by Bill Regenhardt and seconded by Mujahid Ramadan. Motion carried.

b. Workforce Connections Board Recertification – January 1, 2015 through December 31, 2017

Mr. Galbreth presented Governor Sandoval's letter (p. 108) recertifying the Workforce Connections Board through December 31, 2017 and thanked the Board for their support, leadership and policy strategy.

A motion was made to accept and approve Workforce Connections Board Recertification – January 1, 2015 through December 31, 2017 by Willie J. Fields and seconded by Mark Edgel. Motion carried.

c. **Workforce Connections' revised Board Membership Application and board restructuring in compliance with WIOA.**

Mr. Galbreth presented the Workforce Connections' revised Board Membership Application and Requirements (p. 111-125). The revised application will be vetted and approved by the Local Elected Officials Consortium at their meeting on February 10th. The approved application will be e-mailed to all Board members. Board members who have the desire to serve and meet the new requirements under WIOA are encouraged to submit an application. The WIOA Board Composition worksheet that outlines required categories (i.e., Business, Labor, Adult Education, Higher Education, Economic/Community Development, Wagner-Peyser Act and Vocation Rehabilitation) and the number of members required in each category and the WIOA Board Composition Calculator is provided on page 126-127. Discussion ensued.

Mr. Galbreth stated that the Local Elected Officials Inter-local agreement also has to be revised and approved under WIOA. He will be meeting with the local city councils and board of commissioners to get all the components in place to be in compliance with the new Act by July 1, 2015.

A motion was made to accept and approve Workforce Connections' revised Board Membership Application and board restructuring in compliance with WIOA by Mark Edgel and seconded by Willie J. Fields. Motion carried.

20. **SECOND PUBLIC COMMENT SESSION:**

Otto Merida, CEO, Latin Chamber of Commerce – stated that most of the unpaid vendors were members of the Latin Chamber of Commerce that agreed to provide OJTs but have since left the Chamber because of the current issue. Mr. Merida stated that the Chamber will be bringing back Latin Chamber of Commerce Community Foundation under its umbrella as it is long overdue and many people are in support of it. Mr. Merida further stated that even though the Foundation is no longer on high risk status, for all intents and purposes the Chamber has been destroyed and most of its board members have left or resigned, so it will have to reorganize. Mr. Merida stated that the Foundation made a mistake in terms of the accounting staff hired, but in the end a qualified individual with WIA experience was hired and did a pretty good job trying to reconcile everything. Mr. Merida stated that the Chamber could have done a forensic audit and continued to run the program, but now the Foundation is an empty shell and the Chamber will be leasing the building. Mr. Merida stated that it is unfortunate that all this is happening because they had a great staff that is now working for the Academy of Human Development; however, he agreed that the accounting was lousy. In response to the bad press, Mr. Merida stated that he hopes the board makes a press release stating that the Foundation no longer owes any money and the issues have been resolved. Mr. Merida closed by saying that he does not see any board staff paying the consequences that the Chamber and Foundation have paid.

Helicia Thomas, GNJ Family Life Center – stated that the Workforce Development Academy was fantastic and innovative and broke down the barriers for competition, bringing the service providers together. As a result, GNJ started a new initiative called Let's Rid Joblessness in Southern Nevada and will be holding a Jobseekers Forum to educate job seekers February 27, 2015 at 9:00 a.m. in the Houston Ballroom at the Texas Station. Ms. Thomas asked everyone for their support in getting the word out for this event and will send out a flyer following the meeting.

Jeramey Pickett, Director of Youth Programs, Nevada Partners & Cameron Miller, Studio Eleven Films – provided a brief overview of the 11Eleven11 Project, film production training for youth and presented the Two Roads movie trailer.

Kelli Mosley, Olive Crest - speaking on behalf of the Workforce Development Academy students, thanked the Workforce Development Academy course instructors and stated that everyone learned a lot about each other's jobs, challenges and the joy they receive from the work they do. Ms. Mosley stated that the Capstone project was her favorite because of the opportunity for everyone to share their good ideas to make a positive impact on the programs they have and overall there was a lot of camaraderie, collaboration and relationship building between the students.

21. INFORMATION: Board Member Comments

None

22. ADJOURNMENT

The meeting adjourned at 12:08 p.m.

Agenda Item 5. DISCUSSION AND POSSIBLE ACTION:

Review, Discuss and Accept Annual Audit PY2013 (Year ended June 30, 2014) ~ *Ryan C. Whitman, CPA, Piercy Bowler Taylor & Kern*

SEE SEPARATE HANDOUT: Annual Financial Report

Agenda Item 6. INFORMATION:

Business Engagement Update ~ *Kenadie Cobbin-Richardson,*
Director, Business Engagement & Communications

THE ONE-STOP
CAREER CENTER
INVITES YOU TO
JOIN US AT THE
HEALTH CARE
SYMPOSIUM &
HIRING EVENT



HEALTH CARE SYMPOSIUM AND HIRING EVENT

March 25, 2015

Wednesday

March 25, 2015

9am

Registration opens at

9am

Symposium begins at

10am

6330 W. Charleston Blvd.

Suite 150

Las Vegas, NV 89146

**Do you want a job in the health care field
but are not sure which job suits your skills and interest?**

Interested in energizing your career?

Start on your path to a new career at our
Healthcare Training Symposium & Hiring Event!

Wednesday, March 25, 2015

9:00 am

at the

One-Stop Career Center

6330 W. Charleston Blvd., Suite 150

Las Vegas, NV 89146

This is a three-hour event where you can meet dozens of health care professionals who can answer your most critical questions. Training providers will be on site to help you decide which career path is best for you. Also, employers will be interviewing job-ready candidates on-site.

Please visit our websites

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www.nvworkforceconnections.org

or contact Celia Rouse at: (702) 636-2353



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Agenda Item 7. INFORMATION:

Adult & Dislocated Worker Committee minutes of
February 11, 2015 (*draft*)

**WORKFORCE CONNECTIONS
ADULT & DISLOCATED WORKER COMMITTEE MINUTES**

February 11, 2015 - 9:00 a.m.
Rosalie Boulware Board Room
6330 W. Charleston Blvd., Ste. 150
Las Vegas, NV 89146

Members Present

Chelle Bize'	Cecilia Maldonado
Hannah Brown, Chair	Mark Edgel (via telephone)
Lynda Parven	Dan Rose, Vice-Chair
Bill Regenhardt (via telephone)	Valerie Murzl (via telephone)
Candace Young-Richey	

Members Absent

Matt Cecil	Maggie Arias-Petrel
Bart Patterson	Dr. David Lee
Charles Perry	

Staff Present

Ardell Galbreth	Kelly Ford
Heather DeSart	Brett Miller
Jim Kostecki	Carol Turner

Others Present

Janice Rael, NPI	Patrick Spargur, Bridge Counseling Associates
Theresa Kaufman, NHA	Elizabeth McDaniels, Goodwill
Marty Reza, The Salvation Army	David Robeck, Bridge Counseling Associates
Tenesha McCulloch, Goodwill	Nield Montgomery, The Learning Center
Helicia Thomas, GNJ Family Life Center	

(It should be noted that not all attendees may be listed above)

Agenda Item 1 - Call to Order, confirmation of posting, roll call:

The Chair called the meeting to order at 9:01 a.m. Staff confirmed the meeting was properly posted in accordance with the Nevada Open Meeting Law. Roll call taken and the quorum confirmed.

Agenda Item 2 - Action: Approval of the agenda with the inclusions of any emergency items, and deletion of any items.

A motion to approve the agenda as presented, was made by Chelle Bize and seconded by Dan Rose. The motion carried.

Agenda Item 3 - First Public Comment Session: Members of the public may now comment on any matter posted on this Agenda, which is before this committee for consideration and action today. Please clearly state and spell your name and your address for the record. Each public comment will be limited to three (3) minutes.

Hearing none, Hannah Brown, Chair, closed the First Public Comment session.

Agenda Item 4 - Discussion and Possible Action: Approve the ADW Committee meeting minutes of January 14, 2015.

A motion to approve the minutes of January 14, 2015 as presented, was made by Dan Rose and seconded by Chelle Bize. The motion carried.

Agenda Item 5 - Information: 2015 Request for Proposal (RFP). WC will release an RFP to secure a One-Stop Career Center Operator. This will ensure compliance with the Workforce Innovation and Opportunity Act of July 1, 2015.

Ardell Galbreth reported that an RFP will be released focusing specifically on a One-Stop Career Center Operator to ensure compliance with WIOA within the local workforce development area.

Agenda Item 6 - Information: 2015 Request for Proposal (RFP). WC will release RFPs to secure One-Stop Career Center Affiliate Sites, as well as, RFPs to secure providers of services to special populations. As a result of this RFP, the One-Stop Career Center Affiliate Sites will be geographically located throughout the designated workforce delivery areas (North, South, and East).

Mr. Galbreth reported RFPs will be released focusing on One-Stop Career Center Affiliate Sites located throughout the designated workforce delivery areas North, South, and East. The Preliminary Geographical Service Areas by ZIP code handout indicated the areas the RFPs will target.

Heather DeSart reported current service providers are welcomed to bid on any of the areas, but will be required to have brick and mortar with a presence in the community in areas their proposal addresses. The RFPs would be affiliate sites to the One-Stop Career Center, and part of the One-Stop System. Ms. DeSart stated affiliate sites will be considered home offices and/or special populations (veterans, re-entry, foster youth, youth and adults with disabilities). Special population contracts are defined to recruit or partner specifically with other entities in like fields. Ms. DeSart further stated the new Act itself has a much higher emphasis on collaboration, mandating Title II Adult and Literacy, and mandating the participation of Temporary Assistance for Needy Families (TANF) through Department of Juvenile Justice System (DJJS) intrinsic in the Act that it is requesting and encouraging more collaboration than in the past.

Discussion ensued regarding:

- encouragement of partnerships and collaborations between those that will be submitting proposals;
- noted overall funding may not increase;
- Board development training under the new WIOA
 - John Chamberlin training March 16-17, 2015 and April 13-14, 2015
 - Management team meeting every Tuesday for Strategic Planning sessions (full days)
 - Invitations will be forwarded to Board members for half day Board orientation trainings (Monday's) on the new WIOA by Mr. Chamberlin at Workforce Connections

Agenda Item 7 - Information: Training and Employment Reports

Brett Miller, Manager, Strategic Planning & Analysis, reported on the Training and Employment reports on pages 9-13 of the agenda packet. Based on NVTrac, WC has spent \$1,432,745 on trainings (14% OJT). Mr. Miller stated the average training cost by sector is \$2,177 with 658 trainings through December 31, 2014. He further reported the average wage is \$13.63 with 1,067 total employed. With regard to the ADW Employment Snapshot by Provider, the report indicates 38% active employment (6 months into the program year) and an approximate 75%-80% employment rate on a common measure, with an average wage of \$13.58.

Mr. Rose requested from staff, a report on wage by sector with a past report and a present report (trend report). Mr. Miller will provide a report at the next ADW Committee meeting.

Agenda Item 8 - Information: Adult and Dislocated Worker Expenditure Report – Monthly Update

Jim Kostecki reported on the Adult and Dislocated Worker Awards and Expenditures Report on pages 15-16 of the agenda packet invoices through December 31, 2014. Mr. Kostecki noted expenditure rates are trending low. He stated the National Emergency Grant (NEG) funds, WC is diverting from the 27-weeks unemployment requirement that was self-imposed when WC applied for the grant. The new US DOL guidelines allow not only long-term unemployed, but any dislocated worker or veteran to qualify. The NEG funds end June 30, 2015 with a potential 6-month extension to December 31, 2015. If the funds are not spent, and there is no extension beyond June 30, 2015, the funds are at risk of being returned to the State.

Discussion ensued regarding the low expenditure rates, service provider's inefficient accounting issues, funding for performance versus enrollments, and a vigorous outreach component to identify eligible long-term unemployed and veteran clients.

Agenda Item 9 - Information: Adult and Dislocated Worker Funding Plan – Monthly Update

Brett Miller reported on the Adult and Dislocated Worker Funding Plan on page 18 of the agenda packet, and noted the remaining funds based on monthly invoices are \$6,564,555 or 4.72 months. Discussion ensued regarding training dollars (Ex. Service provider in an affiliate site receives \$800,000, that would be deemed as training dollars in a contract, funds would remain with Workforce Connections in a silo earmarked as training dollars with access to the training dollars as long as the training dollars are expended).

Agenda Item 10 - Information: One-Stop Career Center Consortium report

Lynda Parven reported on the One-Stop Career Center Consortium report on page 19 of the agenda packet.

Agenda Item 11 - Information: Director's Report ~ Ricardo Villalobos, Workforce Development Programs

Ricardo Villalobos reported on:

- Continued WIOA Unified State Plan meeting that are launching workgroups to discuss various areas of legislation and representation to provide perspective to the various titles: Titles I-V, TANF, SNAP, etc. for: Policy; Governance; Labor Market; Performance Accountability; Fiscal; Business Engagement; and, Staff Development.
- At the Local Elected Official meeting on February 10, 2015, the Board Membership Application was approved for implementation, and will be released with a timeline for submission to Workforce Connections.
 - Board makeup will require 20% Labor representation under the new WIOA.
 - Minimum number of Board membership is 19. With every Local Elected Official added to the Board, 4 more Board members must be added (2-business, 1-trades, and 1-higher education).

Mark Edgel queried if additional WIOA training for Board members should occur before or after the new Board has been established. Ms. DeSart responded that both before and after can be presented with the question brought before the full Board meeting for discussion and implementation.

Agenda Item 12 - Information: ADW Committee Member Comments

Hearing none, Hannah Brown, Chair, closed the ADW Committee Comments session.

Agenda Item 13 - Second Public Comment Session: Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier; however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and state address for the record. Each comment will be limited to three (3) minutes.

Helicia Thomas, GNJ Family Life Center. Ms. Thomas shared a barrier experienced by the service providers based on Ms. Bizes' comments on planned enrollments and spending. Enrollments drive the spending. With a cap imposed by staff to enroll and spend X amount on clients per month, the service provider would have to wait until the next month to begin enrolling and spending once they met their cap in a given month.

Agenda Item 14 - Adjournment: The meeting adjourned at 10:15 a.m.

DRAFT

Agenda Item 8. INFORMATION: 2015 Request for Proposal

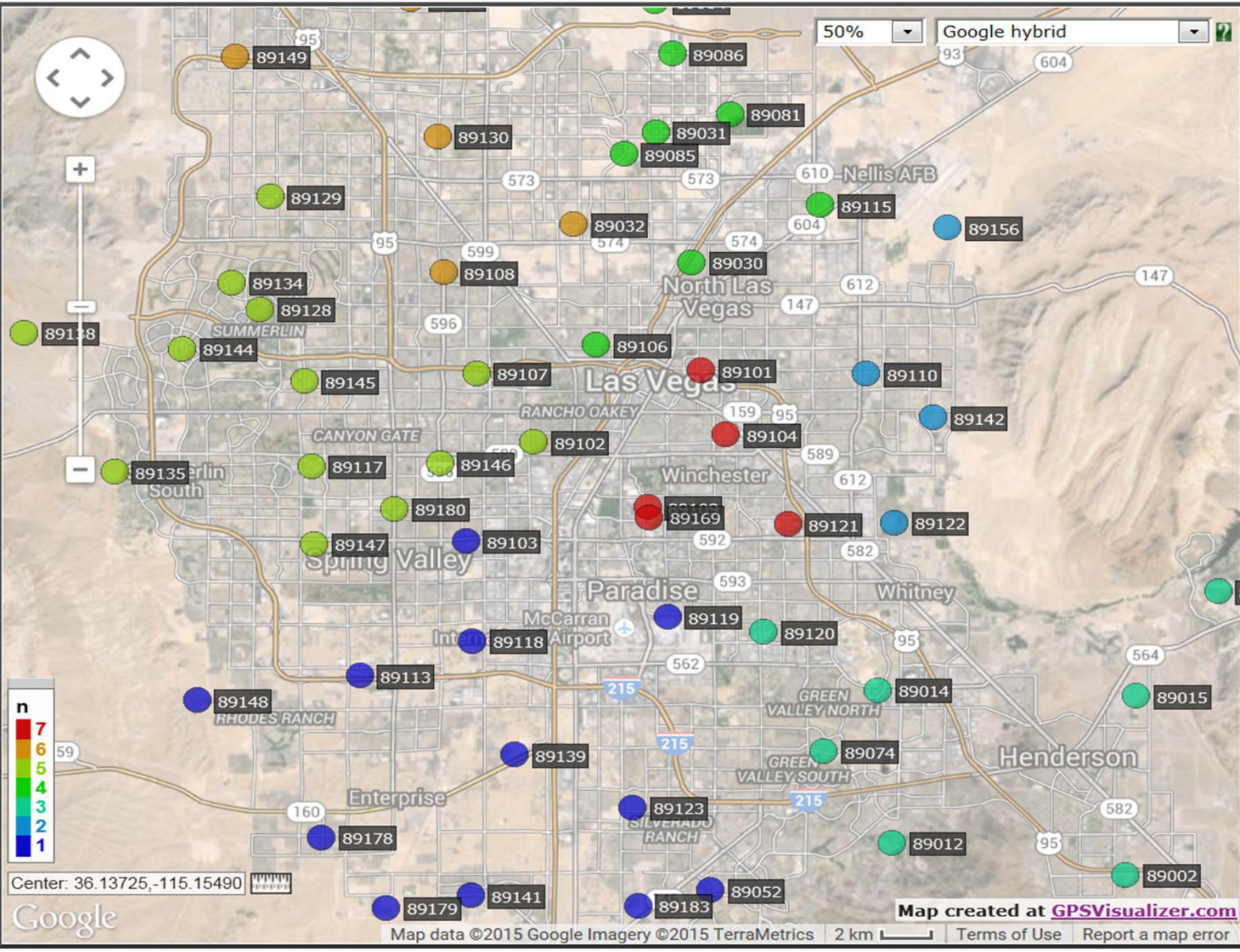
WC will release an RFP to secure a One-Stop Career Center Operator. This will ensure compliance with the Workforce Innovation and Opportunity Act by July 1, 2015.

Agenda Item 9.

INFORMATION: 2015 Request for Proposal

WC will release RFPs to secure One-Stop Career Center Affiliate Sites, as well as RFPs to secure providers of services to special populations. As a result of this RFP, the One-Stop Career Center Affiliate Sites will be geographically located throughout the designated workforce delivery areas (North, South and East).

workforce CONNECTIONS
Preliminary Geographical Service Areas by ZIP code - ADW
As of February 5, 2015



North West
 North East

East Central
 East

Henderson
 South

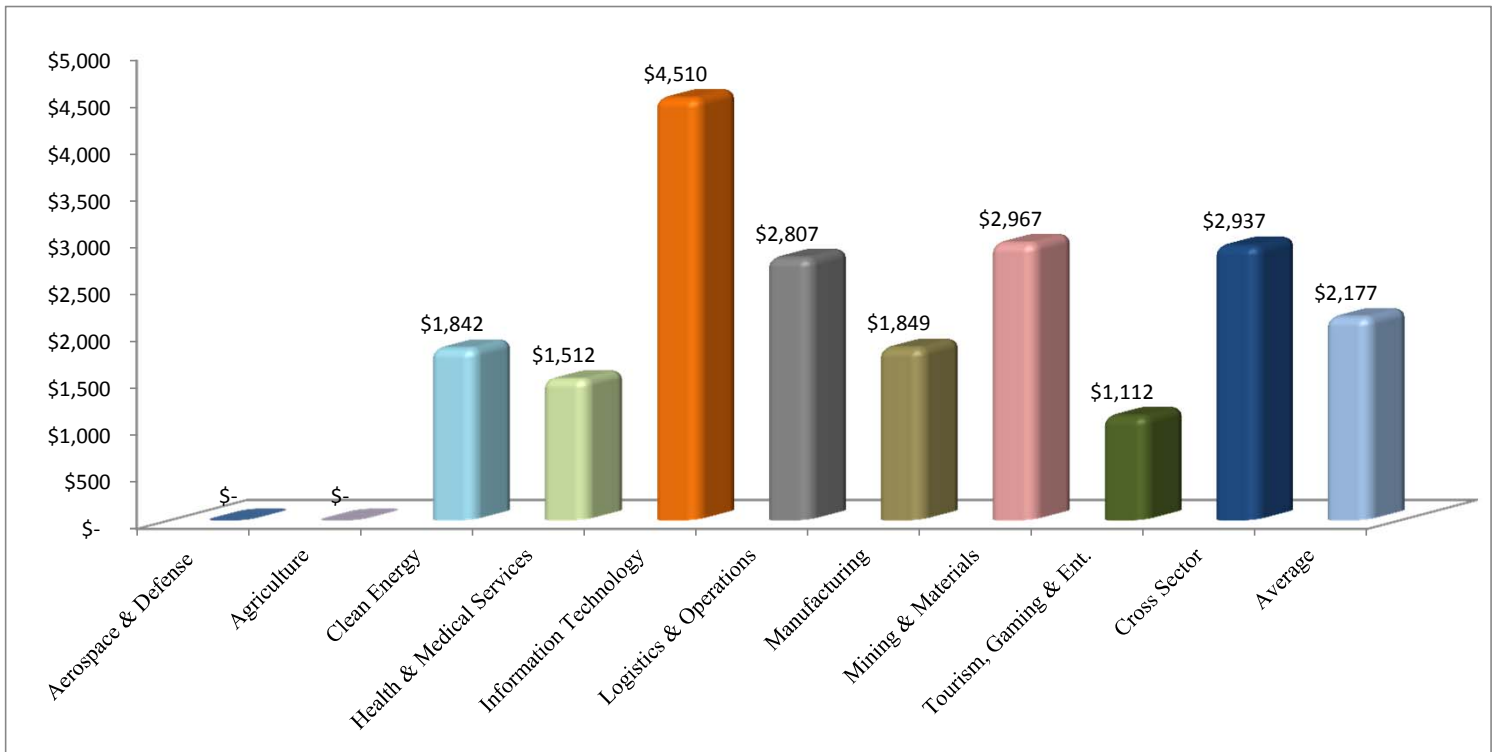
One-Stop

Agenda Item 10. INFORMATION:

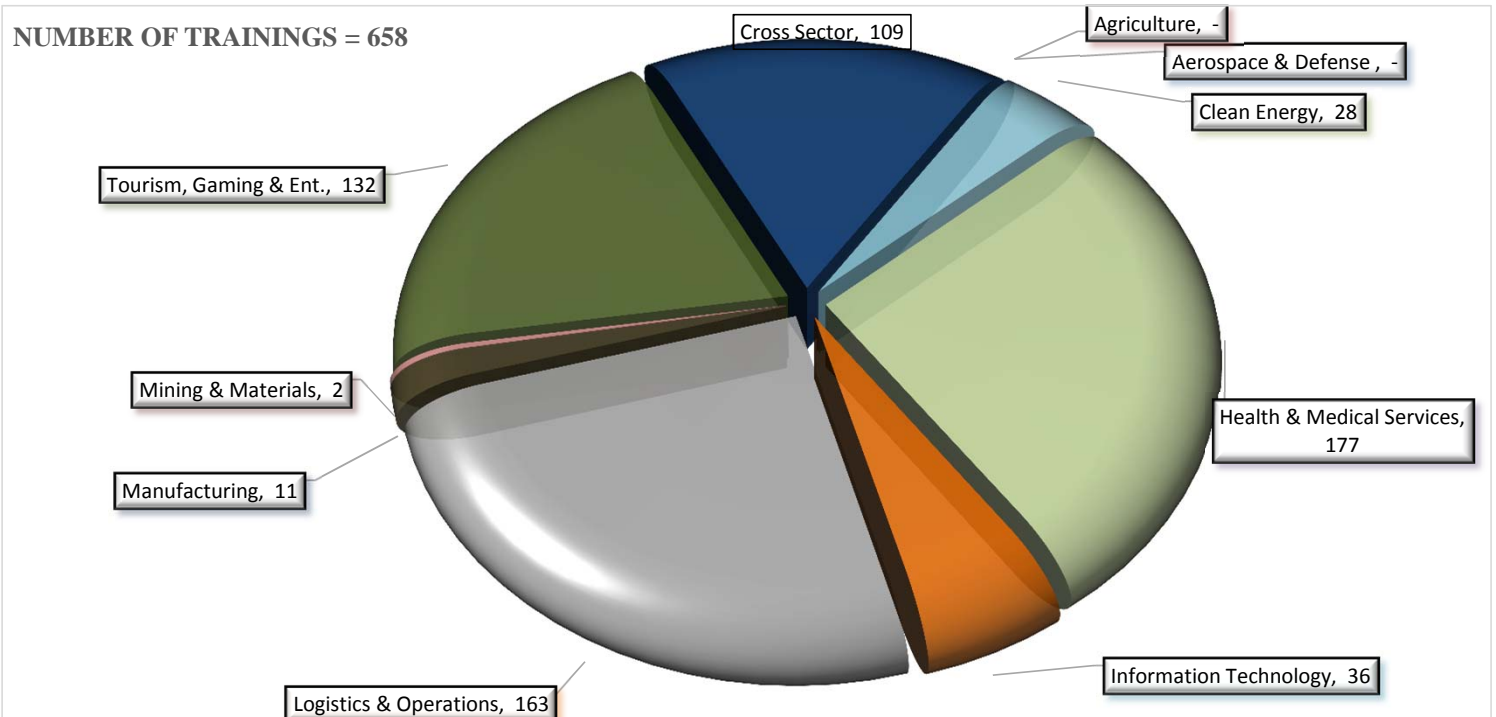
Employment and Training Reports – Adult/Dislocated Worker
~ *Brett Miller*

Adult and Dislocated Workers Trained by Industry Sector July 1, 2014 through December 31, 2014

Average Training Cost by Sector



Number of Trainings by Sector



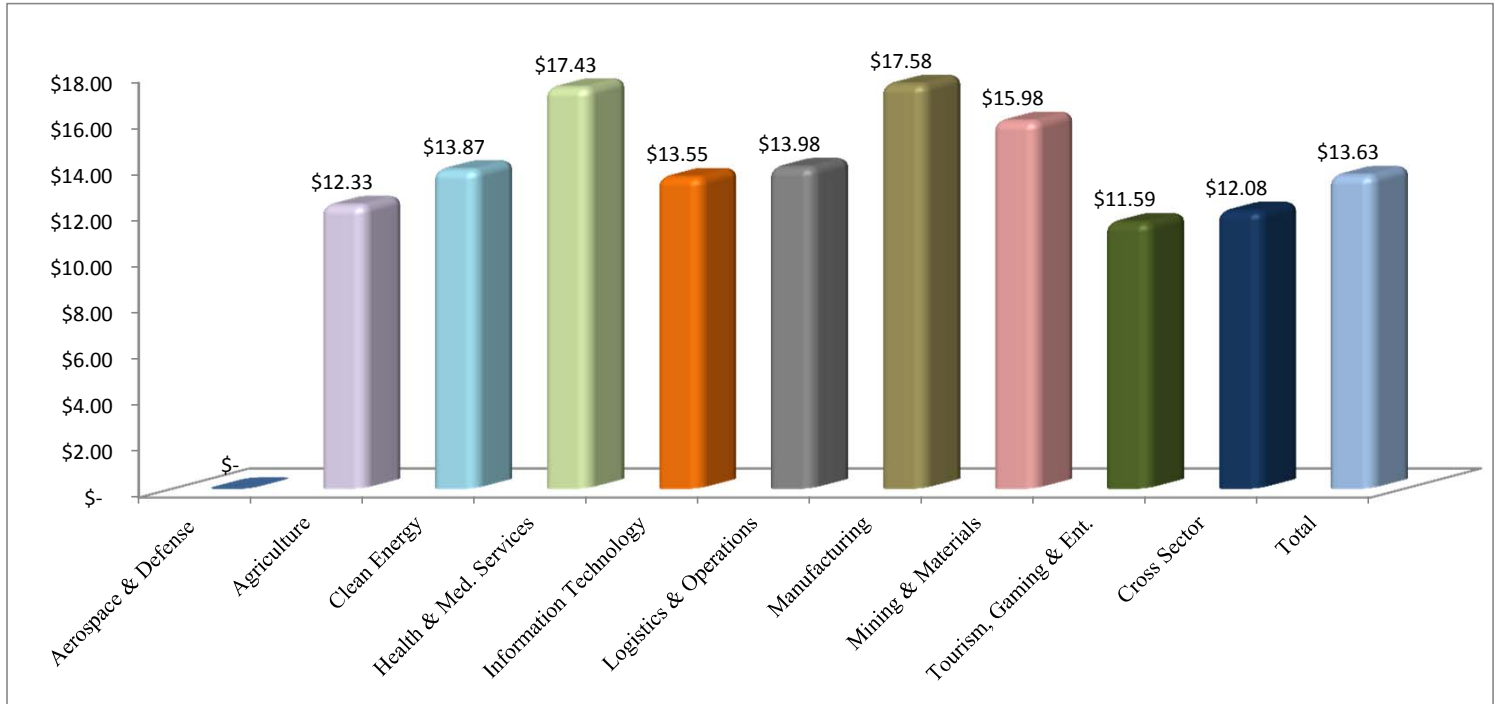
workforce CONNECTIONS
ADW Training Snapshot by Provider
July 1, 2014 through December 31, 2014

Provider	Occupational Skills Training			OJT			Total Training		
	Trainings	Training \$	Avg Cost Per Training	Trainings	Training \$	Avg Cost Per Training	Trainings	Training \$	Avg Cost Per Training
<u>Main Office</u>									
Bridge Counseling Associates	41	\$87,270	\$2,129	0	\$0	\$0	41	\$87,270	\$2,129
Easter Seals of Southern Nevada	21	\$125,220	\$5,963	1	\$5,268	\$5,268	22	\$130,488	\$5,931
FIT	11	\$39,208	\$3,564	8	\$19,408	\$2,426	19	\$58,615	\$3,085
FIT Re-Entry	59	\$100,131	\$1,697	3	\$5,733	\$1,911	62	\$105,864	\$1,707
GNJ Family Life Center	16	\$17,933	\$1,121	2	\$7,750	\$3,875	18	\$25,683	\$1,427
Goodwill of Southern Nevada	19	\$67,020	\$3,527	15	\$55,880	\$3,725	34	\$122,899	\$3,615
Academy of Human Development	8	\$15,597	\$1,950	12	\$22,516	\$1,876	20	\$38,112	\$1,906
Nevada Hospital Association South	44	\$28,220	\$641	19	\$19,706	\$1,037	63	\$47,926	\$761
Nevada Partners Inc	33	\$47,897	\$1,451	3	\$4,712	\$1,571	36	\$52,609	\$1,461
Nye Communities Coalition	26	\$77,385	\$2,976	0	\$0	\$0	26	\$77,385	\$2,976
Southern Nevada Regional Housing Authority	29	\$77,668	\$2,678	0	\$0	\$0	29	\$77,668	\$2,678
The Salvation Army	4	\$0	\$0	0	\$0	\$0	4	\$0	\$0
Main Office Total	311	\$683,547	\$2,198	63	\$140,971	\$2,238	374	\$824,518	\$2,205
<u>One-Stop Career Center</u>									
Bridge One Stop	1	\$3,450	\$3,450	0	\$0	\$0	1	\$3,450	\$3,450
FIT One Stop	21	\$58,867	\$2,803	9	\$18,538	\$2,060	30	\$77,405	\$2,580
GNJ One Stop	19	\$33,190	\$1,747	2	\$7,000	\$3,500	21	\$40,190	\$1,914
Goodwill One Stop	31	\$65,041	\$2,098	15	\$36,301	\$2,420	46	\$101,342	\$2,203
Academy of Human Development One Stop	42	\$60,894	\$1,450	2	\$3,240	\$1,620	44	\$64,134	\$1,458
LV Urban League One Stop ⁽¹⁾	20	\$44,639	\$2,232	0	\$0	\$0	20	\$44,639	\$2,232
Nevada Partners One Stop	68	\$128,781	\$1,894	6	\$12,374	\$2,062	74	\$141,154	\$1,907
SNRHA One Stop	48	\$135,432	\$2,822	0	\$0	\$0	48	\$135,432	\$2,822
One-Stop Career Center Total	250	\$530,293	\$2,121	34	\$77,453	\$2,278	284	\$607,745	\$2,140
One-Stop Delivery System	561	\$1,213,840	\$2,164	97	\$218,424	\$2,252	658	\$1,432,264	\$2,177

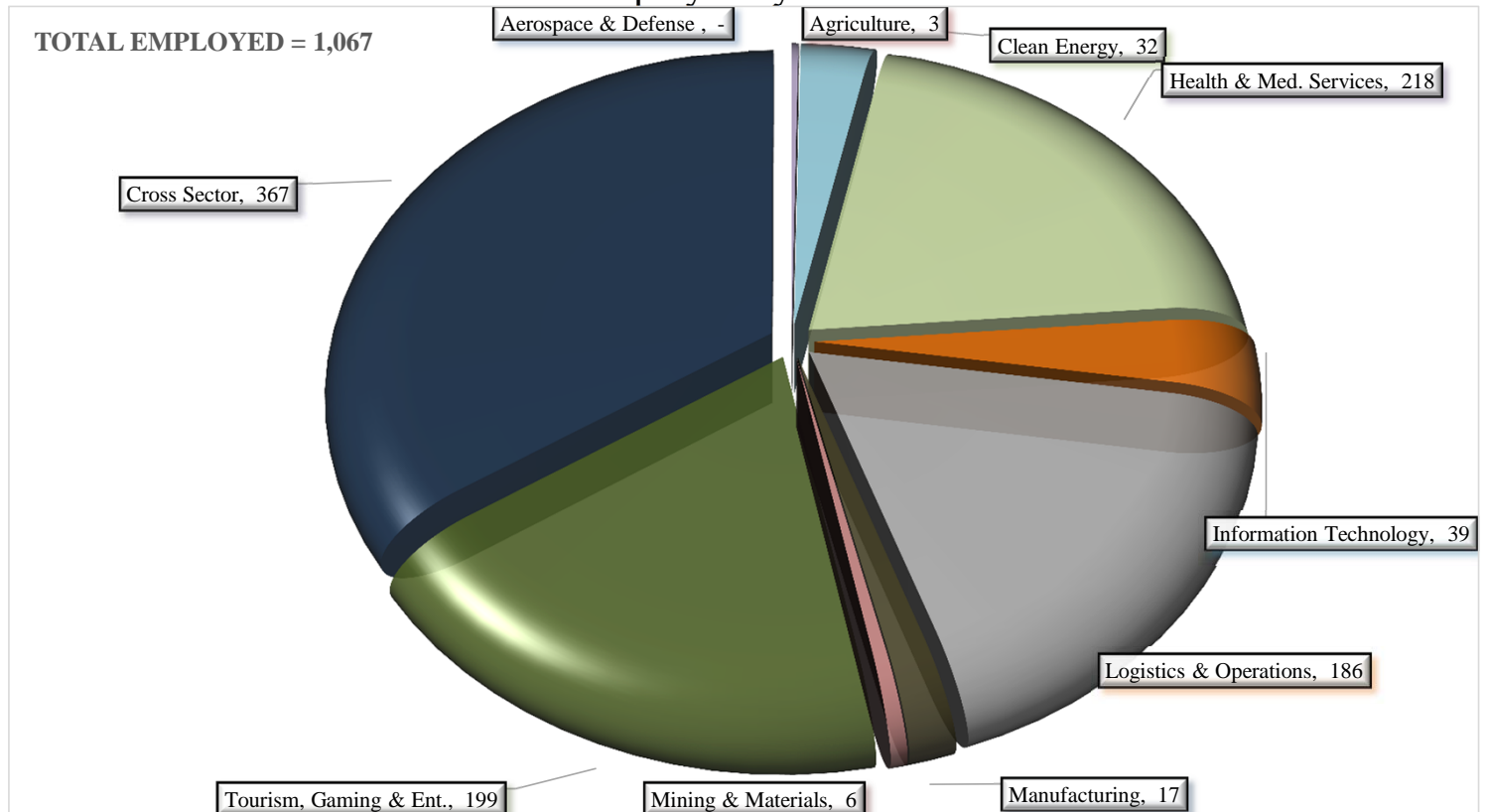
1) The Urban League Veteran's contract commenced on February 1, 2014.

Adult and Dislocated Workers Employed by Industry Sector July 1, 2014 through December 31, 2014

Wage by Sector



Employed by Sector



workforce CONNECTIONS
ADW Employment Snapshot by Provider
Participants Active During Current Contract Year
July 1, 2014 through December 31, 2014

Provider	Performance Metric				
	Enrollments	Active Participants	Employed	% Employed	Avg Wage
<u>Main Office</u>					
Bridge Counseling Associates	51	99	22	22%	\$14.54
Easter Seals of Southern Nevada	32	148	27	18%	\$12.15
FIT	50	115	58	50%	\$12.96
FIT Re-Entry	78	129	64	50%	\$11.42
GNJ Family Life Center	51	59	39	66%	\$12.11
Goodwill of Southern Nevada	78	120	40	33%	\$14.25
Latin Chamber of Commerce Community Foundation	1	9	1	11%	\$9.25
Lincoln County Adult	7	23	5	22%	\$12.92
Nevada Hospital Association South	66	70	44	63%	\$30.13
Nevada Partners Inc	71	206	46	22%	\$15.96
Nye Communities Coalition	62	125	63	50%	\$12.31
Southern Nevada Regional Housing Authority	72	162	53	33%	\$11.08
The Salvation Army	67	67	11	16%	\$9.82
Academy of Human Development	49	80	43	54%	\$12.81
Main Office Totals	735	1,412	516	37%	\$14.34
<u>One-Stop Career Center</u>					
Bridge One Stop	1	55	37	67%	\$15.30
FIT One Stop	112	144	75	52%	\$11.98
GNJ One Stop	102	110	70	64%	\$11.36
Goodwill One Stop	115	165	48	29%	\$12.69
Latin Chamber One Stop	3	15	3	20%	\$10.57
LV Urban League One Stop ⁽¹⁾	100	129	45	35%	\$16.13
Nevada Partners One Stop	123	317	110	35%	\$12.59
NHA One Stop	0	43	22	51%	\$13.05
SNRHA One Stop	123	173	42	24%	\$11.03
Academy of Human Development One Stop	81	95	55	58%	\$12.93
One-Stop Career Center Total	760	1,246	507	41%	\$12.81
One-Stop Delivery System Total	1,495	2,658	1,023	38%	\$13.58

1) The Urban League Veteran's contract commenced on February 1, 2014.

This report reflects the employment status of all participants who were active at some point during the reporting period. This report does not reflect common measures.

Agenda Item 11. INFORMATION:

One-Stop Career Center Consortium Report

**One-Stop Career Center Consortium
Report for
Adult & Dislocated Worker Program Committee
Wednesday, February 11, 2015**

- I. Organization/Formation Matters
 - A. The Consortium continues to proceed with the three established standing Committees: Center Operations Compliance Committee, Customer/Client Services Committee, and the Taskforce for the Supply and Demand Issues.
- II. Policies and Procedures Established
 - A. Although the Consortium has adopted policy regarding dress code specifically providing that dress on all days including Friday, unless otherwise specially designated, will be business casual dress, there continues to be disagreement regarding implementation of the policy. Dialogue continues.
- III. Operation Matters
 - A. The Consortium continues to refine center operations.
 - B. The Consortium Executive Committee has elected to formally suspend the UNLV evaluation.

Respectfully submitted,

Lynda Parven for Janet Blumen, Consortium Chair

Agenda Item 12. INFORMATION:

Youth Council minutes of February 11, 2015 (*draft*)

**WORKFORCE CONNECTIONS
YOUTH COUNCIL
MINUTES**

**February 11, 2015
11:00 a.m.**

**Rosalie Boulware Bronze & Silver Conference Room
6330 W. Charleston Blvd., Ste. 150
Las Vegas, NV 89146**

Members Present

Sonja Holloway, Chair	Tommy Rowe	Vida Chan Lin	Liberty Leavitt
Dan Rose	Jack Martin	Mujahid Ramadan	Willie J. Fields (phone)

Members Absent

Stavan Corbett	Capt. Jack Owen
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Staff Present

Ardell Galbreth	Suzanne Potter	Heather DeSart	Ricardo Villalobos
Brett Miller	Jim Kostecki	Clentine January	

Others Present

Carol Turner, CST Project Consulting	Jeramey Pickett, Nevada Partners, Inc.
Tenesha McCulloch, Goodwill of Southern Nevada	Mildred Thompson
Kelli Mosley, Olive Crest	Sherman Rutledge, St. Jude's Ranch
Will Reed, HELP of Southern Nevada	Ron Hilke, DETR

It should be noted that all attendees may not be listed above.

1. Call to order, confirmation of posting and roll call

Chair Sonja Holloway called the meeting to order at 11:02 a.m. Staff confirmed the meeting had been properly posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.

2. DISCUSSION AND POSSIBLE ACTION: Approve the Agenda with inclusions of any emergency items and deletion of any items

A motion was made to approve the agenda by Dan Rose and seconded by Mujahid Ramadan. Motion carried.

3. FIRST PUBLIC COMMENT SESSION:

None

4. DISCUSSION AND POSSIBLE ACTION: Approve the Youth Council minutes of January 14, 2015

The minutes are provided on page 5-7 of the agenda packet.

A motion was made to approve the Youth Council minutes of January 14, 2015 by Tommy Rowe and seconded by Mujahid Ramadan. Motion carried.

5. INFORMATION: 2015 Request for Proposals (RFP)

WC will release RFPs to secure Youth One-Stop System Affiliate Sites, as well as RFPs to secure providers of services to special populations. As a result of this RFP, the Youth One-Stop System

Affiliate Sites will be geographically located throughout the designated workforce delivery area (North, South, East and West).

Ricardo Villalobos, Program Director provided background. RFPs will be released by the end of February to begin programs on July 1, 2015 for both Youth and Adult & Dislocated Worker programs. The Youth One-Stop System Affiliate Sites in the North, South, East and West will allow for proximity of services to be provided more effectively. In addition to the Youth One-Stop System Affiliate Sites, RFPs will be released for special populations, specifically Youth with Disabilities and Foster Youth, and special initiatives, including Dropout Recovery for out-of-school youth. WC is seeking unrestricted funds to continue the Graduate Advocate Initiative program to serve in-school youth.

Chair Holloway inquired about oversight at the Youth One-Stop Affiliate sites. Ardell Galbreth, Executive Director stated that WC staff will still have the responsibility of oversight but business will change to ensure services are expanded to reach all areas North, South, East and West, where the need for services is critical at this time. WC is proposing these RFPs to address the need for youth services in these areas and is looking for proposals that include matching costs for overhead, such as rent.

Liberty Leavitt inquired about the timeframe for the Dropout Recovery Initiative. Mr. Villalobos stated that the RFP will be released by the end of February.

Mr. Villalobos stated that the Youth One-Stop Affiliate Sites will serve all populations; basically, everyone who comes through the door will be served and funded service providers will serve special populations (Youth with Disabilities and Foster Youth) through targeted outreach and recruitment and partnerships with community organizations that specialize in serving specific populations. The Dropout Recovery initiative will focus on youth that have dropped out of school and the DJJS Diversion/Intervention (Pre-Entry) Initiative focuses on youth who are at risk of incarceration. Mr. Villalobos stated that the annual cost for an incarcerated youth in Nevada is \$195,000. He stated that WC is partnering with DJJS to consider the cost to effectively serve youth before they enter the system. Discussion ensued.

Ms. Leavitt inquired about services in Laughlin and Boulder City (St. Jude's). Mr. Villalobos stated that the rural communities will not be impacted as they are already in the geographical areas that will be targeted. He further stated that the contract for St. Jude's is on its first year and has an additional two years remaining, and if the other rural contracts have not ended, they will continue for an additional year.

6. INFORMATION: Awards & Expenditures – Monthly Update

Jim Kostecki, Finance Manager summarized the Awards & Expenditures report (p. 10) reflecting expenditures through December 2014, except for St. Jude's Ranch for Children, which only reflects expenditures through November 2014. He noted that new WIOA contracts will overlap existing WIA contracts for three months for service providers that are awarded new contracts. Mr. Galbreth stated that the plan is to expend existing WIA funds then new WIOA funds and any unspent WIA funds will be recaptured and reallocated to a new service provider and/or initiative. Mr. Kostecki stated that hopefully we will begin drawing down PY2014 funds by the end of February and clarified that the new contracts beginning July 1, 2015 will be under the WIOA rules and regulations, and remaining WIA funds will be reallocated into new WIOA contracts.

Tommy Rowe inquired about funding for the Caliente Youth Center. Mr. Villalobos stated that the rural funding does not specifically include funding for the Caliente Youth Center, but there are service providers that serve youth who are in the Caliente Youth Center per their contracts. Mr. Rowe noted that in prior years, Caliente Youth Center youth were counted as being rural residents from the area, but they were actually mostly from Clark and Washoe Counties.

Chair Holloway inquired about Latin Chamber Foundation's remaining balance of \$274,866. Mr. Kostecki stated that this is the balance remaining from LCCCF's invoices ending November 30th, which staff is in the process of settling, so next month's report will reflect the trued up numbers. The estimated remaining balance was transferred to Academy of Human Development.

7. INFORMATION: Funding Plan – Monthly Update

Brett Miller, Manager of Strategic Planning & Analysis summarized the Youth Funding Plan PY2014 Projections, updated through December 2014, on page 12 of the agenda packet. The report reflects \$6,437,570 of available funds and a remaining balance of \$632,386 (.34 months). He reported that funds are earmarked for pending contracts including tutoring for Literacy/Numeracy for \$200,000 and DJJS Pre-Entry Youth for \$1,000,000, although based on PY2015 projections, this number may be as low as \$600,000.

8. INFORMATION: PY2014 Performance Report

Mr. Villalobos reported that WC failed the Literacy and Numeracy Gains performance measure in the 1st and 2nd quarters by approximately 10% with 33.8% gains; the negotiated number is 43%. He further reported that out of 754 out-of-school youth, 255 increased Lit/Num Gains and 29% of the out-of-school youth did not have pre-test scores within 60 days of enrollment as required, which automatically fails them in the measure. Service providers that are failing this measure have been issued pink papers according to WC's Compliance and Sanctioning Policy and will be required to submit monthly performance improvement updates. Service providers will be required to pre-test within 30 days, rather than 60 and are required to submit a post-test implementation schedule for monthly post-tests, rather than quarterly. Service providers also must identify a staff member to track pre- and post-tests for all participants as well as emphasize tutoring for out-of-school youth. The Local Common Measures Performance Report for 1st Quarter PY2014 is provided on page 14 of the agenda packet.

Chair Holloway inquired about the new performance measures for WIOA. Mr. Villalobos stated there are six common performance measures. Literacy/Numeracy Gains is not one of the measures that will be reported on under the new legislation.

Mr. Villalobos noted the Common Measures Snapshot on page 16, which highlights in pink the service providers who failed the measure in the 1st quarter and have been issued pink papers. Mr. Miller reported that WC has already passed the Lit/Num Gains measure for the 2nd quarter and is on par for the 3rd and 4th quarters.

Heather DeSart, Deputy Executive Director stated that the state negotiates the performance measures with the regional office and noted that the Lit/Num Gains performance measure was increased last year from 29% to 43%. This year when DETR's new leadership negotiates the numbers, WC will most likely have an opportunity to provide perspective as the local workforce development area.

9. INFORMATION: Director's Report ~ Ricardo Villalobos, Workforce Development Programs

Mr. Villalobos reported the following:

- WC staff is engaging in meetings with the various title programs (i.e., Title I Workforce Development, Title II Adult Education, Title III Wagner-Peyser, Title IV Vocational Rehabilitation) that have been mandated to work together regarding workforce development to begin the implementation of WIOA under a unified state plan.
- The out-of-school youth majority (75%) system will be effective immediately and RFPs will emphasize out-of-school youth services for ages 16-24 years. The rural areas will

target the in-school youth. Out-of-school youth are not held to income eligibility requirements.

- Local Elected Officials Consortium approved a new WIOA Board Member Application and the new application will be e-mailed to all board/committee members.

10. INFORMATION: Youth Council Member Comments

Liberty Leavitt reported that she will be attending the 8th Annual Gang Conference on February 12th at the Riviera Hotel and offered to train and process a background check for individuals interested in becoming a mentor. Ms. Leavitt announced the Big Give, an online giving event on March 12th and encouraged schools and non-profits to sign up to receive donations.

11. SECOND PUBLIC COMMENT SESSION:

Mr. Galbreth reported that WC will be contributing funds toward the alternate licensure for teachers to help address the teacher shortage.

12. ACTION: Adjournment

The meeting adjourned at 11:51 a.m.

Agenda Item 13. INFORMATION: 2015 Request for Proposals (RFP)

WC will release RFPs to secure Youth One-Stop System Affiliate Sites, as well as RFPs to secure providers of services to special populations. As a result of this RFP, the Youth One-Stop System Affiliate Sites will be geographically located throughout the designated workforce delivery areas (North, South, East and West)

Youth One-Stop System Affiliate Sites

- North Youth One-Stop System Affiliate Site
- East Youth One-Stop System Affiliate Site
- West Youth One-Stop System Affiliate Site
- South Youth One-Stop System Affiliate Site

Special Populations

- Youth with Disabilities
- Foster Youth

Special Initiatives

- Dropout Recovery Initiative
- Department of Juvenile Justice System Diversion/Intervention Initiative (Pre-entry)

Agenda Item 14. INFORMATION:

Youth Performance Reports ~ *Brett Miller*

workforce CONNECTIONS Local COMMON MEASURES Performance(CUMULATIVE/QUARTERLY)				
1ST QUARTER PY2014	Total Participants Served	Adults:	3493	
		Dislocated Worker:	1194	
		Older Youth:	677	
		Younger Youth:	1838	
Green Indicates Exceeding Performance				
Yellow Highlight indicates Meeting Performance	Total Exiters	Adults:	2375	
		Dislocated Worker:	825	
		Older Youth:	557	
		Younger Youth:	1540	
Bold Red indicates Failing Performance				
Adult and Dislocated Worker				
Reported Information	Performance Levels ---->	Negotiated	Actual	Num/Den
Entered Employment Rates	Adults	75.5%	76.5%	1300/1699
	Dislocated Workers	77.0%	80.6%	606/752
Retention Rates	Adults	82.4%	83.6%	1169/1398
	Dislocated Workers	84.5%	81.5%	453/556
Average Earnings (Adult/DW) Six Months Earnings Increase	Adults	\$14,500	\$15,374	17971654/1169
	Dislocated Workers	\$15,922	\$13,647	6181871/453
Youth				
Placement in Employment or Education	Youth (14-21)	68.7%	59.8%	1161/1941
Attainment of Degree or Certificate	Youth (14-21)	61.0%	59.5%	790/1327
Literacy and Numeracy Gains	Youth (14-21)	43.0%	33.8%	255/754

workforce CONNECTIONS
Common Measures Snapshot
PY14 Preliminary & Future Quarter Progress
As of December 31, 2014

Provider	Enrollments & Total Participants					
	Enrollments			Total Participants		
	ISY	OSY	Total	ISY	OSY	Total
AHD	0	0	0	2	68	70
GNJ	1	18	19	11	124	135
Goodwill	18	51	69	45	83	128
Help	126	16	142	526	60	586
LCCCF	0	0	0	0	12	12
Lincoln	0	1	1	15	8	23
NPI	384	0	384	893	4	897
Nye	4	8	12	27	29	56
Olive Crest	33	23	56	98	68	166
SNRHA	18	23	41	94	130	224
St Judes	2	1	3	2	1	3
YAP	23	9	32	37	29	66
Grand Total	609	150	759	1,750	616	2,366

Provider	Attainment of Degree or Certificate (61.0% Negotiated)									
	1Q14			2Q14			3Q14	4Q14	PY14 Est.	Later Quarters
	Members	Attained	% Attained	Members	Attained	% Attained	Attained	Attained	% Attained	Attained
AHD	1	0	0.0%	0	0	N/A	0	0	0.0%	0
GNJ	0	0	N/A	2	0	0.0%	1	0	11.1%	4
Goodwill	9	3	33.3%	2	1	50.0%	7	0	35.5%	4
Help	53	40	75.5%	34	13	38.2%	33	203	76.5%	75
LCCCF	1	0	0.0%	0	0	N/A	0	0	0.0%	0
Lincoln	2	1	50.0%	0	0	N/A	0	2	60.0%	4
NPI	100	22	22.0%	37	19	51.4%	13	211	57.6%	34
Nye	12	4	33.3%	1	1	100.0%	4	6	41.7%	0
Olive Crest	5	3	60.0%	4	1	25.0%	4	21	49.2%	8
SNRHA	6	5	83.3%	4	3	75.0%	30	7	72.6%	34
YAP	4	1	25.0%	4	2	50.0%	7	5	62.5%	6
Grand Total	192	79	41.1%	88	40	45.5%	99	455	63.2%	169

Participants who have not achieved in attainment still have 1 quarter remaining to do so.

Participants who have not achieved in attainment still have 2 quarters remaining to do so.

Active participants and participants who still have 3 quarters to achieve attainment.

workforce CONNECTIONS
Common Measures Snapshot
PY14 Preliminary & Future Quarter Progress
As of December 31, 2014

Placement in Employment or Education (68.7% Negotiated)										
Provider	1Q14			2Q14			3Q14	4Q14	PY14 Est.	Later Quarters
	Members	Placed	% Placed	Members	Placed	% Placed	Placed	Placed	% Placed	Placed
AHD	0	0	N/A	0	0	N/A	0	2	66.7%	12
GNJ	13	8	61.5%	18	7	38.9%	34	18	64.4%	48
Goodwill	22	20	90.9%	9	6	66.7%	59	7	78.0%	26
Help	173	88	50.9%	55	27	49.1%	73	133	54.3%	40
LCCCF	1	0	0.0%	0	0	N/A	0	0	0.0%	0
Lincoln	2	1	50.0%	0	0	N/A	1	2	66.7%	4
NPI	99	42	42.4%	45	18	40.0%	16	155	47.0%	17
Nye	23	12	52.2%	3	3	100.0%	8	8	46.3%	3
Olive Crest	8	8	100.0%	3	3	100.0%	11	15	37.0%	11
SNRHA	13	11	84.6%	7	4	57.1%	26	16	51.4%	72
YAP	9	4	44.4%	13	4	30.8%	25	13	68.7%	29
Grand Total	364	195	53.6%	153	72	47.1%	253	369	53.6%	262

Preliminary - some UI confirmations may be pending.

UI confirmation pending.

Active participants and participants who still have 1 quarter to achieve placement.

Literacy / Numeracy Gains (43% Negotiated)										
Provider	1Q14			2Q14			3Q14	4Q14	PY14 Est.	Later Quarters
	Members	Gained	% Gain	Members	Gained	% Gain	Gained	Gained	% Placed	Gained
GNJ	1	1	100.0%	58	33	56.9%	23	16	58.9%	0
Goodwill	36	8	22.2%	29	3	10.3%	5	2	19.1%	8
Help	3	2	66.7%	39	17	43.6%	1	0	43.5%	2
LCCCF	0	0	N/A	0	0	N/A	1	0	9.1%	0
Lincoln	0	0	N/A	1	0	0.0%	1	0	14.3%	0
Nye	15	3	20.0%	6	1	16.7%	1	0	18.5%	2
Olive Crest	23	5	21.7%	12	4	33.3%	2	1	23.5%	3
SNRHA	30	7	23.3%	22	4	18.2%	6	2	24.7%	1
YAP	17	0	0.0%	13	1	7.7%	0	0	2.6%	0
AHD	0	0	N/A	0	0	N/A	0	9	34.6%	9
Grand Total	125	26	20.8%	180	63	35.0%	40	30	31.7%	25

Participants who have not achieved in Lit/Num still have 1 quarter remaining to do so.

Participants who have not achieved in Lit/Num still have 2 quarters remaining to do so.

Participants who have at least 3 quarters remaining to achieve Lit/Num increase.

Agenda Item 15. INFORMATION:

Budget & Finance Committee minutes of February 11, 2015 (*draft*)

**WORKFORCE CONNECTIONS
MINUTES**

of the meeting of the

BUDGET & FINANCE COMMITTEE

The Budget & Finance Committee held a public meeting on Wednesday, February 11, 2015 beginning at 2:00 p.m. at the following location:

At its principal office at 6330 W. Charleston Blvd., Ste. 150
Rosalie Boulware Board Room
Las Vegas, Nevada

The public was invited to attend at this location. The site has speakerphone and voice-stream link capability.

1. Call to order, confirmation of posting, and roll call.

Dan Gouker, Chair called the meeting of the Budget & Finance Committee to order. Members present: Dan Gouker, Chair (via telephone); Hannah Brown, Vice-Chair; William Kirby (via telephone); Vida Chan Lin; Councilwoman Gerri Schroder; and, Bill Bruninga (via telephone).

Staff confirmed the agenda posted three working days prior to the meeting in accordance with the Nevada Open Meeting Law by posting at four Official Bulletin Boards (locations listed on agenda). Staff members of Workforce Connections (WC) and members of the public were asked to sign in. (Sign in sheets are attached to the original minutes).

2. Discussion and Possible Action: Approval of the Agenda with inclusions of any emergency items or deletion of any items.

Hannah Brown moved to approve the agenda as presented, and seconded by Vida Chan Lin. Motion carried

3. Public Comment (1st period)

Members of the public may now comment on any matter posted on this Agenda, which is before this committee for consideration and action today. Please clearly state and spell your name and your address for the record. Each public comment will be limited to three (3) minutes.

Hearing none, Dan Gouker, Chair closed the Public Comment Session.

4. Discussion and Possible Action: Approve the minutes of the previous Budget & Finance Committee meeting held on January 14, 2015.

Hannah Brown moved to approve the minutes of the January 14, 2015 Vida Chan Lin seconded the motion. Motion carried.

5. Discussion and Possible Action: Review, Discuss, Accept, and Approve Reports

A. PBTk Audit PY2013

Jim Kostecki reported on the PBTk Audit PY2013 (handout) directing the attention of the Committee to page 35 to the Summary of Auditors' Results in the Schedule of Findings and Questioned Costs. Mr. Kostecki stated this level of report has not occurred before at Workforce Connections.

Workforce Connections Schedule of Findings and Questioned Costs For the Fiscal Year Ended June 30, 2014	
Section I – Summary of Auditors' Results:	
Financial Statements:	
Type of auditors' report issued:	Qualified
Internal control over financial reporting:	
Material weaknesses identified?	No
Significant deficiencies identified that are not considered to be material weaknesses?	None reported.
Noncompliance material to financial statements?	No
Federal Awards:	
Internal control over major programs:	
Material weaknesses identified?	No
Significant deficiencies identified that are not considered to be material weaknesses?	No
Type of auditors' report issued on compliance for major programs:	Unqualified
Any audit findings disclosed that are required to be reported in accordance with Circular A-133, Section .510(a)?	Yes

Ardell Galbreth stated this is a first time event for Workforce Connections, to have an outstanding audit report, and at this level of rating. ***Hats off to Jim and his financial team!*** Mr. Galbreth further thanked the CFOs at the various municipalities and jurisdictions that coached and guided Workforce Connections through the process during the last 2-3 years.

Hannah Brown queried the cost of the audit. Mr. Kostecki responded the Committee approved an increase in the budget of \$95,000 to include the One-Stop Career Center in the audit. PBTk billed at approximately \$85,000 under budget, reasonable, and efficient.

Mr. Kostecki reported on page 36 Section II - Findings relating to the financial statements, which are required to be reported in accordance with auditing standards generally accepted in the United States and *Government Auditing Standards*: None

The Committee members thanked the Finance Department for a ***'job well done!'***

Mr. Kostecki reported there are two remaining findings.

- Finding 2014-001 relates to the Nevada Department of Employment, Training and Rehabilitation Workforce Investment Support Services (DETR-WISS) monitoring report regarding the computer center contracts as a disallowed cost. The finding is a contingent liability, and Mr. Kostecki referenced page 26 of the report for further clarification.

Mr. Galbreth stated the finding should not have been included in the audit report without a decision made on the finding in question by the State through the Department of Labor. Workforce Connections is at a standstill on a corrective action plan to this finding until the State has received a final decision made by the Department of Labor. Mr. Galbreth further contended that supporting documentation, citations, and, references are prepared in the event an additional appeal is necessary to submit to the State or the Department of Labor regarding this finding of disallowed cost. Discussion ensued.

- Finding 2014-002 that relates to physical inventory of capital assets addressed on page 38 of the PBTk Audit report.

William Kirby moved to accept and approve the PBTk Audit PY2013 and Councilwoman Gerri Schroder seconded the motion. Motion carried.

B. PY2014 WIA Formula Budget July 1, 2014 through June 30, 2015 (No change)

Jim Kostecki reported on the PY2014 WIA Formula Budget July 1, 2014 through June 30, 2015 (No change) on pages 10-17 of the agenda packet.

William Kirby moved to accept and approve the PY2014 WIA Formula Budget July 1, 2014 through June 30, 2015 (No change) report and Bill Bruninga seconded the motion. Motion carried.

C. Awards & Expenses – Monthly Update (Compliance and Operational Status of Service Providers).

Mr. Kostecki reported on the Awards & Expenditures – Monthly Update (Compliance and Operational Status of Service Providers) on pages 18-21 of the agenda packet that reflect invoicing through November.

Mr. Kostecki reported on the low expenditure rates, and the National Emergency Funds Grant (NEG) funds that end June 30, 2015 for the Adult and Dislocated Worker. There is a potential 6-month extension to December 31, 2015; however if the funds are not expended, and there is no extension beyond June 30, 2015, funds are at risk of being returned to the State.

Discussion ensued regarding the low expenditure rate options:

- Implementation schedules
- List of other service providers
- RFP 101 Training
- Tools in place to implement Pink paper/Red paper/Sanction for the under expended

Ms. DeSart stated for the record, a point of clarification on an earlier comment regarding the high expenditure rate on the Easter Seals Nevada contract. Easter Seals has a higher expenditure rate as they have had the contract since April 2013 with several no cost extensions.

Mr. Kostecki reported on the Youth Awards & Expenditures on page 20 of the agenda packet. The new youth contracts for PY2015 will be under the new guidelines of the new WIOA with a start date of July 1, 2015. Incumbent service providers awarded new contracts under the WIOA will have a 3-month overlap on the contract from the WIA.

Mr. Kostecki reported on the Direct Grants on page 21 of the agenda packet noting the new line items for AARP and NSHE.

Direct Grants	Total Expended	% Spent	Remaining Balance
YouthBuild PY13 - WC	567,595	60.36%	372,811
YouthBuild PY13 – CCSD DRHS	81,869	51.63%	76,715
AmeriCorps PY14 - WC	12,962	51.85%	12,038
AARP	25,818	51.64%	24,182
NSHE - DETR	4,496	6.61%	63,504
NSHE – Robert Wood	4,818	7.19%	62,182
Total	697,558	53.29%	611,432

Bill Bruninga moved to accept and approve the Awards & Expenditures – Monthly Update (Compliance and Operational Status of Service Providers) report, and seconded by Hannah Brown. Motion carried.

D. Funding Plans Adult, Dislocated Worker, and Youth

Brett Miller reviewed and reported on the Adult and Dislocated Worker Funding Plan on page 22 of the agenda packet, and the pending contracts.

Updated current year budget to reflect:

ADW Funding Plan	Current Year PY2014 Budget	Remaining Available Funds (obligated)	Remaining	
	20,171,047	15,438,694		
Total			6,564,555	4.72 months

Brett Miller reviewed and reported on the Youth Funding Plan PY2014 Projections on page 23 of the agenda packet. Mr. Miller identified two new pending contracts:

- WIA-WIOA RFP for \$650,000 (sole source contract) with the Department of Juvenile Justice System (DJJS) for a pre-entry youth program. Ms. DeSart clarified the contract is similar to the contract with the Department of Corrections to address the juvenile justice youth. Funding is required for Out-of-School youth, making this contract the ideal match. DJJS has five centers geographically located in the urban area in southern Nevada. DJJS would hire staff and provide services in-house. The sole source contract vetted through DETR, WC received a response that this contract would be an acceptable sole source contract.
- Professional Services Contract for Tutoring for \$200,000 regarding literacy/numeracy as an additional resource available for In-School youth at the high school level.

Updated current year budget to reflect:

Youth Funding Plan	Current Year PY2014 Budget	Remaining Available Funds (obligated)	Remaining	
	11,867,301	7,930,101		
Total			982,386	0.58 months

Vida Chan Lin moved to accept and approve the Funding Plans Adult/Dislocated Worker, and Youth report, and seconded by Bill Bruninga. Motion carried.

6. Committee Comments

Hearing none, Dan Gouker, Chair closed the Committee Comments Session.

7. Second Public Comment Session

Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Committee. You may comment now even if you commented earlier; however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and address for the record. Each comment will be limited to three (3) minutes.

Ardell announced the Local Elected Officials approved the revised Board Membership Application. Current Board members will receive an application, as well as other individuals that may be interested in serving on the Workforce Development Board. Under the WIOA, there is new guidance, new categories, membership requirements (minimum number of Board membership is 19), and for every Local Elected Official added to the Board four additional Board members are required (2-business, 1-trades, and 1-higher education) beginning July 1, 2015.

Councilwoman Gerri Schroder noted that discussions have taken place on the Local Elected Officials Consortium Board; however, no decisions made on whether the LEOs will be part of the Board, or one LEO to serve as liaison to the LEO Consortium.

Ms. DeSart announced that John Chamberlin would be conducting training sessions on the new WIOA in March and April. Ms. DeSart stated the Chair of the ADW Committee requested Board member training and orientation on the new Act during that time.

8. Adjournment unanimously approved at 2:53 p.m.

Respectfully submitted,
Dianne Tracy

Agenda Item 16. DISCUSSION AND POSSIBLE ACTION:

Review, Discuss, Accept and Approve Reports

- a. Awards & Expenditures – Monthly Update (Compliance and Operational Status of Service Providers/Funded Partners)
- b. Funding Plans – Adult/Dislocated Worker/Youth
- c. Workforce Connections Professional Services Contracts

- a. Awards & Expenditures – Monthly Update (Compliance and Operational Status of Service Providers/Funded Partners)**

**Workforce Connections
Awards and Expenditures
Program Year 2012/2013/2014 Adult/Dislocated Worker Programs
December 31, 2014**

Amounts for Providers reflect invoiced allowable expenditures through Dec 2014. Starred lines only reflect expenditures through Nov 2014.

Providers highlighted in red are on high risk status.

Providers highlighted in pink have an active pink paper.

WIA PY14 One-Stop Adult

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Academy of Human Development	11/1/14-6/30/15	\$ 100,000	\$ 425		\$ 425	0.42%	\$ 99,575
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 480,000	\$ 94,752		\$ 94,752	19.74%	\$ 385,248
GNJ Family Life Center	7/1/14-6/30/15	\$ 200,000	\$ 50,685		\$ 50,685	25.34%	\$ 149,315
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 480,000	\$ 129,928		\$ 129,928	27.07%	\$ 350,072
Latin Chamber Foundation	7/1/14-6/30/15	\$ 200,000	\$ 72,762		\$ 72,762	36.38%	\$ 127,238
Nevada Partners, Inc	7/1/14-6/30/15	\$ 480,000	\$ 271,212		\$ 271,212	56.50%	\$ 208,788
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 480,000	\$ 155,218		\$ 155,218	32.34%	\$ 324,782
Total		\$ 2,420,000	\$ 774,983	\$ -	\$ 774,983	32.02%	\$ 1,645,017

WIA PY14 One-Stop DW

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Academy of Human Development	11/1/14-6/30/15	\$ 150,000		\$ 274	\$ 274	0.18%	\$ 149,726
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 320,000		\$ 54,908	\$ 54,908	17.16%	\$ 265,092
GNJ Family Life Center	7/1/14-6/30/15	\$ 250,000		\$ 49,208	\$ 49,208	19.68%	\$ 200,792
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 320,000		\$ 60,433	\$ 60,433	18.89%	\$ 259,567
Latin Chamber Foundation	7/1/14-6/30/15	\$ 250,000		\$ 65,958	\$ 65,958	26.38%	\$ 184,042
Nevada Partners, Inc	7/1/14-6/30/15	\$ 320,000		\$ 94,699	\$ 94,699	29.59%	\$ 225,301
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 320,000		\$ 79,716	\$ 79,716	24.91%	\$ 240,284
Total		\$ 1,930,000	\$ -	\$ 405,197	\$ 405,197	20.99%	\$ 1,524,803

WIA PY14 Home Office Adult

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Academy of Human Development	11/1/14-6/30/15	\$ 100,000	\$ 7,125		\$ 7,125	7.12%	\$ 92,875
Bridge Counseling Associates	7/1/14-6/30/15	\$ 200,000	\$ 127,405		\$ 127,405	63.70%	\$ 72,595
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 200,000	\$ 80,038		\$ 80,038	40.02%	\$ 119,962
GNJ Family Life Center	7/1/14-6/30/15	\$ 200,000	\$ 62,292		\$ 62,292	31.15%	\$ 137,708
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 275,000	\$ 105,997		\$ 105,997	38.54%	\$ 169,003
Latin Chamber Foundation	7/1/14-6/30/15	\$ 200,000	\$ 45,515		\$ 45,515	22.76%	\$ 154,485
Nevada Hospital Association	7/1/14-6/30/15	\$ 200,000	\$ 83,111		\$ 83,111	41.56%	\$ 116,889
Nevada Partners, Inc	7/1/14-6/30/15	\$ 275,000	\$ 111,310		\$ 111,310	40.48%	\$ 163,690
Salvation Army	7/1/14-6/30/15	\$ 250,000	\$ 53,467		\$ 53,467	21.39%	\$ 196,533
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 275,000	\$ 101,183		\$ 101,183	36.79%	\$ 173,817
Total		\$ 2,175,000	\$ 777,442	\$ -	\$ 777,442	35.74%	\$ 1,397,558

**Workforce Connections
Awards and Expenditures
Program Year 2012/2013/2014 Adult/Dislocated Worker Programs
December 31, 2014**

Amounts for Providers reflect invoiced allowable expenditures through Dec 2014. Starred lines only reflect expenditures through Nov 2014.

Providers highlighted in red are on high risk status.

Providers highlighted in pink have an active pink paper.

WIA PY14 Home Office DW

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Academy of Human Development	11/1/14-6/30/15	\$ 100,000		\$ 4,342	\$ 4,342	4.34%	\$ 95,658
Bridge Counseling Associates	7/1/14-6/30/15	\$ 195,000		\$ 52,109	\$ 52,109	26.72%	\$ 142,891
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 195,000		\$ 62,212	\$ 62,212	31.90%	\$ 132,788
GNJ Family Life Center	7/1/14-6/30/15	\$ 195,000		\$ 58,594	\$ 58,594	30.05%	\$ 136,406
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 185,000		\$ 77,266	\$ 77,266	41.77%	\$ 107,734
Latin Chamber Foundation	7/1/14-6/30/15	\$ 195,000		\$ 35,849	\$ 35,849	18.38%	\$ 159,151
Nevada Hospital Association	7/1/14-6/30/15	\$ 195,000		\$ 63,579	\$ 63,579	32.60%	\$ 131,421
Nevada Partners, Inc	7/1/14-6/30/15	\$ 185,000		\$ 88,026	\$ 88,026	47.58%	\$ 96,974
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 185,000		\$ 79,199	\$ 79,199	42.81%	\$ 105,801
Total		\$ 1,630,000	\$ -	\$ 521,176	\$ 521,176	31.97%	\$ 1,108,824

WIA PY11/12/13 Other (Disabilities, Re-Entry, Rural, Veterans)

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Foundation for an Independent Tomorrow - Re-Entry	7/1/14-6/30/15	\$ 700,000	\$ 307,084		\$ 307,084	43.87%	\$ 392,916
Easter Seals Nevada - Disabilities	4/1/13-3/31/15	\$ 800,000	\$ 619,094	\$ 105,762	\$ 724,857	90.61%	\$ 75,143
Las Vegas Clark County Urban League - Veterans	2/1/14-6/30/15	\$ 800,000	\$ 107,101	\$ 168,984	\$ 276,085	34.51%	\$ 523,915
Lincoln County - Rural	7/1/14-6/30/15	\$ 100,000	\$ 22,202	\$ 4,742	\$ 26,944	26.94%	\$ 73,056
Nevada Department of Corrections	11/12/14-9/30/15	\$ 800,000	\$ -	\$ -	\$ -	0.00%	\$ 800,000
Nye Communities Coalition - Rural	7/1/14-6/30/15	\$ 700,000	\$ 196,192	\$ 73,929	\$ 270,121	38.59%	\$ 429,879
Total		\$ 3,900,000	\$ 1,251,674	\$ 353,417	\$ 1,605,091	41.16%	\$ 2,294,909

WIA PY14 NEG

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Academy of Human Development	11/1/14-6/30/15	\$ 100,000		\$ 792	\$ 792	0.79%	\$ 99,208
Bridge Counseling Associates	7/1/14-6/30/15	\$ 120,000			\$ -	0.00%	\$ 120,000
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 170,000			\$ -	0.00%	\$ 170,000
GNJ Family Life Center	7/1/14-6/30/15	\$ 220,000			\$ -	0.00%	\$ 220,000
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 125,000		\$ 1,535	\$ 1,535	1.23%	\$ 123,466
Latin Chamber Foundation	7/1/14-6/30/15	\$ 220,000		\$ 3,128	\$ 3,128	1.42%	\$ 216,872
Nevada Hospital Association	7/1/14-6/30/15	\$ 120,000		\$ 9,099	\$ 9,099	7.58%	\$ 110,901
Nevada Partners, Inc	7/1/14-6/30/15	\$ 125,000		\$ 800	\$ 800	0.64%	\$ 124,200
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 125,000			\$ -	0.00%	\$ 125,000
Total		\$ 1,325,000	\$ -	\$ 15,353	\$ 15,353	1.16%	\$ 1,309,647

Total PY11-PY12 Adult/DW	\$ 13,380,000	\$ 2,804,098	\$ 1,295,143	\$ 4,099,241	30.64%	\$ 9,280,759
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68%

32%

**Workforce Connections
Awards and Expenditures
Program Year 2011/2012/2013 Youth Programs
December 31, 2014**

Amounts for Providers reflect invoiced allowable expenditures through Dec 2014. Starred lines only reflect expenditures through Nov 2014.

Providers highlighted in red are on high risk status.

Providers highlighted in pink have an active pink paper.

WIA PY14 Youth General

Provider	Contract Dates	Contract Award	Youth In-School	Youth Out-Of-School	Total Invoiced	% Spent	Remaining Balance
			Expenditures	Expenditures			
Goodwill of So. Nevada - Youth with Disabilities	7/1/14-6/30/15	\$ 500,000	\$ 23,749	\$ 125,904	\$ 149,653	29.93%	\$ 350,347
Nevada Partners, Inc - Summer Component	7/1/14-5/31/15	\$ 250,000	\$ 80,203		\$ 80,203	32.08%	\$ 169,797
Olive Crest - Foster Youth	7/1/14-6/30/15	\$ 500,000	\$ 135,394	\$ 86,217	\$ 221,611	44.32%	\$ 278,389
So. NV Regional Housing Authority PY12 Youth Housing	10/1/14-9/30/15	\$ 400,000	\$ 28,261	\$ 21,328	\$ 49,589	12.40%	\$ 350,411
Youth Advocate Programs	10/1/14-9/30/15	\$ 400,000	\$ 38,809	\$ 46,066	\$ 84,876	21.22%	\$ 315,124
Total		\$ 2,050,000	\$ 306,417	\$ 279,515	\$ 585,932	28.58%	\$ 1,464,068
			52%	48%			

WIA PY14 Youth Rural and Tri-County

Provider	Contract Dates	Contract Award	Youth In-School	Youth Out-Of-School	Total Invoiced	% Spent	Remaining Balance
			Expenditures	Expenditures			
Lincoln County #2	10/1/14-9/30/15	\$ 140,000	\$ 6,883	\$ 3,867	\$ 10,750	7.68%	\$ 129,250
Nye Communities Coalition-PY11 Year Round	10/1/14-9/30/15	\$ 330,000	\$ 18,371	\$ 32,814	\$ 51,185	15.51%	\$ 278,815
St. Jude's Ranch for Children *	7/1/14-6/30/15	\$ 400,000	\$ 13,155	\$ 11,555	\$ 24,710	6.18%	\$ 375,290
Total		\$ 870,000	\$ 38,409	\$ 48,237	\$ 86,646	9.96%	\$ 783,354
			44%	56%			

WIA PY14 Youth In School

Provider	Contract Dates	Contract Award	Youth In-School	Youth Out-Of-School	Total Invoiced	% Spent	Remaining Balance
			Expenditures	Expenditures			
HELP of So. Nevada-PY12 Youth In School	10/1/14-9/30/15	\$ 870,000	\$ 164,416		\$ 164,416	18.90%	\$ 705,584
Nevada Partners, Inc-PY12 Youth In School	10/1/14-9/30/15	\$ 880,000	\$ 172,564		\$ 172,564	19.61%	\$ 707,436
Total		\$ 1,750,000	\$ 336,981	\$ -	\$ 336,981	19.26%	\$ 1,413,019
			100%	0%			

WIA PY14 Youth Out-of-School

Provider	Contract Dates	Contract Award	Youth In-School	Youth Out-Of-School	Total Invoiced	% Spent	Remaining Balance
			Expenditures	Expenditures			
Academy of Human Development	11/1/14-6/30/15	\$ 300,000		\$ 6,662	\$ 6,662	2.22%	\$ 293,338
GNJ Family Life Center-PY13 Youth Out of School	10/1/14-9/30/15	\$ 720,000		\$ 110,784	\$ 110,784	15.39%	\$ 609,216
HELP of So. Nevada-PY13 Youth Out of School	10/1/14-9/30/15	\$ 660,000		\$ 106,423	\$ 106,423	16.12%	\$ 553,577
Latin Chamber Foundation	10/1/14-9/30/15	\$ 300,000		\$ 25,134	\$ 25,134	8.38%	\$ 274,866
Total		\$ 1,980,000	\$ -	\$ 249,004	\$ 249,004	12.58%	\$ 1,730,996
			0%	100%			

Total Youth		\$ 6,650,000	\$ 681,807	\$ 576,756	\$ 1,258,562	18.93%	\$ 5,391,438
			54%	46%			

**Workforce Connections
Awards and Expenditures
Program Year 2011/2012/2013 Direct Programs
December 31, 2014**

Amounts for Internal Programs reflect expenditures as of December 31, 2014.

Amounts for Providers reflect invoiced allowable expenditures through Dec 2014. Starred lines only reflect expenditures through Nov 2014.

Direct Grants

Program	WC FTE	Contract Dates	Contract Award	Total Expended	% Spent	Remaining Balance
Youth Build PY13 - WC	3.28	7/15/13-11/14/16	940,406	\$ 567,595	60.36%	372,811
Youth Build PY13 - CCSD DRHS	0.00	10/1/13-9/30/15	158,584	\$ 81,869	51.63%	76,715
AmeriCorps PY14 - WC	0.92	8/1/14-7/31/15	25,000	\$ 12,962	51.85%	12,038
AARP	0.00	7/1/14-6/30/15	50,000	\$ 25,818	51.64%	24,182
NSHE - DETR	0.40	11/1/14 - 10/31/15	68,000	\$ 4,496	6.61%	63,504
NSHE - Robert Wood	0.00	11/1/14 - 10/31/15	67,000	\$ 4,818	7.19%	62,182
Total	4.60		1,308,990	697,558	53.29%	611,432

b. Funding Plans – Adult/Dislocated Worker/Youth

Workforce Connections Adult and Dislocated Worker Funding Plan PY 2014 Projections									
	Prior Year PY2013 Budget	Current Year PY2014 Budget	Remaining Available Funds	Projections Based on Monthly Invoices					
				Jan-Mar 2015 3 Months	Apr-Jun 2015 3 Months	Next Program Year	Projected PY2014 TOTAL	Remaining	
REVENUES (January 28, 2015)									
PY2013 Incentive Funding for Performance		Unknown							
PY2012 Adult and DW Funding	6,670,071								
PY2013 Adult and DW Funding	14,806,576	5,908,064	-	-			-	-	
PY2013/2014 DW Natl Emergency Grant (NEG) Funding	1,400,000	1,236,671	1,209,782	15,000	15,000		30,000	1,179,782	
PY2014 Adult and DW Funding		13,469,083	13,168,492	3,384,500	3,399,219	1,000,000	7,783,719	5,384,773	
PY2014 Program Income (One-Stop Billing) and Interest		60,025	15,281	7,500	7,781		15,281	-	
TOTAL REVENUES	22,876,647	20,673,843	15,393,555	3,407,000	3,422,000	1,000,000	7,829,000	6,564,555	
EXPENDITURES									
Community Resources									
Home Office ADW Contracts *	5,833,950	3,505,000	2,544,681	825,000	825,000		1,650,000	WIA ADW 4.72 Months	
One-Stop Consortium ADW Contracts **	5,045,000	4,175,000	3,169,821	753,000	753,000		1,506,000		
NEG Contracts ***	1,330,000	1,335,000	1,198,111	15,000	15,000		30,000		
Rural ADW Contracts (NyE, Lincoln Co.)	678,446	800,000	502,935	174,000	174,000		348,000		
PY2014 New Adult and DW Contracts (Corrections)		800,000	800,000	30,000	45,000	600,000	675,000		
Adults with Disabilities Home Office	729,448	424,926	162,869	75,000	75,000		150,000		
Reentry / Post-Release Home Office (FIT)	782,573	700,000	392,916	180,000	180,000		360,000		
Veterans One-Stop Partner (Urban League)	800,000	667,289	523,915	75,000	75,000		150,000		
CSN Apprenticeship Preparation		204,000	204,000	50,000	50,000	80,000	180,000		
PY2014 UNLV Higher Education Nursing GAP Training		200,000	200,000	60,000	60,000	60,000	180,000		
One-Stop System Operations	1,675,012	1,779,039	1,146,225	300,000	300,000		600,000		
One-Stop Center Operations (Charleston)	665,216	692,121	468,314	120,000	120,000		240,000		
Operations									
Administration and Programs	4,617,394	4,877,001	4,113,236	750,000	750,000		1,500,000		
PY2013/2014 Administration and Programs (NEG)	70,000	11,671	11,671				-		
Pending Contracts									
Next Year Projection - First Quarter Obligations	2,003,865					260,000	260,000		
TOTAL	24,230,904	20,171,047	15,438,694	3,407,000	3,422,000	1,000,000	7,829,000		

PY2013 funding period is available July 1, 2013 through June 30, 2015 (after two years, remaining funds revert to the State for one additional year)

PY2014 funding period is available July 1, 2014 through June 30, 2016 (after two years, remaining funds revert to the State for one additional year)

* Home Office - Academy of Human Development, Bridge, FIT, GNJ, Goodwill, Latin Chamber, Nevada Hospital, Nevada Partners, Salvation Army, and So. NV Regional Housing

** One-Stop - Academy of Human Development, FIT, GNJ, Goodwill, Latin Chamber, Nevada Partners, and So. NV Regional Housing

*** NEG - Academy of Human Development, Bridge, FIT, GNJ, Goodwill, Latin Chamber, Nevada Hospital, Nevada Partners, and So. NV Regional Housing

**Workforce Connections
Youth Funding Plan
PY 2014 Projections**

	Prior Year PY2013 Budget	Current Year PY2014 Budget	Available Funds	Projections Based on Monthly Invoices				
				Jan-Mar 2015 3 Months	Apr-Jun 2015 3 Months	Next Program Year	Projected PY2014 TOTAL	Remaining
REVENUES (Estimated January 28, 2015)								
PY2012 Youth Funding	3,695,991		-				-	-
PY2013 Youth Funding	6,564,523	3,989,850	510,510	510,510			510,510	-
PY2014 Youth Funding		5,927,060	5,927,060	1,135,235	1,880,745	2,278,694	5,294,674	632,386
TOTAL REVENUES	10,260,514	9,916,910	6,437,570 -37.26%	1,645,745	1,880,745	2,278,694	5,805,183	632,386
EXPENDITURES								0.34
Community Resource Contracts								Months
PY2014 Youth with Disabilities (Goodwill)	465,558	500,000	350,347	74,827	74,827		149,653	
PY2014 Former Foster Care (Olive Crest)	445,093	500,000	278,389	110,806	110,806		221,611	
PY2014 Foster Care/Rural Contract (St. Judes)	-	400,000	364,290	30,000	30,000		60,000	
PY2014 Youth Re-entry Extension (YAP)	402,097	517,232	315,124	101,054	101,054	101,054	303,162	
PY2014 Youth In-School Contracts (NPI, Help)	2,540,866	2,622,577	1,413,019	489,779	489,779	433,461	1,413,019	
PY2014 Youth Summer Component (NPI)		250,000	169,797	40,101	40,101		80,203	
PY2014 Out-of-School Youth (GNJ, Help, LCCCF, AHD)	2,406,870	2,852,020	1,730,996	310,512	310,512	310,512	931,536	
PY2012 Youth Year Round Extension (SNRHA)	450,000	510,780	350,411	80,185	80,185	80,185	240,554	
PY2014 Youth Rural Contracts (Nye, Lincoln)	463,563	565,029	408,065	78,482	78,482	78,482	235,446	
Operations								
PY2014 Administration and Programs	2,296,141	2,229,663	1,629,663	300,000	300,000	300,000	900,000	
PY2014 Workforce Development Academy		70,000	70,000	15,000	15,000	40,000	70,000	
Pending Contracts								
Professional Services Contract for Tutoring		200,000	200,000	15,000	50,000	135,000	200,000	
DJJS Pre-Entry Youth		1,000,000	1,000,000	-	200,000	800,000	1,000,000	
TOTAL	9,470,188	12,217,301	8,280,101	1,645,745	1,880,745	2,278,694	5,805,183	

PY2013 funding period is available April 1, 2013 through June 30, 2015 (after twenty seven months, funds revert to the State for one additional year)

PY2014 funding period is available April 1, 2014 through June 30, 2016 (after twenty seven months, funds revert to the State for one additional year)

PY2015 funding period is available April 1, 2015 through June 30, 2017 (after twenty seven months, funds revert to the State for one additional year)

c. Professional Services Contracts

**WORKFORCE CONNECTIONS & ONE-STOP CAREER CENTER
PROFESSIONAL SERVICES CONTRACTS
As of 2/18/15**

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
<p align="center">ALLIED BARTON SECURITY SERVICES One-Stop Center & WC Administrative Offices Security Services</p> <p align="center">Amendment #1 Contract Renewal</p>	<p align="center">\$80,000.00</p> <p align="center">\$80,000.00</p>	Competitive [State Procurement Process]	Active	7/1/2013 to 6/30/2015
<p align="center">JOHN CHAMBERLIN WIOA Training, Technical Assistance & Board Strategic Planning</p>	\$24,500.00	Competitive	Active	9/1/2014 to 8/31/2015
<p align="center">COVERALL HEALTH BASED CLEANING SYSTEM SERVICES & SUPPLIES Cleaning & Maintenance of Administrative Offices & One-Stop Center</p> <p align="center">Amendment #1 Contract Renewal</p>	<p align="center">\$38,412.00</p> <p align="center">\$40,000.00</p>	Competitive	Active	12/3/2013 to 11/30/15
<p align="center">CST PROJECT CONSULTING Fiscal Technical Assistance</p>	\$163,440.00	Competitive	Active	2/1/15 to 1/31/16

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
<p>GREG NEWTON ASSOCIATES One-Stop System Planning Training</p> <p>Amendment # 1 Partners One-Stop System Training</p> <p>Amendment #2 One-Stop Training for New Partners</p> <p>Amendment #3 Business Engagement Procedures</p> <p>Amendment #4 Contract Renewal</p> <p>Amendment #5 Business Engagement Curriculum for WDA</p>	<p>\$25,200.00</p> <p>\$8,400.00</p> <p>\$10,000.00</p> <p>\$15,000.00</p> <p>No Cost Amendment</p> <p>\$8,400.00</p>	<p>Competitive</p>	<p>Active</p>	<p>8/1/2012 to 6/30/2015</p>
<p>JANTEC Temporary Employment Services for Workforce Connections Temporary Employees</p>	<p>26.79% Overhead Cost for Referrals</p>	<p>Competitive</p>	<p>Active</p>	<p>2/14/2015 to 2/13/2016</p>
<p>JOY HUNTSMAN Back to Work 50+</p>	<p>\$25,000.00</p>	<p>Sole Source Partner Under AARP Grant</p>	<p>Active</p>	<p>8/7/2013 to 6/30/2015</p>

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
<p>TAKA KAJIYAMA Software Development</p> <p>Amendment #1 Software Development</p>	<p>\$62,400.00</p> <p>\$60,000.00</p>	<p>Competitive</p>	<p>Active</p>	<p>8/7/2013 to 6/30/2015</p>
<p>MARQUIS AURBACH COFFING Board Legal Counsel</p> <p>Amendment #1 Board Legal Counsel</p>	<p>\$100,000.00</p> <p>\$100,000.00</p>	<p>Competitive</p>	<p>Active</p>	<p>1/31/2014 to 1/31/2016</p>
<p>MACEY PRINCE CONSULTING Fiscal & Procurement Technical Assistance</p> <p>Amendment #1 Funded Partners & DETR Fiscal Training</p> <p>Amendment #2 Modification to hourly rate</p> <p>Amendment #3,4,5,6 Development of Procurement Manual and Modifications and Revisions to Fiscal Policies and Procedures Staff & Workforce Community RFP Training</p> <p>Fiscal Aspects of High Risk Contracts & Procurement Manual</p> <p>Amendment #7 Contract Extension</p>	<p>\$5,000.00</p> <p>\$20,000.00</p> <p>No cost amendment</p> <p>\$60,000.00</p> <p>\$20,000.00</p>	<p>Competitive</p>	<p>Active</p>	<p>9/23/2011 to 6/30/2015</p>

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
<p>PIERCY BOWLER TAYLOR & KERN A-133 AUDITING SERVICES for Program Year 2010</p> <p>Contract Extension A-133 AUDITING SERVICES for Program Year 2011</p> <p>Amendment #1,2,3 A-133 AUDITING SERVICES for Program Year 2012 & Additional Work Performed</p> <p>Amendment #4 A-133 AUDITING SERVICES for Program Year 2013</p>	<p>\$219,296.67</p> <p>\$75,724.00</p> <p>\$90,724.00</p> <p>\$95,250.00</p>	<p>Competitive</p>	<p>Active, Final Year, RFP Upcoming</p>	<p>9/15/2011 to 3/31/2015</p>
<p>PRISM GLOBAL MANAGEMENT GROUP HR Services</p> <p>Amendment #1 HR Services</p> <p>Amendment #2 HR Services</p> <p>Amendment #3 HR Services</p> <p>Amendment #4 HR Services</p>	<p>\$40,000.00</p> <p>\$27,000.00</p> <p>\$8,000.00</p> <p>\$164,000.00 for 2 years</p> <p>\$72,000.00</p>	<p>Competitive</p>	<p>Active</p>	<p>9/22/2011 to 9/30/2015</p>
<p>PUBLIC CONSULTING GROUP RFP 101 Training</p>	<p>\$5,725.00</p>	<p>Competitive</p>	<p>Active</p>	<p>1/23/15 to 1/23/15</p>

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
RED 7 COMMUNICATIONS One-Stop and WC Outreach Services	\$24,000.00	Competitive	Active	7/1/2014 to 6/30/2015
SIN CITY MAD MEN Web Development Services Amendment #1 Maintenance of WC Web Site Amendment #2 Maintenance of One-Stop Web Site Amendment #3 One-Stop Web Development Amendment #4 One-Stop Web Development Amendment #5 WC and One-Stop Web Development	\$8,000.00 \$26,120.00 \$61,500.00 \$7,200.00 \$5,444.00 \$60,000.00	Competitive	Active	11/5/2012 to 6/30/2015
STRATEGIC PROGRESS Research and Assistance in Grant Writing Amendment #1 Research & Assistance in Grant Writing Amendment #2 Research & Assistance in Grant Writing	\$24,000.00 No Cost Amendment No Cost Amendment	Competitive	Active	10/1/2012 to 10/31/2015

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
WORKPLACE ESL SOLUTIONS Staff Training - Basic Office & Communications Skills Workshop Amendment #1 Staff Training-Basic Skills Monitoring Reports Amendment #2 Staff Writing Skills Amendment #3 Staff Writing Skills Amendment #4 & #5 Workforce Development Academy Curriculum Review	\$2,000.00 \$5,000.00 \$10,000.00 \$5,000.00 \$22,000.00	Competitive	Active	10/1/2012 to 6/30/2015

**All noted Professional Services contracts & the procurement process has been previously reviewed & approved by DETR and are in compliance with DETR's Policy 3.1 which states: Professional services with state prior authorization for the costs of outside professional services rendered by individuals or organizations are allowable. The procurement of noncompetitive proposals (sole source) may be used when the awarding agency (DETR) authorizes noncompetitive proposals; 29 CFR 97.36 (d)(4)(i)(c)

Agenda Item 17. INFORMATION:

Strategic Initiatives Update ~ *Jaime Cruz, Chief Strategy Officer*

Strategic Initiatives Update 2-24-2015

- Implementation of the Workforce Innovation and Opportunity Act (WIOA)
 - Staff has recently been assigned to working groups with statewide stakeholders regarding the new required State Unified Plan: Health and Human Services (TANF), Department of Education (Adult Education & Literacy), DETR (Wagner Peyser and Vocational Rehabilitation) and LWIB's (Youth, Adult and Dislocated Worker)
 - Staff continue to attend WIOA-implementation webinars provided by US DOL
 - July 1, 2015 – New WIOA provisions take effect
 - March 3, 2016 – Deadline for submission of new State Unified Plan
- First phase of implementation of more efficient Eligible Training Provider List (ETPL) process will be completed on schedule on February 28. Second phase scheduled to complete May 31
- Annual announcement of solicitation of training providers for the ETPL will be published in early March
- Staff continues to work with DETR on the implementation of a new Statewide Automated Workforce System (SAWS)
- Staff developing plan to expand Science Technology Engineering & Math (STEM) career exploration workshops beyond the One-Stop Career Center (OSCC) into more affiliate sites of the One-Stop Delivery System (OSDS). These hands-on workshops expose participants to skill sets and competencies required in Nevada's targeted industry sectors

Agenda Item 18. DISCUSSION AND POSSIBLE ACTION:

Accept and approve Executive Director's Report

Executive Director's Report February 24, 2015

Rural Counties Update

- **Nye and Esmeralda Counties**
- Specialized customer service training was provided to the Mizpha Hotel staff in Tonopah
 - The Nancy Clines Family Foundation paid most of the training costs, which allowed both WIA and non-WIA job seekers to participate in the training
 - The training took place at the Tonopah Convention Center over a four day period
- Nye Community Coalition continues to communicate with site developers building Holiday Inn Express, a three story 105-room hotel with anticipated opening date this summer 2015
- Nye Community Coalition has a scheduled hiring event coming up on March 18, 2015 for a new Dollar Tree store opening, i.e., 25 – 30 employees are expected to be hired
- **Lincoln County**
- Continued strong partnership between Lincoln County and the Grover D. Dils Medical Center for new hires are now in place

Highlighted Workforce Initiatives

- Strategic planning is underway in preparation of implementing the Workforce Innovation and Opportunity Act (WIOA)
 - Request for Proposals (RFPs) under the new WIOA are expected to be published and released March/April 2015
 - The RFPs will solicit One-Stop Affiliate Sites service delivery throughout the Southern Nevada Workforce Development Area i.e., North Las Vegas, East Las Vegas, Henderson/Boulder City and West Las Vegas area
 - RFP solicitation to secure WIOA One-Stop Center Operator and service delivery throughout Southern Nevada Workforce Investment Area

Staff Development and Service Providers Training

- Fiscal and procurement training for both staff and service providers scheduled for March 2015
- On-going WIOA staff training shall take place routinely throughout the next year or two

Workforce Innovation and Opportunity Act Implementation

- Pressing forward with initial implementation of WIOA
 - New policies and compliance procedures are in progress in preparation for meeting WIOA implementation deadlines
 - Revised board membership applications have been published and provided to potential board members
- Chief Local Elected Officials (LEOs) consortium agreements are under review for revision in accordance with WIOA

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION WIOA - Vision
	CORRESPONDENCE SYMBOL OPDR -DPLR
	DATE February 19, 2015

ADVISORY: TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 19-14

TO: STATE WORKFORCE AGENCIES
STATE WORKFORCE ADMINISTRATORS
STATE WORKFORCE LIAISONS
STATE AND LOCAL WORKFORCE BOARD CHAIRS AND DIRECTORS
LABOR COMMISSIONERS

FROM: PORTIA WU /s/
Assistant Secretary

SUBJECT: Vision for the Workforce System and Initial Implementation of the Workforce Innovation and Opportunity Act of 2014

1. **Purpose.** This Training Employment Guidance Letter (TEGL) lays out the vision for a revitalized transformed workforce system as a result of implementation of the Workforce Innovation and Opportunity Act (WIOA). Further, it encourages workforce system leaders and partners to take action now to support successful implementation to fully realize the vision of WIOA. Finally, it provides an overview of upcoming guidance and technical assistance to support effective implementation of WIOA.
2. **References.**
 - WIOA, Public Law (Pub. L.) 113-128, enacted July 22, 2014.
 - Workforce Investment Act of 1998 (WIA), Pub. L. 105-220, et seq.
 - [TEGL No. 15-14, Implementation of the New Uniform Guidance Regulations](#), dated December 19, 2014.
 - TEGL No. 12-14, *Allowable Uses and Funding Limits of WIA Program Year 2014 Funds for Workforce Innovation and Opportunity Act Transitional Activities*.
 - Training and Employment Notice (TEN) No. 6-14, *Information for Stakeholder Engagement for Workforce Innovation and Opportunity Act Implementation*.
 - TEN No. 5-14, *WIOA Announcement and Initial Informational Resources*.
 - WIOA implementation dates, at www.doleta.gov/wioa/pdf/WIOA-Key-Implementation-Dates.pdf.
 - TEGL No. 3-14, *Implementing a Job-Driven Workforce System*.
 - 2 CFR, Part 2900, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

3. **Vision for WIOA and the Workforce System.** WIOA, which supersedes the Workforce Investment Act of 1998, presents an extraordinary opportunity to improve job and career options for our nation’s workers and jobseekers through an integrated, job-driven public workforce system that links diverse talent to businesses. It supports the development of strong, vibrant regional economies where businesses thrive and people want to live and work.

This revitalized workforce system will be characterized by three critical hallmarks of excellence:

- ✓ The needs of business and workers drive workforce solutions;
- ✓ One-Stop Centers (or American Job Centers) provide excellent customer service to jobseekers and employers and focus on continuous improvement; and
- ✓ The workforce system supports strong regional economies and plays an active role in community and workforce development.

Across the system, continuous improvement is supported through evaluation, accountability, identification of best practices, and data driven decision making.

- a. **The Needs of Businesses and Workers Drive Workforce Solutions:** Businesses inform and guide the workforce system and access skilled talent as they shape regional workforce investments and build a pipeline of skilled workers. This engagement includes leadership in the workforce system and active participation in the development and provision of education and training, work-based learning, career pathways, and industry sector partnerships. Jobseekers and workers, including those individuals with barriers to employment, such as individuals with disabilities, as defined by WIOA, have the information and guidance to make informed decisions about training and careers, as well as access to the education, training and support services they need to compete in current and future labor markets.
- b. **One-Stop Centers (American Job Centers or AJCs) Provide Excellent Customer Service to Jobseekers, Workers and Employers and Focus on Continuous Improvement:** One-Stop Centers and partners provide jobseekers, including individuals with barriers to employment, such as individuals with disabilities, with the skills and credentials necessary to secure and advance in employment with family-sustaining wages. Additionally, AJCs enable employers to easily identify and hire skilled workers and access other supports, including education and training for their current workforce. Further, rigorous evaluations support continuous improvement of AJCs by identifying which strategies work better for different populations; states, local areas, and training providers remain accountable for performance; high-quality, integrated data informs policy maker, employer and jobseeker decision making; and training providers are accountable for performance using the data and evidence.
- c. **The Workforce System Supports Strong Regional Economies:** Meeting workforce needs is critical to economic growth. State and local workforce development boards—in partnership with workforce, economic development, education, and social service organizations at the state, regional and local levels—align education and training investments to regional civic and economic growth strategies, ensuring that all jobseekers and businesses can access pathways to prosperity.

4. **Implementing WIOA: Realizing the Vision.** State and local workforce system leaders should take immediate action to achieve the vision of modernizing the workforce system and ensuring it operates as a comprehensive, integrated and streamlined system that expands opportunities for all workers and businesses.

Key operational and governing principles:

- a. ***States align programs and ensure integrated services through a unified strategic plan and shared governance.*** Every state collaborates across the core programs (Adult, Dislocated Worker and Youth, Wagner-Peyser, Adult Education and Vocational Rehabilitation) to create a single unified and integrated strategic state plan. States govern the core programs as one system, assessing strategic needs and aligning them with service strategies to ensure the workforce system meets employment and skill needs of all workers and employers. States also collaborate with One-Stop partner programs and other partners at the state and local levels to produce Combined WIOA plans. States use the certification process and competition to help achieve this vision and ensure continuous improvement.
- b. ***Workforce boards focus on strategy.*** As strategic leaders, state and local workforce boards, in partnership with governors and chief elected officials, facilitate public-private partnerships; support sector strategies and career pathways that advance opportunities for all workers and jobseekers, including low-skilled adults, youth, and individuals with disabilities; foster innovation; and ensure streamlined operations and service delivery excellence.
- c. ***States and local areas align workforce programs with regional economic development strategies.*** Local boards, program leaders, and elected officials share a common vision and design and govern the system regionally; create unified regional and local plans integrating education, training, support services, and other workforce services across the core programs; align workforce policies and services with regional economies; and support sector strategies tailored to their needs.
- d. ***The One-Stop Center network and partner programs are organized to provide high-quality services to individuals and employers.*** State and local boards, One-Stop Center operators and partners must increase coordination of programs and resources to support a comprehensive system that seamlessly provides integrated services that are accessible to all jobseekers, workers, and businesses.
- e. ***States and local areas promote accountability and transparency, and data drives decisions and informs customer choice.*** State and local leaders ensure investments in employment, education and training programs are evidence-based and data-driven, and programs are accountable to participants and taxpayers. This includes evaluating approaches and aligning performance accountability and data systems to support program management, facilitate common case management systems, and inform policy. State and local areas provide robust, validated data to inform strategy, operations, and evaluations. Information technology systems are designed to reduce burden and present integrated information to support services, inform customer choice and guide strategy development. Technological strategies for improving the quality of services

are adopted, including advances in digital literacy skills and models for accelerating skill acquisition and credential attainment of jobseekers.

5. **Taking Action Now.** Most WIOA provisions related to DOL-administered programs take effect in Program Year (PY) 2015, which starts July 1, 2015. ETA strongly advises states and local areas to begin planning and implementing WIOA transition activities now. As discussed further in Section VI, ETA will issue regulations and additional guidance; in addition, the legislation and the technical assistance tools currently available support initial implementation and transitional activities. While some provisions do not go into effect until PY 2016 (July 1, 2016), such as the unified or combined state plans and the performance accountability system, states should be preparing now for the ultimate implementation of these provisions.

Beyond complying with the requirements of the new law, WIOA offers an opportunity to continue to modernize the workforce system and create a customer-centered system: where the needs of business and workers drive workforce solutions; where One-Stop Career Centers provide excellent customer service to all jobseekers and businesses; and where the workforce system supports strong regional economies. To realize this vision, workforce system leaders are asked to step back and re-envision how they conduct business and restructure activities accordingly.

Below are recommended actions workforce system leaders and partners are strongly encouraged to take now to move toward full implementation of the law. These should be considered in any state and local transition discussions to ensure states and local areas are well positioned on July 1, 2015 to implement WIOA. The list is not exhaustive, and each state and local area should fully assess its own situation and requirements and determine the activities it will need to undertake to support a full and effective transition.

- ✓ ***Identify and allocate funding for transitional activities.*** TEGL 12-14, *Allowable Uses and Funding Limits of Workforce Investment Act Program Year (PY) 2014 funds for Workforce Innovation and Opportunity Act (WIOA) Transitional Activities* explains that states and locals may use up to two percent of the WIA's Fiscal Year 2014 Youth, Adult, and Dislocated Worker formula funds to transition to WIOA. The TEGL identifies nine priority areas for transition activities more fully described in this document and also details how to incur and report transition activities costs. Please consult TEGL 12-14 in tandem with this guidance. Also, please note the importance of maintaining a balance between exercising the transitional funding authority and continuing to serve current system customers effectively.
- ✓ ***Build new, and strengthen existing, partnerships.*** WIOA requires states and local areas to enhance coordination and partnerships with local entities and supportive service agencies for strengthened service delivery, including through unified state plans and combined state plans. These plans should include statutorily specified additional partners in the planning process; establish a set of system performance measures that apply to all core programs; strengthen linkages between a myriad of complementary programs within the One-Stop Center system; require co-location of employment services in One-Stop Centers; add One-Stop Center partners, such as Temporary Assistance for Needy Families (TANF) and the Jobs for Veterans State Grants (JVSG)

programs; enhance the role of apprenticeship; clarify partner programs support for system infrastructure costs and other common costs; and ask the system to work regionally and across local workforce development areas.

Additionally, successful implementation of many of the approaches called for within WIOA, such as career pathways and sector strategies, require robust relationships across programs and with businesses, economic development, education and training institutions, including community colleges and career and technical education local entities and supportive service agencies. As workforce system leaders step back and explore their approach for moving toward the WIOA vision, robust partnerships will be required to successfully enable our dual customers—jobseekers and employers—to drive solutions, to ensure these customers receive excellent services, and to effectively support economic regions.

- ✓ ***Engage with core programs and other partners to begin strategic planning.*** Local and state leaders should engage in strategic planning and find new ways to align core and other key programs, such as Registered Apprenticeship, Job Corps, JVSG, TANF, Perkins Career and Technical Education programs, Unemployment Insurance, and required partners under the Act. It is vital to understand the new unified and combined state plan requirements, and assess whether the right partners are at the table, and are participating fully as equal partners in the design and coordination of the programs and services within the workforce system. Strategic planning should include concrete goals as well as a vision of success: how the workforce system should ideally function in each state to best meet WIOA goals. We encourage local and state leaders to include state economic development staff and alignment of workforce and economic development goals.
- ✓ ***Reassess One-Stop delivery system.*** With your WIOA partners, reassess the One-Stop delivery system and what is needed to achieve seamless service delivery models that place the customer at the center of how programs are designed and delivered. Consider operations, such as “bricks and mortar” and information technology infrastructures in light of new requirements: core and mandatory One-Stop Center partners; co-location of Wagner-Peyser employment services; procedures and policies to transition to selecting One-Stop Center operators through competitive procurement; a Memoranda of Understanding to address One-Stop Center infrastructure funding; physical and programmatic accessibility requirements; and the vision of WIOA and state established goals. These actions will better position states and local workforce development areas to better tailor the state’s plan for infrastructure funding and certification of One-Stop Centers.
- ✓ ***Develop plans to ensure workforce investment boards become WIOA compliant.*** State and local boards must meet the new membership requirements and be able to carry out new functions by July 1, 2015. Chief elected officers should review the new requirements to reconstitute and certify boards. While a business majority is required by WIOA and must be maintained for the transition period of July 22, 2014 through June 30, 2015, suggested strategies may be employed to bring board membership into compliance by July 1, 2015, such as establishing standing committees and transition board members. When establishing standing committees, we strongly encourage

focusing on serving youth, low skilled adults, Indians and Native Americans, individuals with disabilities and other relevant priorities for the local area. Also, local areas can reach out to the state to signal interest in initial designation or re-designation that may result in a new area.

- ✓ ***Develop transition plans.*** Transition to WIOA and realizing its vision is complex, and will require substantial activities leading up to July 1, 2015 and after. We encourage states and local areas to develop transition plans that will allow for transition preparation and tracking of transition and implementation progress and use these to guide implementation of new WIOA requirements. Also, consider customer impacts, such as how current WIA participants are impacted in WIOA transition. ETA is developing several technical assistance tools to assist states and locals in this area.
- ✓ ***Prepare for fiscal and program changes for transition across legislations.*** There are several fiscal and program changes that have been recently issued that require attention as part of transition planning: the new Office of Management and Budget Uniform Guidance was published in the Federal Register on December 19, 2014 and ETA issued associated guidance in [TEGL 15-14](#), also dated December 19, 2014. Financial staff and other applicable staff must become familiar with the requirements of this guidance and the impact on the state system and the transition from WIA to WIOA. States should also prepare for 100 percent transfer between adult and dislocated worker formula funds.
- ✓ ***Assess state laws.*** It is important to review state legislation and identify areas that may conflict with WIOA to develop plans and strategies that resolve these conflicts. When state and federal laws conflict, federal laws take precedence.
- ✓ ***Review Eligible Training Provider processes.*** Review Eligible Training Provider List processes and assess how they need to be updated to reflect new eligibility criteria. Examples include: adding new procedures for the inclusion of Registered Apprenticeship programs; taking into account the need to ensure access to training throughout the state, including rural areas; and ensuring the ability of providers to provide training to individuals who are employed and individuals with barriers to employment. States must also take steps to ensure that eligible training providers are in a position to provide required outcomes information for individuals served by their programs by July 1, 2015. ETA will be providing additional technical assistance to support such implementation.
- ✓ ***Ensure new or existing youth service contract operators support the 75 percent out-of-school youth and the 20 percent work experience expenditure rate requirements.*** States and locals that are not currently meeting the 75 percent out-of-school youth requirement must begin to prepare for this transition. ETA will provide guidance and technical assistance to aid with this transition, including further guidance on use of funds, productive approaches for serving out-of-school youth, as well as alternative resources for serving in-school youth. In the meantime, states, local areas and federal partners should develop plans to address this requirement. States will receive their first WIOA allotment for the youth programs in April 2015 and will begin full implementation of WIOA for the Youth Program at that time

6. **Timeframe of Anticipated Regulations, Guidance & Technical Assistance.** ETA is committed to continuing its collaborative work with its Federal partners and all workforce system stakeholders and grantees to support WIOA implementation. Generally, the WIOA provisions take effect on July 1, 2015, with the exception of the provisions in title IV, which became effective on enactment, and targeted exceptions.

Two Notices of Proposed Rulemaking (NPRMs) will be issued in early 2015: a joint NPRM with the Department of Education which will cover joint activities, including state planning, performance, and provisions covering the One-Stop system; and a second which will cover the remaining ETA-administered provisions in WIOA. (Concurrently, three additional NPRMs will be published by the Department of Education, one implementing Adult Education and Literacy and two implementing WIOA amendments to the Rehabilitation Act of 1973.) These NPRMs will provide notice of the current thinking by ETA and the Department of Education and an opportunity for public comment. These NPRMs will be published in the Federal Register and posted on www.regulations.gov. Instructions on how to comment on the NPRMs are included in the preambles of each proposed rule. ETA and the Department of Education will analyze these public comments and develop and issue Final Regulations by early 2016.

As many provisions of the law go into effect July 1, 2015, ETA will issue Operating Instructions in spring 2015 to support such implementation. ETA also intends to issue operating and programmatic guidance and continue to disseminate technical assistance beginning in early 2015 and throughout implementation. We will continue to gather stakeholder input for guidance development and technical assistance needs and convene additional regional events and conferences to provide more in-depth learning and networking opportunities.

The DOL's official Website for additional information on WIOA is www.doleta.gov/wioa. In addition, ETA has created a new WIOA collection page at <https://wioa.workforce3one.org> which currently houses existing technical assistance resources that are relevant for WIOA implementation, and will house more technical assistance resources and guidance as they are developed. These pages will be updated as new information is available.

7. **Inquiries.** Questions regarding this guidance should be directed to the appropriate ETA regional office or through the ETA email address established for this purpose: DOL.WIOA@dol.gov. ETA monitors this account daily, and may respond to inquiries directly or through general communications such as official guidance, webinars, and public Q&A documents. You can also contact your regional office for any inquiries or feedback.

Agenda Item 19. SECOND PUBLIC COMMENT:

Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and state your address for the record. Each comment will be limited to three (3) minutes

Agenda Item 20. INFORMATION:

Board Member Comments