

**WORKFORCE CONNECTIONS**  
**LOCAL ELECTED OFFICIALS CONSORTIUM**  
**AGENDA**

**Tuesday, July 14, 2015**  
**1:00 p.m.**

**Rosalie Boulware Bronze & Silver Conference Rooms**  
**6330 W. Charleston Blvd., Suite 150**  
**Las Vegas, Nevada 89146**

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

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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](http://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](mailto: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](http://www.nvworkforceconnections.org).

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

**Local Elected Officials Consortium Members:** Chair Commissioner Lawrence Weekly (Clark County), Vice-Chair Councilwoman Anita Wood (City of North Las Vegas), Councilwoman Peggy Leavitt (Boulder City), Councilwoman Gerri Schroder (City of Henderson), Commissioner Butch Borasky (Nye County), Councilman Bob Beers (City of Las Vegas), Commissioner Ralph Keyes (Esmeralda County), Commissioner Varlin Higbee (Lincoln County)

*All items listed on this Agenda are for action by the Local Elected Officials Consortium 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**

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**25. 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 Local Elected Officials Consortium minutes of June 9, 2015

**WORKFORCE CONNECTIONS  
LOCAL ELECTED OFFICIALS CONSORTIUM  
MINUTES**

**Tuesday, June 9, 2015  
1:00 p.m.**

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

**Members Present**

Commissioner Lawrence Weekly  
Councilman Bob Beers  
Councilwoman Anita Wood  
Councilwoman Gerri Schroder  
Councilwoman Peggy Leavitt  
Commissioner Ralph Keyes

**Members Absent**

Commissioner Butch Borasky  
Commissioner Varlin Higbee

**Staff Present**

Ardell Galbreth  
Heather DeSart  
Suzanne Potter  
Jim Kostecki  
Kenadie Cobbin Richardson  
Jaime Cruz  
Brett Miller

**Others Present**

Jack Eslinger, City of Las Vegas  
Paula McDonald, HELP of Southern Nevada  
Tom Wilson, Clark County  
Steve Gibson, DETR  
Janet Blumen, FIT  
Donna Lehman, FIT  
Sonja Holloway, Job Corps  
Dr. Tiffany Tyler, Nevada Partners, Inc.  
Amber White-Davidson, Parker Nelson & Associates

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

**1. CALL TO ORDER, confirmation of posting, roll call, Pledge of Allegiance**

The meeting was called to order by Chair Commissioner Lawrence Weekly at 1:08 p.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 Councilwoman Anita Wood and seconded by Councilwoman Gerri Schroder. Motion carried.*

**3. FIRST PUBLIC COMMENT SESSION:**

Sonja Holloway, Nevada Job Corps OACTS manager expressed concern and disappointment that Job Corps will no longer be a representative on the Workforce Connections Board.

**4. DISCUSSION AND POSSIBLE ACTION: Approve the Local Elected Officials Consortium minutes of May 12, 2015**

Councilwoman Schroder noted a correction on page 3 of the minutes to read Charles Perry.

*A motion was made to approve the Local Elected Officials Consortium minutes of May 12, 2015 as corrected by Councilwoman Gerri Schroder and seconded by Councilman Bob Beers. Commissioner Ralph Keyes abstained. Motion carried.*

**5. DISCUSSION AND POSSIBLE ACTION: Approve WIOA Board member appointment for Tommy Rowe for a two year term effective July 1, 2015 under the ‘others appointed by LEOs’ category**

Ardell Galbreth, Executive Director reported that this recommendation is based on previous discussion at the last meeting and the LEOs request for rural representation on the WC Board.

*A motion was made to approve WIOA Board member appointment for Tommy Rowe for a two year term effective July 1, 2015 by Councilwoman Anita Wood and seconded by Councilwoman Peggy Leavitt. Motion carried.*

**6. DISCUSSION AND POSSIBLE ACTION: Approve WIOA Board member appointment for Willie J. Fields, WJF Shoe for a three year term effective July 1, 2015 under the business category**

Councilman Beers noted that Mr. Field’s application lists his organization as Vegas Shoe, not WJF Shoe; staff concurred.

Councilwoman Wood recalled that Mr. Fields application was not one of the applicants recommended by Mr. Galbreth at the last meeting.

Mr. Galbreth reported that Mr. Fields represents small business and only two other members were appointed from this category. He further stated that staff provided a breakdown of the business category of small, medium and large businesses for the convenience of the LEOs in making appointments, but WIOA does not use these criteria.

Kenadie Cobbin Richardson, Director of Business Engagement reported on the status of the Cox Communications representative discussed at the last meeting. She reported that after two months, his application is still awaiting approval from Cox corporate in Atlanta; therefore, this individual is no longer a viable candidate, but he was encouraged to submit an application in two to three years.

In response to Ms. Holloway’s comments under public comment, Mr. Galbreth stated that she can be appointed under the “others appointed by LEOs” category, which will require additional business representation on the board and increase the board’s size exponentially.

Discussion ensued regarding Mr. Field’s application. Councilman Beers stated that it is unclear whether Mr. Fields has any employees, neither WJF Shoe nor Vegas Shoe comes up in a Google search, and his company does not fall within any of the sectors with in demand occupations.

Mr. Galbreth asked the LEOs to consider the board’s composition as it relates to diversity. Discussion ensued.



Councilman Beers suggested the Bellagio candidate based on his ability to provide opportunities for job creation.

Councilwoman Schroder clarified that Job Corp can serve on one of the committees; Mr. Galbreth concurred.

Councilwoman Wood made a motion, seconded by Councilwoman Schroder to approve Willie J. Fields appointment as recommended by staff. Councilman Beers, Commissioner Katschke, and Councilwoman Leavitt opposed. Motion died.

Councilman Beers inquired about the legal ramifications of appointing Mr. Rowe without appointing a business representative at this time; Mr. Galbreth replied that the board would be out of compliance. Discussion ensued.

Councilman Beers proposed that Mr. Rowe's appointment is suspended until a second business candidate is identified and requested staff to bring back a matrix with all the business applicants and their qualifications so that the LEOs can a more robust feel of what the choices are.

Jack Eslinger, Legal Counsel stated that he is not aware of any provision of WIOA that allows for a reasonable period of time and he believes the board needs to be set by July 1, 2015.

*Councilwoman Anita Wood moved to rescind the motion to appoint Tommy Rowe to the Workforce Connections Board and continue this item until the next meeting; seconded by Councilwoman Gerri Schroder. Motion carried.*

*A motion was made by Councilwoman Gerri Schroder and seconded by Councilman Bob Beers to hold in abeyance items 5 and 6 until the next meeting and direct staff to bring back board member applications of all eligible business candidates for the LEOs to select from. Motion carried.*

**7. DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' Legal Services contract with Parker Nelson & Associates in an amount not to exceed \$100,000 with a contract term effective May 27, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and funding availability**

Chair Weekly disclosed his non-legal relationship with Parker Nelson & Associates and recused himself as Chair; Vice Chair Councilwoman Wood presided.

Mr. Galbreth reported that this and the following items are for ratification of contracts approved by the WC Board to ensure that the LEO Consortium is properly informed of the Board's actions, and due to the LEOs no longer serving on the WC Board, all funding recommendations, contracts, fiscal items, and committee appointments will be presented to the LEOs for ratification.

Mr. Galbreth introduced the WC Board's new legal counsel, Amber White-Davidson of Parker Nelson & Associates. Ms. Davidson stated that she is one of a three member team assigned to WC matters including Theodore Parker, owner and managing partner and Stephanie Garabedian, also a partner.

RFP review and proposals score summary is provided on page 28 of the agenda packet.

*A motion was made by Councilwoman Gerri Schroder and seconded by Councilwoman Peggy Leavitt to ratify Workforce Connections' Legal Services contract with Parker Nelson & Associates in an amount not to exceed \$100,000 with a contract term effective May 27, 2015 through June 30, 2015 with an option to renew annually for an additional three years based on performance and funding availability. Motion carried.*

**8. DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' ADW contracts with the following agencies in the amounts listed for a contract term July 1, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and available funding:**

- a. **HELP of Southern Nevada – One-Stop Affiliate Site South - \$1,000,000**
- b. **Nevada Partners, Inc. – One-Stop Affiliate Site North - \$1,000,000**

Heather DeSart, Deputy Executive Director provided background. Backup is provided on page 30-35, including the evaluator's (SPR Associates) summary of methodology and results of the 2015 RFP scoring process and highlights of HELP and Nevada Partner's proposals.

*A motion was made by Councilwoman Anita Wood and seconded by Councilwoman Gerri Schroder to ratify Workforce Connections' ADW contracts with the following agencies in the amounts listed for a contract term July 1, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and available funding. Motion carried.*

- a. *HELP of Southern Nevada – One-Stop Affiliate Site South - \$1,000,000*
- b. *Nevada Partners, Inc. – One-Stop Affiliate Site North - \$1,000,000*

**9. DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' ADW contract with Goodwill of Southern Nevada to deliver career and training services to adults with disabilities in an amount not to exceed \$600,000 for the contract period July 1, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and available funding**

Ms. DeSart provided background. RFP score results and highlights of Goodwill's proposal are provided on page 37 of the agenda packet.

Councilman Beers stated that this is a large strategic decision to make right as the board is reconstituted and asked if this can be delayed to give the new board an opportunity to look at the changes in the method of operations of having a single one-stop to having many locations, that are not integrated with DETR's system.

Ms. DeSart reported that the new board will receive an orientation by John Chamberlin as well as an ethics training and Open Meeting Law training.

Chair Weekly stated that these contracts have already been awarded to the service providers and their programs are set to begin serving clients. He further stated that previous discussions were had regarding expanding services in the community effective July 1<sup>st</sup>.

*A motion was made by Councilman Bob Beers and seconded by Councilwoman Anita Wood to ratify Workforce Connections' ADW contract with Goodwill of Southern Nevada to deliver career and training services to adults with disabilities in an amount not to exceed \$600,000 for the contract period July 1, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and available funding. Motion carried.*

**10. DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' ADW contract with Foundation for an Independent Tomorrow to deliver career and training services to Post-release Re-entry Adults in an amount not to exceed \$600,000 for the contract period July 1, 2015 through**

**June 30, 2016 with an option to renew annually for an additional three years based on performance and available funding**

Ms. DeSart provided background. RFP score results and highlights of FIT's proposal are provided on page 39 of the agenda packet.

*A motion was made by Councilwoman Anita Wood and seconded by Councilwoman Gerri Schroder to ratify Workforce Connections' ADW contract with Foundation for an Independent Tomorrow to deliver career and training services to Post-release Re-entry Adults in an amount not to exceed \$600,000 for the contract period July 1, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and available funding. Motion carried.*

**11. DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' ADW contract with Arbor E&T dba ResCare Workforce Services as a One-Stop Center Operator in an amount not to exceed \$2,450,000 for the contract period July 1, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and available funding**

Ms. DeSart provided by background. RFP score results, highlights of ResCare's proposal, and a summary of ResCare's services is provided on page 41-43 of the agenda packet.

Chair Weekly requested staff to ensure that ResCare hires locally. Ms. DeSart agreed and reported that ResCare's national staff will provide training and best practices and all their staff will be hired locally.

*A motion was made by Councilwoman Anita Wood and seconded by Councilwoman Gerri Schroder to ratify Workforce Connections' ADW contract with Arbor E&T dba ResCare Workforce Services as a One-Stop Center Operator in an amount not to exceed \$2,450,000 for the contract period July 1, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and available funding. Motion carried.*

**12. DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' Youth contracts with the following agencies in the amounts listed for the contract period July 1, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and available funding:**

- a. Nevada Partners, Inc. - One-Stop Affiliate Site North - \$800,000
- b. Southern Nevada Regional Housing Authority - One-Stop Affiliate Site East - \$800,000
- c. HELP of Southern Nevada - Youth Dropout Recovery - \$500,000

Ms. DeSart provided background. SPR's summary of methodology and results of the 2015 RFP scoring process and RFP summaries for NPI, SNRHA and HELP is provided on page 45-50 of the agenda packet.

*A motion was made by Councilwoman Gerri Schroder and seconded by Councilwoman Anita Wood to ratify Workforce Connections' Youth contracts with the following agencies in the amounts listed for the contract period July 1, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and available funding:*

- a. Nevada Partners, Inc. - One-Stop Affiliate Site North - \$800,000
- b. Southern Nevada Regional Housing Authority - One-Stop Affiliate Site East - \$800,000
- c. HELP of Southern Nevada - Youth Dropout Recovery - \$500,000

**13. INFORMATION: WISS Monitoring Report**

Mr. Galbreth summarized the findings and responses to the findings from DETR's Workforce Investment Support Services' on-site compliance assurance review conducted November 17, 2014 through December 13, 2014. Detail is provided on page 52-57 of the agenda packet. Discussion ensued.

Chair Weekly requested a more in-depth report regarding finding #2 and Councilman Beers requested an ETA for resolution and what steps have been put in place to ensure compliance with the new Act. Mr. Galbreth concurred and stated that staff does not present contracts to this board or the full board prior to receiving approval from the State and some changes have been made in the way contracts are processed to prevent these types of occurrences in the future.

Ms. DeSart noted that the citations referenced in the report regarding finding #3 do not support the actual finding so staff requested from WISS further clarification in order to provide an accurate corrective action response to this finding and they have 30 days to respond.

**14. DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' Audit Services contract with Piercy Bowler Taylor & Kern in an amount not to exceed \$80,000 with a contract term June 1, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and funding availability**

Chair Weekly disclosed that PBTk handles his campaign account and recused himself as Chair; Vice Chair Councilwoman Wood presided.

Councilwoman Leavitt disclosed that her nephew works for PBTk but she has no pecuniary interest.

Mr. Kostecki reported that PBTk finished the fourth and final year of their contract and per the state's procurement rules an RFP must be released and PBTk was the sole respondent.

*A motion was made by Councilwoman Gerri Schroder and seconded by Councilman Bob Beers to ratify Workforce Connections' Audit Services contract with Piercy Bowler Taylor & Kern in an amount not to exceed \$80,000 with a contract term June 1, 2015 through June 30, 2016 with an option to renew annually for an additional three years based on performance and funding availability. Motion carried.*

**15. DISCUSSION AND POSSIBLE ACTION: Review, discuss, accept and approve reports**

Chair Weekly requested that the following reports be taken in one vote and Mr. Kostecki provided a summary.

**a. PY2015 WIA Formula Budget July 1, 2015 through June 30, 2016**

The PY2015 WIA Formula Budget is provided on page 61-73 of the agenda packet.

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

The Budget vs. Actual Finance report is provided on page 75 of the agenda packet.

**c. Awards & Expenditures Report - Monthly Update**

The Awards & Expenditures report is provided on page 77-80 of the agenda packet.

- d. **Workforce Connections’ Professional Services Contracts (Please note: any pending contract presented for approval may be reviewed and examined in its entirety by any board member upon request). (PENDING CONTRACTS FOR APPROVAL ARE HIGHLIGHTED IN THE ATTACHED)**

WC’s Professional Services Contracts report is provided on page 82-87 of the agenda packet.

Mr. Kostecki noted on page 85, the PBTk contract date should read 6/1/2015 to 6/30/2016 (not 4/1/2015 to 3/31/2016). He reported that all contracts have the option to renew up to three additional years and all contract amendments/renewals will be brought back to the board for approval. This is the new contract process that went into effect last month. Staff will provide contracts’ optional years on future reports.

Amber White-Davidson noted that the correct date of the legal contract with Parker Nelson and Associates is May 27, 2015 through June 30, 2016.

*A motion was made by Councilwoman Gerri Schroder and seconded by Councilwoman Anita Wood to accept and approve reports. Motion carried.*

**16. INFORMATION: Strategic Initiatives Report ~ Jaime Cruz, Chief Strategy Officer**

Jaime Cruz presented the Strategic Initiatives report provided on page 89 of the agenda packet and spoke briefly regarding the interactive kiosk project.

**17. DISCUSSION AND POSSIBLE ACTION: Accept and approve Executive Director’s Report ~ Ardell Galbreth**

Mr. Galbreth presented the Executive Director Report provided on page 91 of the agenda packet and noted the correct date for the Board members’ ethics training is September 22<sup>nd</sup> (not July 28<sup>th</sup>).

*A motion was made by Councilwoman Gerri Schroder and seconded by Councilwoman Peggy Leavitt to accept and approve Executive Director’s report. Motion carried.*

**18. SECOND PUBLIC COMMENT SESSION**

Janet Blumen, Foundation for an Independent Tomorrow (FIT) thanked the LEOs for ratifying FIT’s contract and stated that it is an honor to serve the population they serve and help them overcome their barriers to employment. In response to Chair Weekly’s inquiry about FIT’s services within the prison, Ms. Bluman stated that FIT has two case managers that work with inmates inside Florence McClure Women’s facility as well as provides classes to prepare them the women for transition to employment and soon they hope to expand their program to other facilities.

Dr. Tiffany Tyler, Nevada Partners, Inc. thanked the LEOs for ratifying their contract and allowing them to provide services in the community. To Weekly’s inquiry regarding tutoring assistance for proficiency exams and credit recovery assistance, Dr. Tyler stated that NPI provides summer school vouchers and is doing a review at each school site to determine needed support, has scheduled meetings with each of the high schools sites to continue to provide services onsite during the summer school hours, and is working with Liberty Leavitt at CCSD to coordinate transportation for youth who need it.

Dr. Paula McDonald, HELP of Southern Nevada stated that she is excited about the collaboration and opportunity to continue to provide services and HELP will be hosting a partner meeting to discuss best practices. To Weekly’s inquiry regarding outreach in Henderson, Dr. McDonald stated that HELP plans to get out into the community and get involved with local activities and build good relationships with the local service providers and local government.

Ms. DeSart stated that the mobile one-stop will be used to deploy services in Boulder City and Henderson.

**19. INFORMATION: LEO Consortium member comments**

Councilwoman Leavitt reported on the Boulder City High School celebration and demolition and commended staff on the WIOA transition.

Councilwoman Schroder reported on the Henderson Police Department recruitment and read from a press release regarding the event. The final recruitment for police and correction officers will be held tonight at the Henderson Convention Center, 200 S. Water Street.

Commissioner Keyes stated that he generally calls in to these meetings due to the 8-hour round trip it takes to get here, but at the last meeting he was unable to call in because of issues with the conference bridge.

Councilwoman Wood reported that North Las Vegas just approved a development agreement for the master planned community Villages of Tule Springs and hopefully it will bring a lot of construction jobs.

Commissioner Weekly stated that the amazing state legislature is over and Clark County is moving forward.

**20. Adjournment**

The meeting adjourned at 2:42 p.m.

**Agenda item 5.      DISCUSSION AND POSSIBLE ACTION:**

Review, discuss, accept and approve Workforce Connections' Board  
By-laws

## **Workforce Connections Board By-Laws**

### **ARTICLE I AUTHORITY AND RESPONSIBILITY**

- 1.1** The Southern Nevada Workforce Development Board, doing business as Workforce Connections (the “Board”) is organized as a local workforce development board under the requirements of the Workforce Innovation and Opportunity Act (WIOA).
- 1.2** It is the principal responsibility of the Board to perform the functions set forth in WIOA<sup>1</sup> and to provide policy guidance for strategic planning activities, as well as to monitor, review and direct activities toward achieving the Board’s goals and objectives. The Board will carry out its responsibilities in partnership with agencies and organizations of general local government in the workforce development area. In achieving this requirement, the Board shall develop strategic plans to align its workforce development resources to the regional economies to ensure coordinated and efficient services to both job seekers and employers.
- 1.3** The Board’s workforce development area is comprised of Southern Nevada, including Clark County, Esmeralda County, Lincoln County, and Nye County, and including but not limited to the cities of Las Vegas, Henderson, North Las Vegas, and Boulder City.
- 1.4** The Board shall operate in accordance with the applicable portions of the \_\_\_\_\_ 2015, Chief Elected Officials Consortium (and any amendment thereto or replacement agreement thereto) and with the \_\_\_\_\_ 2015, Agreement Between the Chief Local Elected Officials Consortium and Workforce Connections Board to the Southern Nevada Workforce Development Area (and any amendment thereto or replacement agreement thereto) (collectively referred to as the “Organizational Agreements”), which are incorporated herein by reference.
- 1.5** The Board shall operate on a fiscal year, and shall develop an annual budget to carry out the Board’s goals, objectives, and duties pursuant to WIOA. Pursuant to WIOA, the Local Elected Officials<sup>2</sup> (“LEOs”) have authority to

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<sup>1</sup> As of the approval of these By-Laws, WC’s functions, as a local workforce investment board, are generally detailed in 29 U.S.C. § 3101.

<sup>2</sup> Pursuant to 29 U.S.C. § 3131 and the Organizational Agreements, the LEOs are the WIOA fund grant recipients and the LEOs municipalities are liable for the misuse of the WIOA funds expended by the Board. As of the date of these By-Laws, the following municipalities each have one local elected official who serves in the LEOs: (1) Clark County; (2) City of Las Vegas; (3) City of Henderson; (4) City of North Las Vegas; (5) Boulder City; (6) Nye County; (7) Esmeralda County; and (8) Lincoln County.



approve or disapprove the Board’s budget and therefore, the Board shall present the budget to the LEOs, in a LEOs consortium meeting, for consideration and approval within a reasonable time to allow for: (1) the LEOs to review the budget; (2) revise the Budget, if necessary; and (3) approve the budget before the Board’s fiscal year begins. The Board shall work with the LEOs to revise the Board’s budget as necessary in order to obtain the LEOs’ approval.

- 1.6** Part of the Board’s budget will be used to pay staff (“Staff”), including but not limited to an Executive Director (“ED”) who will assist the Board in carrying out its various functions. The ED shall be selected, hired, and directed by the LEOs, and shall answer solely to the LEOs. The ED shall select, supervise, and direct the Staff.
- 1.7 ED’s Responsibilities.** The ED’s responsibilities include but are not limited to:
- (a) having authority to sign contracts on behalf of the Board;
  - (b) organizing, hiring, terminating, managing and supervising Staff;
  - (c) responding to and complying with Board audits;
  - (d) help assist the function of the Board as outlined in 29 U.S.C. § 3122 (d); and
  - (e) generally overseeing the necessary functions and activities for the Board to carry out its goals and responsibilities.

## ARTICLE II MEMBERSHIP AND VOTING

- 2.1 Nominations and Appointments.** The LEOs shall have sole authority to appoint Board members during the LEOs consortium meetings, and shall make such appointments pursuant to 29 U.S.C. § 3122 (c)(1)(A) *et seq.*, as well as, applicable federal and state law, and the Organizational Agreements.
- 2.2 Composition.** Composition By Membership Category shall be in accordance with 29 U.S.C. § 3122 *et seq* individuals may represent more than one category; provided they meet such criteria.<sup>3</sup>

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<sup>3</sup> As of the date of these By-Laws, WIOA requires the Board membership to comply with criteria set by Nevada’s Governor, which must include at a minimum representatives from the following groups: (1) Local business owners, officers, and managers; (2) Local educational entities, school boards, etc.; (3) Local labor organizations; (4) community based organizations, including organizations representing people with disabilities and veterans; (5) Economic development agencies; and (6) each one-stop partner with the Board. Additionally the LEOs may be and are currently members of the Board. However, a majority of the Board members must be representatives from business owners, officers, and managers as described in 29 U.S.C. § 3122 (2)(A). In addition, not less than 20% of the members shall be representatives of labor organizations, community based organizations and organizations with expertise in addressing employment, training or education needs of youth as described in 29 U.S.C. § 3122 (2)(b)(i-iv). The Board membership will always be composed pursuant to the most current WIOA requirements.

### **2.3 Terms of Appointment.**

- (a) Board members appointed from the “Business in the Local Area” category, pursuant to 29 U.S.C. § 3122 shall serve three year terms.
- (b) Board members other than those appointed to the “Business in the Local Area” category shall serve two year terms.
- (c) A Board member’s term shall begin the month of the member’s appointment and shall end on the last day of the same month of appointment during the final year of the member’s term.
- (d) There is no limit on the number of terms board members may serve.

### **2.4 Removal of Board Members.**

- (a) Resignation: Board members may resign at any time. Board members shall be removed automatically and immediately cease to be Board members after:
  - (i) The Board member provides a written notice of resignation to:
    - a) The Board’s Chairperson;
    - b) The Board’s Vice-Chairperson;
    - c) The Executive Director; or
    - d) The LEOs’ Chairperson.
- (b) Removal: Board members shall be removed immediately and cease to be Board members after:
  - (i) The Board member fails to attend three consecutive regularly scheduled Board meetings, in person or by telephone, without providing a valid excuse, the validity of which shall be determined by the sole discretion of the Board’s Chairperson;
  - (ii) The LEOs determine by a simple majority vote that the Board member should be removed; or
  - (iii) The Board member ceases to qualify under the category in which the Board member was appointed. However, in the LEOs sole discretion, a Board member in these circumstances may be reappointed under a different qualifying category.

**2.5 Vacancies.** Vacancies caused by unexpired terms shall be filled by the LEOs appointing qualified individuals pursuant to § 2.3 of these By-Laws.

**2.6 Voting.** Only Board members may vote at Board meetings. Board members must be physically or electronically present (e.g. via video conference or via telephone conference call) at the Board meeting. Proxy-voting and/or absentee voting is prohibited.

**2.7 Conflicts of Interest.**

(a) Prior to taking office as a Board member, the potential Board member must declare in writing, on a form provided by Staff, all business interests or representational interests the member has with known past, current, or potential recipients of WIOA funds. The written declaration must be updated annually to reflect any changes. The written declaration must also include substantial business interests or representational interests of the Board member's immediate family members. A Board member may not vote on a matter under consideration by the Board:

(i) regarding the provision of services by that Board member;

(ii) regarding the provision of services by an entity that Board member represents;

(iii) regarding any topic that would provide direct financial benefit to that Board member or his/her immediate family; o

(iv) regarding any other topic where that Board member had, has, or would have a conflict of interest pursuant to 29 U.S.C. § 3101 *et seq.*, NRS § 281A.420, or NRS § 281A.430.

(b) Definitions:

(i) An "immediate family member" includes the Board member's: father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, boyfriend, girlfriend, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, registered domestic partner, domestic partner, or any other relationship similar to those listed herein.

(ii) An "entity the board member represents" or a "representational interest" is defined as:

a) When the Board member is employed, retained, hired, or contracted by the organization, business, governing body, or project (the "entity"); and/or

- b) When the Board member is named as one of the board of directors, managers, commissioners, councilperson, or other member of a direct governing body of the entity, business or project; and/or
  - c) When the Board member has been retained by the board of directors, commission, council, or other direct governing body of the entity, business or project in any capacity; and/or
  - d) When the Board member has an ownership or relationship interest or other economic interest in an entity.
- (c) Disclosure of Conflict of Interest: When a Board member has a conflict of interest, then the Board member shall:
- (i) prior to discussion, vote, or decision by the Board, publicly disclose the nature of the conflict of interest in the action item under consideration;
  - (ii) answer any questions regarding the conflict of interest, which may be asked if the Board/Committee Chairperson determines that questions regarding the Board member's disclosure are needed for the Board to properly consider the matter;
  - (iii) not speak to or initiate any discussion of the action item to which the conflict of interest pertains;
  - (iv) not request funds or proposals that compete with the action item to which the conflict of interest pertains; and abstain from voting on the matter to which the conflict of interest pertains; and
  - (v) Comply with NRS 281A entitled Ethics in Government.
- (d) A Board member who violates the conflict of interest requirements set forth herein may be removed from the Board by a simple majority vote of the LEOs.
- (e) All declarations of conflict of interest and abstentions from voting will be recorded in the minutes of the Board meeting.

**2.8 Board Chairperson.** Pursuant to 29 U.S.C. § 3122 (b)(3), the Board Chairperson is required to be an individual who meets the requirements of 29 U.S.C. § 3122 (b)(2)(A), in that the person must be: (i) a representative of a business in the local area who is an owner, chief executive or operating officer of business; (ii) who provides employment opportunities and; (iii) who is nominated by individuals within local business organizations and business trade associations pursuant.

### ARTICLE III BOARD COMMITTEES AND PANELS

Each Board member is required to serve on at least one committee.

**3.1 Standing Committees.** The LEOs may appoint Board members to serve on Committees. The following Committees shall be established as Standing Committees:

- (a) The Executive Committee. (See 3.2.)
- (b) Programs Committee. The Programs Committee is composed of Board Members and non-Board Members with specific interest and expertise in youth, low skilled adults and people with disabilities.
  - (i) The Programs Committee reviews intelligence/recommendations submitted by staff from employment and training services specialty panels.
  - (ii) The Programs Committee reviews WIOA funding recommendations for contract awards submitted to the Board for approval and ratified by the LEOs.
  - (iii) Business Engagement Panel: The Business Engagement Panel will help assist the Programs Committee. The Business Engagement Panel will be composed of a group of business experts from various industries and employment sectors who serve as consultants on matters of policy and strategy that meet the skill needs of employers and provide linkages and coordination among employers and the workforce system.
    - 1) Members of the Business Engagement Panel will identify actionable items, demand-driven skills and trades, training services, processes and initiatives to be elevated to the Board Committees for consideration and recommendation to the Board;
    - 2) Brings intelligence and critical information gathered from industry sectors businesses and stakeholders with inputs to help shape and supply the area's workforce needs; and
    - 3) Provides staff with valuable information to be elevated to Committees for evaluation and possible action as outlined in the Board's strategic plan.
  - (iv) One-Stop Delivery System Panel: Composed of individuals with interest and expertise in the Southern Nevada Workforce Development Area One-Stop Delivery System.

- 1) Members are identified by their expertise in Southern Nevada Workforce Development Area One-Stop Delivery System and are appointed by the Board;
  - 2) Panel members identify actionable items, services, processes and initiatives to be elevated to the Board Committees for consideration and recommendation to the Board;
  - 3) Brings intelligence and critical information gathered from diverse community stakeholders with inputs to help shape the area's employment and training service delivery; and
  - 4) Works with associated agencies/partner organizations to assess and evaluate the area's One-Stop Delivery System as outlined in the Board's strategic plan.
- (v) Special Population Panel: Composed of individuals with interest and expertise in services to people with disabilities, low or deficient skilled adults, veterans, prisoner re-entry, and other priorities outlined in the Board's strategic plan.
- 1) Members are identified by their expertise in youth services and appointed by the Board;
  - 2) Panel members identify actionable items, services, processes and initiatives to be elevated to the Board Committees for consideration and recommendation to the Board; and
  - 3) Works with associated agencies/organizations to assess and evaluate special population employment and training needs as outlined in the Board's strategic plan.
- (vi) Youth Panel: Composed of individuals with interest and expertise in youth programs and services.
- 1) Members are identified by their expertise in youth services and appointed by the Executive Director;
  - 2) The Panel identifies actionable items, services, processes and initiatives to be elevated to the Board Committees for consideration and recommendation to the Board;
  - 3) Brings intelligence and critical information gathered from diverse community stakeholders with inputs to help shape youth employment and training service delivery; and

- 4) Works with associated youth agencies/organizations to include the Workforce Development Area's school districts to assess and evaluate youth education and training needs;
- (c) The Finance and Budget Committee: The Finance and Budget Committee shall provide guidance to the staff in developing and submitting a comprehensive annual budget to the Board. The Finance and Budget Committee shall review financial activities (including incurred debt), monitoring and audit reports (internal and external), as well as periodic budget analysis prepared by the Board staff regarding employment and training programmatic and fiscal processes. The Finance and Budget Committee shall review budget modifications and fiscal financial policy. Additionally, the Finance and Budget Committee shall have the responsibility to help Board members understand the full financial implications of Board actions and measure the effectiveness of projects and programs in terms of relative value.

### **3.2 The Executive Committee.**

- (a) The Board shall maintain an Executive Committee.
- (b) The delegation of authority to the Executive Committee shall not operate or function to relieve the Board of its responsibility except as explained below in paragraph 3.2(d) "Executive Committee Authority."
- (c) Executive Committee Composition.
  - (i) The Executive Committee shall be comprised of the Board's Chairperson, the Vice-Chairperson, the LEOs' Chairperson, and the elected Chairpersons of The Programs Committee and The Finance and Budget Committee.
  - (ii) If the LEOs' Chairperson is unable to attend an Executive Committee meeting, then the LEOs' Vice-Chairperson shall be permitted to attend the Executive Committee meeting and participate and vote as a member of the Executive Committee during that meeting in the place of the LEOs' Chairperson.
  - (iii) If the Board's Chairperson or Vice-Chairperson also serves as a Chairperson of one of the Board's other current Committees, then the Vice-Chairperson of that other Committee shall be a member of the Executive Committee.<sup>4</sup>

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<sup>4</sup> For example, if the Board's Chairperson is also the Chairperson for the Budget Committee, then the Vice-Chairperson of the Budget Committee would serve on the Executive Committee.

**(iv)** The Board Chairperson shall serve as the Chairperson of the Executive Committee.

**(d)** Executive Committee Authority.

**(i)** The Executive Committee shall have and exercise the same authority WIOA grants to the Board, and shall be able to act on behalf of the Board, only when the following has been met:

**a)** It can be demonstrated that it is impractical for a Board meeting to take place (meaning attempts have been made to obtain a quorum for a full Board meeting and have failed);

**b)** The business and action items, as determined by Staff, which would have been presented to the Board during the meeting which cannot occur due to impracticality, or of such urgency that the failure of the Executive Committee to act on behalf of the Board will greatly impede the continued workings, operations of the Staff, and/or services provided by the Board, and/or its service providers, vendors, and contractors, or will greatly impede the continued services provided to the clients of the Board, and/or its service providers, vendors, and contractors;

**c)** The LEOs' attorney has confirmed the urgency of the action items, as explained in 3.2(d)(i)(b); and

**d)** Notice and a copy of the Executive Committee meeting agenda has been provided to the LEOs.

**(ii)** The Executive Committee shall not have the authority to act on behalf of the Board with respect to the following issues:

**a)** Amending or repealing any Board resolution;

**b)** Amending or repealing the Board's By-Laws;

**c)** Adopting a plan of merger or consolidation;

**d)** Selling, leasing, or otherwise disposing of all or any property and assets (excluding program monies) of the Board;

**e)** Voluntarily dissolving the Board or revoking a voluntary dissolution;

**f)** Modifying the Board's strategic plan; and/or



- g)** Adopting or eliminating major programs.
- h)** Executive Committee Quorum: A simple majority of the voting members of the Executive Committee shall constitute a quorum.

**3.3 Other Committees:** The Board Chairperson, with the approval of the LEOs, may establish and dissolve other Committees as necessary.

**3.4 Committee Size, Term, and Responsibilities:**

- (a) Size.** Committees shall be established with at least three Board members. Additional Committee members are not required to be a member of the Board.
- (b) Term.** With the exception of Standing Committees, Committees will be active as long as necessary to serve the purpose for which the Committee was created. With the exception of Standing Committees, Committees may be dissolved and later reformed at the Chairperson's discretion.
- (c) Responsibilities.** Committees shall record and maintain meeting minutes, report their progress and provide information and recommended action to the Board.
- (d)** All Committees shall be chaired by a member of the Board.
- (e)** All Committee Chairpersons, with the exception of the Executive Committee Chairperson, shall be elected annually by a majority vote of the Committee's members. A Board member shall not chair more than one Committee.

**3.5 Removal of Committee Member.** Any Committee member shall be removed from said Committee after:

- (a)** The Committee member fails to attend three consecutive regularly scheduled Committee meetings, in person or by telephone, without a valid excuse, the validity of which shall be determined in the sole discretion of the Committee's Chairperson;
- (b)** The Committee member requests to be removed;
- (c)** The LEOs determine that the Board member serving on the Committee should be removed from the Board; or
- (d)** The LEOs determine a non-Board member be removed from the Committee.

**ARTICLE IV  
BOARD MEMBERS CONDUCT AND RESPONSIBILITIES**

**4.1 Board Member Responsibilities.**

Members of the Board shall:

- (a) Comply with Workforce Connections' By-Laws.
- (b) Make a positive contribution to the region's economy by helping shape a workforce development system that meets the demands of employers and job seekers.
- (c) Devote a portion of their time and talent to working with other Board members, staff, businesses, public officials, and public and private sector partners to improve the quality of the local workforce development area.
- (d) Regularly attend Board and Committee meetings.
- (e) Join and participate actively in at least one standing Board committees.
- (f) Be prepared for Board meetings by reviewing materials sent in advance of meetings.
- (g) Act and vote on strategic interest of Workforce Connections and the Southern Nevada community, rather than the interest of a single constituency.
- (h) Observe and understand the role of the Chief Local Elected Officials and Workforce Connections' staff.
- (i) Serve as an ambassador of Workforce Connections within the community and among businesses and industry leaders.
- (j) Not engage in or facilitate any discriminatory or harassing behavior directed toward other Board members, staff, appointed officers, meeting attendees, exhibitors, advertisers, sponsors, contractors, or others in the context of activities relating to Workforce Connections.

**4.2 Board Member Authority.** Board members shall respect the authority of the executive director and not independently direct or assign staff tasks.

**4.3 Contracts after Board Membership.** Board members shall not be employed or receive direct contracts from Workforce Connections for at least two years after resigning or terminating Board membership.

**ARTICLE V  
MEETINGS**

**5.1 Open Meeting.** All Board and Committee meetings shall be conducted in accordance with Nevada's Open Meeting Law, found in NRS Chapter 241.

**5.2 Meetings and Agendas.**

- (a) Regular meetings: The Board shall meet at least once every quarter throughout the year. If necessary, the Board may meet more frequently. Likewise, the Standing Committees as well as any other Board Committees (collectively "Committees"), shall meet at least once every quarter or more frequently as deemed necessary by the Committee's Chairperson or the Board Chairperson.
- (b) Special meetings: The Board may hold special meetings from time to time as deemed necessary or appropriate by the Board Chairperson, the LEOs' Chairperson, and/or the ED.
- (c) Agendas: Agendas for Board meetings, Committees, and LEOs' meetings shall be prepared by Staff. All requests to place matters on an agenda along with the needed back-up information to properly agendize an item must be presented to Staff within a reasonable time before the relevant meeting date to facilitate compliance with Nevada's Open Meeting Law. Otherwise, the requested agenda item may not be included on the agenda. The ED shall have the sole discretion to agendize any untimely, late or incomplete request to agendize a matter. Only matters which relate to or affect the business, jurisdiction, or authority of the Board may be placed on the Board's meeting agenda. Likewise, only matters which relate to or affect the business, jurisdiction, or authority of a Committee may be placed on that Committee's meeting agenda.
- (d) The following individuals may place a matter onto the Board's agenda:
  - (i) The LEOs' Chairperson;
  - (ii) The Board Chairperson;
  - (iii) Any Committee Chairperson, provided the matter the Committee Chairperson wishes to agendize is within the scope of responsibility for the Chairperson's Committee; and/or
  - (iv) The ED.
- (e) The following individuals may place a matter onto one of the Committees' agenda
  - (i) The LEOs' Chairperson;

- (ii) The Board Chairperson;
  - (iii) The Committee's Chairperson; and/or
  - (iv) The ED.
- (f) Any request to place a matter on a meeting's agenda, which is not received in time to place the matter on the upcoming meeting agenda, will result in the matter being placed on the subsequent meeting agenda.
- (g) The LEOs control who may place matters onto the LEOs' meeting agendas.
- (h) Members shall receive meeting agendas in a reasonable timeframe to comply with the State of Nevada's Open Meeting Law.

### **5.3 Presiding Officer.**

- (a) The Board: The Board Chairperson shall preside over all Board meetings. In the absence of the Board Chairperson, the Board Vice-Chairperson shall be the presiding officer. In the absence of both the Board Chairperson and Vice-Chairperson, the acting presiding officer shall be: (first) the most senior Board member, (second) the second most senior Board member and (third) the third most senior Board member. When deemed appropriate, even during the presence of the Board's Chairperson and Vice-Chairperson, the Board Chairperson may choose a Board member to serve as temporary Board Chairperson for that specific meeting.
- (b) Committees: Committee Chairpersons shall preside over their respective Committee meetings. In the absence of a Committee's Chairperson, then the presiding officer of that Committee meeting shall be the committee's Vice-Chairperson. In the absence of both the Committee's Chairperson and Vice-Chairperson, then a temporary Chairperson for that Committee meeting shall be chosen by a majority vote of the then present Committee members, which shall be conducted by the most senior Board member serving on the Committee. When deemed appropriate during a Committee meeting, even during the presence of the Committee's Chairperson and Vice-Chairperson, the Committee's Chairperson may choose a Committee member (who is also a Board member) to serve as temporary Chairperson for that Committee meeting.

### **5.4 Parliamentary Authority.** Unless otherwise adopted by the Board (Revised) Robert's Rules of Order shall be used to govern all Board, council and Committee meetings.

- 5.5 Quorum.** For a Board meeting, a quorum shall consist of a simple majority of the Board members. For a Committee meeting, a quorum shall consist of a simple majority of the Committee members.

**ARTICLE VI  
BOARD AND COMMITTEE OFFICERS**

- 6.1 Officers.** The Chairperson and the Vice-Chairperson shall be the only officers of the Board. Each Committee shall have a Chairperson and a Vice-Chairperson who shall be the only officers of each Committee.

- (a) Board Chairperson. The Board Chairperson shall only be elected from among the Board members who are part of the “Business in the Local Area” category set forth in 29 U.S.C. § 3101. In addition to presiding over Board meetings, the Chairperson shall establish Committees, certify meeting quorums and perform other duties as required by WIOA.
- (b) Board Vice-Chairperson. The Board Vice-Chairperson shall be elected from among any of the appointed Board members. The Board Vice-Chairperson shall fulfill the duties of the Board Chairperson in the absence of the Board Chairperson.
- (c) The Committee Chairperson and Vice-Chairperson shall be elected from the Board members and non Board members who are serving on the respective Committee.

- 6.2 Elections and Terms of Service.** The Board’s Chairperson and Vice-Chairperson shall be elected by a majority vote of the Board’s members present at the Board meeting when the election is held. Each officer shall serve a term of two-years, which shall begin on July 1st of the election year and end on June 30th two years later. Board elections shall take place during even years.

- (a) Each Committee’s chairperson and vice chairperson shall be elected by a majority vote of the respective Committee’s members present at the Committee meeting when the election is held. Each Committee officer shall serve a term of two years, which shall begin on July 1st of the election year and end on June 30th two years later. Committee elections shall take place immediately after a Committee is formed, and during odd years thereafter.
- (b) No officer may serve more than two consecutive terms in the same office. Elections of the Board and Committee’s officers shall be complete no later than June 30th of the final year of the officers’ term of office; alternatively, if a meeting to conduct the vote in the month of June is impractical, then the vote will be conducted at the next Board meeting before any other business is conducted.

### **6.3 Election Procedures for Board Officers.**

- (a) Staff will solicit nominations for potential future officers from the Board members no later than the month of May immediately before the officers' terms expire. The Board will be presented with the name and resumes of any Board members who wish to serve in a particular office after that Board member has submitted the same to Staff. Staff will be responsible for providing information regarding those Board members running for office to each Board member
- (b) The Board will hold a meeting, before the officers' terms expire, where the officers will be elected. During this meeting, the Board Chairperson will ask the Board members to provide nominations for potential officers. Any qualifying Board member, who is nominated and seconded, will be an officer candidate, unless that Board member does not accept the nomination. Board members will then vote on those members who accept their nominations. The candidate for office who receives the most votes for that office prevails and will serve in that office. In the event qualifying nominated candidate(s) do not exist, then the LEOs Chairperson shall appoint a temporary Board Chairperson and Vice-Chairperson, as needed, who shall serve until a qualified nominated candidate(s) may be elected, which election shall be agendized in each subsequent Board meeting until the officer(s) are elected.

### **6.4 Election Procedures for Committee Officers.**

- (a) Staff will solicit nominations for potential future officers from among the Board members serving on the respective Committee no later than month of May immediately before the officers' terms expire. The Board will be presented with the name and resumes of any Board members who wish to serve as a particular Committee officer after that Board member has submitted the same to Staff. Staff will be responsible for providing information regarding those Board members running for office to each Committee member.
- (b) The respective Committee will hold a meeting, before the officers' terms expire, where the officers will be elected. During this meeting, the Committee chairperson will ask the Committee members to provide nominations for potential officers. Any qualifying Board member, who is nominated and seconded, will be an officer candidate, unless that Board member does not accept the nomination. The respective Committee members will then vote on those members who accept their nominations. The candidate for office who receives the most votes for that office prevails and will serve in that office. In the event qualifying nominated candidate(s) do not exist, then the Board Chairperson shall appoint a temporary Committee officer, as needed, who shall serve until a qualified

nominated candidate(s) may be elected, which election shall be agendized in each subsequent Committee meeting until the officer(s) are elected.

- (c) **Vacancies.** The Board shall elect successors to fill the unexpired term of any officer within two months after the office becomes vacant. The Board member who is elected to fill a vacant office shall only serve to the end of the original term for which the vacancy was filled.

- 6.5 Removal.** Officers will be automatically removed from office under the following conditions: (1) by a majority vote of a quorum of LEOs; (2) if the Officer does not qualify under WIOA to serve as in the office; (3) if the LEOs remove the Officer from the Board, or (4) if the Officer ceases to be a Board member for any reason.

#### **ARTICLE VII**

#### **AUTHORIZATION TO INCUR DEBT (NOT TO EXCEED \$50,000)**

- 7.1 Authority to Incur Debt.** When necessary to ensure the continued operations and functions of the Board, the ED, or a Staff management member to whom the ED has designated specific authority in writing, may incur debt in the name of the Board for allowable expenditures in accordance with federal, state and local laws, statutes, regulations, and policies, not to exceed \$50,000.00 annually. Whenever finances are expended pursuant to Article VI, Staff will provide the Board with a summary and justification of the purchase during the next Board meeting.

#### **ARTICLE VIII LITIGATION**

- 8.1 Counsel Representation.** The Board will maintain its own legal counsel for all matters related to the Board. However, if there is litigation or claims against the Board, then the Board's counsel may, subject to the LEOs municipalities' approval, also represent the LEOs in a limited capacity with respect to the litigation or claims, because the LEOs' municipalities may ultimately be fiscally responsible to pay any award of damages or settlement resulting from the litigation.
- 8.2 Authority to Settle.** The Board shall obtain the approval of the LEOs prior to settling any monetary claims.

#### **ARTICLE IX REVISIONS AND AMENDMENTS**

- 9.1** The Board understands and agrees that although the Board has duties and responsibilities to comply with applicable federal and state laws, that pursuant to 29 U.S.C. § 3101 and the Organizational Agreements the LEOs respective municipalities are responsible to ensure that WIOA funds are properly awarded and spent. As such, the Board will be governed in accordance with these By-

Laws, which must be approved by the LEOs. If it is ever determined that WIOA or another applicable law conflicts with these By-Laws, then the WIOA or applicable law shall be followed.

**These By-Laws supersedes the Board's dated \_\_\_\_\_ . These By-Laws may only be amended by a majority vote of the LEOs during a LEOs Consortium meeting.**



**LEOs RATIFICATION**

These By-Laws having been reviewed and considered by the LEO Consortium during the \_\_\_\_\_, 2015, LEO Consortium meeting and the LEOs having voted to approve these By-Laws; now therefore, the LEOs present these By-Laws to the Board as having been approved by the LEOs and requests the Board review these By-Laws, and consider them for approval.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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Commissioner Lawrence Weekly, LEO Consortium Chair

**BOARD RATIFICATION**

These By-Laws were considered and approved by the Board during the Board Meeting held on \_\_\_\_\_ 2015.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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Workforce Connections Chairperson

**Agenda item 6.     DISCUSSION AND POSSIBLE ACTION:**

Review, discuss and appoint a business representative to the Workforce Connections Board to serve a three year term from a pool of qualified applicants

Workforce Connections Board Member Application Selection Based on WIOA Criteria LEO Approved - 21 Board Members													
Staff Recommended - 2 Additional Board Members for 23 Total Board Members													
11 Members Representing Business and Business/Trade Organizations (Majority over 50%)							5 Members Representing the Workforce (Labor/Youth/Community Based) (at least 20%)						
							5 Members representing Education and Training						
							None - Others Appointed by LEOs						
#	Category	Name/Title	Organization	Current Board Member	Proposed Board Member	Number of Term Years	#	Category	Name/Title	Organization	Current Board Member	Proposed Board Member	Number of Term Years
<b>Large Size Businesses (More than 250 employees)</b>													
01	Business	Valerie Murzl, Sr. VP - Human Resources/Training	Station Casinos	*	X	3	19	Labor Organization Representative	Lou DeSalvio, Board Member and Asst. Training Director	So. NV Laborers Local #872 Training Trust		X	3
02	Business	Rebecca Henry, Vice President-People	Allegiant Air		X	2	20	Labor Organization Representative	Marvin L. Gebers, Exec Board Member and Director of Training	Plasterers & Cement Masons Joint Apprenticeship Training Committee		X	2
03	Business	Paul Brandt, VP - Customer Account Management Group	Solar City		X	3	21	Joint-Labor Registered Apprenticeship Program	Louis Loupias, Apprenticeship Coordinator	So. NV Operating Engineers/JATC Local #12		X	3
04	Business	Dasya Duckworth, Director of Human Resources	Avi Resort & Casino, Laughlin, NV		X	2	22	Youth Organization	Liberty Leavitt, Graduation Initiative Coordinator III	Clark County School District	*	X	2
05	Business	David McKinnis, VP - Engineering	Bellagio Hotel & Casino				23	Youth Organization	Jack Martin, Director	Clark County Department of Juvenile Justice Services	**	X	3
06	Business	Jerrie Merritt, Sr. Vice President	Bank of Nevada	*	X	3	24	Community Based Organization	Mujahid Ramadan, Executive Board Member	Interfaith Council of Southern Nevada	*		
07	Business	Tobias Hoppe, Site Director	RDI Corporation (Customer Service/Sales)		X	2	25	Adult Education (Title II)	Brad Deeds, State Administrator of Adult Education and Literacy (Title II)	State of NV, Department of Education		X	2
<b>Medium Size Businesses (51 to 250 employees)</b>													
08	Business	Rob Mallery, VP of Talent	Originate		X	3	26	Adult Education (Title II)	Carisa Ramirez, VP of Immigration Services	Catholic Charities			
09	Business	Mark Keller, Founder/President	Steamatic Las Vegas (Cleaning & Restoration)		X	2	27	Adult Education (Title II)	Danielle Milam, Director of Development	Las Vegas - Clark County Library District			
10	Business	Maggie Arias-Petrel, President/CEO	Global Professionals Legal & Medical Consulting	*			28	Higher Education	Bart Patterson, President	Nevada State College	*	X	3
<b>Small Size Businesses (0 to 50 employees)</b>													
11	Business	Leo Bleitnitsky, Exec VP of Business Development and Security	Business Continuity Technologies (Managed IT and social media marketing)		X	3	29	Economic Development	Michael Vannozzi, Dir. of Public Policy	Las Vegas Global Economic Alliance (LVGEA)		X	2
12	Business	Karl Maisner, Owner	KMJ Web Design				30	Wagner-Peyser	Renee Olson, Administrator-Employment Security Division	DEIR		X	3
13	Business	Vida Chan Lin, President	Vida & Associates	*			31	Vocational Rehabilitation	Janice John, Deputy Administrator	State of NV, Bureau of Vocational Rehabilitation		X	2
14	Business	Charles Perry, Founder/Board Chair	NVHCA Perry Foundation	*	X	2	32	Others Appointed by LEOs (Philanthropic)	Hannah Brown (Namesake and current CDC Member)	Hannah Brown Community Development Corporation	*		
15	Business	Bill Regenhardt, President/CEO	Regis 702 Consulting Group (business consulting)	*			33	Others Appointed by LEOs (Rural)	Tommy Rowe (Former Lincoln Co. Commissioner)	Representative of Rural Nevada	*	X	2
16	Business	Willie J. Fields, Owner	Vegas Shoe	*			<b>MUST select one more Business or Trade Org to be in compliance with WIOA</b>						
<b>Business / Trade Organizations</b>													
17	Business/Trade Organization	Kenneth C. Evans, President	Urban Chamber of Commerce		X	3							
18	Business/Trade Organization	Dr. David C. Lee, President	Las Vegas Taiwanese Chamber of Commerce	*									

<b>Representatives of Business (Majority over 50%)</b>	<b>11</b>	<b>50.0%</b>
<b>Representatives of Workforce (Labor/Youth/Community Based) (not less than 20%)</b>	<b>5</b>	<b>22.7%</b>
<b>Representatives of Education and Training (5 Required)</b>	<b>5</b>	<b>22.7%</b>
<b>Representatives Appointed by LEOs (Optional)</b>	<b>1</b>	<b>4.5%</b>
<b>Total Number of Board Members</b>	<b>22</b>	

**Agenda item 7.     DISCUSSION AND POSSIBLE ACTION:**

Approve WIOA Board member appointment for Tommy Rowe in the  
'others appointed by LEOs' category for a two year term

AS A DEDICATED MEMBER OF THE SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD FOR THE LAST (13) THIRTEEN YEARS, I WOULD LIKE TO CONTINUE TO SERVE AS A RURAL REPRESENTATIVE FOR RURAL AND SOUTHERN NEVADA.

AS A PAST POSTMASTER IN TOTOPAH, PIOCHE, AND CALIENTE NEVADA, AND AS OFFICER IN CHARGE OF THE OVERTON POST OFFICE IN OVERTON NEVADA, I AM WELL AWARE OF THE YOUTH AND WORK STATUS OF RESIDENTS IN RURAL NEVADA.

AS A MEMBER OF THE CALIENTE CITY COUNCIL, (9 YEARS OF THIS AS MAYOR) I HAVE PERSONAL EXPERIENCE OF OVERSEEING FEDERAL AND STATE FUNDED PROGRAMS AND GRANTS. ALSO IN THE (12) TWELVE YEARS I SERVED AS COUNTY COMMISSIONER FOR LINCOLN COUNTY (4 YEARS AS CHAIRMAN OF THE BOARD) I GAINED PERSONAL EXPERIENCE IN ADMINISTRATION/OVERSIGHT OF FEDERALLY AND STATE FUNDED PROGRAMS.

IF RE-APPOINTED TO THIS BOARD, WILL CONTINUE TO BE DEDICATED.

**General Section**

Name George T. (Tommy) Rowe

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Phone Number \_\_\_\_\_ Alternate Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_ Alternate Email Address \_\_\_\_\_

All Board Members are required to actively serve on at least one standing committee. Please indicate which current standing committee you choose to participate in if appointed by the Local Elected Official Consortium:

Adult and Dislocated Worker Committee

Youth Council

Budget and Finance Committee

1. Do you have personal experience in the administration/oversight of federally funded programs?

Yes  No

If yes, please define.

2. Do you have personal experience in the administration/oversight of federally funded employment and training programs?

Yes  No

If yes, please describe your personal expertise with workforce development systems.

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 PEOPLE. PARTNERSHIPS. POSSIBILITIES.

3. Please describe what resources you personally and/or your company/organization will bring to the public workforce development system.

As a retired County Commissioner for 12 years, and Member of the Caliente City Council for 16 years, I have worked with many State and Federal grants, also as Postmaster in Tonopah, Caliente, and Pioche Nevada, I am well aware of the rural problems in smaller communities of the Southern part of the state.

4. Which one of the following board membership categories do you represent?

- Business (Section A-1)
- Business Organization or Trade Association (Section A-2)
- Labor Organization (Section B)
- Educational and Training Entity (Section C)
- Community/Faith Based Organization (Section E)
- Economic or Community Development Entity (Section D)
- State Employment Service - Wagner Peyser Act (Section D)
- Vocational Rehabilitation Title I (Section D)
- Transportation, Housing or Public Assistance Agency (Section D)
- Philanthropic Organization (Section D)

Please proceed to complete the section that you checked.

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**Section D (Economic or Community Development Entity / State Employment Service-Wagner Peyser Act / Vocational Rehabilitation Title I / Transportation, Housing or Public Assistance Agency / Philanthropic Organization)**

1. Are you currently in an executive level position with optimum policy-making authority for an economic/community development entity?

Yes  No

If yes, please provide your agency and title.

Agency \_\_\_\_\_

Title \_\_\_\_\_

2. Are you currently an executive level position representative with optimum policy-making authority from the state employment service office under the Wagner-Peyser Act?

Yes  No

If yes, please provide your agency and title.

Agency \_\_\_\_\_

Title \_\_\_\_\_

3. Are you currently an executive level position representative with optimum policy-making authority from programs carried out under Title I of the Rehabilitation Act?

Yes  No

If yes, please provide your agency and title.

Agency \_\_\_\_\_

Title \_\_\_\_\_

4. Are you currently an executive level position representative with optimum policy-making authority from an agency or entity administering programs serving the local area relating to Transportation, Housing and Public Assistance?

Yes  No

If yes, please provide your agency and title.

Agency \_\_\_\_\_

Title \_\_\_\_\_

5. Are you currently an executive level position representative with optimum policy-making authority from a Philanthropic organization looking to participate and invest in the public workforce development system?

Yes  No

If yes, please provide your organization and title.

Organization \_\_\_\_\_

Title \_\_\_\_\_





**Conflict of Interest Guidance and Acknowledgement Certification**

Your current relationship with Workforce Connections (Check all that apply)

- Have Relatives Working for Workforce Connections
- Any Partnership(s) with Workforce Connections Staff or Board Members (Current/active contracts or vendor business)
- Any Partnership(s) with Workforce Connections Local Elected Officials
- I currently have no partnership with any Board or Staff member of Workforce Connections
- Other - Please Explain:

**Conflict of Interest**

A member of a local board may not:

- a) Vote on a matter under consideration by the local board:
  - i. Regarding the provision of services by such member (or by entity that such member represents); or
  - ii. That would provide direct financial benefit to such member or the immediate family of such a member; or
- b) Engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

Will your appointment/reappointment to Workforce Connections potentially violate any of the criteria listed above?

- Yes
- No

If yes, please provide an attached letter explaining your potential conflict of interest.

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PEOPLE. PARTNERSHIPS. POSSIBILITIES.

I certify that the statements provided are, to the best of my knowledge, true, complete and correct. If appointed/reappointed, I understand that any misrepresentation or material omission of fact on this or any other document required by Workforce Connections may be considered as constituting grounds for disqualification and/or dismissal.

**George T. (Tommy) Rowe**

Applicant's Name (Please print)

*George T. Rowe*  
 Signature of Applicant

*03/04/2015*  
 Date

WIOA Board composition

"Shall" include:

- Business (51% minimum) 10
- Labor (20% minimum) 4
- Adult Education under Title II 1
- Higher Education 1
- Economic/Community Development 1
- Wagner-Peyser Act 1
- Vocational Rehabilitation under Title I 1

Minimum Total 19

"May" also include:

- Local Educational Agency
- Community Based Organization
- Transportation
- Housing Public Assistance
- Philanthropic Organization

Minimum member totals from Business and Labor increase every time a member is added from the "May" list. Use the Member List Matrix and Composition Calculator to estimate totals.

**Agenda item 8.     DISCUSSION AND POSSIBLE ACTION:**

Review and discuss Workforce Connections' Board Chair and Executive Director's recommendation of committee members' appointments to assigned committees based on board members' desire and/or needs of board as outlined in Workforce Connections' Board Bylaws and the Workforce Innovation and Opportunity Act

*Workforce Connections*  
*Suggested Committee Members*  
*July 14, 2015*

**PROGRAMS COMMITTEE**

Bart Patterson – (Higher Education)  
Charles C. Perry, Jr., (Business Healthcare)  
Jack Martin – (Youth Organization)  
Janice John (Vocational Rehabilitation)  
Kenneth C. Evans (Business/Trade Organization)  
Leo Bleznitsky – (Business)  
Liberty Leavitt (Youth Organization)  
Louis Loupias (Joint-Labor Registered Apprenticeship)  
Mark Keller (Business)  
Tommy Rowe (Other – Rural)  
Valerie Murzl (Business)

**FINANCE AND BUDGET COMMITTEE**

Brad Deeds (Adult Education)  
Dasya Duckworth (Business)  
Jerrie E. Merritt (Business)  
Lou DeSalvio (Labor)  
Marvin L. Gebers (Labor)  
Michael A. Vannozzi (Economic Development)  
Paul Brandt (Business)  
Rebecca Henry (Business)  
Renee Olson (State Employer Services—Wagner-Peyser)  
Rob Mallery (Business)  
Tobias Hoppe (Business)  
Valerie Murzl (Business)

**Agenda item 9.     DISCUSSION AND POSSIBLE ACTION:**

Review and discuss Workforce Connections' Board Chair and Executive Director's recommendation of committee members' appointments to assigned committees based on non-board members' desire and/or needs of board as outlined in Workforce Connections' Board Bylaws and the Workforce Innovation and Opportunity Act

*Workforce Connections*  
*Suggested Committee Members*  
*July 14, 2015*

**PROGRAMS COMMITTEE – NON BOARD MEMBERS**

Cecilia Maldonado (Non-Member Higher Education)

Danielle Milam (Non-Member – Adult Education)

David McKinnis (Non-Member Business)

Captain Jack Owen (Non-Board Member Youth Initiatives)

Sonja Holloway (Non-Member Youth Organization)

Stavan Corbett (Non-Board Member Youth/Education)

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PEOPLE. PARTNERSHIPS. POSSIBILITIES.

Please return completed application to:  
Suzanne Potter / [spotter@snywc.org](mailto:spotter@snywc.org) / Fax: (702) 636-4375  
Workforce Connections / 6330 W. Charleston Blvd., Suite 150 / Las Vegas, NV 89146

Name Cecilia Maldonado, Ph.D.

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Phone Number \_\_\_\_\_ Alternate Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_ Alternate Email Address \_\_\_\_\_

Please indicate which current standing committee you choose to participate in if appointed by the Local Elected Officials:

Programs Committee

Finance & Budget Committee

1. Do you have personal experience in the administration/oversight of federally funded programs?

Yes  No

If yes, please define.

2. Do you have personal experience in the administration/oversight of federally funded employment and training programs?

Yes  No

If yes, please describe your personal expertise with workforce development systems.

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3. Please describe your current job/position and activities associated with your work.

My work as Assistant Vice Provost for Faculty, Policy, and Research involves welcoming (on-boarding), orienting (New Faculty Orientation), socializing (through mentoring) and facilitating (through policy) the work that faculty do and their success at UNLV after they are hired. I also continue to work with doctoral students in the Workforce Development and Organizational Leadership program as advisor to assist their successful completion of their dissertations and graduation from the program.

4. Please explain what community activities and support programs you have been involved with over the last five years.

Most recently, I was a member of the WIA Board for the last 6 months and have been Vice President of the Board of Community Services of Nevada for over 10 years. This is an agency dedicated to helping low income families stay in their homes through foreclosure intervention or assist with the purchase of a new home.

5. Please describe what resources and/or skills you personally and/or your company/organization will bring to the public workforce development system.

I earned a Ph.D. in Workforce Development and have worked in this field for 20 years. I understand workforce systems, have trained and can assist with research opportunities to better understand the impact of the programs offered in Southern Nevada.

6. Please identify what programs and services you feel the Southern Nevada Workforce Development Area needs in order to meet its workforce demands.

A better aligned system which eliminates duplication of services, connects with other non-training services to address the whole person, and able to reach a broad array of people with complex needs as well as increasing the capacity of the agencies and the people who work in those agencies. Improve assessment of the programs as well as understanding practices that assist participants success in those programs.

7. How can you assist Workforce Connections in achieving its goals and mission objectives?

My knowledge and expertise on workforce systems and alignment as well as suggestions for researching issues related to people, practices, and processes.

**Conflict of Interest Guidance and Acknowledgement Certification**

Your current relationship with Workforce Connections (Check all that apply)

- Have Relatives Working for Workforce Connections
- Any Partnership(s) with Workforce Connections Staff or Board Members (Current/active contracts or vendor business)
- Any Partnership(s) with members of the Chief Local Elected Officials Consortium for





**Southern Nevada’s Local Workforce Development Area**

I currently have no partnership with any Workforce Connections Board member, Workforce Connections Staff member or members of the Chief Local Elected Officials Consortium for Southern Nevada’s Local Workforce Development Area

Other - Please Explain: \_\_\_\_\_

**Conflict of Interest**

A member of a local board may not:

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  - ii. That would provide direct financial benefit to such member or the immediate family of such a member; or
- b) Engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

Will your appointment/reappointment to Workforce Connections potentially violate any of the criteria listed above?

Yes       No

If yes, please provide an attached letter explaining your potential conflict of interest.

I certify that the statements provided are, to the best of my knowledge, true, complete and correct. If appointed/reappointed, I understand that any misrepresentation or material omission of fact on this or any other document required by Workforce Connections may be considered as constituting grounds for disqualification and/or dismissal.

Dr. Cecilia Maldonado \_\_\_\_\_

**Applicant’s Name (Please print)**

Cecilia Maldonado Workforce Connections  
2015 Local Elected Officials Consortium  
www.wfconnections.org \_\_\_\_\_

**Signature of Applicant**

\_\_\_\_\_  
**Date**

**workforce CONNECTIONS**  
PEOPLE PARTNERSHIP POSSIBILITIES

Please return completed application to:

Suzanne Potter / [spotter@snvwc.org](mailto:spotter@snvwc.org) / Fax: (702) 636-4375

Workforce Connections / 6330 W. Charleston Blvd., Suite 150 / Las Vegas, NV 89146

Name Danielle Milam

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Phone Number \_\_\_\_\_ Alternate Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_ Alternate Email Address \_\_\_\_\_

Please indicate which current standing committee you choose to participate in if appointed by the Local Elected Officials:

Programs Committee

Finance & Budget Committee

1. Do you have personal experience in the administration/oversight of federally funded programs?

Yes  No

If yes, please define.

San Antonio UDAG (HUD) programs 191985-1988, City Manager's Office  
Dept. of Ed Family Literacy grants 1997-1998 for AVANCE, San Antonio  
Multiple grants from Institute for Museum and Library Services 2000 to present.

2. Do you have personal experience in the administration/oversight of federally funded employment and training programs?

Yes  No

If yes, please describe your personal expertise with workforce development systems.  
Researched transition from CETA to JTPA for Master's at Trinity University in Urban Studies, 1990.  
Worked with JTPA programs in the 1990's in San Antonio on program provider side (AVANCE).  
Introduced public libraries to WIA programs 2000-2008 through industry research and publications with Urban Institute  
Now administering NDE's grant for Adult Literacy and English Language Instruction with Las Vegas-Clark County  
Library District and need to build program to connect literacy students with employment readiness and job opportunities.

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3. Please describe your current job/position and activities associated with your work.  
Development Director, Las Vegas-Clark County Library District  
Organizational and Fund Development for the Library District and Library District Foundation, including strategic planning, grant development and management, volunteer program development and management, Foundation operations and member of the Library District Executive Council.
  
4. Please explain what community activities and support programs you have been involved with over the last five years.  
Vegas Valley Book Festival; Las Vegas Science Festival; Christmas in el Barrio; Healthy Communities Data Committee; Jameson Fellows; Downtown Achieves; Las Vegas Promise Neighborhood; My Brother's Keeper; partnerships with CCSD Community Partnership Office, SCORE, Southern Nevada Small Business Development Center and outreach to 50 pre-schools.
  
5. Please describe what resources and/or skills you personally and/or your company/organization will bring to the public workforce development system.  
The Las Vegas-Clark County Library District has immense resources for job seekers as well as people who want to retool their workforce skills or start/expand small businesses, via computer use, interview and workforce readiness training and attendance at job fairs, resume workshops, and English language literacy classes. My training in international economic development and urban studies gives me a strong foundation to assess local strategies and programs.
  
6. Please identify what programs and services you feel the Southern Nevada Workforce Development Area needs in order to meet its workforce demands.  
Support employment development in small businesses as well as the major industries. Pay attention to the rising youth unemployment. Invest in effective programs that raise the levels of workforce, technology and financial management skills in area adults. Work with employers to identify workforce skills and training needs and mobilize effective programs to accelerate training and growth of local talent and regional economy. We also have immense local data.
  
7. How can you assist Workforce Connections in achieving its goals and mission objectives?  
I am happy to contribute three decades of knowledge and management about job training, workforce development and regional economic development to a committee to launch effective programs in very challenging community conditions.

**Conflict of Interest Guidance and Acknowledgement Certification**

Your current relationship with Workforce Connections (Check all that apply)

- Have Relatives Working for Workforce Connections
- Any Partnership(s) with Workforce Connections Staff or Board Members (Current/active contracts or vendor business)
- Any Partnership(s) with members of the Chief Local Elected Officials Consortium for

6330 W. Charleston Blvd, Suite 150, Las Vegas, NV 89146 Phone: (702) 638-8750 Fax: (702) 638-8774



Southern Nevada's Local Workforce Development Area

I currently have no partnership with any Workforce Connections Board member, Workforce Connections Staff member or members of the Chief Local Elected Officials Consortium for Southern Nevada's Local Workforce Development Area

Other - Please Explain: \_\_\_\_\_

**Conflict of Interest**

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Will your appointment/reappointment to Workforce Connections potentially violate any of the criteria listed above?


Yes       No

If yes, please provide an attached letter explaining your potential conflict of interest.

I certify that the statements provided are, to the best of my knowledge, true, complete and correct. If appointed/reappointed, I understand that any misrepresentation or material omission of fact on this or any other document required by Workforce Connections may be considered as constituting grounds for disqualification and/or dismissal.

Danielle Patrick Milam

Applicant's Name (Please print)

  
Signature of Applicant

7/8/2015

Date

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Please return completed application to:  
Suzanne Potter / [spotter@snywc.org](mailto:spotter@snywc.org) / Fax: (702) 636-4375  
Workforce Connections / 6330 W. Charleston Blvd., Suite 150 / Las Vegas, NV 89146

Name David P. McKinnis

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Phone Number \_\_\_\_\_ Alternate Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_ Alternate Email Address \_\_\_\_\_

Please indicate which current standing committee you choose to participate in if appointed by the Local Elected Officials:

Programs Committee

Finance & Budget Committee

1. Do you have personal experience in the administration/oversight of federally funded programs?

Yes  No

If yes, please define.

2. Do you have personal experience in the administration/oversight of federally funded employment and training programs?

Yes  No

If yes, please describe your personal expertise with workforce development systems.



3. Please describe your current job/position and activities associated with your work.

I have over 25 years of experience in Southern Nevada's Tourism, Gaming and Entertainment industry sector and currently serve as Vice President of Engineering for the Bellagio Hotel & Casino. I manage 400+ employees and a budget of \$52M. We are responsible for keeping the Bellagio operational and looking its best 24 hours a day, 365 days a year. We strive everyday to implement initiatives that will improve the customer experience, increase efficiencies, reduce operational cost and raises employee morale.

4. Please explain what community activities and support programs you have been involved with over the last five years.

I represent MGM Resorts as a Trust Board Member for both the Apprenticeship and Journeymen Training Programs for Operating Engineers Local 502. I actively participate in the design and improvement of employment and training programs. This employer partnership is a win-win for both labor and management. I am also a member of Workforce Connections' Local Employer Advisory Panel (LEAP) representing the Tourism, Gaming and Entertainment industry sector.

5. Please describe what resources and/or skills you personally and/or your company/organization will bring to the public workforce development system.

The Bellagio Hotel & Casino offers Southern Nevadans several hundred employment opportunities every year. As both a Training Program Trust Board Member and a local employer, I would bring relevant insight to successfully implemented apprenticeship programs.

6. Please identify what programs and services you feel the Southern Nevada Workforce Development Area needs in order to meet its workforce demands.

The public workforce development system needs to be data and demand-driven. Employers need to participate and contribute to the design of the workforce supply pipeline. Workforce Connections took a step in the right direction with implementation of the Local Employer Advisory Panel (LEAP).

7. How can you assist Workforce Connections in achieving its goals and mission objectives?

"Connecting Employers With A Ready Workforce" means supply and demand alignment. I would contribute my unique experience and perspective to Workforce Connections' supply and demand alignment efforts.

**Conflict of Interest Guidance and Acknowledgement Certification**

Your current relationship with Workforce Connections (Check all that apply)

- Have Relatives Working for Workforce Connections
- Any Partnership(s) with Workforce Connections Staff or Board Members (Current/active contracts or vendor business)
- Any Partnership(s) with members of the Chief Local Elected Officials Consortium for



**Southern Nevada's Local Workforce Development Area**

I currently have no partnership with any Workforce Connections Board member, Workforce Connections Staff member or members of the Chief Local Elected Officials Consortium for Southern Nevada's Local Workforce Development Area

Other - Please Explain: \_\_\_\_\_

**Conflict of Interest**

A member of a local board may not:

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Will your appointment/reappointment to Workforce Connections potentially violate any of the criteria listed above?

Yes       No

If yes, please provide an attached letter explaining your potential conflict of interest.

I certify that the statements provided are, to the best of my knowledge, true, complete and correct. If appointed/reappointed, I understand that any misrepresentation or material omission of fact on this or any other document required by Workforce Connections may be considered as constituting grounds for disqualification and/or dismissal.

David P. McKinnis \_\_\_\_\_

**Applicant's Name (Please print)**

\_\_\_\_\_  
**Signature of Applicant**

6/23/2015 \_\_\_\_\_

**Date**

workforce CONNECTIONS

Please return completed application to:  
Suzanne Potter / [spotter@snywc.org](mailto:spotter@snywc.org) / Fax: (702) 636-4375  
Workforce Connections / 6330 W. Charleston Blvd., Suite 150 / Las Vegas, NV 89146

Name JACK OWEN

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Phone Number \_\_\_\_\_ Alternate Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_ Alternate Email Address \_\_\_\_\_

Please indicate which current standing committee you choose to participate in if appointed by the Local Elected Officials:

Programs Committee

Finance & Budget Committee

1. Do you have personal experience in the administration/oversight of federally funded programs?

Yes  No

If yes, please define.

I HAVE BEEN A MEMBER OF THE WORKFORCE CONNECTIONS YOUTH COUNCIL FOR THREE YEARS

I ALSO WAS A BOARD MEMBER FOR THE POLICE ATHLETIC LEAGUE THAT HAD PROGRAMS FUNDED BY FEDERAL GRANT

2. Do you have personal experience in the administration/oversight of federally funded employment and training programs?

Yes  No

If yes, please describe your personal expertise with workforce development systems.

I HAVE BEEN A MEMBER OF THE WORKFORCE CONNECTIONS YOUTH COUNCIL FOR THREE YEARS



workforce CONNECTIONS

3. Please describe your current job/position and activities associated with your work.

I AM THE BUREAU COMMANDER FOR SOUTH EAST AREA COMMAND PROVIDING POLICE SERVICES TO OVER 167,000 CITIZENS  
I SUPERVISE ALL OPERATIONAL AND ADMINISTRATIVE TASKS.

I AM TASKED WITH INCREASING COMMUNITY ENGAGEMENT.  
4. Please explain what community activities and support programs you have been involved with over the last five years.

I SUPERVISED THE POLICE ATHLETIC LEAGUE FOR THREE YEARS  
I SUPERVISED THE COMMUNITY OUTREACH REDIRECTION AND EDUCATION PROGRAM FOR THE LVMPD GANG UNIT. I OVERSAW THE DEVELOPMENT OF A FAITH BASED "SAFETY THROUGH OUTREACH AND PREVENTION" PROGRAM

5. Please describe what resources and/or skills you personally and/or your company/organization will bring to the public workforce development system.

I HAVE NUMEROUS PARTNERSHIPS WITH EDUCATION, GOVERNMENT, BUSINESS OWNERS AND FAITH BASED ORGANIZATIONS I CAN BRING RESOURCES FROM WITHIN LVMPD TO HELP COMMUNITY PROGRAMS.

6. Please identify what programs and services you feel the Southern Nevada Workforce Development Area needs in order to meet its workforce demands.

- BASIC READING AND WRITING SKILLS AS WELL AS JOB TRAINING
- JOBS FAIR
- MENTORSHIP AND APPRENTICE PROGRAMS
- FOCUS ON DEVELOPING SECTORS OF THE ECONOMY

7. How can you assist Workforce Connections in achieving its goals and mission objectives?

I CAN BRING MY PAST EXPERIENCE WITH WORKFORCE CONNECTIONS TO ASSIST IN DECISIONS. I CAN ALSO BRING A DIFFERENT PERSPECTIVE THAT OF A LAW ENFORCEMENT PROFESSIONAL.

**Conflict of Interest Guidance and Acknowledgement Certification**

Your current relationship with Workforce Connections (Check all that apply)

- Have Relatives Working for Workforce Connections
- Any Partnership(s) with Workforce Connections Staff or Board Members (Current/active contracts or vendor business)
- Any Partnership(s) with members of the Chief Local Elected Officials Consortium for

*workforce* **CONNECTIONS**

Southern Nevada's Local Workforce Development Area

I currently have no partnership with any Workforce Connections Board member, Workforce Connections Staff member or members of the Chief Local Elected Officials Consortium for Southern Nevada's Local Workforce Development Area

Other - Please Explain: \_\_\_\_\_

**Conflict of Interest**

A member of a local board may not:

- a) Vote on a matter under consideration by the local board:
  - i. Regarding the provision of services by such member (or by entity that such member represents); or
  - ii. That would provide direct financial benefit to such member or the immediate family of such a member; or
- b) Engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

Will your appointment/reappointment to Workforce Connections potentially violate any of the criteria listed above?

Yes       No

If yes, please provide an attached letter explaining your potential conflict of interest.

I certify that the statements provided are, to the best of my knowledge, true, complete and correct. If appointed/reappointed, I understand that any misrepresentation or material omission of fact on this or any other document required by Workforce Connections may be considered as constituting grounds for disqualification and/or dismissal.

JACK OWEN  
Applicant's Name (Please print)

[Signature]  
Signature of Applicant

7-2-15  
Date

**workforce CONNECTIONS**  
PEOPLE. PARTNERSHIPS. POSSIBILITIES.

Please return completed application to:  
Suzanne Potter / [spotter@snywc.org](mailto:spotter@snywc.org) / Fax: (702) 636-4375  
Workforce Connections / 6330 W. Charleston Blvd., Suite 150 / Las Vegas, NV 89146

Name Sonja Holloway

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Phone Number \_\_\_\_\_ Alternate Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_ Alternate Email Address \_\_\_\_\_

Please indicate which current standing committee you choose to participate in if appointed by the Local Elected Officials:

Programs Committee

Finance & Budget Committee

1. Do you have personal experience in the administration/oversight of federally funded programs?

Yes  No

If yes, please define.

Yes, I oversee a budget of over 5,000,000.00 dollars annually. This is for staff salaries, Incentives, Youth Projects and other administrative duties as it relates to Job Corps LVOAP.

2. Do you have personal experience in the administration/oversight of federally funded employment and training programs?

Yes  No

If yes, please describe your personal expertise with workforce development systems.

Yes, I was a Board Member and Youth Council Chair with Workforce Connections and made sure that funds awarded to providers was in compliance with WIA regulations. I also work with the San Francisco Regional office of the Job Corps workforce.



3. Please describe your current job/position and activities associated with your work.

Plan, coordinate and manage the administrative and programmatic services of the department. Provide staff training; evaluate staff performance and recommend departmental and personnel changes. Develop and implement new and revised policies and procedures affecting career recruitment and employment; coordinate with other departments to ensure compliance with overall center objectives. Audit department for contractual compliance quality of services to students; prepare reports on audits and assessments. Assist in the development of the CDSS plan; meet contractual arrival and placement goals; monitor and report on performance. Manage the Nevada OA/CTS contract; prepare OA and GTS plans. Verify, prepare and document all placement efforts and forms. Manage assignment, input and exit process of students. Audit records and folders for accuracy and compliance with regulations. Participate in student employability programs and activities.

4. Please explain what community activities and support programs you have been involved with over the last five years.

I have been involved in the following community activities:  
Workforce connections, State wide Prisoner Re-Entry program, Dress for Success, Glass House Counseling Agency, 3 Square,

5. Please describe what resources and/or skills you personally and/or your company/organization will bring to the public workforce development system.

My organization will bring Education and Training opportunities for Youth, ages 16 to 24. We will bring Integrated academic and career technical training, Occupational exploration, Individualized career planning and industry based certification programs and employability and social skills cultural awareness programs.

6. Please identify what programs and services you feel the Southern Nevada Workforce Development Area needs in order to meet its workforce demands.

Southern Nevada Workforce Development Area need the following:  
reliable and dedicated Re-entry programs, Board members that will actually hire people in the workforce system, more programs that work with applicants with disabilities, more programs that hire veterans, programs that foster care youth.

7. How can you assist Workforce Connections in achieving its goals and mission objectives?

By continuing to recruit, train and place students. Hold service providers accountable for performance measures

**Conflict of Interest Guidance and Acknowledgement Certification**

Your current relationship with Workforce Connections (Check all that apply)

- Have Relatives Working for Workforce Connections
- Any Partnership(s) with Workforce Connections Staff or Board Members (Current/active contracts or vendor business)
- Any Partnership(s) with members of the Chief Local Elected Officials Consortium for



Southern Nevada's Local Workforce Development Area

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Other - Please Explain: \_\_\_\_\_

Conflict of Interest

A member of a local board may not:

- a) Vote on a matter under consideration by the local board:
  - i. Regarding the provision of services by such member (or by entity that such member represents); or
  - ii. That would provide direct financial benefit to such member or the immediate family of such a member; or
- b) Engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

Will your appointment/reappointment to Workforce Connections potentially violate any of the criteria listed above?

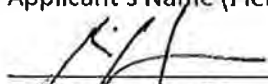
Yes       No

If yes, please provide an attached letter explaining your potential conflict of interest.

I certify that the statements provided are, to the best of my knowledge, true, complete and correct. If appointed/reappointed, I understand that any misrepresentation or material omission of fact on this or any other document required by Workforce Connections may be considered as constituting grounds for disqualification and/or dismissal.

Sonja Holloway

Applicant's Name (Please print)

  
Signature of Applicant

6/7/2015

Date

6330 W. Charleston Blvd, Suite 150, Las Vegas, NV 89146 Phone: (702) 638-8750 Fax: (702) 638-8774

**workforce CONNECTIONS**  
PEOPLE PARTNERSTIPS POSSIBILITIES

Please return completed application to:

Suzanne Potter / [spotter@snvwc.org](mailto:spotter@snvwc.org) / Fax: (702) 636-4375

Workforce Connections / 6330 W. Charleston Blvd., Suite 150 / Las Vegas, NV 89146

Name Stavan Corbett

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Phone Number \_\_\_\_\_ Alternate Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_ Alternate Email Address \_\_\_\_\_

Please indicate which current standing committee you choose to participate in if appointed by the Local Elected Officials:

Programs Committee

Finance & Budget Committee

1. Do you have personal experience in the administration/oversight of federally funded programs?

Yes  No

If yes, please define.

Oversaw federal AmeriCorps grant as COO of local non profit. Served as NV State BD of Ed member for 3 years and oversaw federal funds from US Dept of ED. Also served as CCSD Board member for 1 year where I also oversaw federal funding and grants for compliance and implementation. 3 years on Work Force Connections Youth Council.

2. Do you have personal experience in the administration/oversight of federally funded employment and training programs?

Yes  No

If yes, please describe your personal expertise with workforce development systems.

Served from 2005-2008 as Work Force Coordinator and Case Manager for NV Partners. Assisted with implementation of federal monies and programs with UNLV and NV State College. College access grants through the US department of Education

**workforce CONNECTIONS**  
PEOPLE PARTNERSHIPS POSSIBILITIES

3. **Please describe your current job/position and activities associated with your work.**  
Sole proprietor of consulting business. Provide consulting in federal, state and local education policy for state, local and national organizations. Develop implementation and environmental strategies (social norm campaigns) for community information dissemination and feedback. Analyze local, state and federal policies.
  
4. **Please explain what community activities and support programs you have been involved with over the last five years.**  
Latin chamber of commerce and foundation committees and board member since 2011. State Board for NV PTA since 2012. Work Force Connections Youth Council since 2011. OJJDP Co Chair of Disporportianate minority contact 2011-2013.
  
5. **Please describe what resources and/or skills you personally and/or your company/organization will bring to the public workforce development system.**  
Exposure to local business, govermental and non profit network. 10 years of experience in workforce connections programming from the implementation and board level.
  
6. **Please Identify what programs and services you feel the Southern Nevada Workforce Development Area needs in order to meet its workforce demands.**  
opportunities for continuity of best practices between providers.
  
7. **How can you assist Workforce Connections in achieving its goals and mission objectives?**  
continue to expose workforce connections staff with community network.  
Support when asked outreach efforts with diverse community members.

**Conflict of Interest Guidance and Acknowledgement Certification**

Your current relationship with Workforce Connections (Check all that apply)

- Have Relatives Working for Workforce Connections
- Any Partnership(s) with Workforce Connections Staff or Board Members (Current/active contracts or vendor business)
- Any Partnership(s) with members of the Chief Local Elected Officials Consortium for



**Southern Nevada's Local Workforce Development Area**

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Other - Please Explain: \_\_\_\_\_  
Work Force Connection Youth Council sine 2011

**Conflict of Interest**

A member of a local board may not:

- a) Vote on a matter under consideration by the local board:
  - i. Regarding the provision of services by such member (or by entity that such member represents); or
  - ii. That would provide direct financial benefit to such member or the immediate family of such a member; or
- b) Engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

Will your appointment/reappointment to Workforce Connections potentially violate any of the criteria listed above?

Yes       No

If yes, please provide an attached letter explaining your potential conflict of interest.

I certify that the statements provided are, to the best of my knowledge, true, complete and correct. If appointed/reappointed, I understand that any misrepresentation or material omission of fact on this or any other document required by Workforce Connections may be considered as constituting grounds for disqualification and/or dismissal.

Stavan R Corbett  
Applicant's Name (Please print)

Signature of Applicant

7/7/2015  
Date



**Agenda item 10. DISCUSSION AND POSSIBLE ACTION:**

Ratify Workforce Connections' ADW contract with Nye Communities Coalition as a One-Stop Affiliate Site for Nye and Esmeralda Counties to deliver career and training services to adults and dislocated workers in an amount not to exceed \$575,000 for the contract period July 1, 2015 through June 30, 2016



**Adult & Dislocated Worker Programs**

Scope of Work

Program Year 2015

<b>Program Name:</b>	NyE Communities Coalition-Career Connections
<b>Location:</b>	Nye & Esmeralda Counties Main Office NyE Communities Coalition 1020 East Wilson Road Pahrump NV 89048 (Tonopah) 1120 Globemallow Lane Tonopah, NV 89049
<b>Program Type:</b> (Please note the funding stream)	Rural - Adult & Dislocated Worker Program
<b>Accomplishments:</b> (Briefly describe "success story")	NyE Communities Coalition has two operating offices serving Nye and Esmeralda Counties. This year an example story that may best exemplify the success of NyECC is: <b>Customer Service and Hospitality Training in Tonopah</b> Following a meeting with Nancy Cline, owner of the Mizpah Hotel in Tonopah, NyECC staff identified a need for specialized customer service training in the community. Late last year the training content was finalized including topics relating to Customer Service and Hospitality with a food service focus. Tonopah is in Northern Nye County about 225 miles from Las Vegas making training very difficult for residents. One of the great things about this training is that Nancy Clines Family Foundation paid most of the bills allowing WIA program participants and non-participant s to benefit from the training. The Clines felt strongly about sharing this training with the entire community. Here is a snapshot: <ul style="list-style-type: none"> <li>• Day 1: February 9, 2015 (Tonopah Convention Center)                         <ul style="list-style-type: none"> <li>○ 73 people attended one of three workshops learning why businesses lose customers, customer service essentials with a number of role-playing activities</li> </ul> </li> <li>• Day 2: February 10, 2015 (Tonopah Convention Center)                         <ul style="list-style-type: none"> <li>○ 62 people attended one of three workshops learning how to work with difficult customers, also with role-playing scenarios</li> </ul> </li> <li>• Day 3: February 11, 2015 (Mizpah Hotel, Tonopah)                         <ul style="list-style-type: none"> <li>○ 24 people attended one of two workshops and learned about fraud and identify counterfeit currency, communication via email/telephone/2-way radio and began to learn how to setup and serve in a fine dining restaurant</li> </ul> </li> <li>• Day 4: February 12, 2015 (Mizpah Hotel, Tonopah)                         <ul style="list-style-type: none"> <li>○ 14 people attended this focused day on fine dining with wine service and delivering exceptional customer service.</li> </ul> </li> </ul> In addition, NyECC has coordinated several job fairs; including a couple of job fairs held on an "emergency" basis to fill some high immediate needs of local employers.



	<p>NyECC performed many job center activities on campus. On average 250 individuals come into Career Connections on a monthly basis. Over 100 enter the Resource Room to perform Job Searches and access NCJOS. Individuals also use the Resource Room to file unemployment, apply for jobs that require internet access, update resume's and fax and copy employment related documents.</p> <p>Other services provided on campus include onsite partners providing one stop access. These partners include: Volunteer Tax Preparation, Section 8 Housing, Vocational Rehabilitation, US Vets Services and Nye County Health &amp; Human Services. NyECC provided Customer Service Training, Dress for Success and Job Readiness Training. Additionally, NyECC services include Child Safety Seat inspections and installations, disease and wellness information, access to food banks, and tobacco cessation.</p>
<p><b>Target Population:</b></p>	<p>WIA/WIOA Eligible Adult and Dislocated Workers                  February 2015 unemployment rates - Nye 9%; Esmeralda 3.9%                  Combined total of 21,748 square miles are covered.</p>
<p><b>Program Description:</b></p>	<p>NyECC Career Connections will provide Title I services and Job Center Services. NyECC serves as a holistic, customer based adult and dislocated worker program. The activities of NyECC tie together the partners and resources necessary to the employability of the customers. Additionally, NyECC provides services to the businesses community that increases collaboration between the job seekers and employers.</p> <p>Service Delivery Strategies and Mechanisms include:                  Title I, intensive case management, resource center, job preparation workshops, clothes closet. NyECC will incorporate the changes from WIOA including establishing even more business partners to create additional opportunities for on the job training and incumbent worker training. This connection with employers will connect businesses with the employees they need. Employers will be provided with employment assistance, resources, access to facilities and will participate in Job/Employment fairs that are jointly sponsored with the Chamber of Commerce and the Economic Development Authority. NyECC has an agreement with Nevada State Welfare and serves as the training component and work experience site for SNAP Employment and Training recipients. NyECC has secured to VISTA volunteers to assist with this project for the next year. Areas of focus will include career planning, intensive job coaching and providing opportunities for work-based training. Connections to Other Programs and Services.</p> <p>NyECC offers strong connections to business, service, nonprofit, and governmental organizations. Partners that reside within the Career Connections facility include AARP, Section 8, DETR, US Vets, Sierra JobCorps, VITA, and Vocational Rehabilitation.</p>
<p><b>Unique &amp; Exemplary Attributes:</b></p>	<p>NyECC offers a comprehensive service delivery for all clients including Title 1 and Job Center type services. There is NyECC staff fluent in Spanish, English, Chinese and American Sign Language. Most of the Adult and Dislocated Worker staff have personal experience with Title 1 services and one Case Manager has been Certified as an Offender Employment Specialist to help</p>



	<p>assist hard to place clients. NyECC has been able to secure a weekly donated spot in the local newspaper highlighting at least two open job announcements per week in both the Tonopah and Pahrump papers. NyE County provides access to some of the more unique in demand industries in the state including mining, solar power and leisure and hospitality and NyECC has established relationships with each.</p>
<p><b>Contact Person &amp; Information:</b></p>	<p>Stacy Smith                  1020 East Wilson Road                  Pahrump, NV 89048                  775.727.9970                  stacy@nyeccc.org</p>

**Agenda item 11. DISCUSSION AND POSSIBLE ACTION:**

Ratify Workforce Connections' ADW contract with Academy of Human Development as a One-Stop Affiliate Site – East to deliver career and training services to adults and dislocated workers in an amount not to exceed \$600,000 for the contract period July 1, 2015 through June 30, 2016



**Adult & Dislocated Worker Programs**

Scope of Work

Program Year 2015

<b>Program Name:</b>	ACADEMY OF HUMAN DEVELOPMENT ( AHD)
<b>Location:</b>	235 N Eastern # 106 Las Vegas, NV 89101
<b>Funding Stream:</b>	WIA Adult and Dislocated Worker Program One-Stop Affiliate Site - East
<b>Accomplishments: (Briefly describe a “success story”)</b>	<p>The Academy of Human Development was established in October, 2007, because of observations and experiences of its founders. After several years of working in the private and public sectors, it was determined that there was a need for programs that could provide attainable goals for individuals to successfully complete the State of Nevada requirements for the GED program. The main goal was to establish and maintain stable success rates and utilize teaching methods that are not hindered by any bureaucratic limitations. It is our belief that our greatest accomplishments have been to change peoples’ lives in order to overcome obstacles. The reward for the Academy is the recognition by the community and its students that the Academy is a viable and credible resource. The Academy is a privately owned and operated educational institution dedicated to serving the needs of the citizens of Nevada and the Greater Las Vegas, North Las Vegas and Henderson areas, with an emphasis on educating the hardest to serve community. The students range in age from teenagers who have not completed the required courses of study in order to receive their diplomas, to adults ranging in age from 17 through 70+ years of age. The courses offered by the Academy are geared to those individuals who have a desire to enhance their educational, employment and socio-economic opportunities by completing the GED course and improving their English language communication skills. In addition, the Academy also offers various court mandated programs. The Academy offers Job Readiness and Computer classes wherein students are taught basic and intermediate computer skills. By increasing their knowledge and abilities, they have the opportunity to apply for employment in various occupations, which they ordinarily would not be considered qualified for. In the past five years of operation, the Academy’s students have completed the State of Nevada GED program with a 90% success rate. The Academy’s philosophy is to give individuals the opportunity to advance in their educational pursuits by familiarizing them with the GED program, ESL program, and other life skill and work readiness programs to improve their employment opportunities. The Academy gives these students the tools and educational assistance necessary to complete and pass the State of Nevada test requirements. The success of the business is</p>



	<p>based upon the dedication of the staff that treats every student as individuals and provides them with the personalized assistance they may need in order to reach their goals. In addition, the Academy works closely with community organizations and State and Local agencies to provide the students with the assistance they need to reach their goals.</p>
<p><b>Target Population:</b></p>	<p>A.H.D. will focus on serving individuals in the East areas of the Las Vegas Valley where there is a diverse low income minority population. We will continue to reach out to those who are underserved. In particular, low income minorities, veterans, and ex-offenders within the following zip codes: 89101,89156,89110,89104,89142,89122,89121</p>
<p><b>Program Description:</b></p>	<p>A.H.D. Workforce Program will provide a seamless case management approach to ensure that each participant is given the highest quality of customer service.</p> <p><b>Process:</b> Program Participants will be assigned to one case manager during the intake process to assist with all service levels and to streamline services through our program. Case managers will develop an individual employment plan (IEP) to identify employment goals. Supportive services will be provided to remove any barriers that would prevent an individual from maintaining employment. Once successfully employed participants will be placed into retention and will continue to be provided follow up services for up to a year.</p> <p><b>Collaborative Partnerships:</b> A.H.D. Program has established solid relationships with other nonprofit agencies, faith based organizations, and governmental agencies to provide wrap-around services to program participants. Through our collaborative partnerships with more specialized and targeted community partners such as Nevada Job Connect, Hope for Prisoners, Life after Active Duty, and our employer network. We are actively involved in restoring Nevada's workforce.</p> <p><b>Program Goals:</b> The Academy of Human Development will serve Adult and Dislocated Workers interested in pursuing careers in the Hospitality, Medical, Clean Energy, Transportation and Logistics fields. Our goal is to provide training and employment opportunities in high demand jobs.</p>
<p><b>Unique &amp; Exemplary Attributes:</b></p>	<p>The success of the business is based upon the dedication of the staff that treats every student as individuals and provides them with the personalized assistance they may need in order to reach their goals. In addition, the Academy works closely with community organizations and State and Local agencies to provide the students with the assistance they need to reach their goals. Our success is based on the day to day operation, which was recognized by obtaining the Outstanding 2010 Business of the Year Award from the Latin Chamber of Commerce, The Wells Fargo 2010 Small Business Excellence Award, The Caring Enough to Make a Difference STOP DUI 2011,2015.The 2012 TRIO &amp; GEAR UP Community Partner</p>



	Award and The 2012 Cesar Chaves spirit Award.. Our Mission Statement clearly states that the Academy’s mission is as follows: “To provide equal educational and job opportunities for the advancement of the people of Nevada.”
<b>Contact Person &amp; Information:</b>	Arcadio Bolanos, Director 702-759-0050 Abolanos@ahdlv.org



**Agenda item 12. DISCUSSION AND POSSIBLE ACTION:**

Ratify Workforce Connections' ADW contract with contract with Easter Seals Nevada to deliver career and training services to adults and dislocated workers in an amount not to exceed \$500,000 for the contract period July 1, 2015 through June 30, 2016



**Adult & Dislocated Worker Programs**

Scope of Work

Program Year 2015

<b>Program Name:</b>	Easter Seals Nevada - Employment Solutions
<b>Location:</b>	6200 W. Oakey Blvd, LV NV 89146
<b>Funding Stream:</b>	WIOA
<b>Accomplishments: (Briefly describe a “success story”)</b>	<p>Introducing Malisa C., a two-time successful participant in our Employment Solutions Program!</p> <p>“I was at Job Connect at least 3 times a week looking on the job search boards, two days out of the week I job search from home on the internet. I was employed at my previous employer for almost 5 years when they had laid me off I was stress out and didn't think I would find a job that I liked.</p> <p>My experience was awesome! Flora &amp; April were an amazing help. They helped me by finding an amazing job and sent me to Dress for Success. Now, my Life couldn't be better I love my job and the people I work with are Great!”</p> <p>When we asked Malisa what advice you would give to someone thinking about enrolling in a program like ours, she said “It’s a great program, they helped me identify my work goals objectives, they provided support to my personal needs to achieve and maintain employment.”</p> <p>What are some of your professional or personal goals? “My goal would be to develop as much knowledge and get through with the job I do. And about my long term, I may say my life term goal is to attain a uppermost post in my employment. In order to achieve this I thrive with hard work &amp; commitment. Thank you so much for all your help I am very blessed to have found a program like Easter Seals my work Journey has just began!”</p>
<b>Target Population:</b>	Individuals with Disabilities
<b>Program Description:</b>	The Easter Seals Nevada Employment Solutions program provides a reorganized, client-focused, comprehensive experience with the end goal of long-term, gainful employment facilitated by the core, intensive, and/or training services provided. Our trained and experienced Employment Specialists work with clients with disabilities to provide high quality service to obtain necessary pre-employment technical and occupational skills training, prepare quality resumes, participate in mock interviews, obtain necessary work cards, clothing or equipment for a position, job development and placement services, and follow along with both the individual and the employer to confirm successful job placement.



	<p>Employment Specialists perform both roles as Job Developer and Case Manager in order to provide individualized, person-centered services that address the complete individual and their needs.</p>
<p><b>Unique &amp; Exemplary Attributes:</b></p>	<p>Easter Seals Nevada provides comprehensive services to address the unique needs of each client enrolled in our Employment Solutions program. The process for enrollment and receiving services is as follows:</p> <p>An individual with a disability in need of employment services contacts one of our Employment Specialists or is referred by another community-based organization. The Employment Specialists performs both roles of Case Manager and Job Developer to seamlessly delivery services. The Employment Specialist provides a pre-enrollment assessment over the phone to determine potential eligibility for services through this program, conducting basic data collection, i.e. If the person is a Nevada resident, has documentation of disability and is ready and willing to work. If all criteria is met, an intake is scheduled. Ineligible candidates are referred to other WIOA Funded Partners. Intake consists of Initial Assessment and completing a file checklist by physically obtaining copies of necessary eligibility documentation, selective service registration (if applicable), completing a Career Interest Inventory, conducting Program Orientation, and an Individual Employment Plan is written. Each client is categorized as an “Adult” or “Dislocated Worker,” depending on the circumstances of their unemployment status. The individual is given a list of their Expectations for which they are accountable and a list of Expectations for which Easter Seals Nevada will provide, both of which including conduct and communication. Once the Employment Plan is completed, the client is given a list of tasks to complete within a certain period to time, such as registering with Job Connect, performing research on O*NET for their desired position, and presenting a resume. Clients are encouraged to participate in STEM training, computer and financial literacy, and mock interview classes. If occupational skills training is needed prior to employment, Employment Specialists will review the ETPL provider list with the individual and help determine what type of training would be most beneficial to meet their employment goals. The Employment Specialist continually counsels the client through each obstacle and helps them continue to meet milestones established by their IEP. Easter Seals has an extensive and growing network of community relationships with Urban League, Standards of Excellence, One Stop Career Center, Foundation for Recovery, Dress for Success and many other agencies that provide training and services to the client free of charge, allowing the grant funding from Workforce Connections to be maximized.</p> <p>Once a client has achieved successful employment, Employment Specialists follow up with both client and employer on a biweekly</p>



	<p>basis to ensure appropriate organizational and position fit to maintain satisfaction on both sides, foresee challenges, and troubleshoot any opportunities that may arise. All of this will lead to positive Job Retention. Clients in the program are given a satisfaction survey to complete about the services received from Easter Seals Nevada and any training they have received from other agencies. These surveys provide valuable feedback for program improvement, growth, and direction</p>
<p><b>Contact Person &amp; Information:</b></p>	<p>April Guinsler, Program Director 702.677.3583</p>

**Agenda item 13. DISCUSSION AND POSSIBLE ACTION:**

Ratify Workforce Connections' ADW contract with Las Vegas Urban League to deliver career and training services to veterans and eligible spouses in an amount not to exceed \$600,000 for the contract period July 1, 2015 through June 30, 2016



**Adult & Dislocated Worker**

Scope of Work

Program Year 2015 - 2016

<b>Program Name:</b>	Las Vegas Urban League Veteran Employment and Training Services (VETS)
<b>Location:</b>	Las Vegas Urban League – 3575 W. Cheyenne Avenue 4 Seats
<b>Program Type: (Please note the funding stream)</b>	Workforce Connections of Southern Nevada WIA Contract Provider
<b>Accomplishments: (Briefly describe “success story”)</b>	<p>Over the past 18 months, we were so proud to have served so many Veterans in their goals to attain sustainable employment. One Veteran in particular stands out. Veteran Brown came to our One Stop office for assistance. Veteran Brown was discharged as a Post 9/11 war Veteran, and upon his discharge, he like many others had no solid family support in place. Veteran Brown came to Las Vegas with a friend, and soon after, they were both living in the shelter.</p> <p>Veterans from the Post 9/11 era with lower ranks in service have no retirement plan in place, and receive the least amount in cash separation pay. Veteran Brown had a lead on an opportunity to be hired on as a line man with Union Pacific Railroad in Houston Texas. The VETS case manager contacted Union Pacific regarding the opportunity, and helped to seal the deal. Veteran Brown was hired to become a line apprentice with the Union Pacific railroad.</p> <p>Veteran Brown lacked every resource. The VETS team provided Veteran Brown with supportive services to acquire work clothes for the railroad, transportation assistance to and from the work location and short term housing assistance at the new work site. This was such a successful outcome for such a young man trying to stabilize his life. We are proud to report that Veteran Brown has stable housing and is still working as an apprentice and makes a comfortable \$24.75 rate per hour.</p>
<b>Target Population:</b>	The Las Vegas Urban League is requesting \$600,000 for the continuation of quality services for the Veterans’ Employment and Training Services Program (VETS). The VETS program intends to introduce employment services across Clark County to better reach its targeted population through expanded outreach. The VETS program will enroll 30% of its participants from the Post 9/11 era, and the remaining enrollees will come from all other service eras. The VETS program will enroll 10% of its participants with significant barriers to employment. These are Veterans who may have been homeless or have criminal histories and require intensive case management, expanded supportive services support and community resource collaboration.
<b>Program Description:</b>	The VETS program will be staffed by a professional team of workers who will use a holistic approach to provide training and support



	<p>services that will help Veterans obtain and retain employment through fostering a positive return to civilian life after military service.</p> <p>Although the focus will be on recently returning Veterans, other Veterans identified in the targeted priority group will also receive services. Veterans will be extended priority services at both locations, and are invited to walk-in for service. Program staff will extend Core A supportive services at both locations by providing job search, resume preparation and career counseling to Veterans seeking assistance. For those Veterans seeking to enroll into the VETS program, program staff will offer Intensive Case Management services to participants and will include a comprehensive assessment of skill levels and service needs. In addition, program staff will also offer Career Counseling, Case Management, Job Search and Placement Assistance, and Retention and Follow-up services.</p> <p>The Program Manager (PM) will be responsible for management, quality assurance, and supervision of all program components. The (PM) will also be responsible for Outreach to expand VETS services across Clark County. The (PM) will maintain quality control for program operations and in doing so, review and maintain accuracy in record keeping. The added review and quality control systems will allow for anytime file audit ready status, and thus allow more time for each (CM) to spend with the Veteran Participant delivering quality services</p> <p>Three case managers (CM) will provide intake and enrollment services to Veterans. The (CM) will work with the client to develop an Individualized Employment Plan (IEP) and will coordinate provision of all services. The (CM) will serve as the Veteran advocate and will coordinate access to all Veterans benefits, including services for disabled Veterans and those Veterans facing significant barriers to employment.</p> <p>The program staff will also identify Occupational Skills Training opportunities for those Veterans seeking to enhance their existing employment skills or those seeking re-training. The program staff will focus training on targeted industries sectors/STEM careers. Program staff will also identify opportunities for On The Job Training initiatives for Veterans.</p>
<p><b>Unique &amp; Exemplary Attributes:</b></p>	<p>The VETS program staff will be composed of degreed accomplished individuals with human services and client eligibility program experience. Each team member will have experience in an employment related case management setting working with a hard to employ population.</p>



	<p>The (PM) will cultivate and develop relationships with employers and training institutions, community organizations and educational institutions. The (PM) will utilize existing business employment resources and establish new contacts to align Veterans with On the Job Training (OJT) opportunities, direct employment placement and host hiring events for employers. The LVUL VETS team will host and sponsor employment readiness and financial management workshops for Veterans. The (PM) and essential staff will present information regarding the VETS program services to appropriate audiences.</p> <p>The (CM's) hired for duty are of military service backgrounds, Army, Navy and the US Marine Corps. Each (CM) will ensure delivery of wrap around coordinated and supportive services. The (CM) is responsible for assessment and service planning with program participants on short and long term goals. The (CM's) essential duties and responsibilities include, but are not limited to: providing advocacy; conducting outreach and intake; identifying barriers to employment and assisting participants in the development of an individualized employment plan. (CM's) will assist with job search, career development, training and follow-up retention services.</p>
<p><b>Contact Person &amp; Information:</b></p>	<p>Tamara Collins                  Program Manager – Las Vegas Urban League VETS/One Stop                  6330 W. Charleston Boulevard                  Las Vegas, NV 89146                  702-822-4237                  tcollins@lvul.org</p>



**Agenda item 14. DISCUSSION AND POSSIBLE ACTION:**

Ratify Workforce Connections' Youth contract with Lincoln County Grant's Administration for PY2015 in an amount not to exceed \$150,000 for a contract term July 1, 2015 through June 30, 2016



## Youth Programs

### *Scope of Work*

<b>Program Year:</b>	PY2015
<b>Program/Agency Name:</b>	Lincoln County Grant Administration-Youth Programs
<b>Location:</b>	P.O. Box 728 Caliente NV 89008-0728
<b>Program Type:</b> <i>(Please note the funding stream)</i>	WIA/WIOA Youth
<b>Program Dates:</b>	7/1/2015 – 6/30/2016
<b>Amount Awarded:</b>	\$150,000
<b>Target Population:</b>	In-School & Out-of-School Youth in Lincoln County
<b>Program Description:</b>	<p>The project will identify gaps in education and career advancement for eligible youth, create exposure to career opportunities and provide urban life skill training. Out-of-school youth will be aligned for placement in employment, further training, or post-secondary education to obtain a degree, certificate, or diploma according to their career plan developed through the program. Several businesses in the area have been working with the program in the past years to provide multiple opportunities for On-the-Job training and Work Experience. The program will continue to expand WEX activities by taking advantage of these business relationships.</p> <p>Out-of-school youth will be approached through adult and alternative education, juvenile parole, family social support agencies and local networks. To identify their education capabilities and weaknesses they will be pre and post-tested for Lit/Num levels. Youth in-school will dominantly be seniors. Each youth will establish a career plan including the education required and implement the plan, have individual career alignment, participate in virtual career tours online, and receive needed education counseling. The needed education counseling includes the evidence-based STEM Odysseyware curriculum. Youth in-school and out-of-school will be given financial training using the FDIC Smart-Money Program and soft skills training using the “Bring You’re A-Game” training program.</p> <p>Youth will learn about completing an application, resume development, and interviewing to increase their chances of obtaining employment. Assistance in finding financial aid programs will be provided to increase the feasibility of post-secondary education. Education advancement to achieve higher Lit/Num levels will be attained through addressing visual discrimination processing problems, tutoring, and adult and alternative education classes. Life skills for urban living will become blended into teaching curriculum so that these rural youth can thrive in new environments for further education and jobs.</p>
<b>Contact Person &amp; Info.:</b>	Darby Porter Phone: (775) 726-3800 Email: <a href="mailto:dporter@lcworkforce.org">dporter@lcworkforce.org</a>

**Agenda item 15. DISCUSSION AND POSSIBLE ACTION:**

Ratify Workforce Connections' Youth contract with Nye Communities Coalition for PY2015 in an amount not to exceed \$350,000 for a contract term July 1, 2015 through June 30, 2016



## Youth Programs Scope of Work

<b>Program Year:</b>	PY2015
<b>Program/Agency Name:</b>	NyE Communities Coalition
<b>Location:</b>	Nye & Esmeralda Counties Main Office NyE Communities Coalition 1020 East Wilson Road Pahrump NV,89048  (Tonopah) 1120 Globemallow Lane Tonopah, NV 89049
<b>Program Type:</b> <i>(Please note the funding stream)</i>	WIA/WIOA Youth
<b>Program Dates:</b>	7/1/15 – 6/30/16
<b>Amount Awarded:</b>	\$350,000
<b>Target Population:</b>	In-School & Out-of-School Youth in Nye & Esmeralda Counties
<b>Program Description:</b>	<p>Youth participants will participate in the following program activities and elements:</p> <ul style="list-style-type: none"> <li>• Objective assessment of academic levels, skill levels, and service needs along with of basic skills, occupational skills, prior work experience, employability, interests, aptitudes, supportive service needs, and developmental needs.</li> <li>• Development of an Individual Service Strategy for each participant that identifies an employment goal, achievement, objectives, and services using the information obtained in the assessment.</li> <li>• Assistance as appropriate with postsecondary preparation and enrollment, proficiency and graduation requirements; linkage of academic and occupational learning; work experience and internships; connections to local employment / employers.</li> <li>• Educational assistance including tutoring and Study Skills Training; dropout prevention strategies; and connection to alternative secondary school offerings.</li> <li>• Work experiences that are paid and unpaid and is where planned, structured learning will take place as a high focus per WIOA.</li> <li>• Entrepreneurial skills training and implementation of practices.</li> <li>• Leadership development that will include community services and peer centered activities encouraging responsibility and other positive social behaviors along with instruction that encourages decision making, teamwork, and citizenship activities.</li> <li>• Provision of supportive services that may include: Transportation, childcare, other barriers to training / employment; adult mentoring; and referrals for guidance and counseling as needed.</li> <li>• Implementation of the Youth STEAM program curriculum and hands on interactive activities. Additional delivery of STEAM activities through interactive software and hardware activities including building of computers and use and promotion of alternative green activities including use of bicycles.</li> </ul>



	<ul style="list-style-type: none"> <li>• Instruction of personal finances and financial literacy including home budgeting.</li> <li>• Delivery of follow-Up Services.</li> <li>• Adoption of WIOA processes and requirements including increasing the age to 24 for out of school youth.</li> </ul>
<b>Contact Person &amp; Info.:</b>	<p>Stacy Smith                  Phone: (775) 727-9970                  Email: <a href="mailto:stacy@nyecc.org">stacy@nyecc.org</a></p>

**Agenda item 16. DISCUSSION AND POSSIBLE ACTION:**

Ratify Workforce Connections' Youth contract with St. Jude's Ranch for Children for PY2015 in an amount not to exceed \$275,000 for a contract term July 1, 2015 through June 30, 2016



## Youth Program *Scope of Work*

<b>Program Year:</b>	PY2015
<b>Program/Agency Name:</b>	St. Jude’s Ranch “Pathways to Careers”
<b>Location:</b>	200 St. Jude’s Street Boulder City, NV 89005
<b>Program Type:</b>	WIA/WIOA Youth
<b>Program Dates:</b>	07/01/2015 – 6/30/2016
<b>Amount Awarded:</b>	\$275,000
<b>Target Population:</b>	In-School & Out-of-School Youth in Boulder City and Laughlin
<b>Program Description:</b>	<p>St. Jude’s Ranch for Children’s (SJRC) primary focus is to improve the quality of life for youth 17 to 24 years of age, residing in Boulder City and Laughlin Nevada, through the implementation of strategies related to employment, education and training services that promote self-sufficiency. St. Jude’s Ranch will focus on strengthening the educational and employment opportunities for the identified populations who reside in the designated rural communities of southern Nevada.</p> <p>In agreement with the 12-month fiscal period, SJRC shall implement the identified strategies for the specified populations(s) related to soft skills, academics, work experience, on the job training, employment opportunities and the development of employers related to STEM (Science, Technology, Engineering, and Mathematics) Careers supported by “What it Means to be Green”. Youth shall complete “Money Smart” expanding their financial literacy skills; youth will complete “Entrepreneurial Pathways” which provides entrepreneurial skills training. 34% of all participants shall be required to participant in one of the following, OJT, work experience (WEX), internship, job shadowing and or pre-apprenticeship program.</p> <p>SJRC shall provide trainings related to employment and life skills, traditional and STEM careers, site visits to secured and projected employment sites (employers) and technical institutes, academic career paths for post-secondary activities, positive youth development for low income and at risk youth through the participants development of employment skills, positive peer relationships, and exposure to anticipatory career opportunities that will enhance the sustainability of their identified career path.</p> <p>Our strategies will produce measureable outcomes address ten of the fourteen youth elements:</p> <ol style="list-style-type: none"> <li>1. Dropout prevention strategies, tutoring, study skills training and instruction leading to academic completion.</li> <li>2. Alternative secondary school offerings.</li> <li>3. Employment opportunities directly linked to academic and occupational learning inclusive of but not limited to STEM.</li> <li>4. Paid and unpaid work experiences-including internships and job shadowing.</li> <li>5. Occupational skills training.</li> <li>6. Leadership development opportunities, inclusive of but not limited</li> </ol>



	<p>to community service and peer-centered activities that encourage personal responsibility and other positive social behaviors.</p> <ol style="list-style-type: none"> <li>7. Supportive services related to employment and education.</li> <li>8. Adult mentoring during and at the conclusion of program participation.</li> <li>9. Follow-up services.</li> <li>10. Comprehensive guidance and academic counseling, as well as referrals for treatment/counseling related to substance abuse and or behavioral health as appropriate to the needs of the individual youth.</li> </ol> <p>Youth participants will experience an increased awareness of their potential employability opportunities through the attainment of higher learning and through educational and employment training, hands-on accelerated skills programs, and connecting them to high in-demand professions and careers (STEM). We are committed to introducing our youth participants to innovative programs which contribute to occupational development, upward mobility, development of career paths, and opportunities for nontraditional employment.</p>
<p><b>Contact Person &amp; Information:</b></p>	<p>Sherman Rutledge Jr.            702-294-7104 (office)            702-274-6658 (cell)  <a href="mailto:srutledge@stjudesranch.org">srutledge@stjudesranch.org</a></p>



**Agenda item 17. DISCUSSION AND POSSIBLE ACTION:**

Ratify Workforce Connections' Youth contract with Olive Crest for PY2015 in an amount not to exceed \$500,000 for a contract term July 1, 2015 through June 30, 2016



**Youth Scope of Work**

<b>Program Year:</b>	PY 2015
<b>Program/Agency Name:</b>	Olive Crest-Project Independence
<b>Location:</b>	4285 North Rancho Dr. Ste., 160 Las Vegas, NV 89130
<b>Program Type:</b> <i>(Please note the funding stream)</i>	WIA/WIOA Youth Formula
<b>Program Dates:</b>	July 1, 2015 – June 30, 2016
<b>Amount Awarded:</b>	\$500,000
<b>Target Population:</b>	In-School Youth and Out-of-School Current and Former Foster Youth as well as Youth in Guardianship
<b>Program Description:</b>	<p>Foster Youth face unique challenges beyond those “typical” of their peer group. More often than not, emancipated youth are facing a future without a safety net to protect them as they venture out into a new world. They are expected to not only survive as an adult but to succeed and to do it without having a foundation or the necessary tools and skills to be successful.</p> <p>With Olive Crest, those youth who would ordinarily fall victim to the “system” will have an opportunity to develop a personalized plan with the assistance of a Youth Coach. The Youth Coach will meet in person with the youth each month and will have at least one additional contact with the youth during the month. The youth will be surrounded by a supportive team and taught vital skills as they navigate their road to self-sufficiency.</p> <p>Youth will be determined eligible and properly assessed through CASAS testing (out-of-school youth only), the completion of an objective assessment and the development of an Individual Service Strategy.</p> <p>Once the youth has been enrolled, every youth will complete a life skills assessment to determine their baseline skill level (Basic, Intermediate, Advanced or Excel) in ten core areas:</p> <ul style="list-style-type: none"> <li>• Money Management/Consumer Awareness/Financial Literacy</li> <li>• Food Management/Health</li> <li>• Personal Appearance and Hygiene/Interpersonal Skills</li> <li>• Housing/Housekeeping</li> <li>• Educational Planning</li> <li>• Transportation/Job Seeking Skills</li> <li>• Job Maintenance Skills/Entrepreneurial Skills</li> <li>• Emergency and Safety Skills (includes internet safety and education on sex trafficking)</li> <li>• Knowledge of Community Resources/Legal Skills</li> <li>• Pregnancy Prevention/Parenting and Child Care</li> </ul> <p>Each month, a workshop will be offered that will assist youth in improving their knowledge of each of the above outlined core areas. Youth will also be provided with opportunities to learn skills through hands-on experiences, including field trips to designated locations (grocery store, DMV, bank to set up checking account, car dealership, apartment hunting, local colleges, etc.) Each of these skills will focus on STEM and will include presentations from an individual in the occupation related to that core area.</p> <p>We will also be utilizing a new curriculum entitled, “I Am Responsible” which will assist the youth to further develop their self-worth, enhance</p>



	<p>independent living and interpersonal skills while promoting leadership development and address qualities related to growth of character. Youth will complete the workbook throughout the program year, both in group and individual settings.</p> <p>This year we will be creating a “passport” to visually show the youth the progress they are making in the program. The passport will include the successful completion of the activities outlined above as well as the youth’s participation in at least one community service project during the program year.</p> <p>Project Independence will further address the following program elements:</p> <ul style="list-style-type: none"> <li>• Preparation for attainment of diploma/GED/HiSET: including tutoring services and addressing other educational barriers.</li> <li>• Entry into Post-Secondary Education: Youth Coaches offer one-one-one appointments where they will walk the youth through the process of enrolling in college. This may include assisting the youth in completing financial aid paperwork/FAFSA, meeting with the youth and their advisor and physically navigating the college campus to enroll in classes or settle matters related to financial aid.</li> <li>• Enlistment into the military: Youth Coaches will accompany youth to meet with a recruiter if requested and youth will be offered tutoring to prepare for the ASVAB as needed.</li> <li>• Work Experience/On-the-Job Training: Whenever possible, Olive Crest will work to match a youth with a worksite that is in close proximity to their home and aligns with their future career interests. The Olive Crest Employment Coach will also strive to partner with employers who have positions that lead to Unsubsidized Employment. The Employment Coach also takes each youth clothes shopping prior to their interview to teach them the proper attire to wear in different business settings.</li> <li>• Occupational Skills Training:</li> <li>• STEM exposure</li> </ul> <p>Once youth have met their goals and performance measure(s), they will be placed in follow-up to continue receiving support to maintain their status of self-sufficiency.</p>
<p><b>Contact Person &amp; Info:</b></p>	<p>Kelli Mosley, Program Manager                  Phone: 702-853-4212 <a href="mailto:Kelli-mosley@olivecrest.org">Kelli-mosley@olivecrest.org</a></p> <p>Jennifer Bevacqua, Regional Program Director                  Phone: 702-835-1901 <a href="mailto:Jennifer-bevacqua@olivecrest.org">Jennifer-bevacqua@olivecrest.org</a></p>

**Agenda item 18. DISCUSSION AND POSSIBLE ACTION:**

Ratify Workforce Connections' Youth contract with Goodwill Industries of Southern Nevada for PY2015 in an amount not to exceed \$500,000 for a contract term July 1, 2015 through June 30, 2016



### Youth Scope of Work

<b>Program Year:</b>	PY15
<b>Program/Agency Name:</b>	Goodwill of Southern Nevada
<b>Location:</b>	1280 W. Cheyenne, North Las Vegas, NV 89030
<b>Program Type:</b> <i>(Please note the funding stream)</i>	WIA/WIOA Youth Funds
<b>Program Dates:</b>	July1, 2015-June 30, 2016
<b>Amount Awarded:</b>	\$500,000
<b>Target Population:</b>	In-School and Out-of-School Youth
<b>Program Description:</b>	<p>Our program design incorporates best practices developed by the National Collaborative on Workforce and Disability for Youth (NCWD/Youth) and the Office of Disability Policy (ODEP). Based on a comprehensive review of relevant literature, research and evidence-based practices, NCWD/Youth and the ODEP developed the <i>Guideposts for Success</i> for transition-age youth, which is a comprehensive framework that identifies what all youth, including youth with disabilities, need to succeed during the critical transition years. The <i>Guideposts</i> are based on the following assumptions:</p> <ul style="list-style-type: none"> <li>• High expectations for all youth, including youth with disabilities,</li> <li>• Equality of opportunity for everyone, including nondiscrimination, individualization, inclusion, and integration,</li> <li>• Full participation through self-determination, informed choice, and decision making,</li> <li>• Independent living, including skills development and long-term supports and services,</li> <li>• Competitive employment and economic self-sufficiency, which includes supports, and</li> <li>• Individualized, person-driven, and culturally appropriate transition planning.</li> </ul> <p><b>The five Guideposts for Success include:</b></p> <ul style="list-style-type: none"> <li>• Guidepost # 1: School-Based Preparatory Experiences</li> <li>• Guidepost #2: Career Preparation and Work-Based Learning Experiences</li> <li>• Guidepost #3: Youth Development and Leadership</li> <li>• Guidepost #4: Connecting Activities</li> <li>• Guidepost #5: Family Involvement and Supports</li> </ul> <p>Drawing from the aforementioned five <i>Guideposts for Success</i>, <b>we will deliver individualized and holistic transition services to help youth with disabilities to be successful on their journey to live independent and fulfilling lives.</b></p> <p>Youth program services will be delivered in the following four phases: a) Recruitment, Intake, Assessment and Development of Individualized Service Strategy - ISS; b): Career Readiness and Skill Training; c): Job Placement; and d): Follow-up Services and Job Retention.</p> <p>Our program design has a strong focus on career exploration and workplace learning experiences. In order to identify and attain career goals, youth need to be exposed to a range of experiences, including the following:</p> <ul style="list-style-type: none"> <li>• opportunities to engage in a range of work-based exploration activities such as site visits and job shadowing;</li> <li>• on-the-job training experiences (paid or unpaid), including community service, volunteering, etc.;</li> <li>• opportunities to learn and practice their work skills (soft skills); and</li> <li>• opportunities to learn first-hand about specific occupational skills related to a career pathway. This will include work experiences and internships.</li> </ul>



	<p>We recognize that learning about STEM is very important in today’s technology-driven economy. Beyond the WIMTBG curriculum, GISN will also introduce a wide array of activities, including, but not limited to:</p> <ul style="list-style-type: none"> <li><b>A.</b> Having youth take the “Discover your STEM Type” assessment on stemjobs.com to help them discover possible STEM careers based on their personal interests.</li> <li><b>B.</b> Guest Speakers at workshops and mentorship opportunities. The purpose is to offer specific information about STEM careers; guidance in identifying and planning for future goals; and a chance to discuss the skills necessary for successfully engaging in different types of work.</li> <li><b>C.</b> Industry Site Visits and Tours. The purpose is to expose youth to real-life work environments. Such visits will give students an overview of many facets of a particular business or industry and often provide them with their first exposure to the day-to-day operations of technology-related careers.</li> <li><b>D.</b> Informational Interviews. Recognizing that informational interviews are one of the best sources for gathering information about a specific occupation or industry, youth will be guided in initiating an informational interview by contacting professionals working in particular STEM fields and asking questions about the STEM careers associated with that field.</li> </ul> <p>GISN understands the value of providing financial literacy education to our participants. We utilize curriculum The Take Charge Today curriculum from the University of Arizona to. Through this program we help youth understand the following:</p> <ul style="list-style-type: none"> <li>• Their attitudes about money (needs vs. wants)</li> <li>• Managing their money (income and expense statements, debit cards)</li> <li>• Earning money (getting paid, choose to save, taxes)</li> <li>• Spending (credit cards, credit reports)</li> </ul> <p>We incorporate a variety of activities to motivate the students to fully engage in concepts and maximize knowledge retention.</p> <p>Our program design also test all out of school youth for Literacy/Numeracy until gains have been achieved and we are researching the best way to also introduce Entrepreneurial skills training.</p> <p><i>In addition, youth with disabilities may need to do one or more of the following:</i></p> <ul style="list-style-type: none"> <li>• learn to communicate their disability-related work support and accommodation needs; and</li> <li>• learn to find, formally request, and secure appropriate supports and reasonable accommodations in education, training, and employment settings.</li> </ul>
<p><b>Contact Person &amp; Info.:</b></p>	<p>Elizabeth McDaniels, Director of Mission Services</p>

**Agenda item 19. INFORMATION:**

WISS Monitoring Report Update

**Suzanne Potter**

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**To:** Ardell Galbreth (agalbreth@nvworkforceconnections.org)  
**Subject:** Monitoring response

**From:** Karlene Johnson [<mailto:KFJOHNSON@nvdetr.org>]  
**Sent:** Tuesday, June 30, 2015 11:11 AM  
**To:** Ardell Galbreth  
**Cc:** Grant Nielson  
**Subject:** Monitoring response

Good morning Ardell,

WISS has generated a response to your May 11, 2015 monitoring reply. However, because of the complexity of the remaining issues I have not approved released it yet. A response will be forthcoming very soon.

Thank you.

*Karlene Johnson*

ESD Program Specialist III  
Workforce Investment Support Services (WISS)  
[kfjohnson@nvdetr.org](mailto:kfjohnson@nvdetr.org)  
(775) 684-0314  
(775) 684-0327 Fax

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**Agenda item 20. DISCUSSION AND POSSIBLE ACTION:**

Review, discuss, accept and approve reports:

- a. PY2014 WIA Formula Budget July 1, 2014 through June 30, 2015
- b. PY2015 WIA Formula Budget July 1, 2015 through June 30, 2016
- c. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2014 through June 30, 2015 (Formula WIA)
- d. Awards & Expenditures Report - Monthly Update (Compliance and Operational Status of Service Providers)
- e. Funding Plans – Monthly Update – Adult/Dislocated Worker/Youth
- f. Workforce Connections Professional Services Contracts (Please note: any pending contract presented for approval may be reviewed and examined in its entirety by any board member upon request). (PENDING CONTRACTS FOR APPROVAL ARE HIGHLIGHTED IN THE ATTACHED)

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

**WORKFORCE CONNECTIONS  
PY2014 WIA Formula Budget  
July 1, 2014 - June 30, 2015  
(Budget Revision - June 1, 2015)**

Revenue by Funding Stream	Approved Budget PY2014	Proposed Budget PY2014	\$ Change	Available for LWIB Operations		Community Resource Allocations	TOTAL
				10% Admin	15% Program		
PY2013 Adult	4,135,939	4,135,939	-	770,057	397,718	2,968,164	4,135,939
PY2013 Dislocated Worker	1,772,125	1,772,125	-	309,490	32,464	1,430,171	1,772,125
PY2013 Youth	3,989,850	3,989,850	-	523,913	223,985	3,241,952	3,989,850
PY2014 Adult	9,663,005	9,663,005	-	966,301	1,449,451	7,247,253	9,663,005
PY2014 Dislocated Worker	3,806,078	3,806,078	-	380,608	570,912	2,854,558	3,806,078
PY2014 Youth	5,927,060	5,927,060	-	592,706	889,059	4,445,295	5,927,060
Other Revenues (Program Income and Interest)	60,025	60,025	-		25	60,000	60,025
<b>Total Revenue by Funding Stream</b>	<b>\$ 29,354,082</b>	<b>\$ 29,354,082</b>	<b>\$ -</b>	<b>\$ 3,543,075</b>	<b>\$ 3,563,614</b>	<b>\$ 22,247,393</b>	<b>\$ 29,354,082</b>
			0.0%	Subtotal Board Operations		\$ 7,106,689	

Notes:

1. PY2014 Estimated Revenues include WIA funding in the total amount of \$19,396,143.
  2. Included in revenues are carry forward funds for PY2013 in the amount of \$9,897,914.
  3. The Department of Labor allows local boards to expend up to 10% of their total allocation for administrative costs. WC also allocates 15% of the total allocation for program management and oversight.
- Please note, PY2013 Operations amounts reflect actual remaining dollars for admin and program based on audited financials.**
4. WIA funds have a two year life at the local board level and an additional year at the state level.

Community Resource Allocations	Approved Budget PY2014	Proposed Budget PY2014	\$ Change	One-Stop Centers	One-Stop System	Community Resource Allocations	TOTAL
Adult Services	10,215,417	10,215,417	-	484,485	1,438,877	8,292,055	10,215,417
Dislocated Worker Services	4,344,729	4,344,729	-	207,636	616,662	3,520,431	4,344,729
Youth Services	7,687,247	7,687,247	-		287,500	7,399,747	7,687,247
<b>Subtotal Community Resource Allocations</b>	<b>\$ 22,247,393</b>	<b>\$ 22,247,393</b>	<b>\$ -</b>	<b>\$ 692,121</b>	<b>\$ 2,343,039</b>	<b>\$ 19,212,233</b>	<b>\$ 22,247,393</b>

Board Operations	Approved Budget PY2014	Proposed Budget PY2014	\$ Change	Admin	Program	Total
Subtotal Operating Expenditures	7,106,689	7,106,689	-	1,891,297	5,215,392	7,106,689
<b>Total Expenditures</b>	<b>\$ 29,354,082</b>	<b>\$ 29,354,082</b>		<b>\$ 1,891,297</b>	<b>\$ 5,215,392</b>	
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 1,651,778</b>	<b>\$ (1,651,778)</b>	<b>\$ -</b>

NOTE: PY2013 funding period is available July 1, 2013 through June 30, 2015 (after two years, funds revert to the State for one additional year)  
PY2014 funding period is available July 1, 2014 through June 30, 2016 (after two years, funds revert to the State for one additional year)

**WORKFORCE CONNECTIONS  
PY2014 WIA Formula Budget  
July 1, 2014 - June 30, 2015  
(Budget Revision - June 1, 2015)**

<b>Board Operations</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2014</b>	<b>Proposed Budget PY2014</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries	33.18	30.20	2,692,533	2,692,533	-	538,507	2,154,026	2,692,533
7000 Accounting and Auditing			270,000	270,000	-	270,000	-	270,000
7005 Legal Fees			70,000	70,000	-	70,000	-	70,000
7010 Legal Publication Advertising			18,000	18,000	-	4,500	13,500	18,000
7020 Licenses and Permits			3,000	3,000	-	750	2,250	3,000
7025 Dues and Subscriptions			15,000	15,000	-	3,750	11,250	15,000
7030 Postage and Delivery			6,000	6,000	-	1,500	4,500	6,000
7035 Printing and Reproduction			11,000	11,000	-	2,750	8,250	11,000
7040 Office Supplies			31,500	31,500	-	7,875	23,625	31,500
7045 Systems Communications			87,000	87,000	-	21,750	65,250	87,000
7050 Training, and Seminars - Staff			70,000	70,000	-	17,500	52,500	70,000
7055 Travel and Mileage - Staff			72,000	72,000	-	18,000	54,000	72,000
7060 Utilities			30,000	30,000	-	7,500	22,500	30,000
7065 Telephone			30,000	30,000	-	7,500	22,500	30,000
7070 Facilities Rent/Lease			189,414	189,414	-	47,354	142,060	189,414
7075 Facilities Repairs and Maintenance			50,000	50,000	-	12,500	37,500	50,000
7080 Admin Support Contracts			118,000	118,000	-	118,000	-	118,000
7085 Program Support Contracts			250,000	250,000	-	-	250,000	250,000
7085 Program Support Contracts - IT NVTrac/Web			135,000	135,000	-	-	135,000	135,000
7090 Non-Board Meetings and Outreach			43,000	43,000	-	10,750	32,250	43,000
7095 Board Meetings and Travel			25,000	25,000	-	-	25,000	25,000
7100 Insurance			50,000	50,000	-	12,500	37,500	50,000
7100-7120 Employee Fringe Benefits			846,140	846,140	-	211,535	634,605	846,140
7125 Employer Payroll Taxes			80,777	80,777	-	20,194	60,583	80,777
7130/7135 Payroll Services and Bank Fees			11,000	11,000	-	11,000	-	11,000
7200 Equipment - Operating Leases			32,500	32,500	-	8,125	24,375	32,500
7215/8500 Capital - Equipment and Furniture			102,500	102,500	-	25,625	76,875	102,500
8500 Capital - Tenant Improvements			19,950	19,950	-	4,988	14,962	19,950
8900 Strategic Initiative - WIA			547,375	547,375	-	136,844	410,531	547,375
8900 Strategic Initiative - 1st Qtr 2015			1,200,000	1,200,000	-	300,000	900,000	1,200,000
<b>Subtotal Board Operations</b>			<b>7,106,689</b>	<b>7,106,689</b>	<b>-</b>	<b>1,891,297</b>	<b>5,215,392</b>	<b>7,106,689</b>

**Workforce Connections  
Program Year 2014  
WIA Formula Budget Narrative**

Workforce Connections is responsible for providing management and oversight of the Workforce Investment Area's employment and training programs and services. The Board's staff provides direct support to the Workforce Investment Area by carrying out the Board's operations plans. Staff responsibilities include implementing Board policies and establishing techniques and methods to achieve the Board's mission. Staff administers and oversees all internal administrative service provisions, including program administration, management analysis and administration support for the Workforce Investment Board.

**Revenues:**

Workforce Investment Act (WIA) Program Year PY2014 allotted funds are in the amount of \$19,396,143. Funding is allocated among the three funding streams: Adult - \$7,763,005, Dislocated Worker - \$5,706,078, Youth - \$5,927,060.

Funding for PY2014 decreased by \$1,974,956 (9.24%), compared to the PY 2013 WIA allocation which was \$21,371,099.

Other anticipated funding includes operating carry forward funds from PY2013 WIA allocation of \$9,897,914 and program income/interest at \$60,025.

Total budgeted revenues for PY2014 are \$29,354,082.

**Expenditures – Community Resource Allocation:**

In January 2015, the Board approved an additional \$87,456 in WIA Adult and Dislocated Worker funding and \$10,000 NEG funding for Easter Seals Nevada to serve additional clients. In March 2015, the Board approved an additional \$50,000 in WIA Adult funding for the Academy of Human Development to support an On-the-Job training initiative brought forward from the Business Engagement Services Team (BEST).

**Administrative and Program Operating Expenditures – Board Staff:**

The Department of Labor allows local workforce investment boards to expend up to 10% of their total formula funding allocation for administrative services. For programmatic operations and oversight, the board of directors has allocated 15% of the total budget allocation. Such operational and management oversight includes, but is not limited to:

- Providing technical assistance to contracted service providers
- Tracking and monitoring of participating clients and performance outcome
- Program oversight and monitoring of service provider contracts

**6500 - Salaries: \$2,692,533** –Allocated costs for administrative and program staff salaries.

**7000 - Accounting and Auditing: \$270,000** – Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support.

A-133 Audit	\$ 80,000
Auditing Services	\$ 25,000
Accounting Services	\$165,000

**7005 Legal Fees: \$70,000** – Allocated costs for legal services in areas such as board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies.

**7010 Legal Publication Advertising: \$18,000** – Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.

**7020 Licenses and Permits: \$3,000** – Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.

**7025 Dues and Subscriptions: \$15,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.

**7030 Postage and Delivery: \$6,000** –Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.

**7035 Printing and Reproduction: \$11,000** – Allocated costs for monthly copier per copy charges and other ancillary copying and printing costs associated with Board administration and daily operations.

**7040 Office Supplies: \$31,500** – Allocated costs for various office supplies needed for daily operations.

**7045 Systems Communications: \$87,000** – Allocated costs for support systems such as data backup, T-1 computer lines, and web hosting for internal e-mail support.

**7050 Training and Seminars (Staff): \$70,000** – Allocated costs for local and out-of-town staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.

**7055 Travel and Mileage (Staff): \$72,000** – Allocated costs for local mileage and out-of-town staff travel for grant related matters, State and USDOL sponsored training and conferences. Mileage includes an array of programmatic and fiscal activities, local and rural areas site reviews and monitoring visits to ensure compliance with WIA initiatives and work plans.

**7060 Utilities: A new line item \$30,000** – Allocated costs for utilities for the new location. Utilities are included in our current lease agreement.

- 7065 Telephone: \$30,000** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 7070 Rent (Offices): \$189,414** – Allocated costs for Workforce Connections’ office space for staff in support of the Board’s administrative and programmatic functions.
- 7075 Facilities Maintenance: \$50,000** – Allocated costs for equipment or facility repairs and maintenance.
- 7080 Admin Support Contracts: \$118,000** – Allocated costs for administrative support agreements and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085 Program Support Contracts: \$250,000** – Allocated costs for program support training agreements and security guard costs.
- 7085 Program Support Contracts – IT NVTrac and Web: \$135,000** – Allocated costs for temporary staffing to support program and data support activities.
- 7090 Non-Board Meetings and Outreach: \$43,000** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 7095 Board Meetings and Travel: \$25,000** – Allocated costs for facility and event related charges tied to board and committee meetings and Board travel to grant activities.
- 7100 Insurance: \$50,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ omission and errors liability.
- 7100-7120 Employee Fringe Benefits: \$846,140** –Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 35% of the total salaries is used to calculate the fringe benefits.
- 7125 - Employer Payroll Taxes: \$80,777** –Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$11,000** –Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
 

Bank Fees	\$6,000
Payroll Services	\$5,000
- 7200 Equipment – Operating Leases: \$32,500** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.
- 8500 Capital – Equipment and Furniture: \$122,450** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.

**8900 Strategic Initiatives: \$1,747,375** – These funds are available to be allocated for future workforce initiatives approved by the Board.



**WORKFORCE CONNECTIONS  
PY2014 WIA Formula Budget  
One Stop Center - Charleston  
(Budget Revision - June 1, 2015)**

One-StopCenter	Authorized FTE	Actual FTE	Approved Budget PY2014	Proposed Budget PY2014	\$ Change	Admin	Program	Total
6500 Salaries	3.95	3.95	267,361	267,361	-	8,021	259,340	267,361
7000 Accounting and Auditing			5,000	5,000	-	5,000	-	5,000
7005 Legal Fees					-			-
7010 Legal Publication Advertising					-			-
7020 Licenses and Permits					-			-
7025 Dues and Subscriptions			1,000	1,000	-		1,000	1,000
7030 Postage and Delivery			2,820	2,820	-		2,820	2,820
7035 Printing and Reproduction			4,500	4,500	-		4,500	4,500
7040 Office Supplies			22,500	22,500	-		22,500	22,500
7045 Systems Communications			25,500	25,500	-		25,500	25,500
7050 Training, and Seminars - Staff			3,000	3,000	-		3,000	3,000
7055 Travel and Mileage - Staff			2,000	2,000	-		2,000	2,000
7060 Utilities			13,800	13,800	-		13,800	13,800
7065 Telephone			2,700	2,700	-		2,700	2,700
7070 Facility Rent/Lease			65,160	65,160	-		65,160	65,160
7075 Facilities Repairs and Maintenance			15,082	15,082	-		15,082	15,082
7080 Admin Support Contracts			6,600	6,600	-	6,600	-	6,600
7085 Program Support Contracts			30,000	30,000	-		30,000	30,000
7085 Program Support Contracts - IT NVTrac/Web					-			-
7090 Non-Board Meetings and Outreach			1,800	1,800	-		1,800	1,800
7095 Board Meetings and Travel					-			-
7100 Insurance			12,900	12,900	-		12,900	12,900
7100-7120 Employee Fringe Benefits			85,177	79,677	(5,500)		79,677	79,677
7125 Employer Payroll Taxes			8,021	8,021	-		8,021	8,021
7130/7135 Payroll Services and Bank Fees			950	950	-	950	-	950
7200 Equipment - Operating Leases			23,500	29,000	5,500		29,000	29,000
7215/8500 Capital - Equipment and Furniture			7,750	7,750	-		7,750	7,750
GASB Depreciation			85,000	85,000	-		85,000	85,000
8900 Strategic Initiative - WIA					-			-
<b>Subtotal One-Stop Center</b>			<b>692,121</b>	<b>692,121</b>	<b>-</b>	<b>20,571</b>	<b>671,550</b>	<b>692,121</b>

Per Partner Seat Cost 36 \$ 19,225.58

Program Income	Seats	Total
DETR - Voc Rehab and Wagner-Peyser	6	115,354
Training Partners	0	-
AARP, Division of Aging Services - Volunteer	0	-
Service Providers (WIA - ADW)	19	365,286
One-Stop Career Center Staff (WIA - ADW)	3	57,677
One-Stop Career System Staff (WIA - ADW)	3	57,677
Business Engagement Staff (WIA - DW)	5	96,128
Unassigned		-
	<u>36</u>	<u>692,121</u>

**Workforce Connections  
Program Year 2014  
WIA One-Stop Center Budget Narrative-Adjustment Requests**

- 7100-7120 Employee Fringe Benefits: \$79,677 – A decrease of \$5,500** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 35% of the total salaries is used to calculate the fringe benefits. The decrease is to recognize a portion of the vacancy savings related to fringe benefits for a one time support of the Operating Lease budget line item.
- 7200 Equipment – Operating Leases: \$29,000 – An increase of \$5,500** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations. The increase is a result of an increase of printing use at the One-Stop Center.

**WORKFORCE CONNECTIONS  
PY2014 WIA Formula Budget  
One Stop System  
(Budget Revision - June 1, 2015)**

<b>One-Stop System</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2014</b>	<b>Proposed Budget PY2014</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries	10.08	9.08	655,204	655,204	-	19,656	635,548	655,204
7000 Accounting and Auditing			18,000	18,000	-	18,000	-	18,000
7005 Legal Fees			30,000	30,000	-	30,000	-	30,000
7010 Legal Publication Advertising			1,000	1,000	-		1,000	1,000
7020 Licenses and Permits			500	500	-		500	500
7025 Dues and Subscriptions			3,500	3,500	-		3,500	3,500
7030 Postage and Delivery			3,180	3,180	-		3,180	3,180
7035 Printing and Reproduction			4,500	4,500	-		4,500	4,500
7040 Office Supplies			10,000	10,000	-		10,000	10,000
7045 Systems Communications			11,310	11,310	-		11,310	11,310
7050 Training, and Seminars - Staff			9,756	9,756	-		9,756	9,756
7055 Travel and Mileage - Staff			18,480	18,480	-		18,480	18,480
7060 Utilities			16,200	16,200	-		16,200	16,200
7065 Telephone			5,720	5,720	-		5,720	5,720
7070 Facility Rent/Lease			74,964	74,964	-		74,964	74,964
7075 Facilities Repairs and Maintenance			19,898	19,898	-		19,898	19,898
7080 Admin Support Contracts			16,400	16,400	-	16,400	-	16,400
7085 Program Support Contracts			124,000	124,000	-		124,000	124,000
7085 Program Contracts - Workforce Dev. Academy			175,000	170,000	(5,000)		170,000	170,000
7085 Program Contracts - IT NVTrac/Web			15,000	15,000	-		15,000	15,000
7090 Non-Board Meetings and Outreach			33,500	33,500	-		33,500	33,500
7095 Board Meetings and Travel			-	-	-		-	-
7100 Insurance			19,000	24,000	5,000		24,000	24,000
7100-7120 Employee Fringe Benefits			208,321	205,321	(3,000)		205,321	205,321
7125 Employer Payroll Taxes			19,656	22,656	3,000		22,656	22,656
7130-7135 Payroll Services and Bank Fees			1,500	1,500	-	1,500	-	1,500
7200 Equipment - Operating Leases			10,000	10,000	-		10,000	10,000
7500 Participant Training			614,000	614,000	-		614,000	614,000
7215/8500 Capital - Equipment and Furniture			37,000	37,000	-		37,000	37,000
8510 Capital - Tenant Improvements			15,050	15,050	-		15,050	15,050
8900 Strategic Initiative - WIA			-	-	-		-	-
8900 Strategic Initiative - 1st Qtr 2015			172,400	172,400	-		172,400	172,400
<b>Subtotal One-Stop System</b>			<b>2,343,039</b>	<b>2,343,039</b>	<b>-</b>	<b>85,556</b>	<b>2,257,483</b>	<b>2,343,039</b>

**Workforce Connections  
Program Year 2014  
WIA One-Stop System Budget Narrative-Adjustment Requests**

- 7085 Program Support Contracts – Workforce Dev. Academy: \$170,000 – A decrease of \$5,000** – Allocated costs for the Workforce Development Training initiative. The decrease is due to use of budget savings for the support of the Insurance budget line item..
- 7100 Insurance: \$24,000 – An increase of \$5,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ omission and errors liability. The increase is due to a rate increase in our liability and D & O insurance and anticipated increase in auto insurance.
- 7100-7120 Employee Fringe Benefits: \$205,321 – A decrease of \$3,000** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 35% of the total salaries is used to calculate the fringe benefits. The decrease is to recognize a portion of the vacancy savings related to fringe benefits for a one time support of the Payroll Taxes budget line item.
- 7125 Employer Payroll Taxes: \$22,656 – An increase of \$3,000** – Allocated costs for employer payroll taxes which are calculated at 3% of total salaries. The increase is needed to support the increase in the unemployment tax rate during the year and the bond rate repayment to the State.

b. PY2015 WIA Formula Budget July 1, 2015 through June 30, 2016

**WORKFORCE CONNECTIONS  
PY2015 WIA Formula Budget  
July 1, 2015 - June 30, 2016  
(Revised Budget - June 1, 2015)**

Revenue by Funding Stream	Approved Budget PY2015	Proposed Budget PY2015	\$ Change	Available for LWIB Operations		Community Resource Allocations	TOTAL
				10% Admin	15% Program		
PY2014 Adult	4,300,000	4,300,000	-	430,000	645,000	3,225,000	4,300,000
PY2014 Dislocated Worker	1,000,000	1,000,000	-	100,000	150,000	750,000	1,000,000
PY2014 Youth	3,000,000	3,000,000	-	300,000	450,000	2,250,000	3,000,000
PY2015 Adult	7,325,009	7,375,010	50,001	737,501	1,106,252	5,531,257	7,375,010
PY2015 Dislocated Worker	4,415,906	4,448,425	32,519	444,843	667,264	3,336,318	4,448,425
PY2015 Youth	5,973,728	5,973,728	-	597,373	896,059	4,480,296	5,973,728
Other Revenues (Program Income and Interest)	60,025	60,025	-		25	60,000	60,025
<b>Total Revenue by Funding Stream</b>	<b>\$ 26,074,668</b>	<b>\$ 26,157,188</b>	<b>\$ 82,520</b>	<b>\$ 2,609,717</b>	<b>\$ 3,914,600</b>	<b>\$ 19,632,871</b>	<b>\$ 26,157,188</b>
			0.3%	Subtotal Board Operations	\$ 6,524,317		

Notes:

1. PY2015 Revenues include WIA funding in the total amount of \$17,797,163.
2. Carry forward funds have been estimated for PY2014 in the amount of \$8,300,000.
3. The Department of Labor allows local boards to expend up to 10% of their total allocation for administrative costs. WC also allocates 15% of the total allocation for program management and oversight.
4. WIA funds have a two year life at the local board level and an additional year at the state level.

Community Resource Allocations	Approved Budget PY2015	Proposed Budget PY2015	\$ Change	One-Stop Centers	One-Stop System	Community Resource Allocations	TOTAL
Adult Services	8,748,757	8,786,257	37,500	707,000	1,446,327	6,632,930	8,786,257
Dislocated Worker Services	4,091,929	4,116,318	24,389	303,000	619,854	3,193,464	4,116,318
Youth Services	6,730,296	6,730,296	-		250,000	6,480,296	6,730,296
<b>Subtotal Community Resource Allocations</b>	<b>\$ 19,570,982</b>	<b>\$ 19,632,871</b>	<b>\$ 61,889</b>	<b>\$ 1,010,000</b>	<b>\$ 2,316,181</b>	<b>\$ 16,306,690</b>	<b>\$ 19,632,871</b>

Board Operations	Approved Budget PY2015	Proposed Budget PY2015	\$ Change	Admin	Program	Total
Subtotal Operating Expenditures	6,503,686	6,524,317	20,631	1,745,704	4,778,613	6,524,317
<b>Total Expenditures</b>	<b>\$ 26,074,668</b>	<b>\$ 26,157,188</b>		<b>\$ 1,745,704</b>	<b>\$ 4,778,613</b>	
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 864,013</b>	<b>\$ (864,013)</b>	<b>\$ -</b>

NOTE: PY2014 funding period is available July 1, 2014 through June 30, 2016 (after two years, funds revert to the State for one additional year)  
PY2015 funding period is available July 1, 2015 through June 30, 2017 (after two years, funds revert to the State for one additional year)

**WORKFORCE CONNECTIONS**  
**PY2015 WIA Formula Budget**  
**July 1, 2015 - June 30, 2016**  
**(Revised Budget - June 1, 2015)**

<b>Board Operations</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2015</b>	<b>Proposed Budget PY2015</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries	33.18	25.95	2,692,533	2,692,533	-	538,507	2,154,026	2,692,533
7000 Accounting and Auditing			270,000	270,000	-	270,000	-	270,000
7005 Legal Fees			70,000	70,000	-	70,000	-	70,000
7010 Legal Publication Advertising			18,000	18,000	-	4,500	13,500	18,000
7020 Licenses and Permits			3,000	3,000	-	750	2,250	3,000
7025 Dues and Subscriptions			15,000	15,000	-	3,750	11,250	15,000
7030 Postage and Delivery			6,000	6,000	-	1,500	4,500	6,000
7035 Printing and Reproduction			11,000	11,000	-	2,750	8,250	11,000
7040 Office Supplies			31,500	31,500	-	7,875	23,625	31,500
7045 Systems Communications			87,000	87,000	-	21,750	65,250	87,000
7050 Training, and Seminars - Staff			70,000	70,000	-	17,500	52,500	70,000
7055 Travel and Mileage - Staff			72,000	72,000	-	18,000	54,000	72,000
7060 Utilities			30,000	30,000	-	7,500	22,500	30,000
7065 Telephone			30,000	30,000	-	7,500	22,500	30,000
7070 Facilities Rent/Lease			189,414	189,414	-	47,354	142,060	189,414
7075 Facilities Repairs and Maintenance			135,500	135,500	-	33,875	101,625	135,500
7080 Admin Support Contracts			118,000	118,000	-	118,000	-	118,000
7085A Program Support Contracts			190,000	190,000	-	-	190,000	190,000
7085B Program Support Contracts - IT NVTrac/Web			195,000	195,000	-	-	195,000	195,000
7090 Non-Board Meetings and Outreach			43,000	43,000	-	10,750	32,250	43,000
7095 Board Meetings and Travel			25,000	25,000	-	-	25,000	25,000
7100 Insurance			50,000	50,000	-	12,500	37,500	50,000
7100-7120 Employee Fringe Benefits			846,140	846,140	-	211,535	634,605	846,140
7125 Employer Payroll Taxes			80,777	80,777	-	20,194	60,583	80,777
7130/7135 Payroll Services and Bank Fees			11,000	11,000	-	11,000	-	11,000
7200 Equipment - Operating Leases			32,500	32,500	-	8,125	24,375	32,500
7215/8500 Capital - Equipment and Furniture			102,500	102,500	-	25,625	76,875	102,500
8500 Capital - Tenant Improvements			19,950	19,950	-	4,988	14,962	19,950
8900 Strategic Initiative - WIA			158,872	179,503	20,631	44,876	134,627	179,503
8900 Strategic Initiative - 1st Qtr 2016			900,000	900,000	-	225,000	675,000	900,000
<b>Subtotal Board Operations</b>			<b>6,503,686</b>	<b>6,524,317</b>	<b>20,631</b>	<b>1,745,704</b>	<b>4,778,613</b>	<b>6,524,317</b>

**Workforce Connections  
Program Year 2015  
WIA Formula Budget Narrative**

Workforce Connections is responsible for providing management and oversight of the Workforce Investment Area's employment and training programs and services. The Board's staff provides direct support to the Workforce Investment Area by carrying out the Board's operations plans. Staff responsibilities include implementing Board policies and establishing techniques and methods to achieve the Board's mission. Staff administers and oversees all internal administrative service provisions, including program administration, management analysis and administration support for the Workforce Investment Board.

**Revenues:**

Workforce Investment Act (WIA) Program Year PY2015 allotted funds are in the amount of \$17,797,143. Funding is allocated among the three funding streams: Adult - \$7,375,010, Dislocated Worker - \$4,448,425, Youth - \$5,973,728.

Funding for PY2015 decreased by \$1,599,000 (8.24%), compared to the PY 2014 WIA allocation which was \$19,396,143.

Other anticipated funding includes estimated operating carry forward funds from PY2014 WIA allocation of \$8,300,000 and program income/interest at \$60,025.

Total budgeted revenues for PY2015 are \$26,157,188.

**Expenditures – Community Resource Allocation:**

In May 2015, the Board approved Adult & Dislocated Worker funded contracts for HELP of Southern Nevada in the amount of \$1,000,000, for Nevada Partners in the amount of \$1,000,000, for Goodwill of Southern Nevada in the amount of \$600,000 for services for adults with disabilities, for Foundation for an Independent Tomorrow in the amount of \$600,000 for re-entry services and for ResCare Workforce Services in the amount of \$2,450,000 for One-Stop Operator services. They also approved Youth funded contracts for Nevada Partners in the amount of \$800,000, for Southern Nevada Regional Housing Authority in the amount of \$800,000, and for HELP of Southern Nevada in the amount of \$500,000 for drop out recovery services.

**Administrative and Program Operating Expenditures – Board Staff:**

The Department of Labor allows local workforce investment boards to expend up to 10% of their total formula funding allocation for administrative services. For programmatic operations and oversight, the board of directors has allocated 15% of the total budget allocation. Such operational and management oversight includes, but is not limited to:

- Providing technical assistance to contracted service providers



- Tracking and monitoring of participating clients and performance outcome
- Program oversight and monitoring of service provider contracts

**6500 - Salaries: \$2,692,533** –Allocated costs for administrative and program staff salaries.

**7000 - Accounting and Auditing: \$270,000** – Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support.

A-133 Audit	\$ 80,000
Auditing Services	\$ 25,000
Accounting Services	\$165,000

**7005 Legal Fees: \$70,000** – Allocated costs for legal services in areas such as board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies.

**7010 Legal Publication Advertising: \$18,000** – Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.

**7020 Licenses and Permits: \$3,000** – Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.

**7025 Dues and Subscriptions: \$15,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.

**7030 Postage and Delivery: \$6,000** –Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.

**7035 Printing and Reproduction: \$11,000** – Allocated costs for monthly copier per copy charges and other ancillary copying and printing costs associated with Board administration and daily operations.

**7040 Office Supplies: \$31,500** – Allocated costs for various office supplies needed for daily operations.

**7045 Systems Communications: \$87,000** – Allocated costs for support systems such as data backup, T-1 computer lines, and web hosting for internal e-mail support.

**7050 Training and Seminars (Staff): \$70,000** – Allocated costs for local and out-of-town staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.

**7055 Travel and Mileage (Staff): \$72,000** – Allocated costs for local mileage and out-of-town staff travel for grant related matters, State and USDOL sponsored training and conferences.

Mileage includes an array of programmatic and fiscal activities, local and rural areas site reviews and monitoring visits to ensure compliance with WIA initiatives and work plans.

- 7060 Utilities: A new line item \$30,000** – Allocated costs for utilities for the new location. Utilities are included in our current lease agreement.
- 7065 Telephone: \$30,000** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 7070 Rent (Offices): \$189,414** – Allocated costs for Workforce Connections’ office space for staff in support of the Board’s administrative and programmatic functions.
- 7075 Facilities Maintenance: \$135,500** – Allocated costs for equipment or facility repairs and maintenance and security guard services.
- 7080 Admin Support Contracts: \$118,000** – Allocated costs for administrative support agreements, HR consultant and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085A Program Support Contracts: \$190,000** – Allocated costs for program support training agreements.
- 7085B Program Support Contracts – IT NVTrac and Web: \$195,000** – Allocated costs for temporary staffing to support program and data support activities.
- 7090 Non-Board Meetings and Outreach: \$43,000** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 7095 Board Meetings and Travel: \$25,000** – Allocated costs for facility and event related charges tied to board and committee meetings and Board travel to grant activities
- 7100 Insurance: \$50,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ omission and errors liability.
- 7100-7120 Employee Fringe Benefits: \$846,140** –Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 35% of the total salaries is used to calculate the fringe benefits.
- 7125 - Employer Payroll Taxes: \$80,777** –Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$11,000** –Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
 

Bank Fees	\$6,000
Payroll Services	\$5,000

**7200 Equipment – Operating Leases: \$32,500** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.

**8500 Capital – Equipment and Furniture: \$122,450** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.

**8900 Strategic Initiatives: \$1,079,503 – An increase of \$20,631** – These funds are available to be allocated for future workforce initiatives approved by the Board. **The increase is due to a formula adjustment for the PY15 funding allocation.**

**WORKFORCE CONNECTIONS  
PY2015 WIA Formula Budget  
One Stop Center - Charleston  
(Revised Budget - June 1, 2015)**

<b>One-StopCenter</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2015</b>	<b>Proposed Budget PY2015</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries	3.90	3.90	224,407	224,407	-	6,732	217,675	224,407
7000 Accounting and Auditing			5,000	5,000	-	5,000	-	5,000
7005 Legal Fees					-			-
7010 Legal Publication Advertising					-			-
7020 Licenses and Permits					-			-
7025 Dues and Subscriptions			1,000	1,000	-		1,000	1,000
7030 Postage and Delivery			6,000	6,000	-		6,000	6,000
7035 Printing and Reproduction			4,500	4,500	-		4,500	4,500
7040 Office Supplies			22,500	22,500	-		22,500	22,500
7045 Systems Communications			25,500	25,500	-		25,500	25,500
7050 Training, and Seminars - Staff			3,000	3,000	-		3,000	3,000
7055 Travel and Mileage - Staff			2,000	2,000	-		2,000	2,000
7060 Utilities			30,000	30,000	-		30,000	30,000
7065 Telephone			2,700	2,700	-		2,700	2,700
7070 Facility Rent/Lease			146,000	146,000	-		146,000	146,000
7075 Facilities Repairs and Maintenance			100,025	100,025	-		100,025	100,025
7080 Admin Support Contracts			6,000	6,000	-	6,000	-	6,000
7085A Program Support Contracts			20,000	20,000	-		20,000	20,000
7085B Program Support Contracts - IT NVTrac/Web					-			-
7090 Non-Board Meetings and Outreach			1,800	1,800	-		1,800	1,800
7095 Board Meetings and Travel					-			-
7100 Insurance			12,900	12,900	-		12,900	12,900
7100-7120 Employee Fringe Benefits			71,411	71,411	-		71,411	71,411
7125 Employer Payroll Taxes			6,057	6,057	-		6,057	6,057
7130/7135 Payroll Services and Bank Fees			950	950	-	950	-	950
7200 Equipment - Operating Leases			45,500	45,500	-		45,500	45,500
7215/8500 Capital - Equipment and Furniture			7,750	7,750	-		7,750	7,750
GASB Depreciation			140,000	140,000	-		140,000	140,000
8900 Strategic Initiative - WIA			125,000	125,000	-		125,000	125,000
<b>Subtotal One-Stop Center</b>			<b>1,010,000</b>	<b>1,010,000</b>	<b>-</b>	<b>18,682</b>	<b>991,318</b>	<b>1,010,000</b>

**Workforce Connections  
Program Year 2015  
WIA One-Stop Center Budget Narrative-Adjustment Requests**

- 6500 - Salaries: \$224,407** – Allocated costs for administrative and program staff salaries.
- 7000 - Accounting and Auditing: \$5,000** – Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support.
- 7025 Dues and Subscriptions: \$1,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
- 7030 Postage and Delivery: \$6,000** – Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.
- 7035 Printing and Reproduction: \$4,500** – Allocated costs for monthly copier per copy charges and other ancillary copying and printing costs associated with Board administration and daily operations.
- 7040 Office Supplies: \$22,500** – Allocated costs for program support training agreements and security guard costs.
- 7045 Systems Communications: \$25,500** – Allocated costs for support systems such as data backup, T-1 computer lines, and web hosting for internal e-mail support.
- 7050 Training and Seminars (Staff): \$3,000** – Allocated costs for local and out-of-town staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.
- 7055 Travel and Mileage (Staff): \$2,000** – Allocated costs for local mileage and out-of-town staff travel for grant related matters, State and USDOL sponsored training and conferences. Mileage includes an array of programmatic and fiscal activities, local and rural areas site reviews and monitoring visits to ensure compliance with WIA initiatives and work plans.
- 7060 Utilities: A new line item \$30,000** – Allocated costs for utilities for the new location. Utilities are included in our current lease agreement.
- 7065 Telephone: \$2,700** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 7070 Rent (Offices): \$146,000** – Allocated costs for Workforce Connections’ office space for staff in support of the Board’s administrative and programmatic functions.
- 7075 Facilities Maintenance: \$100,025** – Allocated costs for equipment or facility repairs and maintenance.

- 7080 Admin Support Contracts: \$6,000** – Allocated costs for administrative support agreements, HR consultant and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085A Program Support Contracts: \$20,000** – Allocated costs for program support training agreements and security guard costs.
- 7090 Non-Board Meetings and Outreach: \$1,800** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 7100 Insurance: \$12,900** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ omission and errors liability.
- 7100-7120 Employee Fringe Benefits: \$71,411** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 35% of the total salaries is used to calculate the fringe benefits.
- 7125 Employer Payroll Taxes: \$6,057** – Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$950** – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
- 7200 Equipment – Operating Leases: \$45,500** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.
- 8500 Capital – Equipment and Furniture: \$7,750** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.

**WORKFORCE CONNECTIONS  
PY2015 WIA Formula Budget  
One Stop System  
(Revised Budget - June 1, 2015)**

<b>One-Stop System</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2015</b>	<b>Proposed Budget PY2015</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries	10.13	8.38	698,158	698,158	-	20,945	677,213	698,158
7000 Accounting and Auditing			18,000	18,000	-	18,000	-	18,000
7005 Legal Fees			30,000	30,000	-	30,000	-	30,000
7010 Legal Publication Advertising			1,000	1,000	-		1,000	1,000
7020 Licenses and Permits			500	500	-		500	500
7025 Dues and Subscriptions			3,500	3,500	-		3,500	3,500
7030 Postage and Delivery			-	-	-		-	-
7035 Printing and Reproduction			4,500	4,500	-		4,500	4,500
7040 Office Supplies			10,000	10,000	-		10,000	10,000
7045 Systems Communications			11,310	11,310	-		11,310	11,310
7050 Training, and Seminars - Staff			9,756	9,756	-		9,756	9,756
7055 Travel and Mileage - Staff			18,480	18,480	-		18,480	18,480
7060 Utilities			-	-	-		-	-
7065 Telephone			5,720	5,720	-		5,720	5,720
7070 Facility Rent/Lease			-	-	-		-	-
7075 Facilities Repairs and Maintenance			-	-	-		-	-
7080 Admin Support Contracts			17,000	17,000	-	17,000	-	17,000
7085A Program Support Contracts			59,500	59,500	-		59,500	59,500
7085B Program Contracts - IT NVTrac/Web			15,000	15,000	-		15,000	15,000
7085C Program Contracts - Workforce Dev. Academy			100,000	100,000	-		100,000	100,000
7090 Non-Board Meetings and Outreach			58,500	58,500	-		58,500	58,500
7095 Board Meetings and Travel			-	-	-		-	-
7100 Insurance			19,000	19,000	-		19,000	19,000
7100-7120 Employee Fringe Benefits			222,087	222,087	-		222,087	222,087
7125 Employer Payroll Taxes			21,620	21,620	-		21,620	21,620
7130-7135 Payroll Services and Bank Fees			1,500	1,500	-	1,500	-	1,500
7200 Equipment - Operating Leases			-	-	-		-	-
7500 Participant Training			614,000	614,000	-		614,000	614,000
7215/8500 Capital - Equipment and Furniture			37,000	37,000	-		37,000	37,000
8510 Capital - Tenant Improvements			15,050	15,050	-		15,050	15,050
8900 Strategic Initiative - WIA			-	-	-		-	-
8900 Strategic Initiative - 1st Qtr 2016			325,000	325,000	-		325,000	325,000
<b>Subtotal One-Stop System</b>			<b>2,316,181</b>	<b>2,316,181</b>	<b>-</b>	<b>87,445</b>	<b>2,228,736</b>	<b>2,316,181</b>

**Workforce Connections  
Program Year 2015  
WIA One-Stop System Budget Narrative-Adjustment Requests**

- 6500 - Salaries: \$698,158** – Allocated costs for administrative and program staff salaries.
- 7000 - Accounting and Auditing: \$18,000** – Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support.
- 7005 Legal Fees: \$30,000** – Allocated costs for legal services in areas such as board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies.
- 7010 Legal Publication Advertising: \$1,000** – Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.
- 7020 Licenses and Permits: \$500** – Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.
- 7025 Dues and Subscriptions: \$3,500** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
- 7035 Printing and Reproduction: \$4,500** – Allocated costs for monthly copier per copy charges and other ancillary copying and printing costs associated with Board administration and daily operations.
- 7040 Office Supplies: \$10,000** – Allocated costs for program support training agreements and security guard costs.
- 7045 Systems Communications: \$11,310** – Allocated costs for support systems such as data backup, T-1 computer lines, and web hosting for internal e-mail support.
- 7050 Training and Seminars (Staff): \$9,756** – Allocated costs for local and out-of-town staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.
- 7055 Travel and Mileage (Staff): \$18,480** – Allocated costs for local mileage and out-of-town staff travel for grant related matters, State and USDOL sponsored training and conferences. Mileage includes an array of programmatic and fiscal activities, local and rural areas site reviews and monitoring visits to ensure compliance with WIA initiatives and work plans.
- 7065 Telephone: \$5,720** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.



- 7080 Admin Support Contracts: \$17,000** – Allocated costs for administrative support agreements, HR consultant and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085A Program Support Contracts: \$59,500** – Allocated costs for program support training agreements and security guard costs.
- 7085B Program Support Contracts – IT NVTrac and Web: \$15,000** – Allocated costs for temporary staffing to support program and data support activities.
- 7085C Program Support Contracts – Workforce Dev. Academy: \$100,000** – Allocated costs for temporary staffing to support program and data support activities.
- 7090 Non-Board Meetings and Outreach: \$58,500** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 7100 Insurance: \$19,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ omission and errors liability.
- 7100-7120 Employee Fringe Benefits: \$222,087** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 35% of the total salaries is used to calculate the fringe benefits.
- 7125 Employer Payroll Taxes: \$21,620** – Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$1,500** – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
- 7500 Participant Training: \$614,000** – Contracts for training initiatives related to apprenticeship preparation, Workkeys, tutoring and Health GAP training.
- 8500 Capital – Equipment and Furniture, Tenant Improvements: \$52,050** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.

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

											% OF PROGRAM YEAR COMPLETED			83%
Line Item Number	Budget				ACTUAL EXPENSES			0			% Expended from Budget			
	Operating Expenses	Admin	Program	Total	Admin	Program	Total	Admin	Program	Total	Admin	Program	Total	
6500	Salaries	538,507	2,154,026	2,692,533	408,273	1,372,461	1,780,734	130,234	781,565	911,799	75.82%	63.72%	66.14%	
7000	Accounting and Auditing	270,000	0	270,000	187,395	0	187,395	82,605	0	82,605	69.41%	0.00%	69.41%	
7005	Legal Fees	70,000	0	70,000	7,095	0	7,095	62,905	0	62,905	10.14%	0.00%	10.14%	
7010	Legal Publication Advertising	4,500	13,500	18,000	226	840	1,065	4,274	12,660	16,935	5.01%	6.22%	5.92%	
7020	Licenses and Permits	750	2,250	3,000	79	272	351	671	1,978	2,649	10.49%	12.09%	11.69%	
7025	Dues and Subscriptions	3,750	11,250	15,000	457	2,705	3,162	3,293	8,545	11,838	12.18%	24.05%	21.08%	
7030	Postage & Delivery	1,500	4,500	6,000	436	1,627	2,064	1,064	2,873	3,936	29.09%	36.16%	34.39%	
7035	Printing and Reproduction	2,750	8,250	11,000	512	2,026	2,537	2,238	6,224	8,463	18.61%	24.55%	23.07%	
7040	Office Supplies	7,875	23,625	31,500	3,323	13,392	16,715	4,552	10,233	14,785	42.20%	56.69%	53.06%	
7045	System Communications	21,750	65,250	87,000	12,764	48,566	61,331	8,986	16,684	25,669	58.69%	74.43%	70.49%	
7050	Training and Seminars	17,500	52,500	70,000	4,727	26,752	31,479	12,773	25,748	38,521	27.01%	50.96%	44.97%	
7055	Travel and Mileage (Staff)	18,000	54,000	72,000	6,806	35,173	41,979	11,194	18,827	30,021	37.81%	65.14%	58.30%	
7060	Utilities	7,500	22,500	30,000	4,529	17,242	21,771	2,971	5,258	8,229	60.38%	76.63%	72.57%	
7065	Telephone	7,500	22,500	30,000	1,574	10,222	11,796	5,926	12,278	18,204	20.99%	45.43%	39.32%	
7070	Rent	47,354	142,060	189,414	31,138	117,964	149,102	16,216	24,096	40,312	65.76%	83.04%	78.72%	
7075	Facilities Maintenance	12,500	37,500	50,000	6,201	23,820	30,020	6,299	13,680	19,980	49.61%	63.52%	60.04%	
7080/7085	Support Contracts	118,000	385,000	503,000	93,288	211,214	304,502	24,712	173,786	198,498	79.06%	54.86%	60.54%	
7090	Non-Board Meetings & Outreach	10,750	32,250	43,000	3,985	16,318	20,303	6,765	15,932	22,697	37.07%	50.60%	47.22%	
7095	Board Meetings and Travel	0	25,000	25,000	0	17,043	17,043	0	7,957	7,957	0.00%	68.17%	68.17%	
7100	Insurance	12,500	37,500	50,000	7,110	26,391	33,502	5,390	11,109	16,498	56.88%	70.38%	67.00%	
7120	Employee Fringe Benefits	211,535	634,605	846,140	117,629	446,123	563,752	93,906	188,482	282,388	55.61%	70.30%	66.63%	
7125	Employer Payroll Taxes	20,194	60,583	80,777	10,453	39,813	50,266	9,741	20,770	30,511	51.76%	65.72%	62.23%	
7130/7135	Payroll Services and Bank Fees	11,000	0	11,000	4,416	45	4,461	6,584	-45	6,539	40.14%	0.00%	40.55%	
7200	Equipment - Operating Leases	8,125	24,375	32,500	5,276	20,019	25,295	2,849	4,356	7,205	64.93%	82.13%	77.83%	
8500	Equipment and Furniture	30,613	91,837	122,450	18,065	69,121	87,186	12,548	22,716	35,264	59.01%	75.26%	71.20%	
8900	Strategic Initiative (Operations)	436,844	1,310,531	1,747,375	0	0	0	436,844	1,310,531	1,747,375	0.00%	0.00%	0.00%	
	<b>Total</b>	<b>1,891,297</b>	<b>5,215,392</b>	<b>7,106,689</b>	<b>935,755</b>	<b>2,519,148</b>	<b>3,454,903</b>	<b>955,542</b>	<b>2,696,244</b>	<b>3,651,786</b>	<b>49.48%</b>	<b>48.30%</b>	<b>48.61%</b>	

Legend	
Correct Now	
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d. Awards & Expenditures Report - Monthly Update (Compliance and Operational Status of Service Providers)

**Workforce Connections  
Awards and Expenditures  
Program Year 2012/2013/2014 Adult/Dislocated Worker Programs  
April 30, 2015**

Amounts for Providers reflect invoiced allowable expenditures through Apr 2015. Starred lines only reflect expenditures through Mar 2015.

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	\$ 75,237		\$ 75,237	75.24%	\$ 24,763
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 480,000	\$ 277,328		\$ 277,328	57.78%	\$ 202,672
GNJ Family Life Center	7/1/14-6/30/15	\$ 200,000	\$ 93,980		\$ 93,980	46.99%	\$ 106,020
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 480,000	\$ 350,365		\$ 350,365	72.99%	\$ 129,635
Nevada Partners, Inc	7/1/14-6/30/15	\$ 480,000	\$ 416,805		\$ 416,805	86.83%	\$ 63,195
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 480,000	\$ 243,857		\$ 243,857	50.80%	\$ 236,143
<b>Total</b>		<b>\$ 2,220,000</b>	<b>\$ 1,457,571</b>	<b>\$ -</b>	<b>\$ 1,457,571</b>	<b>65.66%</b>	<b>\$ 762,429</b>

**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		\$ 81,831	\$ 81,831	54.55%	\$ 68,169
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 320,000		\$ 153,038	\$ 153,038	47.82%	\$ 166,962
GNJ Family Life Center	7/1/14-6/30/15	\$ 250,000		\$ 121,194	\$ 121,194	48.48%	\$ 128,806
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 320,000		\$ 155,152	\$ 155,152	48.49%	\$ 164,848
Nevada Partners, Inc	7/1/14-6/30/15	\$ 320,000		\$ 164,121	\$ 164,121	51.29%	\$ 155,879
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 320,000		\$ 135,780	\$ 135,780	42.43%	\$ 184,220
<b>Total</b>		<b>\$ 1,680,000</b>	<b>\$ -</b>	<b>\$ 811,117</b>	<b>\$ 811,117</b>	<b>48.28%</b>	<b>\$ 868,883</b>

**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	\$ 65,407		\$ 65,407	65.41%	\$ 34,593
Bridge Counseling Associates	7/1/14-6/30/15	\$ 200,000	\$ 162,717		\$ 162,717	81.36%	\$ 37,283
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 200,000	\$ 143,008		\$ 143,008	71.50%	\$ 56,992
GNJ Family Life Center	7/1/14-6/30/15	\$ 200,000	\$ 145,361		\$ 145,361	72.68%	\$ 54,639
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 275,000	\$ 198,269		\$ 198,269	72.10%	\$ 76,731
Nevada Hospital Association	7/1/14-6/30/15	\$ 200,000	\$ 148,203		\$ 148,203	74.10%	\$ 51,797
Nevada Partners, Inc	7/1/14-6/30/15	\$ 275,000	\$ 211,775		\$ 211,775	77.01%	\$ 63,225
Salvation Army	7/1/14-6/30/15	\$ 250,000	\$ 177,523		\$ 177,523	71.01%	\$ 72,477
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 275,000	\$ 204,129		\$ 204,129	74.23%	\$ 70,871
<b>Total</b>		<b>\$ 1,975,000</b>	<b>\$ 1,456,392</b>	<b>\$ -</b>	<b>\$ 1,456,392</b>	<b>73.74%</b>	<b>\$ 518,608</b>

**Workforce Connections  
Awards and Expenditures  
Program Year 2012/2013/2014 Adult/Dislocated Worker Programs  
April 30, 2015**

Amounts for Providers reflect invoiced allowable expenditures through Apr 2015. Starred lines only reflect expenditures through Mar 2015.

Providers highlighted in red are on high risk status.

Providers highlighted in pink have an active pink paper.

<b>WIA PY14 Home Office DW</b>								
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		\$ 40,034	\$ 40,034	40.03%	\$	59,966
Bridge Counseling Associates	7/1/14-6/30/15	\$ 195,000		\$ 120,930	\$ 120,930	62.02%	\$	74,070
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 195,000		\$ 148,201	\$ 148,201	76.00%	\$	46,799
GNJ Family Life Center	7/1/14-6/30/15	\$ 195,000		\$ 135,751	\$ 135,751	69.62%	\$	59,249
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 185,000		\$ 107,915	\$ 107,915	58.33%	\$	77,085
Nevada Hospital Association	7/1/14-6/30/15	\$ 195,000		\$ 144,051	\$ 144,051	73.87%	\$	50,949
Nevada Partners, Inc	7/1/14-6/30/15	\$ 185,000		\$ 142,005	\$ 142,005	76.76%	\$	42,995
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 185,000		\$ 121,825	\$ 121,825	65.85%	\$	63,175
<b>Total</b>		<b>\$ 1,435,000</b>	<b>\$ -</b>	<b>\$ 960,713</b>	<b>\$ 960,713</b>	<b>66.95%</b>	<b>\$</b>	<b>474,287</b>

<b>WIA PY14 Other (Disabilities, Re-Entry, Rural, Veterans)</b>								
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	\$ 494,984		\$ 494,984	70.71%	\$	205,016
Easter Seals Nevada - Disabilities	4/1/13-6/30/15	\$ 922,456	\$ 698,642	\$ 142,728	\$ 841,370	91.21%	\$	81,086
Las Vegas Clark County Urban League - Veterans	2/1/14-6/30/15	\$ 800,000	\$ 261,351	\$ 269,613	\$ 530,964	66.37%	\$	269,036
Lincoln County - Rural	7/1/14-6/30/15	\$ 100,000	\$ 45,637	\$ 6,682	\$ 52,319	52.32%	\$	47,681
Nevada Department of Corrections	11/12/14-9/30/15	\$ 800,000	\$ 12,961		\$ 12,961	1.62%	\$	787,039
Nye Communities Coalition - Rural	7/1/14-6/30/15	\$ 700,000	\$ 396,425	\$ 127,711	\$ 524,136	74.88%	\$	175,864
<b>Total</b>		<b>\$ 4,022,456</b>	<b>\$ 1,910,001</b>	<b>\$ 546,734</b>	<b>\$ 2,456,734</b>	<b>61.08%</b>	<b>\$</b>	<b>1,565,722</b>

<b>WIA PY14 National Emergency Grant (NEG)</b>								
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		\$ 11,076	\$ 11,076	11.08%	\$	88,924
Bridge Counseling Associates	7/1/14-6/30/15	\$ 120,000		\$ -	\$ -	0.00%	\$	120,000
Easter Seals Nevada - Disabilities	1/1/15-6/30/15	\$ 60,000		\$ 7,793	\$ 7,793	12.99%	\$	52,207
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 170,000		\$ 8,979	\$ 8,979	5.28%	\$	161,021
GNJ Family Life Center	7/1/14-6/30/15	\$ 220,000		\$ 2,340	\$ 2,340	1.06%	\$	217,660
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 125,000		\$ 4,154	\$ 4,154	3.32%	\$	120,846
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		\$ 17,245	\$ 17,245	13.80%	\$	107,755
<b>Total</b>		<b>\$ 1,165,000</b>	<b>\$ -</b>	<b>\$ 61,485</b>	<b>\$ 61,485</b>	<b>5.28%</b>	<b>\$</b>	<b>1,103,515</b>

<b>Total Adult and Dislocated Worker</b>		<b>\$ 12,497,456</b>	<b>\$ 4,823,964</b>	<b>\$ 2,380,048</b>	<b>\$ 7,204,012</b>	<b>57.64%</b>	<b>\$</b>	<b>5,293,444</b>
			67%	33%				

**Workforce Connections  
Awards and Expenditures  
Program Year 2012/2013/2014 Youth Programs  
April 30, 2015**

Amounts for Providers reflect invoiced allowable expenditures through Apr 2015. Starred lines only reflect expenditures through Mar 2015.

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	\$ 41,375	\$ 222,596	\$ 263,970	52.79%	\$ 236,030
Nevada Partners, Inc - Summer Component	7/1/14-5/31/15	\$ 250,000	\$ 158,538		\$ 158,538	63.42%	\$ 91,462
Olive Crest - Foster Youth	7/1/14-6/30/15	\$ 500,000	\$ 217,086	\$ 178,215	\$ 395,301	79.06%	\$ 104,699
So. NV Regional Housing Authority PY12 Youth Housing	10/1/14-9/30/15	\$ 400,000	\$ 78,088	\$ 55,642	\$ 133,730	33.43%	\$ 266,270
Youth Advocate Programs	10/1/14-9/30/15	\$ 400,000	\$ 149,324	\$ 103,684	\$ 253,008	63.25%	\$ 146,992
<b>Total</b>		<b>\$ 2,050,000</b>	<b>\$ 644,411</b>	<b>\$ 560,137</b>	<b>\$ 1,204,548</b>	<b>58.76%</b>	<b>\$ 845,452</b>
			53%	47%			

**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	\$ 18,278	\$ 24,372	\$ 42,650	30.46%	\$ 97,350
Nye Communities Coalition-PY11 Year Round	10/1/14-9/30/15	\$ 330,000	\$ 45,438	\$ 92,139	\$ 137,576	41.69%	\$ 192,424
St. Jude's Ranch for Children	7/1/14-6/30/15	\$ 400,000	\$ 56,819	\$ 55,839	\$ 112,658	28.16%	\$ 287,342
<b>Total</b>		<b>\$ 870,000</b>	<b>\$ 120,535</b>	<b>\$ 172,349</b>	<b>\$ 292,884</b>	<b>33.66%</b>	<b>\$ 577,116</b>
			41%	59%			

**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	\$ 386,458		\$ 386,458	44.42%	\$ 483,542
Nevada Partners, Inc-PY12 Youth In School	10/1/14-9/30/15	\$ 880,000	\$ 432,241		\$ 432,241	49.12%	\$ 447,759
<b>Total</b>		<b>\$ 1,750,000</b>	<b>\$ 818,699</b>	<b>\$ -</b>	<b>\$ 818,699</b>	<b>46.78%</b>	<b>\$ 931,301</b>
			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		\$ 64,210	\$ 64,210	21.40%	\$ 235,790
GNJ Family Life Center-PY13 Youth Out of School	10/1/14-9/30/15	\$ 720,000		\$ 268,404	\$ 268,404	37.28%	\$ 451,596
HELP of So. Nevada-PY13 Youth Out of School	10/1/14-9/30/15	\$ 660,000		\$ 261,893	\$ 261,893	39.68%	\$ 398,107
<b>Total</b>		<b>\$ 1,680,000</b>	<b>\$ -</b>	<b>\$ 594,507</b>	<b>\$ 594,507</b>	<b>35.39%</b>	<b>\$ 1,085,493</b>
			0%	100%			

<b>Total Youth</b>		<b>\$ 6,350,000</b>	<b>\$ 1,583,645</b>	<b>\$ 1,326,993</b>	<b>\$ 2,910,638</b>	<b>45.84%</b>	<b>\$ 3,439,362</b>
			54%	46%			

**Workforce Connections  
Awards and Expenditures  
Program Year 2013/2014 Direct Programs  
April 30, 2015**

Amounts for Internal Programs reflect expenditures as of April 30, 2015.

Amounts for Providers reflect invoiced allowable expenditures through Apr 2015. Starred lines only reflect expenditures through Mar 2015.

**Direct Grants**

<b>Program</b>	<b>WC FTE</b>	<b>Contract Dates</b>	<b>Contract Award</b>	<b>Total Expended</b>	<b>% Spent</b>	<b>Remaining Balance</b>
Youth Build PY13 - WC	3.28	7/15/13-11/14/16	940,400	\$ 595,905	63.37%	344,495
Youth Build PY13 - CCSD DRHS	0.00	10/1/13-9/30/15	159,600	\$ 87,778	55.00%	71,822
AmeriCorps PY14 - WC	0.92	8/1/14-7/31/15	25,000	\$ 21,860	87.44%	3,140
AARP	0.00	7/1/14-6/30/15	50,000	\$ 41,761	83.52%	8,239
NSHE - DETR	0.40	11/1/14 - 10/31/15	68,000	\$ 14,099	20.73%	53,901
NSHE - Robert Wood	0.00	11/1/14 - 10/31/15	67,000	\$ 18,298	27.31%	48,702
<b>Total</b>	<b>4.60</b>		<b>1,310,000</b>	<b>779,701</b>	<b>59.52%</b>	<b>530,299</b>



e. Funding Plans – Monthly Update – Adult/Dislocated Worker/Youth

<b>Workforce Connections</b> <b>Adult and Dislocated Worker Funding Plan</b> <b>PY 2015 Estimate</b>										
	Prior Year PY2014 Budget	Projected PY2015 Budget	Remaining Available Funds	Projections Based on Monthly Invoices						
				Jul-Sep 2015 3 Months	Oct-Dec 2015 3 Months	Jan-Mar 2016 3 Months	Apr-Jun 2016 3 Months	Next Program Year	Projected PY2015 TOTAL	Remaining
<b>REVENUES (Estimated July 1, 2015)</b>										
PY2013 Adult and DW Funding	5,908,064		-							-
PY2013/2014 DW Natl Emergency Grant (NEG) Funding	1,236,671	<b>1,215,000</b>	<b>1,215,000</b>	303,750	303,750	303,750	303,750			1,215,000
PY2014 Adult and DW Funding	13,469,083	<b>5,300,000</b>	<b>5,300,000</b>	3,607,192	1,692,808					5,300,000
PY2015 Adult and DW Funding (Estimate)		<b>11,823,435</b>	<b>11,823,435</b>	-	1,930,550	3,623,358	3,623,357	2,600,000		11,777,266
PY2015 Program Income (One-Stop Billing) and Interest	90,025	<b>120,025</b>	<b>120,025</b>	30,006	30,006	30,006	30,007	-		120,025
<b>TOTAL REVENUES</b>	<b>20,703,843</b>	<b>18,458,460</b> -10.85%	<b>18,458,460</b>	<b>3,940,948</b>	<b>3,957,114</b>	<b>3,957,114</b>	<b>3,957,114</b>	<b>2,600,000</b>		<b>18,412,291</b>
<b>EXPENDITURES</b>										
<b>Community Resources</b>										
One-Stop Consortium ADW Contracts / One Stop Operator (Rescare)	3,950,000	<b>2,450,000</b>	<b>2,450,000</b>	594,125	594,125	594,125	594,125			2,376,500
One-Stop Center Operations - Charleston (Facilities/Operations)	692,121	<b>910,000</b>	<b>910,000</b>	196,250	196,250	196,250	196,250	125,000		910,000
One-Stop System Operations	2,055,539	<b>2,081,181</b>	<b>2,081,181</b>	439,045	439,045	439,045	439,045	325,000		2,081,181
One-Stop Affiliate Sites (NPI, HELP, East)	3,410,000	<b>2,600,000</b>	<b>2,600,000</b>	630,500	630,500	630,500	630,500			2,522,000
Rural ADW Contracts (Lincoln and Nye)	800,000	<b>675,000</b>	<b>675,000</b>	163,688	163,688	163,688	163,688			654,750
Adults with Disabilities (Goodwill)	459,926	<b>600,000</b>	<b>600,000</b>	145,500	145,500	145,500	145,500			582,000
Nevada Dept of Corrections Pre-Release	800,000	<b>750,000</b>	<b>750,000</b>	150,000	150,000	150,000	150,000	150,000		750,000
Reentry Post-Release (FIT)	700,000	<b>600,000</b>	<b>600,000</b>	145,500	145,500	145,500	145,500			582,000
Veterans (LV Urban League)	667,289	<b>600,000</b>	<b>600,000</b>	145,500	145,500	145,500	145,500			582,000
<b>Operations</b>										
Administration and Programs	4,877,001	<b>4,280,860</b>	<b>4,280,860</b>	845,215	845,215	845,215	845,215	900,000		4,280,860
<b>Pending Contracts</b>										
Transitional Contracts		<b>250,000</b>	<b>250,000</b>	60,625	60,625	60,625	60,625			242,500
PY2015 Adults with Disabilities (Easter Seals)		<b>500,000</b>	<b>500,000</b>	121,250	121,250	121,250	121,250			485,000
PY2015 Women and Minority Firefighters EMT Training		<b>50,000</b>	<b>50,000</b>		16,167	16,167	16,167			48,500
NEG Contracts (OJT/Training)	1,236,671	<b>1,215,000</b>	<b>1,215,000</b>	303,750	303,750	303,750	303,750			1,215,000
<b>Next Year Projection</b> - First Quarter Obligations	2,850,000	<b>1,100,000</b>	<b>1,100,000</b>					1,100,000		1,100,000
<b>TOTAL</b>	<b>22,498,547</b>	<b>18,662,041</b>	<b>18,662,041</b>	<b>3,940,948</b>	<b>3,957,114</b>	<b>3,957,114</b>	<b>3,957,114</b>	<b>2,600,000</b>		<b>18,412,291</b>

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)

PY2015 funding period is available July 1, 2015 through June 30, 2017 (after two years, remaining funds revert to the State for one additional year)

Workforce Connections Youth Funding Plan PY 2015 Projections											
	Prior Year PY2014 Budget	Carry Forward PY2014 Budget	Projected PY2015 Budget	Available Funds	Projections Based on Monthly Invoices						
					Jul-Sep 2015 3 Months	Oct-Dec 2015 3 Months	Jan-Mar 2015 3 Months	Apr-Jun 2015 3 Months	Next Program Year	Projected PY2015 TOTAL	Remaining
<b>REVENUES (February 24, 2015)</b>											
PY2013 Youth Funding	3,989,850			-							-
PY2014 Youth Funding	5,927,060	3,000,000		3,000,000	2,664,934	335,067					3,000,000
PY2015 Youth Funding			5,973,728	5,973,728	-	1,469,746	1,804,813	1,804,813	747,182		5,079,371
<b>TOTAL REVENUES</b>	<b>9,916,910</b>	<b>3,000,000</b>	<b>5,973,728</b>	<b>8,973,728</b> -9.51%	<b>2,664,934</b>	<b>1,804,813</b>	<b>1,804,813</b>	<b>1,804,813</b>	<b>747,182</b>		<b>8,079,371</b>
<b>EXPENDITURES</b>											<b>1.49</b>
<b>Community Resource Contracts</b>											<b>Months</b>
PY2014 Youth Re-entry Extension (YAP)	517,232	96,000	-	96,000	96,000						96,000
PY2014 Youth In-School Contracts (NPI, Help)	2,622,577	450,000	-	450,000	427,721						427,721
PY2014 Youth Summer Component (NPI)	250,000	-	-	-	-						-
PY2014 Out-of-School Youth (GNJ, Help, LCCCF, AHD)	2,852,020	796,975	-	796,975	391,200						391,200
PY2012 Youth Year Round Extension (SNRHA)	510,780	213,780	-	213,780	70,200						70,200
2015 OSAS - North (NPI)			800,000	800,000	190,000	190,000	190,000	190,000	40,000		760,000
2015 OSAS - East (SNRHA)			800,000	800,000	190,000	190,000	190,000	190,000	40,000		760,000
2015 Youth Dropout Recovery (HELP)			500,000	500,000	114,375	114,375	114,375	114,375	42,500		457,500
<b>Operations</b>											
PY2014 Administration and Programs	2,229,663	750,000	1,493,432	2,243,432	483,750	483,750	483,750	483,750	308,432		1,935,000
PY2014 Workforce Development Academy	70,000	35,000	30,000	65,000	15,750	15,750	15,750	15,750	2,000		63,000
<b>Rollover Contracts</b>											
PY2014 Foster Care/Rural Contract (St. Junes)	400,000	251,000	24,000	275,000	65,313	65,313	65,313	65,313	13,750		261,250
PY2014 Youth with Disabilities (Goodwill)	500,000	-	500,000	500,000	114,375	114,375	114,375	114,375	42,500		457,500
PY2014 Former Foster Care (Olive Crest)	500,000	-	500,000	500,000	114,375	114,375	114,375	114,375	42,500		457,500
PY2014 Youth Rural Contracts (Nye, Lincoln)	565,029	215,632	284,368	500,000	112,500	112,500	112,500	112,500	50,000		450,000
Professional Services Contract for Tutoring		143,000	65,000	208,000	50,000	50,000	50,000	50,000	8,000		200,000
Youth One-Stop			500,000	500,000		125,000	125,000	125,000	125,000		375,000
Transitional Contracts			300,000	300,000	75,000	75,000	75,000	75,000	-		300,000
DJJS Pre-Entry Youth			650,000	650,000	154,375	154,375	154,375	154,375	32,500		617,500
<b>TOTAL</b>	<b>11,017,301</b>	<b>2,951,387</b>	<b>6,446,800</b>	<b>9,398,187</b>	<b>2,664,934</b>	<b>1,804,813</b>	<b>1,804,813</b>	<b>1,804,813</b>	<b>747,182</b>		<b>8,079,371</b>

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)

f. Workforce Connections Professional Services Contracts

Please note: any pending contract presented for approval may be reviewed and examined in its entirety by any board member upon request.

(PENDING CONTRACTS FOR APPROVAL ARE HIGHLIGHTED IN THE ATTACHED)

**WORKFORCE CONNECTIONS & ONE-STOP CAREER CENTER  
PROFESSIONAL SERVICES CONTRACTS  
As of 6/23/15**

<b>Contractor/Consultant Scope of Work Summary</b>	<b>Amount of Contract</b>	<b>Procurement Method &amp; WISS/State Approval**</b>	<b>Renewal Status</b>	<b>Term of Contract</b>
<b>AGAPE Tutoring Services</b>	<b>\$50,000.00</b>	<b>Competitive</b>	<b>Active</b>	<b>4/14/2015 to 9/30/2015</b>
<b>ALLIED BARTON SECURITY SERVICES One-Stop Center &amp; WC Administrative Offices Security Services</b>	<b>\$80,000.00</b>	<b>Competitive [State Procurement Process]</b>	<b>Pending Board Approval Year 3 Renewal</b>	<b>7/1/2013 to 6/30/2014</b>
<b>Amendment #1 &amp; #2 Contract Renewal</b>	<b>\$105,000.00</b>			<b>7/1/2014 to 6/30/2015</b>
<b>Amendment #3 Contract Renewal</b>	<b>\$150,000.00</b>			<b>7/1/2015 to 6/30/2016</b>
<b>JOHN CHAMBERLIN WIOA Training, Technical Assistance &amp; Board Strategic Planning</b>	<b>\$24,500.00</b>	<b>Competitive</b>	<b>Active</b>	<b>9/1/2014 to 8/31/2015</b>
<b>COVERALL HEALTH BASED CLEANING SYSTEM SERVICES &amp; SUPPLIES Cleaning &amp; Maintenance of Administrative Offices &amp; One-Stop Center</b>	<b>\$38,412.00</b>	<b>Competitive</b>	<b>Active</b>	<b>12/3/2013 to 12/3/2014</b>
<b>Amendment #1 Contract Renewal</b>	<b>\$40,000.00</b>			<b>12/4/2014 to 11/30/2015</b>

<b>Contractor/Consultant Scope of Work Summary</b>	<b>Amount of Contract</b>	<b>Procurement Method &amp; WISS/State Approval**</b>	<b>Renewal Status</b>	<b>Term of Contract</b>
<b>CST PROJECT CONSULTING Fiscal Technical Assistance</b>	<b>\$163,440.00</b>	<b>Competitive</b>	<b>Active</b>	<b>2/1/2015 to 1/31/2016</b>
<b>EMPOWERMENT LEARNING SERVICES Tutoring Services</b>	<b>\$50,000.00</b>	<b>Competitive</b>	<b>Active</b>	<b>4/14/2015 to 9/30/2015</b>
<b>GREG NEWTON ASSOCIATES And Amendment #1 One-Stop System Planning Training</b>	<b>\$33,600.00</b>	<b>Competitive</b>	<b>Pending Board Approval Year 4 Renewal</b>	<b>8/1/2012 to 6/30/2013</b>
<b>Amendment #2 and #3 One-Stop Training for New Partners</b>	<b>\$25,000.00</b>			<b>7/1/2013 to 6/30/2014</b>
<b>Amendment #4 Contract Renewal</b>	<b>No Cost Amendment</b>			<b>7/1/2014 to 6/30/2015</b>
<b>Amendment #5 Contract Renewal</b>	<b>No Cost Amendment</b>			<b>7/1/2015 to 6/30/2016</b>
<b>INTEGRITY IMAGING SOLUTIONS Service Provider Client Files Scanning Project</b>	<b>\$60,000.00</b>	<b>Competitive</b>	<b>Active</b>	<b>6/1/2015 to 6/30/2016</b>
<b>JANTEC Temporary Employment Services for Workforce Connections Temporary Employees</b>	<b>26.79% Overhead Cost for Referrals</b>	<b>Competitive</b>	<b>Active</b>	<b>2/14/2015 to 2/13/2016</b>

<b>Contractor/Consultant Scope of Work Summary</b>	<b>Amount of Contract</b>	<b>Procurement Method &amp; WISS/State Approval**</b>	<b>Renewal Status</b>	<b>Term of Contract</b>
<p><b>JOY HUNTSMAN</b> <b>Back to Work 50+</b></p> <p><b>Amendment #1</b> <b>Additional Training Funds</b></p> <p><b>Amendment #2</b> <b>Contract Renewal</b></p>	<p>\$25,000.00</p> <p>\$2,045.00</p> <p><b>\$25,000.00</b></p>	<p>Sole Source Partner Under AARP Grant</p>	<p><b>Pending Board Approval Year 2 Renewal</b></p>	<p>9/1/2014 to 6/30/2015</p> <p><b>7/1/2015 to 6/30/2016</b></p>
<p><b>TAKA KAJIYAMA</b> <b>Software Development</b></p> <p><b>Amendment #1 and #2</b> <b>Contract Renewal</b></p> <p><b>Amendment #3</b> <b>Contract Renewal</b></p>	<p>\$62,400.00</p> <p>\$75,000.00</p> <p><b>\$75,000.00</b></p>	<p>Competitive</p>	<p><b>Pending Board Approval Year 3 Renewal</b></p>	<p>8/7/2013 to 6/30/2014</p> <p>7/1/2014 to 6/30/2015</p> <p><b>7/1/2015 to 6/30/2016</b></p>
<p><b>MACEY PRINCE CONSULTING</b> <b>Amendments #1-7</b> <b>Fiscal &amp; Procurement Technical Assistance</b></p>	<p>\$105,000.00</p>	<p>Competitive</p>	<p><b>Pending Procurement</b></p>	<p>9/23/2011 to 6/30/2015</p>
<p><b>PARKER, NELSON &amp; ASSOCIATES</b> <b>Board Legal Council</b></p>	<p>\$100,000.00</p>	<p>Competitive</p>	<p>Active</p>	<p>5/27/2015 to 6/30/2016</p>

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
<b>PIERCY BOWLER TAYLOR &amp; KERN</b> <b>A-133 AUDITING SERVICES</b> <b>for Program Year 2014</b>	\$80,000.00	Competitive	Active	6/1/2015 to 6/30/2016
<b>PRISM GLOBAL MANAGEMENT GROUP</b> <b>Amendments #1 and #2</b> <b>HR Services</b>  <b>Amendment #3</b> <b>HR Services</b>  <b>Amendment #4</b> <b>HR Services</b>	\$75,000.00  \$164,000.00 for 2 years  \$72,000.00	Competitive	Active	9/22/2011 to 9/30/2012  10/1/2012 to 9/30/2014  10/1/2014 to 9/30/2015
<b>RED 7 COMMUNICATIONS</b> <b>One-Stop and WC Outreach Services</b>  <b>Amendment #1</b> <b>Contract Renewal</b>	\$24,000.00  <b>\$30,000.00</b>	Competitive	<b>Pending Board Approval Year 2 Renewal</b>	7/1/2014 to 6/30/2015  <b>7/1/2015</b> to <b>6/30/2016</b>



<b>Contractor/Consultant Scope of Work Summary</b>	<b>Amount of Contract</b>	<b>Procurement Method &amp; WISS/State Approval**</b>	<b>Renewal Status</b>	<b>Term of Contract</b>
<p>SIN CITY MAD MEN Amendment #1 <b>Web Development Services</b></p> <p>Amendment #2-4 <b>Maintenance of WC Web Site</b></p> <p>Amendment #5-6 <b>Contract Renewal</b></p> <p>Amendment #7 <b>Contract Renewal</b></p>	<p>\$26,120.00</p> <p>\$74,144.00</p> <p>\$75,000.00</p> <p><b>\$60,000.00</b></p>	<p>Competitive</p>	<p><b>Pending Board Approval Year 4 Renewal</b></p>	<p>11/5/2012 to 6/30/2013</p> <p>7/1/2013 to 6/30/2014</p> <p>7/1/2014 to 6/30/2015</p> <p><b>7/1/2015 to 6/30/2016</b></p>
<p>GRANT WRITER POOL <b>Research and Assistance in Grant Writing</b></p> <p>STRATEGIC PROGRESS</p> <p>GRANTS WEST</p> <p>SELIGER &amp; ASSOCIATES</p> <p>AARON ROME CONSULTING</p>	<p>\$50,000.00 Total</p> <p>\$20,000.00</p> <p>\$10,000.00</p> <p>\$10,000.00</p> <p>\$10,000.00</p>	<p>Competitive</p>	<p>Active</p> <p>Pending Contract</p> <p>Pending Contract</p> <p>Pending Contract</p>	<p>4/1/2015 to 3/31/2016</p>

<b>Contractor/Consultant Scope of Work Summary</b>	<b>Amount of Contract</b>	<b>Procurement Method &amp; WISS/State Approval**</b>	<b>Renewal Status</b>	<b>Term of Contract</b>
<b>SOCIAL POLICY RESEARCH ASSOCIATES RFP Evaluation Services</b>	<b>\$20,000.00</b>	<b>Competitive</b>	<b>Active</b>	<b>4/13/2015 to 4/12/2016</b>
<b>WORKPLACE ESL SOLUTIONS</b> Amendment #1 <b>Staff Development Training</b>  Amendment #2-3 <b>Staff Development Training</b>  Amendment #4-6 <b>Workforce Development Academy Curriculum Review</b>  Amendment #7 <b>Contract Renewal</b>	<b>\$7,000.00</b>   <b>\$15,000.00</b>   <b>\$22,500.00</b>   <b>No Cost Amendment</b>	<b>Competitive</b>	<b>Pending Board Approval Year 4 Renewal</b>	<b>4/17/2013 to 6/30/2013</b>  <b>7/1/2013 to 6/30/2014</b>  <b>7/1/2014 to 6/30/2015</b>  <b>7/1/2015 to 6/30/2016</b>

**\*\*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 21. INFORMATION:**

Strategic Initiatives Report and Interactive Kiosk Demonstration  
~ Jaime Cruz, Chief Strategy Officer

## **Strategic Initiatives Update 7-14-2015**

- Implementation of the Workforce Innovation and Opportunity Act (WIOA).
  - Workforce Connections' Implementation Plan is fully in-place and making steady progress.
  - Staff participating in working group meetings taking place with statewide stakeholders regarding the new Combined State 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 took effect.
  - March 3, 2016 – Deadline for submission of new Combined State Plan.
- Staff working with DETR on the implementation of a new Statewide Automated Workforce System (SAWS).
- Year-long implementation of new Eligible Training Provider List (ETPL) process is more than half-way done. Phase 3 commenced on June 1 and is scheduled to be completed on August 31.
- Concept for potential Youth One-Stop Career Center with focus on Science Technology Engineering & Math (STEM) career exploration is under consideration. The Center would have strong focus on exposing Youth to skill sets and competencies required in Nevada's targeted industry sectors.
- Strategic Goals Matrix was updated to be effective July 1, 2015.
- Retrofitted Mobile One-Stop Bus will be deployed by the One-Stop Operator in coordination with the One-Stop Affiliate Sites. Specific details of deployment are being incorporated into the new contracts for services starting July 1, 2015.
- Interactive kiosk project is well underway. It will provide easy access to all information regarding our service delivery system. Phase 1 includes Career Exploration activities in Southern Nevada's Industry Sectors guided by fun virtual animated characters.

**Agenda item 22a. DISCUSSION AND POSSIBLE ACTION:**

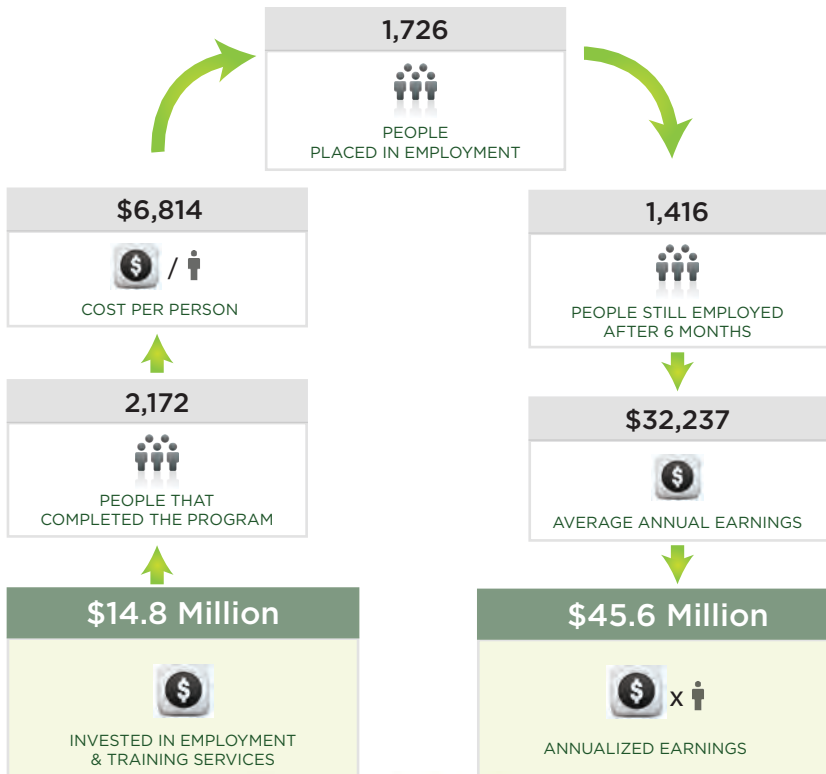
Review, discuss and accept Executive Director's Annual Performance Report

(SEPARATE HANDOUT)

**Agenda item 22b. DISCUSSION AND POSSIBLE ACTION:**

Strengthening Southern Nevada's Economy – (Workforce Connections Return on Investment Pocket Handout)

# HELPING ADULT & DISLOCATED WORKERS



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**Agenda Item 23. 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 24. INFORMATION:**

LEO Consortium member comments