

WORKFORCE CONNECTIONS

BOARD AGENDA

Tuesday, September 22, 2015

10:00 a.m.

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

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

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

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

This Agenda is also available at www.nvworkforceconnections.org

COMMENTARY BY THE GENERAL PUBLIC

The Board complies with Nevada's Open Meeting Law, by taking Public Comment at the beginning of the meeting prior to the Board approving the Agenda and before any other action is taken, and again before the adjournment of the meeting.

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

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

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

Welcome to our meeting.

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

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

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

Board Members: Bart Patterson, Brad Deeds, Charles C. Perry, Dasya Duckworth, John “Jack” Martin (Vice Chair), Janice John, Jerrie E. Merritt, Kenneth C. Evans, Leo Bletnitsky, Liberty Leavitt, Lou DeSalvio, Louis Loupias, Maggie Arias-Petrel, Mark Keller, Marvin L. Gebers, Michael A. Vannozzi, Paul Brandt, Rebecca Henry, Renee L. Olson, Rob Mallery, Tobias Hoppe, Tommy Rowe, Valerie Murzl (Chair).

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

AGENDA

1. Call to order, confirmation of posting, roll call, and Pledge of Allegiance ~ *Valerie Murzl, Chair*
2. **FIRST PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this Agenda, which is before this Board for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes 5
3. **DISCUSSION AND POSSIBLE ACTION:** Approve the agenda with inclusions of any emergency items and deletion of any items..... 6
4. **DISCUSSION AND POSSIBLE ACTION:** Approve the Board minutes of August 25, 2015..... 7
5. **INFORMATION:** Ethics Presentation ~ *Yvonne Nevarez-Goodson, Nevada Commission on Ethics* 17

PROGRAMS COMMITTEE UPDATE ~ Bart Patterson, Chair

6. **INFORMATION:** Programs Committee minutes of August 18, 2015 and September 9, 2015 (draft) 37
7. **DISCUSSION AND POSSIBLE ACTION:** Approve Programs Committee’s recommendation to award and execute a contract with Nevada Partners, Inc. for the Adult Building Trades Pre-Apprenticeship Workforce Development Program in an amount not to exceed \$500,000 for a contract term October 1, 2015 through September 30, 2016 with an option to renew annually for an additional three years based on performance and available funding 52
8. **DISCUSSION AND POSSIBLE ACTION:** Approve Programs Committee’s recommendation to award and execute a contract with Nevada Partners, Inc. for the Youth Pre-Entry Workforce Development Program in an amount not to exceed \$650,000 for a contract term October 1, 2015 through September 30, 2016 with an option to renew annually for an additional three years based on performance and available funding 63

- 9. DISCUSSION AND POSSIBLE ACTION:** Approve Programs Committee’s recommendation to award additional funding to the sub-recipients listed below. The funds will be used to ensure continuity of education, employment and training services for 1,145 active and follow-up youth participants who transferred and/or carried over from PY2014 funded sub recipients 74
- a. Nevada Partners, Inc.\$154,800 (673 clients transferred)
 - b. HELP of Southern Nevada\$83,200 (414 clients transferred)
 - c. Southern Nevada Regional Housing Authority\$27,000 (58 clients transferred)
- 10. INFORMATION:** List of PY2015 Adult, Dislocated Worker, and Youth Programs 76
- a. WIOA PY2015 Adult & Dislocated Worker Contracts ending June 30, 2016
 - b. WIA PY2014 Youth Contracts ending September 30, 2015
 - c. WIA PY2015 Youth Contracts ending June 30, 2016

OPERATIONS UPDATE ~ Jim Kostecki, Manager, Financial Services

- 11. INFORMATION:** Finance and Budget Committee minutes of August 12, 2015 (draft) 78
- 12. DISCUSSION AND POSSIBLE ACTION:** Review, accept and approve 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. 87

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

- 13. INFORMATION:** Business Engagement Report 94
- a. Hire Report
 - b. Pre-Screening and Referral Statistics
 - c. Business Engagement Panel Update
 - d. Communications/Outreach Update

STRATEGIC INITIATIVES UPDATE ~ Jaime Cruz, Chief Strategy Officer

- 14. INFORMATION:** Strategic Initiatives Update 101
- a. WIOA Implementation
 - b. Statewide Automated Workforce System (SAWS)
 - c. Eligible Training Provider List (ETPL) Performance Reporting
 - d. Strategic Work Plan Goals Matrix
 - e. Mobile One-Stop Bus Project
 - f. Interactive Career Exploration (ICE) Project

EXECUTIVE DIRECTOR UPDATE ~ Ardell Galbreth, Executive Director

- 15. DISCUSSION AND POSSIBLE ACTION:** Accept and approve Executive Director’s Report 103
- a. Rural Counties Employment and Training Services Update
 - b. Highlighted Workforce Development Initiatives
 - c. Staff Development and Service Providers/Workforce Development Partners Training
- 16. SECOND PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and state your address for the record. Each comment will be limited to three (3) minutes 105
- 17. INFORMATION:** Board Member Comments 106
- 18. Adjournment**

Agenda item 2.

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 3. DISCUSSION AND POSSIBLE ACTION:

Approve the agenda with inclusions of any emergency items and deletion of any items

Agenda item 4. DISCUSSION AND POSSIBLE ACTION:

Approve the Board minutes of August 25, 2015

WORKFORCE CONNECTIONS

BOARD MEETING MINUTES

August 25, 2015
10:00 a.m.

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

Members Present

Bart Patterson	Charles Perry	Dasya Duckworth (phone)
Jack Martin	Janice John	Jerrie Merritt
Ken Evans	Leo Bletnitsky	Liberty Leavitt
Lou DeSalvio	Louis Loupias	Maggie Arias-Petrel (phone)
Mark Keller (phone)	Marvin Gebers (phone)	Michael Vannozzi
Paul Brandt	Rebecca Henry	Renee Olson
Rob Mallery	Tommy Rowe	Valerie Murzl

Members Absent

Brad Deeds	Tobias Hoppe
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Staff Present

Ardell Galbreth	Suzanne Potter	Jim Kostecki
Jaime Cruz	Ricardo Villalobos	Kenadie Cobbin Richardson
Brett Miller	Jake McClelland	Emilio Pias
Debra Collins	Kelly Ford	Shawonda Nance
Jeramey Pickett	Chris Shaw	Tom Dang

Others Present

Rose Marie Reynolds, Office of the Attorney General	Vinz Koller, Social Policy Research (phone)
Carol Turner, CST Project Consulting	Amber White-Davidson, Parker Nelson Associates
Arcadio Bolanos, Academy of Human Development	Lynn Hoffman, ResCare Workforce Services
Tim Foster, ResCare Workforce Services	Nield Montgomery, The Learning Center
Linda Montgomery, The Learning Center	Sonja Holloway, Sierra Nevada Job Corps
Dave McKinnis, Bellagio Resorts (phone)	Dr. Cecilia Maldonado, UNLV
Janice M. Rael, Nevada Partners, Inc.	Jodi Gilliland, UNLV – Continuing Education
Jennifer Erber, Olive Crest	Margaret Rees, UNLV
Tanya Hill, Nevada Department of Corrections	Trinette Burow, Nevada Department of Corrections
Ron Hilke, WISS/DETR	Denise Gee, HELP of Southern Nevada
Sherman Rutledge Jr., St. Jude's Ranch for Children	K. E. Hooks, Las Vegas Urban League
April Guinsler, Easter Seals Nevada	Janet Blumen, FIT
Jennifer Casey, FIT	Debra Giordano, ResCare Workforce Services

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

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

The meeting was called to order by Chair Valerie Murzl at 10:03 a.m. Staff confirmed the meeting had been properly noticed and posted in accordance with the Nevada Open Meeting Law; roll call was taken and a quorum was present.

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

A motion was made by Charles Perry and seconded by Paul Brandt to approve the agenda as presented. Motion carried.

3. FIRST PUBLIC COMMENT SESSION:

Lynn Hoffman, ResCare Workforce Services/One-Stop Operator provided a One-Stop Career Center update:

- 1,900 individuals served at the One-Stop since July 1, 2015
- Providing continued staff development training
- Developing policies and procedures
- Hired three new staff
- Participated in a Latin Chamber of Commerce event

4. DISCUSSION AND POSSIBLE ACTION: Approve the Board minutes of July 28, 2015

Chair Murzl presented the minutes on page 7-11 of the agenda packet.

A motion was made by Charles Perry and seconded by Renee Olson to approve the Board minutes of July 28, 2015 as presented. Motion carried.

5. DISCUSSION AND POSSIBLE: Approve the minutes of dissolved committees:**a. Adult and Dislocated Worker Committee minutes of June 10, 2015**

The ADW Committee minutes are provided on page 13-17 of the agenda packet.

b. Youth Council minutes of June 10, 2015

The Youth Council minutes are provided on page 18-21 of the agenda packet.

A motion was made by Charles Perry and seconded by Bart Patterson to approve the June 10, 2015 minutes of the Adult and Dislocated Worker Committee and Youth Council as presented. Motion carried.

6. INFORMATION: Business Engagement Report and Workforce Connections' Compacts

Kenadie Cobbin Richardson, Director, Business Engagement & Communications presented the Business Engagement In-Demand Jobs Report (p. 23) and Business Engagement Panel members (p. 26). She announced new WC Compact employers (p. 27) and various events, including a one day seminar with Deanna Neilson at the Pearson Center, the Emergency Medical Technician (EMT) Basic Certification training (p. 29) and the Nevada Day Super Hiring Event 2015 on Wednesday, October 29th at Cashman Center with 70 employers.

In response to Renee Olson's inquiry regarding the goal for number of jobs and participants who attended the one day seminar, Ms. Richardson replied the goal is 468 jobs per year (12% attainment) and only about 30 individuals attended the one day seminar because there was not an employer on site making it difficult to attract job seekers.

Michael Vannozzi inquired about the referral process for the Nevada Day Super Hiring Event. Ms. Richardson suggested that board members contact her directly and an e-mail with registration links will go out to all board members as well.

7. INFORMATION: Nevada Open Meeting Law Training ~ Rose Marie Reynolds, Office of the Attorney General

Rose Marie Reynolds provided an overview of the Nevada Open Meeting Law (OML) in conjunction with a PowerPoint presentation. A copy of the presentation was made available to the public and can be accessed on the Workforce Connections website at <http://nvworkforceconnections.org/wp-content/uploads/2015/08/08.25.15-OML-Presentation.pdf>. Discussion ensued regarding quorum requirements.

8. DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to award National Emergency Grant (NEG) funds to the sub-recipients listed below. NEG funds can only be expended on WIOA training activities for eligible Dislocated Workers.

- a. Academy of Human Development \$50,000
 - b. Easter Seals Nevada..... \$50,000
 - c. Goodwill of Southern Nevada \$50,000
 - d. HELP of Southern Nevada..... \$25,000
 - e. Las Vegas Clark County Urban League \$50,000
 - f. ResCare Workforce Services \$500,000
 - g. Nevada Partners, Inc. \$100,000
 - h. Nye Communities Coalition \$35,000
- \$860,000**

Chair Murzl announced that Bart Patterson was elected Chair of the ADW Committee at their last meeting.

Ricardo Villalobos, Director, Workforce Development Programs provided background. A summary is provided on page 33 of the agenda packet.

Mr. Patterson noted that much discussion was held at the ADW meeting regarding this item and the amounts were determined with each of the service providers based on their capacity and ability to expend these funds. Discussion ensued.

Ms. Olson inquired about remaining NEG funds. Jim Kostecki, Manager, Financial Services reported a balance of \$1,165,000 of which \$305,000 is unallocated and stated that these funds are strictly for training (occupational skills training and OJT) and OJTs must account for 25% of the funds spent. A minimal amount of NEG funds can be used for administration costs based upon expenditures to the grant; however, at this time no administration costs have been charged to the grant.

A motion was made by Bart Patterson and seconded by Tommy Rowe to accept the Programs Committee's recommendation to award National Emergency Grant (NEG) funds to the sub-recipients listed below. Motion carried.

- a. Academy of Human Development \$50,000
 - b. Easter Seals Nevada..... \$50,000
 - c. Goodwill of Southern Nevada \$50,000
 - d. HELP of Southern Nevada..... \$25,000
 - e. Las Vegas Clark County Urban League \$50,000
 - f. ResCare Workforce Services \$500,000
 - g. Nevada Partners, Inc. \$100,000
 - h. Nye Communities Coalition \$35,000
- \$860,000**

9. DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to award additional Adult and Dislocated Worker funding to the sub-recipients listed below. The funds will be used to ensure continuity of employment and training services for 1,600 actively enrolled participants who were transferred from PY2014 funded sub-recipients.

- a. Academy of Human Development \$35,000
 - b. HELP of Southern Nevada..... \$40,000
 - c. Nevada Partners, Inc. \$75,000
 - d. ResCare Workforce Services \$100,000
- \$250,000**

Mr. Villalobos provided background. These funds are to ensure that participants continue to receive the services and opportunities they need to be competitive in the workforce and from a system performance point of view, to ensure that services continue to be successful as a local workforce development board.

Chair Murzl stated that 700 of the 1,600 participants will be transferred to ResCare.

A motion was made by Jack Martin and Leo Bleznitsky to accept the Programs Committee's recommendation to award National Emergency Grant (NEG) funds to the sub-recipients listed below. Motion carried.

- a. Academy of Human Development \$35,000
 - b. HELP of Southern Nevada..... \$40,000
 - c. Nevada Partners, Inc. \$75,000
 - d. ResCare Workforce Services \$100,000
- \$250,000**

10. DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to award ResCare Workforce Services an additional \$250,000 to deliver services out of the One-Stop Career Center. The funds will be used to amend ResCare's current PY2015 contract to allow for staffing adjustments and additional funds for training and supportive services for eligible Adults and Dislocated Workers.

Jake McClelland, Director, One-Stop System provided background. These funds are for the transfer of four positions at the one-stop center previously staffed by WC and now employed by ResCare.

Mr. Kostecki reported this is a budget line item transfer from the One-Stop Operations budget to the One-Stop System budget.

Mr. Patterson appreciated staff recognizing that a different delivery model through ResCare would be more efficient in terms of the management coordination. He stated that the Board is putting a lot of confidence in ResCare and they are doing a great job, which will continue to be monitored due to how important they have become to the success of this Board and the utilization of funds.

A motion was made by Jack Martin and seconded by Renee L. Olson to accept Programs Committee's recommendation to award ResCare Workforce Services an additional \$250,000 to deliver services out of the One-Stop Career Center. The funds will be used to amend ResCare's current PY2015 contract to allow for staffing adjustments and additional funds for training and supportive services for eligible Adults and Dislocated Workers. Motion carried.

11. DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to award and execute a no-cost contract extension to the Nevada Department of Corrections to ensure the continuation of pre-release employment and training assistance to incarcerated individuals at Florence McClure Women's Correctional Center. The current contract will be extended with a contract period of November 12, 2014 to June 30, 2016.

Mr. Villalobos provided background. The expenditure rate of the current contract is \$94,500 (12%) and 38 enrollments. Staff will closely monitor this contract to ensure goals are met on a scheduled basis. Discussion ensued.

Mr. Patterson stated that in the case of this item and the next agenda item, contract and legal issues on the service provider's end delayed the program to start. WC has received assurances that things are moving forward and clients will be served.

Jack Martin stated that it would be prudent to have alternatives in case NDOC is not meeting performance measures by January because this population must be served and there are other entities that can provide these types of services.

The scope of work is provided on page 38-40 of the agenda packet.

A motion was made by Bart Patterson and seconded by Leo Bleznitsky to accept Programs Committee's recommendation to award and execute a no-cost contract extension to the Nevada Department of Corrections to ensure the continuation of pre-release employment and training assistance to incarcerated individuals at Florence McClure Women's Correctional Center. The current contract will be extended with a contract period of November 12, 2014 to June 30, 2016. Motion carried.

12. **DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to award and execute a no-cost contract extension to UNLV Continuing Education to prepare nurses for a nursing career in acute care settings with GAP Training for the RN: Transition into Practice Program. The current contract will be extended with a contract period of November 1, 2014 to June 30, 2016.**

Mr. Villalobos provided background. In response to Leo Bleznitsky's inquiry regarding hiring nurses locally for this program, Mr. Villalobos confirmed that individuals will be hired by local hospital partners. Discussion ensued.

The scope of work is provided on page 42 of the agenda packet. Mr. Villalobos noted a correction on page 42, the amount awarded should read \$200,000 (not \$157,580).

A motion was made by Michael Vannozzi and seconded by Ken Evans to accept Programs Committee's recommendation to award and execute a no-cost contract extension to UNLV Continuing Education to prepare nurses for a nursing career in acute care settings with GAP Training for the RN: Transition into Practice Program. The current contract will be extended with a contract period of November 1, 2014 to June 30, 2016. Motion carried.

13. **DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation of competitive proposer contract awards evaluation and scoring process.**

Chair Murzl provided background. WC contracted with Social Policy Research (SPR) to provide assistance with the RFP evaluation process and develop a fair and impartial scoring rubric for scoring incoming proposals. The scoring rubric is provided on page 47-59 of the agenda packet.

Mr. Patterson agreed with the changes and highlighted that this is not a proprietary system to SPR so the board can continue to use this system regardless of who evaluates the proposal. He further stated that the Programs Committee discussed that after the scoring is done, getting more information or transparency involving the scores on the specific items as opposed to getting just one big raw score of all the proposals, of which some were very close making it hard to distinguish because the board did not receive the underlying scores on the different measures, so having more information at the board level when the contracts come forward for approval would be very helpful.

Ms. Olson stated that the Board needs to be a little weary of the preliminary discussions when putting together a proposal as to not give anyone an advantage. Chair Murzl agreed and stated that board members should not have these conversations but refer individuals back to staff.

Mr. Villalobos noted a correction on page 55 under 3. Panel Interview, it should read: Respondents must be prepared to address questions from a panel consisting of, but not limited to, representatives from the local workforce development board staff and apprenticeship programs.

Vinz Koller (phone) provided a brief overview of SPR's background and stated that they will incorporate the modifications and provide more transparency for the next round of proposals. Information regarding the scoring rubric development process is provided on page 44-46 of the agenda packet.

A motion was made by Paul Brandt and seconded by Janice John to approve Programs Committee's recommendation of competitive proposer contract awards evaluation and scoring process as presented. Motion carried.

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

Chair Murzl requested that items 14 a-e be taken in one vote.

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

Jim Kostecki provided an overview of the PY2015 WIA Formula Budget on page 62-73 of the agenda packet. He noted the following:

- Funding is based on program year; this year's funding is PY2015 (aka Fiscal Year 2016).
- Funds have a two year life; after two years, funds revert to the State for one additional year.
- Unspent funds after a program year are recaptured and carried forward to next program year.
- 10% of total allocation is expended on administrative costs (fiscal, HR, legal, etc.); 15% is allocated for program management and oversight (staff operations, IT functions, etc.); remainder of funding (75%) goes to community resources (service provider contracts and one-stop).
- WC Operations budget for administrative and program management and oversight (25%) is provided on page 63 and the budget narrative is on page 64-67. Budget revisions for approval will be highlighted in yellow.
- Line item 8900 Strategic Initiatives – WIA (\$179,503) and 1st Qtr 2016 (\$900,000) represents allowable funding not yet identified to a line item. Can be used for future initiatives. Funds will be reallocated to other line items from the Strategic Initiatives line item as needed and approved by the board. The 1st Qtr 2016 (\$900,000) is budgeted and projected to allot for five quarter period and to ensure there are enough funds to operate the first quarter every year due to sequestration.
- One-Stop Center Operations budget is provided on page 68 and the budget narrative is on page 69-70. WC is the fiscal agent for the One-Stop Center operations.
 - Line item 6500 Salaries is decreased by \$171,228; Line item 7100-7120 Employee Fringe Benefits is decreased by \$52,798; and Line item 7125 Employer Payroll Taxes is decreased by \$4,462. The decrease in these lines items is a result of the One-Stop Operator employing three employees from WC that worked in the One-Stop Center previously.
- One-Stop System budget is provided on page 71 and the budget narrative is on page 72-73. This budget includes the One-Stop Manager and staff and the Business Engagement Team, a total of seven staff members.

- Line item 6500 Salaries is decreased by \$15,000; Line item 7100-7120 Employee Fringe Benefits is decreased by \$6,000; and Line item 7124 Employer Payroll Taxes is decreased by \$512. The decrease in these line items is a result of funding the One-Stop Operator for assuming four positions from WC that were not included in the original award to the Operator. The Operator will receive an additional \$250,000 to assume the four positions. The adjustments from the One-Stop Center budget, coupled with the ones from the One-Stop System budget will generate the \$250,000 funding needed.
- Line item 7020 Licenses and Permits is increased by \$14,000. The increase is due to reclassifying the license fees for the WorkKeys assessment tool from line item 7500 Participant Training.
- Line item 7500 Participant Training is decreased by \$414,000. The decrease is a result of tracking the Health GAP training and the apprenticeship preparation contracts on the service provider expenditure report. The WorkKeys licensing portion was moved to line item 7020 Licenses and Permits above.

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

Mr. Kostecki presented the Budget vs. Actual Finance Report provided on page 75 of the agenda packet.

c. Awards & Expenditures Report – Monthly Update (Status of Service Providers)

Mr. Kostecki presented the Awards & Expenditures Report for Adult, Dislocated Worker, Youth and direct grant expenditures provided on page 77-80 of the agenda packet.

Ken Evans noted that Nevada Department of Corrections will be highlighted in the future as having an active pink paper; Mr. Kostecki concurred. Mr. Galbreth stated that in the future staff will ensure that all reports are accurate and transparent to both the Board and public.

d. WIOA Expenditure Tracking – Adult/Dislocated Worker/Youth

Brett Miller, Manager, Strategic Planning & Analysis provided an overview of the WIOA Expenditure Tracking report provided on page 82 of the agenda packet. The overall goal of this report is to outline the spending plan and to report actuals versus expected expenditures. Mr. Miller summarized the spending plan line items:

- WC Operations – cost of administrative and operations for WC
- One-Stop Center and System – cost of One-Stop Center building, One-Stop System Manager and staff, and the Business Engagement Team
- Community Resources – service provider contracts
- Additional for Sequester – how Adult funding is received and what levels can be drawn in the first quarter of the year
- Pending Approval – for funding items to be approved
- Planning Stage – various projects; placeholder for initiatives; RFPs to go out
- Strategic De-obligation – planning for recaptured funds to avoid carry forward

- e. **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.**

Mr. Kostecki presented WC's Professional Services Contracts provided on page 84-89 of the agenda packet. He stated that all professional services contracts require State approval prior to execution and contracts are for one year with an option to renew up to three additional years, as per the State's procurement policy. All pending contracts are highlighted in yellow on the report.

A motion was made by Rebecca Henry and seconded by Michael Vannozzi to approve the reports under item 14a – 14e as presented. Motion carried.

15. INFORMATION: Strategic Initiatives Update

Jaime Cruz, Chief Strategy Officer presented the Strategic Initiatives Update provided on page 91 of the agenda packet and highlighted that the implementation of the Workforce Innovation and Opportunity Act still holds the full attention of the staff. Members of the management team are working with statewide stakeholders regarding the Unified State Plan, which includes core mandated partners: Health and Human Services (TANF), Department of Education (Adult Ed & Literacy), DETR (Wagner-Peyser and Vocational Rehabilitation) and the Local Workforce Development Board (Adult, Dislocated Worker and Youth). March 3rd is the deadline for the submission of the Unified State Plan. WC has already started on a parallel track to ensure the pieces are in place for the LWDA's plan, which will be due shortly after March 3rd.

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

a. Executive Director's Report

Mr. Galbreth presented the Executive Director's Report provided on page 94 of the agenda packet.

b. State Unified Plan Coordination with Local Workforce Development Area (LWDA) Formula Allocation

Mr. Galbreth provided background and Carol Turner, CST Project Consulting presented further detail regarding plan to update and modify the Dislocated Worker (DW) allocation formula (p. 95-105) for the State's two local workforce boards. In looking at the formulas as a group with DETR and NevadaWorks (northern workforce board), it was determined that the DW allocation formula could be improved. The revised language went through public comment, the local elected officials and the Department of Labor for approval. DOL denied the request and recommended that it be included in the new WIOA Unified State Plan. WC will put these changes into the Unified Plan for implementation at the end of this program year.

A motion was made by Louis Loupias and seconded by Renee L. Olson to accept and approve Executive Director's Report as presented. Motion carried.

17. SECOND PUBLIC COMMENT SESSION

April Guinsler, director of employment solutions, Easter Seals Nevada thanked the Board for approving the additional \$50,000 in NEG funds. She reported that Easter Seals was very successful spending its NEG funds last year and getting it into the community helping small businesses and non-profits continue to grow. This year Easter Seals has already obligated almost \$8,000 of NEG funds and hopes to back in the near future asking for more. Ms. Guinsler asked if any board members know anyone who is hiring to send them her way as Easter Seals has a great candidate

pool that can help that small business to grow and alleviate some of that financial constraint when onboarding a new employee.

18. INFORMATION: Board Member Comments

Maggie Arias-Petrel acknowledged Mr. Galbreth for his participation in the August 15th expo at Cashman Center, which had an attendance of over 5,000 community partners, including WC and Academy of Human Development.

Liberty Leavitt announced the Clark County School District Reclaim Your Future Community Walk event on Saturday, September 12, 2015, 7:30 a.m. - 1:00 p.m. to outreach to students to get them back in the classroom, specifically students of Del Sol, Valley, El Dorado, and Chaparral high schools. HELP of Southern Nevada is in charge of the dropout recovery program for these schools. Ms. Leavitt encouraged individuals to volunteer, especially those who speak Spanish by Wednesday, September 2nd. Flyers will be forwarded to staff to distribute to the board members and service providers. Mr. Villalobos reiterated the importance of this massive event to re-engage dropouts and encouraged individuals and their organizations to spread the word to as many people as possible.

19. ADJOURNMENT

The meeting adjourned at 12:37 p.m.

Agenda item 5. INFORMATION:

Ethics Presentation ~ *Yvonne Nevarez-Goodson, Nevada Commission
on Ethics*

Nevada Ethics in Government Law



Presented by:

Yvonne M. Nevarez-Goodson, Esq.
Executive Director

Nevada Commission on Ethics



updated 2011.10.04

What is the Nevada Commission on Ethics?

The Nevada Commission on Ethics is a blended executive/legislative commission responsible for administering and enforcing Nevada's Ethics in Government Law set forth in NRS chapter 281A.

■ The Commission

- The Ethics Commission consists of 8 members appointed to serve 4-year terms
 - 4 members appointed by the Governor
 - 4 members appointed by the Legislative Commission.
- Not more than 4 members may be residents of the same county and
- Not more than 4 members may be members of the same political party.



■ Staff

- The state-wide staff to the Commission consists of an Executive Director, Commission Counsel, Associate Counsel, Investigator, Paralegal and an Executive Assistant.

Nevada Commission on Ethics Vision & Mission Statement

OUR VISION

Principled public servants preserving
the public trust.

OUR MISSION

To enhance the public's faith and confidence in government and uphold the public trust by **ensuring that public officers and public employees commit themselves to avoiding conflicts** between their private interests and their public duties.

Conflict of Interest

- Conflicts of interest can interfere with basic principles of fairness – everyone having the same burdens and benefits in our society. A public official may have many opportunities to take unfair advantage of his or her position or to gain a benefit at the expense of others. When public officers and employees ignore their conflicts of interest, the public trust becomes undermined. The public can lose faith in the integrity of government and the decision-making processes.





updated 2011.10.04

Nevada Commission on Ethics

- Interprets and provides guidance on the statutory provisions of NRS 281A - the Ethics in Government Law
- Investigates and adjudicates requests for opinion from public officers, public employees and the public
- Accepts certain written disclosures

Commission Jurisdiction

Public Officer is:

- ✓ Elected or appointed to position established by the NV Constitution, a state statute, charter or ordinance of any county, city or other political subdivision, AND
 - ✓ Exercises a "public power, trust, or duty"
 - Has administrative discretion/formulates policy;
 - Authority to expend public money; **and**
 - Administers laws and rules of a state, county, city or other political subdivision.
- 2013 - added presidents of a university, college or community college, school superintendents & city and county managers as public officers. (SB228, Ch. 551).**

NRS 281A.160 & 281A.182

Commission Jurisdiction

- "State Legislator" - a member of the Nevada Senate or Assembly **except** when undertaking "core legislative functions." (disclosure, abstention and related matters).
- "Member of a local legislative body" - a member of a governing body of any political subdivision.

Public officer does not include:

- Judge or officer of the court
- Person in a PURELY advisory capacity
- County health officer
- Others specifically excluded by the statute



Commission Jurisdiction

Public Employee:

- ✓ Performs public duties for compensation from a state, county, city or political subdivision.
- ✓ At some level, acts under the direction or control of a public officer.



NRS 281A.150

Commission Jurisdiction

Former public officers and employees:

The Commission has jurisdiction over conduct of public officers and employees within **TWO YEARS** from the alleged conduct or its reasonable discovery.



NRS 281A.280

Commission Practices-

Requests for Opinion – Advice and Complaints

First-Party Confidential Advisory Requests about past, present, or future conduct of public officers or employees (Advice)

Third-Party Requests from the public about public officers/employees (Complaints)

Guidance on Ethics

- Part of our Mission is to provide guidance through the Ethics Laws.



Requests For Opinions



updated 2011.10.04

Confidential Advisory Opinions

"It would be impossible to draft an ethics legislation that would cover every possible case, but the saving grace of this legislation is that the individual in a 'twilight' area can request an opinion before taking an action."

~ Senator Richard Bryan, Sponsor of the legislation providing for first party advisory opinion requests.

~ See also, Carrigan v. Nevada Comm'n on Ethics, 129 Nev. ____ (2013).



First-Party Requests for Opinion

Any public officer or public employee with questions regarding his or her own past, present or future conduct related to the Ethics in Government Law may request a confidential advisory opinion from the Commission. Consideration of these advisory opinions has been statutorily exempted from Nevada's Open Meeting Law.



Ethics

Third-Party Requests for Opinion



The Commission has authority to render an opinion interpreting the Ethics in Government Law and apply the standards to a given set of facts and circumstances upon the request from a person, a specialized or local ethics committee; and upon the Commission's own motion.

The Commission has adopted procedural regulations that outline how these RFOs are processed. Those regulations appear in chapter 281A of Nevada Administrative Code.

Initial Review of Third-Party RFO

The Commission exercises very limited jurisdiction. Each RFO is first reviewed by the Commission's Executive Director and Commission Counsel to determine whether the Commission has jurisdiction to investigate the matter. The requester and subject have appeal rights to the Commission regarding jurisdictional decisions.

The Commission will accept jurisdiction if:

- (1) The subject of the RFO is a public officer or public employee;
- (2) The RFO contains an allegation of a violation of chapter 281A of Nevada Revised Statutes; and
- (3) The RFO includes a reliable form of credible evidence to support the allegations.

After acceptance of jurisdiction of the RFO, the Commission notifies the requester and the subject of the RFO and initiates its investigation. The subject is provided time to respond in writing to the allegations. The investigation is conducted under the direction of the Executive Director.

Investigatory Panel



After the investigation is completed, the Executive Director presents a recommendation to a two-member investigatory panel of the Commission regarding whether the evidence supports just and sufficient cause for the Commission to conduct a hearing and render an opinion in the matter. The investigatory panel reviews all of the facts and evidence collected and issues a Panel Determination regarding just and sufficient cause for the Commission to render an opinion. If one or both of the panel members agree that just and sufficient cause exists, the matter is forwarded to the Commission. If both panel members agree that just and sufficient cause does NOT exist, the matter is dismissed.

Confidentiality of Third-Party RFO

- A Third-Party RFO becomes public ONLY AFTER the investigatory panel has made its determination regarding just and sufficient cause for the Commission to render an opinion.
- Before a Panel Determination, the Commission and its staff may neither confirm nor deny the receipt of a RFO.
- After a Panel Determination, the RFO is publicly disclosed, but the Commission's Investigatory File remains confidential (with exceptions).



Third-Party RFO - Hearings

- Notice and Scheduling

- If the Investigatory Panel finds that just and sufficient cause exists to forward any or all of the allegations in a RFO to the Commission for hearing, the Commission issues a Notice of Hearing and Scheduling Order to the subject of the RFO outlining the date, time and location of the hearing and deadlines for various prehearing requirements.

Hearing- Third Party RFO

Commission hearings of Third-Party RFOs are not subject to Nevada's Open Meeting Law, but are typically conducted in open public sessions to promote transparency in government. Witnesses and documents may be subpoenaed, evidence and testimony are considered, and the Commission deliberates and determines whether the subject's conduct violated a provision of NRS 281A. If the Commission finds that the subject violated NRS 281A, the Commission will determine whether the violation is willful; i.e., knowing and intentional. The Commission may impose civil penalties and other sanctions for a willful violation, including monetary fines and referrals for removal from office or other disciplinary action.

Of course, any subject found to have violated the Ethics in Government Laws may appeal the Commission's decisions to the District Court via the judicial review process.

Commission's main considerations:



Written Filings



Prohibited Conduct



Abstention and Disclosure

Required Written Disclosures for Public Officers

Financial Disclosure Statement (FDS)

If you are 1) appointed to a position, 2) elected, or 3) appointed to an elective office, and are entitled to receive annual compensation of \$6,000 +, you must file an FDS annually with the SECRETARY OF STATE- *not the Ethics Commission* - on or before January 15th each year.

**Required Written Disclosures for
Public Officers**

**Acknowledgment of
Statutory Ethical Standards**

Every public officer shall acknowledge that s/he has received, read and understands the statutory ethical standards at the beginning of his/her term, and some must file the same form every **even numbered year** thereafter.

NRS 281A.500

**Required Written Disclosures for
Public Officers**

**Agency Representation
Disclosure**

Any public officer who has represented or counseled a private person for compensation before a state agency of the Executive Branch shall file a disclosure with the Commission which includes the name of the represented client, the nature of the representation and the state agency not later than January 15th of every year.

NRS 281A.410

PROHIBITED CONDUCT

- Accepting gifts, services, favors, employment, economic opportunities, etc. which would tend to improperly influence a reasonable person



- Using a public office to secure unwarranted privileges, preferences, exemptions, or advantages for self or others.

NRS 281A.400(1) and (2)

Ethics in Government – Prohibitions

- Participating as an agent of government to negotiate or execute contracts with a business in which one has a pecuniary interest.
- Accepting a salary or other compensation from a private source for performing public duties.



NRS 281A.400(3) and (4)

Ethics in Government – Prohibitions

- Furthering private pecuniary interest or that of others by using any non-public information acquired through public duties or relationships.
- Suppressing or delaying government reports or documents which might tend to unfavorably affect pecuniary interest or that of a person to whom one has a private commitment.



NRS 281A.400(5) and (6)

Ethics in Government – Prohibitions

- Using government resources - time, property, equipment, and so forth to benefit a personal or financial interest.

- But some personal use is allowed . . .



NRS 281A.400(7)(a)

Limited Personal Use of Government Property – Criteria

1. Use is authorized by the responsible public officer or necessary in an emergency;
2. Use does not interfere with the performance of public duties;
3. Cost or value of use is nominal; **AND**
4. Use does not create the “appearance of impropriety”.

State Legislators have similar restrictions set forth in NRS 281A.400(8).

Ethics in Government – Prohibitions

- Attempting to benefit a **personal** or financial interest by influencing subordinates.
- Seeking other employment or contracts through the use of public position.



NRS 281A.400(9) and (10)

Additional standards for public officers – “Cooling-Off”

- One-year cooling off period to seek or accept employment or certain private representations after leaving public service (certain exceptions) (NRS 281A.550(3) and (5) and 281A.410)
- Relief may be granted from the strict application of certain prohibitions. (NRS 281A.550(6))
- Exceptions/Relief Limited.

Additional standards for public officers – Prohibited Contracts

- No contracts between government agencies and business entities in which public officer has a pecuniary interest, unless open competitive bidding; or
- No sales of goods/services to local governmental agency governed by public officer unless sole source of supply.
- Relief from the strict application of the statute may be obtained.

NRS 281A.400(3) and 281A.430

Additional standards for public officers

- No accepting an honoraria for performing your public duty.
(NRS 281A.510)
- May not cause a governmental entity to make an expenditure to support or oppose a ballot question or candidate (during period between candidate filing and election).
(NRS 281A.520)

Criminal statutes applicable to public officers

- Anti-nepotism provisions (NRS 281.210)
- Prohibited contracts (NRS 281.221)
- No personal profits from public office
(NRS 281.230)

*These statutes **are not** within the jurisdiction of the NCOE; however, some parts of the Ethics in Government Law can trigger criminal statutes and referral for prosecution.*



Disclosure and Abstention for Public Officers and Employees

Walking the Disclosure & Abstention tightrope



Voting, Disclosing, & Abstaining

- **Disclosure** is mandatory for any interest created by:
 - ✓ A gift or loan
 - ✓ A **substantial*** pecuniary interest
 - ✓ A "commitment in a private capacity with respect to the interests of another person" (defined herein)
- These are **presumed** to be conflicts of interest.
- **Disclosure** must be made at the time the matter is considered.

* New as of 2013 Legislative session

NRS 281A.420(1)



But what is a
'conflict of interest' anyway?

What policy is being furthered
here?

Conflict of Interest

A real or seeming incompatibility between one's private interests and one's public or fiduciary duties.

~ Black's Law Dictionary, Eighth Edition



Appearance of Impropriety

Conduct which would create *in a reasonable person's mind* a perception that the public officer's/employee's ability to carry out his or her responsibilities with integrity, impartiality, and competence is impaired.



~from Canon 2 of the American Bar Association Model Code of Judicial Conduct

Voting, Disclosing, & Abstaining

A public officer **is not** required to disclose:

☐ Campaign contributions or contributions to a legal defense fund that are reported in a timely manner pursuant to NRS 294A.125 and NRS 294A.286.

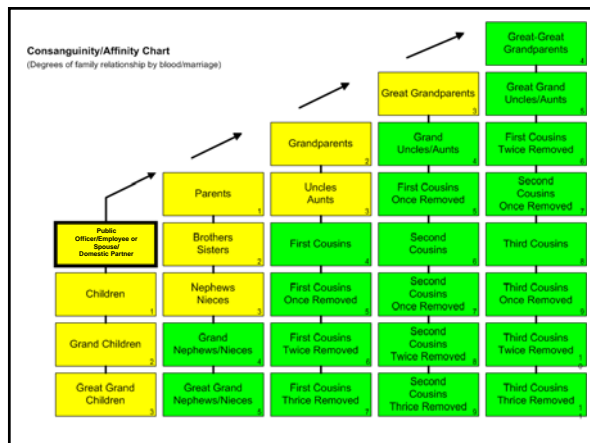
NRS 281A.420(2)

Commitment in a Private Capacity

A commitment, interest or relationship of a public officer or employee to a person with/from whom he/she:

- Is a spouse or domestic partner;
- Is a household member;
- Is related (or is related to his/her spouse or domestic partner) by blood, adoption, marriage or domestic partnership within the 3rd degree of consanguinity/affinity;
- Is employed (or employs the spouse, domestic partner or household member); or
- Shares a substantial and continuing business relationship; OR
- Shares other substantially similar commitments, interests or relationships.

NRS 281A.065



Suggestions to Avoid Conflicts

- Disclose
- Disclose
- Disclose
- Disclose
- Disclose
- Disclose
- Disclose



Voting, Disclosing & Abstaining

Abstention is **required only** in clear cases where the independence of judgment of a reasonable person in the public officer's situation would be materially affected.

This determination should be made by the public officer and explained **on the record**.

NRS 281A.420(4)

Voting, Disclosing & Abstaining

- Prohibits advocating or voting for the passage or failure of, but otherwise allows participation in the consideration of, a matter with respect to which *the independence of judgment of a reasonable person in the public officer's situation would be materially affected* by:
 - ✓ A gift or loan
 - ✓ A pecuniary interest
 - ✓ A commitment in a private capacity to the interests of others

NRS 281A.420(3)

Voting, Disclosing & Abstaining

- Voting is presumed permissible **if the resulting benefit/detriment to the public officer (or committed person) is no greater than the benefit/detriment to anyone else affected by the matter.**

NRS 281A.420(4)

Woodbury Opinion (updated to present):

NCOE Opinion No. 99-56

- **Disclose sufficient information** to inform the public of the potential effect of the action or abstention upon public officer and private commitments,
- **Apply the reasonable person standard**, considering whether private interest/commitment would likely have a material effect on a (similarly situated) reasonable person's independence of judgment, and
- **Explain why** the standard does or does not apply.

Penalties

- The Commission is authorized to impose civil penalties for **willful** violations of the Ethics in Government Law. Considerations include severity of the violation, and aggravating or mitigating factors.
- A willful violation is a violation where the public officer or employee:
 - acted intentionally & knowingly (no bad intent required); OR
 - was in a situation with a duty to act but intentionally & knowingly failed to act as required by statute.

NRS 281A.475, 281A.480 and 281A.170

Penalties available:

Monetary sanctions & referral for removal from office

- Not to exceed **\$5,000** for a first willful violation;
- Not to exceed **\$10,000** for a separate act or event that constitutes a second willful violation; and
- Not to exceed **\$25,000** for a separate act or event that constitutes a third willful violation.
- **Referral for removal** from position of trust.

The Commission must consider comparable situations in a comparable manner and ensure the disposition of a matter bears a reasonable relationship to the severity of the violation.

NRS 281A.475 and 281A.480

ATTORNEY GENERAL DEFENDING PUBLIC OFFICERS

NRS 281A.450 Legal defense of public officer or employee in proceedings relating to opinion requests.

1. If a request for an opinion is submitted to or initiated by the Commission concerning a present or former state officer or employee, unless the state officer or employee retains his or her legal counsel or the Attorney General tenders the defense of the state officer or employee to an insurer who, pursuant to a contract of insurance, is authorized to defend the state officer or employee, the **Attorney General shall defend** the state officer or employee or employ special counsel to defend the state officer or employee in any proceeding relating to the request for the opinion if:

- (a) The state officer or employee submits a **written request** for defense in the manner provided in **NRS 41.0339**; and
- (b) Based on the facts and allegations known to the Attorney General, the Attorney General determines that the act or omission on which the alleged violation is based:
 - (1) Appears to be **within the course and scope of public duty or employment** of the state officer or employee; and
 - (2) Appears to have been performed or omitted in **good faith**.



SAFE HARBOR PROVISIONS

NRS 281A.480(5):Notwithstanding any other provision of this chapter, any act or failure to act by a public officer or employee or former public officer or employee relating to this chapter is **not a willful violation** of this chapter if the public officer or employee establishes by sufficient evidence that:

- (a) The public officer or employee relied in **good faith** upon the **advice of the legal counsel** retained by his or her the public body, agency or employer:
 - and**
- (b) The act or failure to act by the public officer or employee **was not contrary to a prior published opinion** issued by the Commission.

This is why it is important to consult your government attorney pertaining to any ethical matters.



Commission Opinions

- Opinions of the Nevada Commission on Ethics are indexed on the NCOE website:



<http://ethics.nv.gov>

Nevada Commission on Ethics

Nevada Commission on Ethics
704 W. Nye Lane, Suite 204
Carson City, NV 89703
775.687.5469 (office)
775.687.1279 (fax)



Yvonne M. Nevarez-Goodson
Executive Director

Web - <http://ethics.nv.gov>
ynevarez@ethics.nv.gov

Agenda item 6. INFORMATION:

Programs Committee minutes of August 18, 2015 and September 9, 2015 (draft)

**WORKFORCE CONNECTIONS
PROGRAMS COMMITTEE MINUTES**

August 18, 2015 - 9:30 a.m.
Rosalie Boulware Board Room (Bronze)
6330 W. Charleston Blvd., Ste. 150
Las Vegas, NV 89146

Members Present

Bart Patterson
Jack Martin
David McKinnis
Janice John
Stavan Corbett
Valerie Murzl

Liberty Leavitt
Louis Loupias
Sonja Holloway
Tommy Rowe
Leo Bletnitsky

Members Absent

Kenneth C. Evans
Mark Keller
Dr. Cecilia Maldonado

Danielle Milam
Captain Jack Owen
Charles Perry

Staff Present

Ardell Galbreth
Brett Miller
Kenadie Cobbin-Richardson
Jake McClelland
Emilio Pias

Kelly Ford
Jaime Cruz
Ricardo Villalobos
Jeannie Kuennen
Shawonda Nance

Others Present

Paula McDonald, HELP of Southern Nevada
Amy Armendariz, Olive Crest
Arcadio Bolanos, AHD
Bryan Fukuzawa, Goodwill of Southern Nevada
Trinette Burton, NDOC
P. Malone, NDOC
April Guinsler, ESN
Jodi Gilliland, UNLV

Sylvia Davis, NDOC
Jennifer Casey, FIT
Angela Burnett, FIT
Carol Turner, CST Project Consulting
John Collins
Denise Gee, HELP of Southern Nevada
Dr. Tiffany Tyler, Nevada Partners
Tanya Hill, NDOC

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

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

Valerie Murzl, Board Chair, called the meeting to order at 9:36 a.m. Staff confirmed the meeting was properly posted in accordance with the Nevada Open Meeting Law. Roll call taken and the quorum confirmed.

Agenda Item 2 – DISCUSSION and POSSIBLE ACTION: Approval of the agenda with the inclusion of emergency items, and deletion of any items.

A motion to approve the agenda as presented, was made by Tommy Rowe and seconded by Stavan Corbett. The motion carried.

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

Hearing no comments, Valerie Murzl closed the Public Comment Session.

Agenda Item 4: DISCUSSION and POSSIBLE ACTION: Election of Chair and Vice-Chair

Valerie Murzl nominated Bart Patterson for the office of Chair and Jack Martin for Vice-Chair of the Programs Committee. Hearing no further nominations, nominations were closed and a vote taken. Bart Paterson was elected as Chairman and Jack Martin as Vice-Chairman of the Programs Committee.

Leo Bletnisky moved to approve the nomination and election of Bart Patterson as Chairman and Jack Martin as Vice-Chairman of the Programs Committee, and seconded by Stavan Corbett. Motion carried.

Agenda Item 5 – DISCUSSION and POSSIBLE ACTION: Accept staff's recommendation to award National Emergency Grant (NEG) funds to the sub-recipients listed below. NEG funds can only be expended on WIOA training activities for eligible Dislocated Workers.

a. Academy of Human Development	\$50,000.00
b. Easter Seals Nevada	\$50,000.00
c. Goodwill of Southern Nevada	\$50,000.00
d. HELP of Southern Nevada	\$25,000.00
e. Las Vegas Clark County Urban League	\$50,000.00
f. ResCare Workforce Services	\$500,000.00
g. Nevada Partners, Inc.	\$100,000.00
h. Nye Communities Coalition	<u>\$ 35,000.00</u>
	<u>\$860,000.00</u>

Ricardo Villalobos provided a brief overview of the National Emergency Grant (NEG) funds that are additional funds for the current service providers awarded PY15 contracts specifically for training clients. Approximately \$1,400,000 was awarded last year to WC targeting individuals that exhausted their unemployment, and were 26-weeks unemployed. WC made a modification targeting all eligible clients who qualify as dislocated workers. The NEG funds have a life span of June 30, 2016 (approximately 10 months).

Bart Patterson requested information regarding ResCare Workforce Solutions, what they bring to the table, and how they are involved with programs as a whole. Jake McClelland, Director of the One-Stop Career Center, responded that ResCare is the current One-Stop Operator under the Workforce Innovation Opportunity Act (WIOA). Local Workforce Investment Boards (LWIB) are not allowed to provide direct services which made it necessary to procure service providers as a 'Consortium' or procure a 'One-Stop Operator'. Last year WC released an RFP for a One-Stop Operator with ResCare selected through the RFP process. ResCare is the One-Stop Operator for the System, and there are affiliate sites that deliver services, but are not One-Stop Operators for the local system.

Sonja Holloway stated last year there was a problem spending funds. Ms. Holloway queried if these service providers are able to identify some of the methods they will do differently to ensure the funds are spent. Mr. Villalobos responded that the challenge last year was the scope of the NEG grant which was isolated to clients who had exhausted their unemployment, and were 26-weeks unemployed. The modification to the scope should eliminate this challenge and make the funds easier to spend.

Mr. Patterson queried how the service providers were chosen for the additional NEG funds. Mr. Villalobos responded, the service providers listed were awarded Program Year 2015 (PY15) contracts with two populations targeted, Adult and Dislocated Workers and the enrollment expectations in the contracts are to enroll Dislocated Workers.

Ms. Murzl requested Mr. Villalobos provide information on how a service provider is awarded and what the process is to be considered for an award. Mr. Villalobos responded there is a Request for Proposal (RFP) process performed annually, or based on a particular need by the Board pending funding availability, and to maintain alignment with strategic initiatives. An RFP is announced in some cases based on population. One example is the One-Stop Affiliate sites where an RFP was released with the specific requirements to provide employment and training services through the Local Workforce Development Board at a set amount of funding available. Proposals were submitted for basic geographic locations or for specific populations. The proposals were evaluated, the results were provided to the Programs Committee for recommendations to the full Board, and ratified by the Local Elected Officials for programs or contracts with certain funding, enrollment expectations, services, etc.

Discussion ensued regarding a yes vote to a program/contract/proposal followed up with a yes vote through Board approval; vetting out all possible questions, inquiries, and concerns that might be of issue before submitting the recommendations to the Board, potential conflicts of interest or affiliations requiring recusal, abstention from discussion and voting; Robert's Rule of Order; conflict of interest; and On-the-Job Training (OJT) and restrictions

Bart Patterson moved to approve staff's recommendation to award National Emergency Grant (NEG) funds to the sub-recipients listed below. NEG funds can only be expended on WIOA training activities for eligible Dislocated Workers, and seconded by Jack Martin. Motion carried.

Agenda Item 6 – DISCUSSION AND POSSIBLE ACTION: Accept staff's recommendation to award additional Adult and Dislocated Worker funding to the sub-recipients listed below. The funds will be used to ensure continuity of employment and training services for 1,600 actively enrolled participants who were transferred from PY2014 funded sub-recipients.

a. Academy of Human Development	\$35,000.00
b. HELP of Southern Nevada	\$40,000.00
c. Nevada Partners, Inc.	\$75,000.00
d. ResCare Workforce Services	<u>\$100,000.00</u>
	\$250,000.00

Mr. Villalobos reported every program year, WC awards contracts through an RFP process for a one year period. Some service providers choose not to compete; while others competed but were not selected, or not considered for a rollover. The active clients with the non-selected service provider are transferred to a selected service provider for continuation of service. 1,600 Adult clients from PY14 to PY15 will be transferred and disbursed among the awarded contracts, based on location, training, support of service, staffing capacity for continuity of service to clients.

Stavan Corbett moved to approve staff's recommendation to award additional Adult and Dislocated Worker funding to the sub-recipients listed below. The funds will be used to ensure continuity of employment and training services for 1,600 actively enrolled participants who were transferred from PY2014 funded sub-recipients, and seconded by Lou Loupias. The motion carried.

Agenda Item 7 – DISCUSSION and POSSIBLE ACTION: Accept staff's recommendation to award ResCare Workforce Services an additional \$250,000 to deliver services out of the One-Stop Career

Center. The funds will be used to amend ResCare's current PY2015 contract to allow for staffing adjustments and additional funds for training and supportive services for eligible Adults and Dislocated Workers

Mr. Villalobos reported ResCare Workforce Solutions is the procured One-Stop Operator for the comprehensive One-Stop Career Center. The recommendation covers the costs of additional staff that transitioned from WC to ResCare. WC asked ResCare to use training funds to support the positions with the intent that WC would go before the Programs Committee with the recommendation of \$250,000 to absorb the four FTEs into their organization.

Jack Martin queried how much was originally procured to ResCare as agenda items 5, 6 and 7 is \$850,000 additional funds to ResCare. Jim Kostecki noted the initial contract awarded to ResCare was \$2,450,000 of Workforce Innovation Opportunity Act grant funds for Adult and Dislocated Workers. National Emergency Grant funds are a separate funding stream that does not factor into the \$850,000. The RFP that ResCare was awarded was not to exceed \$3,000,000, and \$2,450,000 was available for ResCare. With the additional funding presented, ResCare maintains under the \$3,000,000 a total of WIOA funds. He further noted, WC had four positions budgeted into the One-Stop Center and the One-Stop System. Entering the contract negotiations with ResCare, it was abundantly clear if WC maintained the four positions at the One-Stop Career Center, there would be conflicts in who the staff would report too. It was decided that ResCare absorb the four positions, removing the funds from the WC operating budget for the One-Stop Center and the One-Stop System, and transferring the funds to ResCare. Mr. Martin stated through Committee and Board meetings, discussions suggested WC not be the sole funder for any program, and WC is providing funds to the program. Mr. Villalobos stated specific to ResCare they are not solely reliant on WC funding. ResCare is a nationally recognized, reputable One-Stop Operator.

Ms. Murzl provided history when WC released the RFP which was required for the One-Stop, prior to the RFP there was a Consortium operating the One-Stop with local non-profits occupying seats in the One-Stop offering service delivery collaboratively. The new Act required WC release an RFP. ResCare was selected with impressive credentials and more than 136 One-Stop Centers in the United States (27 states), headquartered in New York City, and meeting and/or exceeding expectations of the new Act and Workforce Connections.

Ardell Galbreth stated ResCare is providing additional resources to the One-Stop Career Center that will benefit the entire workforce delivery system in Southern Nevada. ResCare has a software program that has or will be launched, the ResCare At Your Service (RAYS) customer service program offered to WC staff, and to the WC partners within the workforce development system.

Leo Bletnisky moved to approve staff's recommendation to award ResCare Workforce Services an additional \$250,000 to deliver services out of the One-Stop Career Center. The funds will be used to amend ResCare's current PY2015 contract to allow for staffing adjustments and additional funds for training and supportive services for eligible Adults and Dislocated Workers, and seconded by Jack Martin. The motion carried.

Agenda Item 8 – DISCUSSION and POSSIBLE ACTION: Accept staff's recommendation to award and execute a no-cost contract extension to the Nevada Department of Corrections (NDOC) to ensure the continuation of pre-release employment and training assistance to incarcerated individuals at Florence McClure Women's Correctional Center. Upon approval by the WC Board, the current contract will be extended with a contract period of November 12, 2014 to June 30, 2016.

Mr. Villalobos reported that one of the primary populations the WC Board requested is the re-entry population. He stated WC issued a sole-source contract with NDOC for pre-release employment and

training services to incarcerated individuals at the Florence McClure Women's Correctional Center. The flow once released from incarceration is to The Foundation for an Independent Tomorrow (FIT), a service provider awarded re-entry/post-release services, and WC monitoring for compliance. Mr. Villalobos stated if a service provider has not expended all of its awarded funds, staff provides technical assistance, monitoring fiscal expenditures for questionable or disallowed costs, and monitoring programmatically. Funds could be rescinded, recaptured, or a no-cost extension (no additional funding - timeline extended) contract for one-year could be extended. He further stated the challenge is \$800,000 was allocated to NDOC specifically for Florence McClure Women's Correctional Center with an expectation of 150 enrollments (only 40 enrolled), with approximately 12% expended to date.

John Collins, Statewide Re-Entry Administrator, stated it is a unique program working with the Nevada Department of Corrections, sole-sourcing with NDOC, when it is the only source to work within the women's prison and the only women's prison in the State of Nevada, is challenging to move funding from a quasi-State of Nevada entity (WC) to a State of Nevada entity (NDOC). Discussion ensued regarding the challenges.

Ms. Murzl commented that WC awards money has a contract start date and end date, and money should not sit stagnant. Ms. Murzl echoed Mr. Collins comment regarding the "program is unique", like an experiment, a new type of sole sourcing where no RFP is required and an award of \$800,000 to NDOC to see if a pre-release program could help inmates when they are incarcerated, transitions clients into a post release program at The Foundation for an Independent Tomorrow (FIT) that was awarded \$500,000. \$1,300,000 is invested pre/post release between NDOC and FIT, and regardless who the provider is, gives the Committee and the Board angst when funds are not spent, and results and outcomes expected are not met. She stated there are options to never fund the group again, or make some form of consideration such as a no-cost extension, or shift the funds to another service provider. Ms. Murzl stated, the Programs Committee does not have to accept staff's recommendation. The responsibility of the Programs Committee is to challenge the recommendation, ask questions, and then feel comfortable in the decisions made. Logistically the Committee needs to understand the proposal is to extend the contract to June 30, 2016 (10 months), and NDOC needs to understand the money ends on June 30, 2016 and cannot be enrolling clients up to June 30, 2016, as there will be no funds for the program.

Sheryl Foster, Deputy Director NDOC, voiced the dedication to this program and re-entry throughout the department. NDOC has a goal to expand this program to include male offenders. Ms. Foster stated the program got off to a slow start, issues of red tape, bureaucracy, internal bureaucracy with the Department of Corrections that are different than a program in the community, rules and regulations within the system sometimes becoming too 'risk adverse' in regards to criteria and those involved in programs. Once contracts are awarded for the programs they are vetted through a process of background checks and volunteer training. All volunteers, and anyone entering the prisons, are taken through a security/background check and training due to a federal law called PREA (Prison Rape Elimination Act) that takes time. Ms. Foster stated those that graduated, are clients that have been released from prison, and the people involved in the program are pending release in a certain period of time. NDOC does not control parole release dates. The numbers can be estimated or projected, but some that were thought to be eligible were not and that factors into who got placed into the program. Ms. Foster further stated there will be 5,000 inmates released a year into the community through all prisons and that the re-entry function is extremely important.

John Collins stated for clarification the program is not experimenting, its evidence based. Through the process the Federal government released Second Chance Act dollars. The dollars were set there for prisons specifically to determine how best an individual would be helped. In their trials over 6-7 years, the program started with getting individuals jobs, housing on the second year, and the model continues to be curved and learned in an implementation across the country. It proves effective if: 1) the individual has a stable home when released, 2) the individual has employment, 3) any issues the individual might have i.e., drug and

alcohol, mental health, for physical health issues are taken care of, and 4) a mentor or case manager who is available once released. The issue was budgeting, getting the money there, and getting contracts in place. The program did not start until June and now it is August with 40 people enrolled, 2 graduated, 4 graduating in August, is there a problem getting 20 more with September/October/November? No.

Ardell Galbreth stated the program ends September 30, 2015. If the Committee recommends approval and the Board approves the contract, will there be time to get this to the Board of Examiners before it expires next month as it could be a challenge? Mr. Collins responded as long as there is an approval at the Board meeting, the program will go forward.

Stavan Corbett moved to staff's recommendation to award and execute a no-cost contract extension to the Nevada Department of Corrections to ensure the continuation of pre-release employment and training assistance to incarcerated individuals at Florence McClure Women's Correctional Center. Upon approval by the WC Board, the current contract will be extended with a contract period of November 12, 2014 to June 30, 2016, and seconded by Bart Patterson. The motion carried.

Agenda Item 9 – DISCUSSION and POSSIBLE ACTION: Accept staff's recommendation to award and execute a no-cost contract extension to UNLV Continuing Education to prepare nurses for a nursing career in acute care settings with GAP Training for RN: Transition into Practice Program. Upon approval by the WC Board, the current contract will be extended with a contract period of July 1, 2014 to June 30, 2016.

Mr. Villalobos reported this is a no-cost contract extension to continue employment and training services for nurses who have earned a Bachelor's Degree or Nursing Degree and is required to have hospital experience to qualify for a job in acute care, or are returning to practice nursing and needs to complete an RN refresher before employment. The original award was \$157,000 with \$42,000 expended or 27%, and the enrollment goal was 66 clients with 10 clients to date.

Bart Patterson cited concern and stated there should be collaborations with employers as well. Mr. Patterson stated he is not certain of the design of the program, but the hospitals and clinics should be stepping up and helping out.

Jack Martin moved to accept staff's recommendation to award and execute a no-cost contract extension to UNLV Continuing Education to prepare nurses for a nursing career in acute care settings with GAP Training for RN: Transition into Practice Program. Upon approval by the WC Board, the current contract will be extended with a contract period of July 1, 2014 to June 30, 2016, and seconded by Tommy Rowe. The motion carried.

Agenda Item 10 - DISCUSSION AND POSSIBLE ACTION: Review, Discuss and recommend approval of competitive proposer contract awards evaluation and scoring process.

Mr. Galbreth reported WC contracted with Social Policy Research Associates (SPR) for assistance with the agency's 2015 procurement process. Specifically, SPR was asked to help WC develop a fair and impartial scoring tool and score incoming proposals during the Request for Proposal process.

Mr. Villalobos condensed the scope of work that SPR provided to include briefly summarizing the tool and scoring process SPR provided on pages 14-29 of the agenda packet.

Ms. Holloway queried when SPR gives WC the information, a list of recommendations for the highest scores are submitted to the Programs Committee. Mr. Villalobos stated the RFPs are scored by ranking, and there is a minimum threshold of 75% or 75 points; if an RFP meets the minimum threshold there can

be a recommendation for funding. The RFP results are listed in numeric order, and do not necessarily mean the number 1 RFP has to be the selected provider for the award because it could be dependent on the local area needs and/or the targeted sector initiatives.

Mr. Patterson stated his pleasure with an independent consultant to score RFPs, and the best system devised. He stated in the past the scoring was the issue and the scores were so close, it was not just the matrix and the scoring, but it was the transparency of the scoring when forwarded to the Committee and the Board. He further stated one of the complaints was existing providers were favored more highly through the process or received more points because they had an existing contract making it harder for new providers to rank. Mr. Patterson queried if the scoring was proprietary to SPR, or if another vendor were to apply would this be the system used. Mr. Villalobos responded it is not proprietary to SPR, WC funded SPR to provide this service. Ms. Murzl interjected because of feedback last year, there is no favoring incumbents and new providers, they are treated the same. Discussion ensued regarding the details of percentages per categories.

Vinz Koller, SPR, stated there are 2 independent reviewers that through the scoring process on the RFPs narrow discussion differences down to 1 point difference in each category. Mr. Koller extended the sharing of additional detail on the scoring process.

Tommy Rowe moved to approve the competitive proposer contract awards evaluation and scoring process, and seconded by Leo Bleznitsky. The motion carried.

Agenda Item 11 - INFORMATION: WIOA Expenditure Tracking Report

Brett Miller reported on the WIOA Expenditure Tracking report on page 31 of the agenda packet designed to illustrate the overall goal, and report the progress of the goal. Mr. Miller identified each component of the report.

- Spending Plan
 - PY15 Budget / Plan
 - Approved Awards for Adult, Dislocated Worker, and Youth
 - WC Operations – Funds identified in the budget on page 8
 - One-Stop Center and System – Funds identified in the center of the budget
 - Community Resources – Funds obligated to the community in contracts
 - Additional for Sequester – Set aside funds of \$1,100,000 to compensate first quarter operations
 - Pending Approval – Items pending approval from the budget
 - Planning Stage – Funds set aside for a new initiative, various levels of development within the initiative, to RFP stage
 - Strategic De-Obligation – Monies left unspent to be tracked
 - Total Obligated / Budget – Total obligated funds
 - Total Available – Approved budget for PY15

Mr. Miller identified the area of PY15 Funding anticipated allocation in the first quarter of PY16 for Adult, Dislocated Workers, and Youth. Mr. Miller continued identifying the YTD Actuals vs. Expected columns Adult and Dislocated Workers, and the column for Youth. The trends illustrated directly below each column are blue lines indicating the expected spend rate. Red lines will populate as information is provided to illustrate the actual spend rate as it progresses during the year.

Mr. Patterson stated this will visually help the Committee to track expenditures and queried how this will effect sequestration. Mr. Kostecki stated WC receives the funds July 1. The federal governments fourth

quarter ends September 30 limiting access to new funds for the first quarter. Adult and Dislocated Worker funding is allocated July 1, and under sequestration rules, WC does not have access to the full allotment of funds in the first quarter. If WC were to spend into the new money, there would be available approximately 7%-8%, ideally 25% each quarter. He further stated tracking will avoid a work stoppage in PY16, there are set aside funds for the first quarter of PY16 to supplement funds less than the organization can operate. Tracking of funds will prevent potential temporary layoffs, furloughs, reduction in force (RIF), or reduced service delivery to clients.

Agenda Item 12 - INFORMATION: Business Engagement Report

Kenadie Cobbin Richardson reported on the Business Engagement In-Demand Jobs Report and the BEST Pre-Screening & Referral Stats on pages 33 and 34 of the agenda packet representing the hires and pre-screening statistics from the Business Engagement Specialist Team (B.E.S.T.)

Month of July
Number of jobs: 54
Average Wage: \$13.40

She further reported on communications and outreach on two events in the community, a perspective on a 15.2% unemployment rate broadcast on Channel 3 and Channel 7, and the Business Engagement Panel is scheduled for Wednesday, August 19, 2015

Agenda Item 13 - INFORMATION: Director, Workforce Development Programs Report

Mr. Villalobos reported many of the agenda items were focused on Adult and Dislocated Worker programs. Next month focus on:

- Youth program as youth programs run through September 30, 2015 for PY14,
- Transfer recommendations for youth to new service providers
- RFP recommendations as a result of the scoring for Pre-Entry Youth Program Initiative and Adult Pre-Apprenticeship Initiative

Agenda Item 14 - INFORMATION: Programs Committee Member Comments

Bart Patterson thanked the Committee for their vote of confidence to serve as Chair of the Programs Committee. The way the agenda is designed, the action items are all up front to maximize the efficiency of the Committee and the public comment cannot be restricted as long as they are germane to the business of the Committee with a time limit imposed. Because of the efficiency of the Committee, staff should encourage agency partners on general public comments or clients to bring in, it might be better to use the second public comment session leaving action items pertaining to the agenda to first public comment session. Mr. Patterson noted his excitement on the experience behind the new members.

Valerie Murzl stated it is important as non-profits approach you [the Committee] independently outside of this meeting that you refer them to the WC staff. That you do not engage in conversations related to contracts, money, issues and/or concerns. Communication should be directed to Ricardo Villalobos and/or Ardell Galbreth regarding non-profits issues/rumors, non-profits awards issues should be directed to staff because of the public open meeting laws, staff has protocols/policies/procedures to follow in these cases. Ms. Murzl recommended taking copious notes, allocating at least three hours for the meetings and learning to understand and speak knowledgeably to speak to the questions and action items on an agenda without the support of the Director of Workforce Development Programs.

Jack Martin stated Liberty Leavitt left him with a note for supporting HELP CCSD the Reclaim your Future Walk to bring dropouts back to school, they need volunteers, it is Saturday, September 12, 2015 from 8:00am – 12:00pm, it's Valley, Del Sol, Chaparral, El Dorado the bottom line says, before they get to Jack.

Ricardo Villalobos added to the significance of Ms. Leavitt's support venture, as the new legislation focuses on out-of-school youth and the Graduate Advocate Initiative became non-existent, WC created a partnership with CCSD focused on the need of recovering dropouts. WC launched a youth dropout recovery RFP which HELP of Southern Nevada was selected and awarded. Mr. Villalobos said that once a youth is recaptured in the system, the youth are placed back into the schools. This is to ensure we are still focused on reaching that population, and he strongly encouraged participation in the event.

Agenda Item 15 – SECTION PUBLIC COMMENT SESSION: Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and address for the record. Each comment will be limited to three (3) minutes.

None

Agenda Item 16 - ADJOURNMENT: The meeting adjourned at 11:55 a.m.

**WORKFORCE CONNECTIONS
PROGRAMS COMMITTEE MINUTES**

September 9, 2015 -- 9:30 a.m.
Rosalie Boulware Board Room (Bronze)
6330 W. Charleston Blvd., Ste. 150
Las Vegas, NV 89146

Members Present

Liberty Leavitt
Jack Martin
Bart Patterson (via telephone)
Janice John
Leo Bleznitsky
Valerie Murzl
Mark Keller
Kenneth C. Evans

Danielle Milam (via telephone)
Louis Loupias
Sonja Holloway
Tommy Rowe
Captain Jack Owen
Charles Perry
Dr. Cecilia Maldonado (via telephone)

Members Absent

Stavan Corbett

David McKinnis

Staff Present

Ardell Galbreth
Jim Kostecki
Brett Miller
Kenadie Cobbin-Richardson
Jake McClelland

Jeannie Kuennen
Kelly Ford
Jaime Cruz
Ricardo Villalobos (via telephone)
Emilio Pias

Others Present

Danita Greer, NCOC
Arcadio Bolanos, AHD
Diane Wolfe, NDOC
Myesha Smith, YAP
Janice Rael, NPI
Vinz Koller, SPR

Dr. Tiffany Tyler, Nevada Partners
Tracey Torrence, SNRHA
Christina Sewell, HELP of Southern Nevada
Ron Hilke, DETR
Paula McDonald, HELP of Southern Nevada

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

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

Jack Martin, Vice-Chair, called the meeting to order at 9:07 a.m. Staff confirmed the meeting was properly posted in accordance with the Nevada Open Meeting Law. Roll call was taken and the quorum confirmed.

Agenda Item 2 – FIRST PUBLIC COMMENT SESSION: Members of the public may now comment on any matter posted on this Agenda, which is before this committee for consideration and action today. Please clearly state and spell your name and address for the record. Each public comment will be limited to three (3) minutes.

Charles Perry noted the absence of the Pledge of Allegiance. Jack Martin requested the reciting of the Pledge of Allegiance, and that it is added to the agenda for the Programs Committee going forward.

Ardell Galbreth introduced Officer Josh Carbone and Officer Taylor Tolliver. They are from the Las Vegas Metropolitan Police Department and working in collaboration with Workforce Connections. Mr. Galbreth stated officers from the LVMPD would be visiting from time to time in an effort to orientate officers with Workforce Connections and the employment and training services offered to the communities.

Captain Jack Owen stated Officer Carbone and Officer Tolliver just completed the field training program, and LVMPD works to instill in the new officers “getting in-touch with the community” to provide a voice from the community on how the community wants to be policed.

Valerie Murzl stated there are many pre-release and post-release programs for youth and adults, and stressed the importance of developing a relationship with the LVMPD for the officers to see the programs and services Workforce Connections offers, and are available to the community. She further stated if a member of the community needs assistance, LVMPD could refer them to the programs offered at Workforce Connections.

Agenda Item 3 – DISCUSSION and POSSIBLE ACTION: Approval of the agenda with the inclusion of emergency items, and deletion of any items.

A motion was made by Charles Perry to approve the agenda as presented, and seconded by Ken Evans. The motion carried.

Agenda Item 4 - DISCUSSION and POSSIBLE ACTION: Approval of the Programs Committee meeting minutes of September 9, 2015.

Tommy Rowe noted the exclusion of **approve** in the approving paragraph for correction.

A motion was made by Tommy Rowe and seconded by Charles Perry to approve the September 9, 2015 Programs Committee meeting minutes with the correction to add “approve” to the approving paragraph in Agenda Item 8. The motion carried.

Agenda Item 5 – DISCUSSION and POSSIBLE ACTION: Accept staff’s recommendation to award and execute a contract with Nevada Partners, Inc. (NPI) for the Adult Building Trades Pre-Apprenticeship Workforce Development Program in an amount not to exceed \$500,000 for a contract term October 1, 2015 through September 30, 2016, with an option to renew annually for an additional three years based on performance and available funding.

Ricardo Villalobos reported Agenda Item 5, and addressed the issues that hinder individuals from entering into apprenticeship programs. This RFP is an effort to ensure the system is utilizing its resources assisting individuals to be better prepared and better equipped to enter apprenticeship programs in the Building Trades. Mr. Villalobos stated, three programs submitted proposals. Nevada Partners, Inc. was selected based on the evaluator assessments from SPR. (Results on pages 16-18 of the agenda packet).

Mr. Martin stated the threshold to pass is 75% (75 points) or higher to meet the consideration, the panel interviews are a new process for selection, and in the process there are three subject matter experts to score the proposals. Discussion ensued regarding:

- Outcomes and approximate cost per participant
- Difference between Nevada Partners, Inc. and Home Builders
 - Ability of Outreach
 - Specifically targets minorities and women
 - Experience with NPI and their success with Build Nevada before the recession
 - Detailed program description provided by Dr. Tiffany Tyler
- Mental health - Group or individual
 - Licensed clinical social worker through NPI
- Success percentages upon program completion and placement
 - 20 percentage points higher than non-participated programs
 - Apprenticeships and Glaziers
- Workforce Connections’ perspective of funds awarded to one service provider receiving multiple contracts versus other service providers
- Fair and equitable competitive bidding process and external evaluators to review the proposals

- Scoring guide review, SPR to conduct a qualitative analysis and narrative included in evaluation going forward, and strengths and weaknesses of proposers

Mr. Evans stated for the record, he was made aware of the Build Nevada program by an individual that was working at the time at Nevada Partners, Inc. He wanted to be helpful and give his opinion on the program from seven years ago that appeared to be trying to place individuals who normally might not end up in the construction industry. Mr. Evans was able to attend a couple of graduations, spoke as a construction industry person guest speaker, and heard some remarkable stories. Nevada Partners, Inc. actually had one individual who literally caught the bus to ensure he attended all of the classes during the 12-16 week period, graduated, and placed into employment despite some of the challenging economic times. Mr. Evans further stated for the record this is an extremely viable program, it reaches a target audience that is underserved or faces certain barriers to get within the construction industry. The construction industry is beginning to pick up so it is programs like Build Nevada that will go a long way towards positioning people to participate in that industry that might not otherwise be able to do so.

Mr. Galbreth stated in response to a Committee member asking about the risk, Nevada Partners, Inc. has continued to demonstrate their capacity to deliver the services Workforce Connections has contracted.

A motion was made by Louis Loupias and seconded by Ken Evans to accept staff's recommendation to award and execute a contract with Nevada Partners, Inc. (NPI) for the Adult Building Trades Pre-Apprenticeship Workforce Development Program in an amount not to exceed \$500,000 for a contract term October 1, 2015 through September 30, 2016, with an option to renew annually for an additional three years based on performance and available funding. The motion carried.

Agenda Item 6 – DISCUSSION AND POSSIBLE ACTION: Accept staff's recommendation to award and execute a contract with Nevada Partners, Inc. (NPI) for the Youth Pre-Entry Workforce Development Program in an amount not to exceed \$650,000 for a contract term October 1, 2015 through September 30, 2016, with an option to renew annually for an additional three years based on performance and available funding.

Ricardo Villalobos reported that there was a competitive procurement with four proposals submitted, and NPI met the threshold of 75% or higher. The contract is a preventive approach to engage and work with Youth at Spring Mountain Youth Camp before they become a part of the system.

Mr. Martin queried since there was only one proposer that met the threshold of 75%, and the Committee cannot move anyone up to 75%, what exactly can the Committee do? Mr. Martin asked if the options were to move forward with the agenda item and approve the recommendation from staff, or not approve the agenda item and re-release another RFP for the Youth Pre-Entry Workforce Development Program. Mr. Galbreth agreed that those were the actions available to the Committee.

A motion was made by Valerie Murzl and seconded by Janice John to accept staff's recommendation to award and execute a contract with Nevada Partners, Inc. (NPI) for the Youth Pre-Entry Workforce Development Program in an amount not to exceed \$650,000 for a contract term October 1, 2015 through September 30, 2016, with an option to renew annually for an additional three years based on performance and available funding. The motion carried.

Agenda Item 7 – DISCUSSION and POSSIBLE ACTION: Accept staff's recommendation to award additional Youth funding to the sub-recipients listed below. The funds will be used to ensure continuity of education, employment and training services for approximately 1,150 active and follow-up youth participants who transferred and/or carried over from PY2014 funded sub-recipients.

a. Nevada Partners Inc.	\$ 154,800
b. HELP of Southern Nevada	\$ 83,200
c. Southern NV Regional Housing Authority	\$ 27,000

Mr. Villalobos reported, programs that are funded the previous year (PY2014) may not always move forward with an award either because the service provider has decided not to apply for funding, or they did not win an award of

funds. Workforce Connections transitioned the youth who were served by these providers to new service providers in order to ensure continuity of service. Mr. Villalobos reviewed the transferred/carried over lists for the Out-of-School Youth and the In-School Youth during active and/or follow-up periods (12 months) on page 27 of the agenda packet.

Discussion ensued regarding the additional award funds to ensure continuity of service to youth transferred and/or carried over from PY2014 funded sub-recipients to the Southern Nevada Regional Housing Authority. Charles Perry queried the recent publicity regarding the Southern Nevada Regional Housing Authority whether the Committee or agency should be concerned with the award recommendation. Tracey Torrence, Director of Supportive Services, Southern Nevada Regional Housing Authority responded the publicity is not relevant to the program that is providing services to Youth. Mr. Martin queried, the \$27,000 that this Committee is voting on today will be spent appropriately and not on the charge that has been asked for previously. Ms. Torrence concurred.

In response to a Committee member, Mr. Villalobos stated the funds are restricted funds allocated to out-of-school youth, and in-school youth separately for WIA/WIOA services.

Mr. Galbreth stated for the record, there have been no issues of accountability for funds allocated to the Southern Nevada Regional Housing Authority.

Ms. Murzl requested Mr. Kostecki expound on audits where funds have been expended inappropriately, and what the process entails and what the obligations are of the agency. Mr. Kostecki stated the funds are 100% restricted to the allocated program. There are guidelines determining what funds can be expended, youth have different requirements than adults, and there are two CFR's to follow for allowable costs. Monitoring of service providers is conducted once a year with the use of a fiscal monitoring tool and a programmatic monitoring tool that is followed on a sample basis. A monitoring report is generated and service providers must respond to findings. Fiscal requires monthly invoicing with 100% cost reimbursement. Funds are highly regulated and severely restricted. Mr. Kostecki directed the Committee to the Workforce Connections website regarding the policy on disallowed costs with the levels of severity. Mr. Kostecki explained the ascending levels of severity: a pink paper is where corrective actions are required: a red paper or placement on High-Risk places an agency on a weekly reimbursement schedule requiring backup documentation on everything submitted, showing each check paid out, and providing bank clearance of the checks.

A motion was made by Charles Perry and seconded by Tommy Rowe to accept staff's recommendation to award additional Youth funding to the sub-recipients listed below. The funds will be used to ensure continuity of education, employment and training services for approximately 1,150 active and follow-up youth participants who transferred and/or carried over from PY2014 funded sub-recipients. The motion carried.

Agenda Item 8 – INFORMATION: List of Program Year 2015 Adult, Dislocated Worker and Youth Programs

- a. WIOA PY2015 Adult & Dislocated Worker Contracts ending 6/30/2016
- b. WIA PY2014 Youth Contracts ending 9/30/2015
- c. WIOA PY2015 Youth Contracts ending 6/30/2016

Mr. Martin stated this agenda item is for information to new Board members regarding existing contracts area served to populations served. Mr. Villalobos concurred.

Agenda Item 9 – INFORMATION: Business Engagement Report

Kenadie Cobbin Richardson reviewed and reported on the Business Engagement Report for the month of August.

- a. Hire Report (Industry hires through the B.E.S.T.)
 - 23 Jobs
 - Median wage \$13.13
 - Wage range \$9.40 - \$32.00
 - 7 OJT

- b. Pre-Screening and Referral Statistics
 - All partners have the ability to refer clients to pre-screening for open jobs available through WC – B.E.S.T. has a capacity of 105 requisitions that can be managed.
- c. Business Engagement Panel Update
 - Members on the list were appointed by Valerie Murzl, Board Chair to provide thoughts and ideas about what they would like to see the One-Stop Delivery System look at. Four more meetings have been scheduled.
- d. Communications/Outreach Update
 - Launch Fire Fighter initiative for outreach to minorities and women into the Fire Fighting field and EMT Basic Certificate training. Commissioner Lawrence Weekly will have a Town Hall meeting on September 17, 2015 regarding this initiative, and the public is invited.
 - 3rd Annual Nevada Day Super Hiring Event 2015

Valerie Murzl requested a correction to Hire Report on page 31 of the agenda packet to reflect Station Casinos with an “s” at the end of Casino.

Agenda Item 10 - INFORMATION: Programs Committee Member Comments

Committee members thanked Mr. Martin as Chairman for the first Programs Committee meeting. Well done!

Louis Louprias stated to the Committee, Nevada Partners, Inc. or any of the other entities that receive funding from Workforce Connections, that the Southern Nevada Apprenticeship Coordinators Association will be the first in line to help make sure that this becomes a successful program.

Agenda Item 11 – SECTION PUBLIC COMMENT SESSION: Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and address for the record. Each comment will be limited to three (3) minutes.

Dr. Tiffany Tyler, Nevada Partners, Inc. thanked the Committee for their vote of confidence, and that NPI is committed to delivering on the promise.

Agenda Item 12 - ADJOURNMENT: The meeting adjourned at 11:08 a.m.

Agenda item 7. DISCUSSION AND POSSIBLE ACTION:

Approve Programs Committee's recommendation to award and execute a contract with Nevada Partners, Inc. for the Adult Building Trades Pre-Apprenticeship Workforce Development Program in an amount not to exceed \$500,000 for a contract term October 1, 2015 through September 30, 2016 with an option to renew annually for an additional three years based on performance and available funding.

**Agenda Item #7**

Program Name:	Nevada Partners, Inc.
Location:	710 W. Lake Mead Blvd. North Las Vegas, NV 89030
Program Type: <i>(Please note the funding stream)</i>	WIOA Adult & Dislocated Workers Building Trades Pre-Apprenticeship Workforce Development Program
Program Dates:	October 1, 2015 – September 30, 2016
Amount Recommended:	An Amount not to exceed \$500,000
Program Description:	<p>In July 2014, Nevada Partners, Incorporated (NPI) was recognized as a model workforce development program by the White House. To date, NPI has administered over \$27,794,348 in workforce development programming, while exceeding federal performance measures. This experience includes administering a federally funded pre-apprenticeship program, Build Nevada. Build Nevada prepares individuals to succeed in apprenticeships and construction employment. Utilizing Build Nevada as a foundation, NPI will link individuals to over a dozen building trades, including Asbestos Workers, Bricklayers and Tile Setter, Carpenters, Cement Masons and Plasterers, Electricians, Floor Coverers and Painters, Iron Workers, Laborers, Operating Engineers, Plumbers and Pipe Fitter, Roofers, Sheet Metal, Stationary Operating Engineers, and Teamsters. The program's partnership with the building trade's Southern Nevada Union Apprenticeship Programs (SNUAP) is a direct relationship shared by less than 5% of construction pre-apprenticeship programs nationwide. This relationship is strengthened by Build Nevada's associate membership in SNUAP, a membership providing program participants invaluable access to individual Joint Apprenticeship Training Councils (JATC's) coordinators. Program participants also have the benefit of meeting journeymen and apprentices, JATC site visits, construction site visits and prompt notification of apprenticeship openings. An independent evaluation of Build Nevada participants' progress, utilizing pre and post assessment scores, found participant scores increased an average of 11% with a high of 30%. In an apprentice selection process by the Roofer's and Sheet Metal Worker's Apprenticeship trades, Build Nevada graduates placed 1st, 2nd, and 6th from a pool of 146 applicants, during the interviewing portion of the Roofers process. Build Nevada graduates also placed in the top ten of the apprenticeship application process with the highly skilled Sheet Metal Workers apprenticeship. Although 95% of participants entered into Build Nevada unemployed, 40% of those graduating participants were indentured and/or employed on a construction project during the Great Recession and 30% found alternative stop gap employment. Moreover, in July</p>



	2008, the entire inaugural Build Nevada class of was hired by a local Glazier fabrication shop. NPI welcomes the opportunity to support the local workforce investment by offering Build Nevada!
Contact Person & Information:	Dr. Tiffany Tyler (702) 924-2139 ttyler@nevadapartners.org



To: Ardell Galbreth, Executive Director, Workforce Connections
From: Vinz Koller, Kristin Wolff, Andrew Wiegand, Social Policy Research Associates
Date: September 14, 2015
Subject: Summary of Methodology and Results of 2015 Request For Proposal Scoring Process of Youth Pre-Entry Program and Adult Pre-Apprenticeship Program RFPs

SPR Experience and Qualifications

Social Policy Research Associates (SPR) is a small, employee-owned firm based in Oakland, CA with an outstanding national reputation for conducting high quality evaluations of workforce development, and education programs and supporting such programs through expert technical assistance and capacity building. For more than two decades, SPR has conducted over 100 major process and outcome evaluations of diverse programs at the local, state, and national levels and has trained thousands of practitioners in leadership development, program design, and operational effectiveness.

SPR is known nationally for its evaluations of programs housed in American Job Centers (AJCs), including the Workforce Investment Act (WIA) Adult and Dislocated Worker and Youth programs, the Trade Adjustment Assistance (TAA) program, the Senior Community Service Employment Program (SCSEP), the WIA Indian and Native American Program, and the WIA National Farmworker Jobs Program. SPR has conducted some landmark evaluations on American Job Centers, their pre-cursors, One-Stop Career Centers. As the national expert on WIA, SPR is currently leading the implementation study for DOL's WIA Adult and Dislocated Worker Gold Standard Evaluation. As part of this study, SPR staff members have conducted multiple rounds of site visits to more than 80 AJCs in 19 local workforce investment areas across the country and are authoring multiple briefing papers on AJC networks and various aspects of their operations.

Background and Context

Workforce Connections contracted with Social Policy Research Associates (SPR) for assistance with the agency's 2015 procurement process. Specifically, SPR was asked to help Workforce Connections develop a fair and impartial scoring rubric and score incoming proposals. SPR developed scoring rubrics in March of 2015 and scored a first set of proposals in April - May of 2015. This memo covers the scoring of a second set of proposals for a Youth Pre-Entry Program and an Adult Pre-Apprenticeship Program that were released in July 2015.

Approach

The SPR team worked closely with Workforce Connections throughout the project. The approach is described below.

Developing the Scoring Rubric

SPR prepared two scoring rubrics – one for each of the RFP types for which services were requested. As in the first round, each rubric comprised three main sections corresponding to those contained in the RFPs: Demonstrated Performance, Program Narrative, and Fiscal Narrative/Budget. Each section of the rubrics included subsections similar in concept but specific to the corresponding RFP.

SPR adapted the indicators for each subsection of each type of RFP – again, similar in concept but specific to the corresponding RFP. Each indicator was scored using the now familiar 4-point scale:

4 = Exceeds criteria. Proposal also offers insight, capacity, observations, or ideas beyond what was expected.

3 = Criteria is fully met: Response meets all requirements in the RFP.

2 = Criteria is partially met.

1 = Criteria is not met.

SPR employed this universal four-point scale for the following reasons:

- Universal scoring tends to be simpler for scorers to understand and therefore less prone to error than a mix of scales on a single score sheet.
- A four-point scale avoids the problem of “moving to the middle.” When objective scorers have the option of a three on a five-point scale, or a two on a three-point scale, they tend to overuse these middle scores. A four-point scale tends to encourage a closer reading and a stronger commitment to a score.
- Given the total number of questions and possible points, SPR determined that a four-point scale would offer a sufficient range of total scores to distinguish higher quality proposals from lower quality proposals. In addition, using this scoring approach, failure to answer one or even a few questions would not – on its own – eliminate an otherwise qualified proposal from consideration.

In addition, because the definitions of each numerical score were strictly related to meeting the criteria in the RFP, they discourage the use of more subjective interpretations as a qualitative definition (such as “excellent”) might do.

Rating Proposals

Workforce Connections conducted an initial RFP compliance screen of all submitted proposals. Seven proposals were submitted and all passed this screen and were submitted to SPR.

Section on Demonstrated Ability and Program Narrative

Each proposal was read fully and scored by SPR's two lead experts. The two scores were averaged to determine the final score. SPR monitored for significant deviations in the evaluator's scoring for inter-rater reliability. They arrived at scores that were largely consistent with each other.

Section on Demonstrated Ability and Program Narrative

The first two sections of each proposal were reviewed and scored fully by two members of the evaluation team. The two scores were averaged to determine the final score.

Panel Interview (Subject Matter Experts)

As a part of the application process, bidders were interviewed by a panel solicited by Workforce Connections. Scores from the interviews were forwarded to SPR and added to the overall score sheet. The panel interview was worth 15% of the total score for bidders.

Section on Fiscal Narrative/Budget

The same two senior members of SPR scored the Fiscal Narrative and Budget with experience in workforce procurement and in budgeting for workforce services. They were scored on four indicators with a focus on compliance – the degree to which bidders provided precisely the information requested in the narrative, and in the summary budget and expense categories affiliated with the budget and RFP. They were scored using the same four-point scale as described above.

Summary Table

SPR prepared a table that shows the scores of all submitted proposals that passed the initial compliance screen – ranked in order of their scores. SPR also indicated who scored at least 75% or above – the threshold to be considered qualified to receive an award.

Appearances before the committee and the WDB

As in the previous round, the SPR project director was available for subcommittee meetings via phone and the WDB meeting in person.

Post-scoring consultation and error correction

The SPR team participated in pre- and post-scoring conference calls to discuss preliminary and final findings with WC staff. As part of the review of results at the program committee WC alerted SPR of scoring inconsistencies. The SPR team reviewed all scoring formulas used to determine final scores and discovered that there was a formula error that affected the final

scores, though it did not affect the rankings of proposals nor the 'qualified' ratings. SPR corrected the formula errors, recalculated the scores and issued revised score sheets and summary sheets.

Results

Of the 7 proposals submitted, 3 met the minimum qualifications to be considered for a contract award (75 out of 100 points, as noted in the RFPs). The scores ranged from a low of 55.99 to a high of 83.56.

These proposals and their corresponding scores are attached.

Workforce Connections PY 2015 Proposals

Program/ Organization	Demonstrated Ability (30%)	Program Narrative (50%)	Fiscal Narrative /Budget (20%)	% Score*
Adult Pre-Apprenticeship Program				
Nevada Partners Inc.	25.88%	43.31%	14.38%	83.56%
Home Builders Institute	25.50%	40.26%	15.00%	80.76%
Salvation Army	13.00%	29.56%	13.44%	55.99%

** May Contain Rounding Error*

Scoring Guide: Adult Pre-Apprenticeship Workforce Development RFP

Proposal Number	Type of Proposal	Name of Bidder			Total %
APA2	Adult Pre-Apprenticeship	Nevada Partners			83.56%
Category		Subcategory	Max. Points in Category	Points awarded	Points awarded
A. Demonstrated Ability		1. Demonstrated Ability	15.0%	13.13%	25.88%
		2. Panel Interview	15.0%	12.75%	
B. Program Narrative		1. Approach	12.5%	10.94%	43.31%
		2. Program Staffing and Case Mgmt. Strategy	5.0%	4.69%	
		3. Outreach, Eligibility and Assessment	2.5%	2.03%	
		4. Individual Employment Plan	10.0%	8.13%	
		5. Training and Work-Based Learning	2.5%	2.11%	
		6. Performance Management	12.5%	11.98%	
		7. Follow-up Strategies	5.0%	3.44%	
C. Fiscal Narrative/ Budget		1. Fiscal Narrative	5.0%	3.13%	14.38%
		2. Budget	15%	11.25%	

Scoring Guide: Adult Pre-Apprenticeship Workforce Development RFP

Proposal Number	Type of Proposal	Name of Bidder			Total %
APA1	Adult Pre-Apprenticeship	Home Builders			80.76%
Category		Subcategory	Max. Points in Category	Points awarded	Points awarded
A. Demonstrated Ability		1. Demonstrated Ability	15.0%	15.00%	25.50%
		2. Panel Interview	15.0%	10.50%	
B. Program Narrative		1. Approach	12.5%	11.72%	40.26%
		2. Program Staffing and Case Mgmt. Strategy	5.0%	4.69%	
		3. Outreach, Eligibility and Assessment	2.5%	1.72%	
		4. Individual Employment Plan	10.0%	6.88%	
		5. Training and Work-Based Learning	2.5%	2.03%	
		6. Performance Management	12.5%	8.85%	
		7. Follow-up Strategies	5.0%	4.38%	
C. Fiscal Narrative/ Budget		1. Fiscal Narrative	5.0%	3.75%	15.00%
		2. Budget	15%	11.25%	

Scoring Guide: Adult Pre-Apprenticeship Workforce Development RFP

Proposal Number	Type of Proposal	Name of Bidder			Total %
APA3	Adult Pre-Apprenticeship	Salvation Army			55.99%
Category		Subcategory	Max. Points in Category	Points awarded	Points awarded
A. Demonstrated Ability		1. Demonstrated Ability	15.0%	8.13%	13.00%
		2. Panel Interview	15.0%	4.88%	
B. Program Narrative		1. Approach	12.5%	7.03%	29.56%
		2. Program Staffing and Case Mgmt. Strategy	5.0%	4.38%	
		3. Outreach, Eligibility and Assessment	2.5%	2.19%	
		4. Individual Employment Plan	10.0%	5.94%	
		5. Training and Work-Based Learning	2.5%	1.48%	
		6. Performance Management	12.5%	5.73%	
		7. Follow-up Strategies	5.0%	2.81%	
C. Fiscal Narrative/ Budget		1. Fiscal Narrative	5.0%	3.13%	13.44%
		2. Budget	15%	10.31%	

Agenda item 8. DISCUSSION AND POSSIBLE ACTION:

Approve Programs Committee's recommendation to award and execute a contract with Nevada Partners, Inc. for the Youth Pre-Entry Workforce Development Program in an amount not to exceed \$650,000 for a contract term October 1, 2015 through September 30, 2016 with an option to renew annually for an additional three years based on performance and available funding.



Agenda Item #8

Program Name:	Nevada Partners, Inc.
Location:	710 W. Lake Mead Blvd. North Las Vegas, NV 89030
Program Type: <i>(Please note the funding stream)</i>	WIOA Youth Youth Pre-Entry Workforce Development Program
Program Dates:	October 1, 2015 – September 30, 2016
Amount Recommended:	An amount not to exceed \$650,000
Program Description:	<p>Nevada Partners, Incorporated (NPI) is a community-based nonprofit organization located in North Las Vegas. Our mission is to build a healthy, sustainable community where all residents achieve their full potential through effective education, meaningful employment, safe and affordable housing, and vibrant civic and cultural engagement. Recognized as a model workforce development program by the White House in July 2014, we have administered over \$27,794,348 in WIA programming to date, while exceeding federal performance measures. We have a 23 year history of providing high quality youth programming, including Workforce Investment Act (WIA) Youth Services, diversion and reentry programming, substance abuse prevention training, dropout prevention programming, leadership training, and summer youth employment programming. Our nationally recognized career center brings together WIA services, Adult Education, Wagner-Peyser programming, occupational skills training, housing services in one location. Our services also include intensive case management, college and career planning, wraparound services, job placement assistance, occupational skills training, tutoring, mentoring, financial literacy training, and entrepreneurship training. We also offer GED preparation, vocational English classes, tax preparation assistance, free mental health services, pre-apprenticeship training, reproductive health services, and staffing services onsite. Currently, we provide employment and training services to over 900 youth in 18 locations locally. This operation includes providing over \$2,758,237 in high quality WIA services, while assisting over 638 youth to graduate from high school and over 540 to attend college or secure employment. Utilizing our proven track record and rich service array, we propose to provide Workforce Innovation and Opportunity Act (WIOA) services to 150 youth, while undertaking a comprehensive evidence-based re-entry program.</p>
Contact Person & Information:	Dr. Tiffany Tyler (702) 924-2139 ttyler@nevadapartners.org



To: Ardell Galbreth, Executive Director, Workforce Connections
From: Vinz Koller, Kristin Wolff, Andrew Wiegand, Social Policy Research Associates
Date: September 14, 2015
Subject: Summary of Methodology and Results of 2015 Request For Proposal Scoring Process of Youth Pre-Entry Program and Adult Pre-Apprenticeship Program RFPs

SPR Experience and Qualifications

Social Policy Research Associates (SPR) is a small, employee-owned firm based in Oakland, CA with an outstanding national reputation for conducting high quality evaluations of workforce development, and education programs and supporting such programs through expert technical assistance and capacity building. For more than two decades, SPR has conducted over 100 major process and outcome evaluations of diverse programs at the local, state, and national levels and has trained thousands of practitioners in leadership development, program design, and operational effectiveness.

SPR is known nationally for its evaluations of programs housed in American Job Centers (AJCs), including the Workforce Investment Act (WIA) Adult and Dislocated Worker and Youth programs, the Trade Adjustment Assistance (TAA) program, the Senior Community Service Employment Program (SCSEP), the WIA Indian and Native American Program, and the WIA National Farmworker Jobs Program. SPR has conducted some landmark evaluations on American Job Centers, their pre-cursors, One-Stop Career Centers. As the national expert on WIA, SPR is currently leading the implementation study for DOL's WIA Adult and Dislocated Worker Gold Standard Evaluation. As part of this study, SPR staff members have conducted multiple rounds of site visits to more than 80 AJCs in 19 local workforce investment areas across the country and are authoring multiple briefing papers on AJC networks and various aspects of their operations.

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These proposals and their corresponding scores are attached.

Workforce Connections PY 2015 Proposals

Program/ Organization	Demonstrated Ability (30%)	Program Narrative (50%)	Fiscal Narrative /Budget (20%)	% Score*
Youth Pre-Entry Program				
Nevada Partners Inc.	24.88%	38.13%	15.00%	78.00%
Youth Advocate Programs	23.31%	27.50%	15.00%	65.81%
Community Services Agency	21.44%	28.75%	9.38%	59.56%
Community Assistance Programs	19.50%	24.38%	15.00%	58.88%

Scoring Guide: Youth Pre-Entry Workforce Development RFP

Proposal Number	Type of Proposal	Name of Bidder			Total %
YPE3	Youth Pre-Entry	Nevada Partners			78.00%
Category		Subcategory	Max. Points in Category	Points awarded	Points awarded
A. Demonstrated Ability		1. Demonstrated Ability	15.0%	13.13%	24.88%
		2. Panel Interview	15.0%	11.75%	
B. Program Narrative		1. Approach	12.5%	9.06%	38.13%
		2. Program Staffing and Case Mgmt. Strategy	7.5%	4.22%	
		3. Outreach, Eligibility and Assessment	2.5%	1.72%	
		4. Individual Service Strategy	5.0%	4.22%	
		5. Training and Work-Based Learning	7.5%	5.31%	
		6. Performance Management	12.5%	11.72%	
		7. Follow-up Strategies	2.5%	1.88%	
C. Fiscal Narrative/ Budget		1. Fiscal Narrative	5%	3.75%	15.00%
		2. Budget	15%	11.25%	

Scoring Guide: Youth Pre-Entry Workforce Development RFP

Proposal Number	Type of Proposal	Name of Bidder			Total %
YPE4	Youth Pre-Entry	Youth Advocate Prog.			65.81%
Category		Subcategory	Max. Points in Category	Points awarded	Points awarded
A. Demonstrated Ability		1. Demonstrated Ability	15.0%	14.06%	23.31%
		2. Panel Interview	15.0%	9.25%	
B. Program Narrative		1. Approach	12.5%	6.88%	27.50%
		2. Program Staffing and Case Mgmt. Strategy	7.5%	4.22%	
		3. Outreach, Eligibility and Assessment	2.5%	1.09%	
		4. Individual Service Strategy	5.0%	2.50%	
		5. Training and Work-Based Learning	7.5%	5.31%	
		6. Performance Management	12.5%	5.47%	
		7. Follow-up Strategies	2.5%	2.03%	
C. Fiscal Narrative/ Budget		1. Fiscal Narrative	5%	3.75%	15.00%
		2. Budget	15%	11.25%	

Scoring Guide: Youth Pre-Entry Workforce Development RFP

Proposal Number	Type of Proposal	Name of Bidder			Total %
YPE2	Youth Pre-Entry	Community Services Agency			59.56%
Category		Subcategory	Max. Points in Category	Points awarded	Points awarded
A. Demonstrated Ability		1. Demonstrated Ability	15.0%	12.19%	21.44%
		2. Panel Interview	15.0%	9.25%	
B. Program Narrative		1. Approach	12.5%	5.31%	28.75%
		2. Program Staffing and Case Mgmt. Strategy	7.5%	3.75%	
		3. Outreach, Eligibility and Assessment	2.5%	1.56%	
		4. Individual Service Strategy	5.0%	2.19%	
		5. Training and Work-Based Learning	7.5%	4.06%	
		6. Performance Management	12.5%	10.16%	
		7. Follow-up Strategies	2.5%	1.72%	
C. Fiscal Narrative/ Budget		1. Fiscal Narrative	5%	3.75%	9.38%
		2. Budget	15%	5.63%	

Scoring Guide: Youth Pre-Entry Workforce Development RFP

Proposal Number	Type of Proposal	Name of Bidder			Total %
YPE1	Youth Pre-Entry	Community Assistance Program			58.88%
Category		Subcategory	Max. Points in Category	Points awarded	Points awarded
A. Demonstrated Ability		1. Demonstrated Ability	15.0%	11.25%	19.50%
		2. Panel Interview	15.0%	8.25%	
B. Program Narrative		1. Approach	12.5%	7.50%	24.38%
		2. Program Staffing and Case Mgmt. Strategy	7.5%	2.81%	
		3. Outreach, Eligibility and Assessment	2.5%	1.72%	
		4. Individual Service Strategy	5.0%	2.50%	
		5. Training and Work-Based Learning	7.5%	4.06%	
		6. Performance Management	12.5%	3.91%	
		7. Follow-up Strategies	2.5%	1.88%	
C. Fiscal Narrative/ Budget		1. Fiscal Narrative	5%	3.75%	15.00%
		2. Budget	15%	11.25%	

Agenda item 9. DISCUSSION AND POSSIBLE ACTION:

Approve Programs Committee's recommendation to award additional funding to the sub-recipients listed below. The funds will be used to ensure continuity of education, employment and training services for 1,145 active and follow-up youth participants who transferred and/or carried over from PY2014 funded sub recipients.

- a. Nevada Partners, Inc.\$154,800 (673 clients transferred)
- b. HELP of Southern Nevada\$83,200 (414 clients transferred)
- c. Southern Nevada Regional Housing Authority\$27,000 (58 clients transferred)

Provider	OSY Transferred/Carried Over	ISY Transferred/ Carried Over	Total
NPI	144	529	673
HELP	49	365	414
SNRHA	58		58
Total	251	894	1145

NPI

- 144 Out-of-School Youth (OSY) were transferred from GNJ Family Life Center (GNJ) to NPI because GNJ did not continue as a Program Year 2015 WIOA Youth funded sub-recipient.
- 529 Graduate Advocate Initiative (GAI) In-School Youth (ISY) carried over from NPI's Program Year 2014 to Program Year 2015 to continue receiving education, employment and/or training services.
- \$154,800.00 is being recommended to NPI for 673 ISY and OSY in order to provide continuity of services during active and/or follow-up period.

HELP

- 49 Out-of-School Youth (OSY) carried over from HELP's Program Year 2014 to Program Year 2015 to continue receiving education, employment and/or training services.
- 365 Graduate Advocate Initiative (GAI) In-School Youth (ISY) carried over from HELP's Program Year 2014 to Program Year 2015 to continue receiving education, employment and/or training services.
- \$83,200.00 is being recommended to HELP for 414 ISY and OSY in order to provide continuity of services during active and/or follow-up period.

SNRHA

- 58 Out-of-School Youth (OSY) were transferred from the Academy of Human Development (AHD) to SNRHA because AHD did not continue as a Program Year 2015 WIOA Youth funded sub-recipient.
- \$27,000.00 is being recommended to SNRHA for 58 OSY in order to provide continuity of services during active and/or follow-up period.

Agenda item 10. INFORMATION:

List of PY2015 Adult, Dislocated Worker, and Youth Programs

- a. WIOA PY2015 Adult & Dislocated Worker Contracts ending June 30, 2016
- b. WIA PY2014 Youth Contracts ending September 30, 2015
- c. WIA PY2015 Youth Contracts ending June 30, 2016

workforce CONNECTIONS***Area and Populations Served******Program Year 2015 Adult, Dislocated Worker and Youth Programs******As of September 1, 2015***

WIOA PY2015 Adult and Dislocated Worker Contracts ending 6/30/2016		
Provider	Area Served	Population Served
Academy of Human Development	East One-Stop Affiliate Site	All Adults and Dislocated Workers
Easter Seals Nevada	All	Adults and Dislocated Workers with Disabilities
Foundation for an Independent Tomorrow	All	Post-Release / Re-Entry Population
Goodwill of Southern Nevada	All	Adults and Dislocated Workers with Disabilities
HELP of Southern Nevada	South One-Stop Affiliate Site	All Adults and Dislocated Workers
Las Vegas Clark County Urban League	All	Veterans
Lincoln County	Rural	All Adults and Dislocated Worker
Nevada Department of Corrections	All	Pre-Release
Nevada Partners, Inc	North One-Stop Affiliate Side	All Adults and Dislocated Workers
Nye Communities Coalition	Rural	All Adults and Dislocated Workers
ResCare	One-Stop Career Center	All Adults and Dislocated Workers

WIA PY2014 Youth Contracts ending 9/30/2015		
Provider	Area Served	Population Served
Academy of Human Development	All	Out-of-School
HELP of So. Nevada	All	In-School and Out-of-School
Lincoln County	Rural	In-School and Out-of-School
Nevada Partners, Inc	All	In-School
Nye Communities Coalition	Rural	In-School and Out-of-School
So. NV Regional Housing Authority	All	In-School and Out-of-School
Youth Advocate Programs	All	Re-Entry, In-School and Out-of-School

WIOA PY2015 Youth Contracts ending 6/30/2016		
Provider	Area Served	Population Served
Goodwill of So. Nevada	All	Youth with Disabilities - Out-of-School
HELP of So. Nevada	All	Youth Dropout Recovery - Out-of-School
Lincoln County	Rural	In-School and Out-of-School
Nevada Partners, Inc	North One-Stop Affiliate Site	Out-of-School
Nye Communities Coalition	Rural	In-School and Out-of-School
Olive Crest	All	Foster Youth
So. NV Regional Housing Authority	East One-Stop Affiliate Site	Out-of-School
St. Jude's Ranch for Children	Rural	In-School and Out-of-School

Agenda item 11. INFORMATION:

Finance and Budget Committee minutes of August 12, 2015 (draft)

**WORKFORCE CONNECTIONS
BUDGET & FINANCE COMMITTEE
MINUTES**

The Budget & Finance Committee held a public meeting on Wednesday, August 12, 2015 beginning at 2:01p.m. at the following location:

At its principal office: 6330 W. Charleston Blvd., Ste. 150
Rosalie Boulware Conference Room (Bronze)
Las Vegas, Nevada

The site has speakerphone and voice-stream link capability.

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

Ardell Galbreth, Executive Director addressed the new Budget & Finance Committee members since the restructuring of the Workforce Development Board, currently there is no Chair to the committee, and the Workforce Development Board Chair will conduct the meeting until elections have been made and a Chair and Vice-Chair have been appointed.

Valerie Murzl, Board Chair, called the meeting of the Budget & Finance Committee to order. Members present: Paul Brandt, Brad Deeds (via telephone), Lou DeSalvio (via telephone), Marvin Gebers, Rebecca Henry, Rob Mallory, Jerrie Merritt, Valerie Murzl, Renee Olson, and Michael Vannozzi. Ex-Officio Member - Clark County: Tom Wilson

Members Absent: Dasya Duckworth, and Tobias Hoppe

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

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

A motion to approve the agenda as presented was made by Michael Vannozzi, and seconded by Renee Olson. Motion carried

3. First Public Comment Session

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

Hearing no comments, Valerie Murzl closed the Public Comment Session.

4. Discussion and Possible Action: Election of Chair and Vice-Chair

Valerie Murzl, Board Chair, asked the Committee members to provide nominations for the Committee Chair and Vice-Chair. Ms. Murzl nominated Jerrie Merritt as Chair and Michael Vannozzi as Vice-Chair of the

Budget and Finance Committee. Paul Brandt approved the motion. Renee Olson asked that the nominees provide background information where they are from and who they represent.

Jerrie Merritt has been a Senior Vice President at Bank of Nevada with over 37 years of banking experience within the financial service industry. She served as an Executive Vice President for Bank of Nevada opening up one of the regional offices where she managed the deposits, loans, and staffing. Currently Ms. Merritt is the Community Development Manager where she manages a portfolio at the Alliant office, and all community development within Bank of Nevada. Ms. Merritt is the Chair of the Board of Directors for the Urban Chamber of Commerce, and serves as Vice-Chair for HELP of Southern Nevada. Ms. Merritt stated she is passionate about economic development and small business here in Las Vegas.

Michael Vannozzi, has been the Director of Public Policy at the Las Vegas Global Economic Alliance for approximately two and half years. Prior to the economic development authority in Clark County, Mr. Vannozzi served for six years on economic and education policy in Senator Reid's office. He has a background in communications. Mr. Vannozzi stated LVGEA and Workforce Connections are seeking to cooperate as much as possible, on working with the new companies coming to town, and expressed his excitement to be here.

Paul Brandt moved to approve the nominations of Jerrie Merritt as Chair and Michael Vannozzi as Vice-Chair of the Budget & Finance Committee, and seconded by Renee Olson. Motion carried.

Congratulations Jerrie and Michael!

5. Discussion and Possible Action: Approve the Budget & Finance Committee minutes of the June 10, 2015.

Valerie Murzl moved to approve the minutes of June 10, 2015. Michael Vannozzi seconded the motion.

Discussion: Renee Olson was not present at the prior meeting, and abstained from voting on the minutes since she could not confirm her agreement on the accuracy of the minutes.

Motion carried.

Ms. Murzl reminded the Committee members on Basic Robert's Rule of Order when asking a question or making a motion. Committee members will address the Chair as Madam Chair when they ask questions or make a motion. (A copy of the Basic Robert's Rules of Order – Principles of Parliamentary Procedure is included in these minutes).

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

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

Jim Kostecki, Finance Manager, stated the first meeting of new Committee members would be a short tutorial and recommendations. Mr. Kostecki reported on PY2015 WIA Formula Budget July 1, 2015 through June 30, 2016 on pages 8-19 of the agenda packet approved by the prior WC Board and Local Elected Officials. He identified:

- The summary of the budget reporting for two Formula funding streams allocated for a 2-year period.
- Clarification of a Program Year versus a Fiscal Year. Our funding is given to us by program year, and the new funding for this year is called Program Year 2015. This pertains to our Fiscal Year

Ending 2016. They are interchangeable. He noted the footnote at the bottom of the report to identify how long the funds are available. (NOTE: PY14 funding period is available July 1, 2014 through June 30, 2016 (after two years, funds revert to the State for one additional year). The same will apply to PY15 funding period that is available July 1, 2015 through June 30, 2017 (after two years, funds revert to the State for one additional year)).

- The Revenue by Funding Stream explaining the delineation of the 25% allocation (10% Administrative (by regulation) and 15% Programmatic (by allowance through the Local Elected Officials)) of funds through the State to operate the organization. The remaining 75% allocated to competitive Request for Proposals (RFP) let to non-profit agencies and for-profit agencies for training and education purposes through service providers.
- The Community Resource Allocations pertain to the 75% of the remaining 100% funding from the State. The funds would cover three areas: One-Stop System, One-Stop Center as fiscal agent, and Community Resources (Service Providers).
- The detailed breakdown of the 25% allocation of funds that was Board approved, and ratified by the Local Elected Officials for Board Operations, is on page 9 of the agenda packet. Line item 8900 Strategic Initiative – WIA and 1st Qtr. 2016 Formula Budget, is unallocated budgeted funds that are set aside for the purpose of upcoming Initiatives, or will be allocated to a line item that requires adjustment through Committee approval.

Michael Vannozzi queried if the funds are all federal as opposed to fundraising. Mr. Kostecki responded that the Formula funds are the primary focus of the report, with other funding sources (less than 5% of total funding) reviewed later in the report.

Workforce Connections receives funds July 1. The federal governments fourth quarter ends September 30. WC's youth funding is available April 1 with no issues of sequestration; however, the Adult and Dislocated Worker funding is allocated July 1. Under sequestration rules, WC does not have access to the full allotment of funds in the first quarter. If WC were to spend into the new money, there would only be approximately 7%-8% available, ideally I would be 25% or one quarter's worth. Therefore, the last line item on page 9 of the agenda packet indicates 8900 – Strategic Initiative – 1st Qtr. 2016 reserved for carry over for the first quarter operations.

Ardell Galbreth provided an example identifying line item 7095 Board Meeting and Travel allocated for the purpose of Board members to attend trainings or conferences in the upcoming year. Should the funds in that line item fall short, justification for a portion of the funds from line item 8900 – Strategic Initiative – WIA are brought before the Committee for approval to reallocate funds to line item 7095 for the change.

Mr. Kostecki stated that pages 10-13 is a WIA Formula Budget Narrative and descriptions identifying the overall budget. Mr. Galbreth indicated that any time there is a change to the budget narrative will staff reflect the change with increase or decrease highlighted yellow.

Mr. Kostecki reviewed and reported on the PY2015 WIA Formula Budget One Stop Center – Charleston on pages 14-16 of the agenda packet, then the PY2015 WIA Formula Budget One Stop System on pages 17-19 of the agenda packet respectively.

Mr. Kostecki reported WC was planning to maintain three of the positions at the One-Stop Career Center (2 front desk and 1 resource room operator) on the WC staff payroll. The regulations last year allowed WC to run the One-Stop Career Center as a Consortium (all the partners). This year the regulations stipulate that WC procure, through an RFP process, a One-Stop Operator to run the operations of the One-Stop Career Center. WC hired a national company, ResCare Workforce Solutions, as part of this process. The initial budget with WC maintaining the four FTEs within the Center. To provide clear transparency, a recommendation will be presented at the August 18, 2015 Programs Committee to give ResCare

Workforce Solutions \$250,000 to absorb the four budgeted FTEs into their organization. This recommendation will then be forwarded to the full Board on August 25, 2015 for final approval.

Renee Olson queried the funds taken out of the One-Stop Center and System budgets are they noted in the Formula Budget. Mr. Kostecki responded funds are reallocated to Community Resources. He further stated for non-WIOA partners, six State representatives seated at the One-Stop Career Center share in the costs. Once a month all costs are captured and WC bills out a per seat cost to the partners.

Rob Mallory queried fraction amounts of an FTE. Mr. Kostecki responded that fractions represent operations staff providing service to the One-Stop Center or One-Stop System. (Example: IT, Maintenance, or Fiscal staff providing service and charging payroll time for the service).

Ms. Murzl reminded the Committee members on Basic Robert's Rule of Order when asking a question or making a motion. Committee members will address the Chair as Madam Chair then the question or motion. (A copy of the Basic Robert's Rules of Order – Principles of Parliamentary Procedure is included in these minutes).

Paul Brandt queried page 9 regarding a delta seven FTEs. Three FTEs moved to ResCare Workforce Solutions, the remaining four are vacancies. Mr. Kostecki responded WC has authorized 33.18 FTEs with actual filled positions of 25.96 FTEs.

Mr. Vannozzi requested clarification on the operations budget versus the program budget, and the One-Stop, with the employees associated with the One-Stop program budget not reflected in the FTEs on page 9. Mr. Kostecki stated the .9 position is the remaining fraction or an allowable charge to the One-Stop Center budget. WC has 39 positions (three are half time and part time employees) paid out of payroll every two weeks. Four positions to another grant that brings it to 35. Within the 35 FTEs is operations, One-Stop System, and partial at the One-Stop Center. The total structure of the organization is located on the website at www.nvworkforceconnections.org.

Mr. Kostecki reported on the One-Stop System with five Business Services Representatives housed at the One-Stop Center supporting the system with job development, and the One-Stop System Manager and his staff included in the budget. Seven FTEs.

He further stated line item 7500 – Participant Training represents various training contracts funding out to organizations:

- Apprenticeship Preparation contract with the College of Southern Nevada (\$200,000),
- A nursing GAP training with UNLV (\$200,000),
- Tutoring contract (\$200,000) for in-school and out-of-school youth,
- WordKeys assessment tools (\$14,000) coordinated through CSN.

Valerie Murzl moved to accept as presented 6A - PY2015 WIA Formula Budget July 1, 2015 through June 30, 2016, and seconded by Rebecca Henry. Motion carried.

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

Mr. Kostecki reported on the Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period of July 1, 2014 through June 30, 2015 (Formula WIA) on page 20 of the agenda packet. He stated WC has not completed the month for the new-year making this an interim report for the end of last year. He further stated that WC may have the ability to budget up 25% of the funding, but rarely does WC

spend the full 25% of the funding allowing flexibility to start a new initiative. The report on page 20 is identified as the Red, Yellow, and Green Report (10% above will reflect the color yellow, 15% above will reflect the color red).

Mr. Vannozzi queried for clarity, WC spent approximately 60% of the funds for operations. Mr. Kostecki responded that is correct where the balance of the 40% will roll over into the new-year for programs and operations.

Valerie Murzl moved to accept as presented 6B - Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2014 through June 30 2015 (Formula WIA), and seconded by Michael Vannozzi. Motion carried.

C. Awards & Expenditures – Monthly Update (Status of Service Providers).

Mr. Kostecki reported on the Awards & Expenditures – Monthly Update (Status of Service Providers) on pages 21-24 of the agenda packet that reflects invoicing through May 2015. Funding to the partners in the community. WC receives three streams of funding: Adult, Dislocated Worker and Youth.

Mr. Kostecki noted a correction on page 21 to reflect WIA PY14 One-Stop Adult – Academy of Human Development contract amount to be \$150,000, not \$100,000.

He further stated that service providers have 30-days after month end to submit the prior month end invoice (June 2015 invoicing due July 31, 2015) actual expenditures for the previous month and approximately 45-60 day delay in reporting. Any remaining balances from June 30, 2015 are de-obligated from the contract once the close out process occurs. WC is on a cost reimbursement basis where the service provider submits invoices; WC draws the money down from the State, than WC pays the service provider. In addition to the one-month lag, at contract end, the service provider has 60 days to close out. Example: WC will not receive close out packets for the contracts ending June until the end of August. For the Youth, funds de-obligated are factored into the new contracts with an average of 10% unspent rate on contracts overall.

Mr. Vannozzi queried Nye Communities Coalition and Lincoln County unspent funds are high. Is there a problem to spend the money? Mr. Kostecki responded that Nye Communities Coalition and Lincoln County are the only rural service providers. Specifically with youth, the two service providers run good services, just difficult to find participants. Mr. Galbreth added Nye Communities Coalition has an excellent operation located in Pahrump, with outreach to the Tonopah area (250 miles north) supporting Esmeralda County. Lincoln County as well, is challenged with finding enough youth for a youth program or the offering of a youth work experience-training program.

Mr. Galbreth directed the attention of the Committee to the top of pages 21 – 23 of the agenda packet to the red bar and the pink bar. The Budget Committee's responsibility is compliance oversight. When there is a partner or service provider deficient or at-risk with corrective action findings, the agency will be highlighted in red (reflects high risk) or pink (reflects deficiency) if the service provider is not on target with corrective actions from WC, the State, or the U.S. Department of Labor (DOL).

Mr. Kostecki noted a correction to the report on Page 22, WIA PY11/12/13 Other (Disabilities, Re-Entry, Rural, and Veterans) Easter Seals Nevada – Disabilities contract extended to 6/30/2015.

Mr. Kostecki reported representing the Direct Grants or non-formula grants on page 24.

- YouthBuild program - 3-year grant direct from the U.S. Department of Labor (federal funds). The first two years of the program clients are enrolled running two different cohorts (one each year) the third year is for all follow-up. WC has applied for YouthBuild PY15 with the results of the award announced in late August early September.
- AmeriCorps is a partnership with YouthBuild, providing approximately \$25,000 a year.
- \$50,000 grant with AARP, small source of non-federal funds, which is an age 50+ Back to Work grant. Counseling grant to assist the senior set to get back into the workforce.
- Partnership with Nevada System Higher Education (NSHE) with two funding sources: DETR (State) provides a portion of the funding (non-federal funds), and the Robert Wood Foundation passing the funds to Workforce Connections.

Mr. Galbreth states his role as Executive Director to seek additional non-federal funding. WC is working with the Armed Forces Corporation allocating staff as Navigators at the One-Stop Career Center. WC is looking to expand the AARP grant that currently receives \$100,000 over a 2-period (WC is into the second year).

Ms. Murzl commented the Awards and Expenditures are the most important part of the reporting cycle. Funds awarded to service providers, results and outcomes are critical. Ms. Murzl noted the Nevada Department of Corrections (NDOC) on page 22 of the agenda packet, and the \$800,000 awarded with only \$72,017 (or 9%) expended. She further stated, from a mission perspective, WC's mission is to employ people, get jobs, and help with training. These reports should be viewed with a critical eye, considering the lag time, contract dates, etc. Ms. Murzl thanked staff for the excellent work they perform, and acknowledged the reporting is far better than it has been during her time of service on the Board. Ms. Murzl emphasized the Committee to be diligent in their oversight.

Rob Mallory queried reports that indicate results of the spent money. How many people are actually going to work? Mr. Kostecki responded that client reports typically are presented at the Programs Committee covering Adults, Dislocated Worker, and Youth. Mr. Galbreth interjected that the Programs Committee conduct negotiations on contracts to ensure a particular number of clients served at a certain dollar amount that generate reports on performance outcomes. He further stated the Budget & Finance Committee oversee financial reporting only and welcomed the Committee members to attend the Programs Committee for the additional piece of information.

Discussion ensued regarding the spend rate through the Nevada Department of Corrections.

Renee Olsen moved to accept as presented 6C Awards & Expenditures – Monthly Update (Status of Service Providers), and seconded by Rebecca Henry. Motion carried.

D. WIOA Expenditure Tracking - Adult, Dislocated Worker, and Youth

Brett Miller reported on the WIOA Expenditure Tracking report on page 25 of the agenda packet designed to address the previous reports discussed. Mr. Miller identified each component of the report.

- Spending Plan
 - PY15 Budget / Plan
 - Approved Awards for Adult, Dislocated Worker, and Youth
 - WC Operations – Funds identified in the budget on page 8
 - One-Stop Center and System – Funds identified in the center of the budget
 - Community Resources – Funds obligated to the community in contracts

- Additional for Sequester – Set aside funds of \$1,100,000 to compensate first quarter operations
- Pending Approval – Items pending approval from the budget
- Planning Stage – Funds set aside for a new initiative, various levels of development within the initiative, to RFP stage
- Strategic De-Obligation – Monies left unspent to be tracked
- Total Obligated / Budget – Total obligated funds
- Total Available – Approved budget for PY15

Mr. Miller identified the area of PY15 funding anticipated for allocation in the first quarter of PY16 for Adult, Dislocated Workers, and Youth. Mr. Galbreth asserted, in an effort to avoid a work stoppage in PY16, there are set aside funds for the first quarter of PY16 to supplement funds less than the organization can operate. Tracking of funds will prevent potential temporary layoffs, furloughs, reduction in force (RIF), or reduced service delivery to clients.

Mr. Miller continued with identifying the YTD Actuals vs. Expected columns for Adult and Dislocated Workers, and the column for Youth. The trends illustrated indicate the expected spend rate and the actual spend rate as it progresses during the year.

Mr. Kostecki stated youth expenditures have a big influx in spend rate in July/August invoicing periods due to work experience for youth employment. Ms. Olson requested staff to provide information during the times of influx.

Mr. Vannozzi queried the reconciliation of page 20 with page 25, WC operations budget \$6,500,000, expended \$4,200,000, what happens to the \$2,300,000. Part of the operating dollars roll over to satiate sequestration, but what happens to the monies? Mr. Kostecki responded the information on page 20 is for the prior year (PY14), reported on page 25 is the current year budget (PY15). The remaining monies would roll forward as additional community resources or operations. Over a two-year period, WC will not spend over the allocation of funds for operations. The funds will be trued-up for operations and the service provider funding streams portion. The State requires a first-in first-out of funds (prior year (PY14) must be spent before the current year funds (PY15)) allocation.

Renee Olson moved to accept as presented 6D – WIOA Expenditure Tracking, and seconded by Michael Vannozzi. Motion carried.

7. Committee Comments:

Valerie Murzl welcomed and thanked the new Committee members for their attendance and participation. Ms. Murzl stated how important it is that the Committee members know the Local Elected Officials selected each member based on their credentials and expertise, life experiences, and work experiences. The Local Elected Officials have placed a great deal of trust and integrity in the Budget & Finance Committee in their (LEOs) absence from the Board meetings, and the critical review of the Budget and Finance Committee reports. She recommended that each member take copious notes in the committee meetings through the staff recommendations, voting, vetting, and decision-making, and then highly recommended the notes brought with them to the Board meetings. Ms. Murzl stated the Board will look to the Committee members to be involved, engaged, participate, and cautioned the Committee members to have accurate information before speaking, as all meetings are tape-recorded and public.

Renee Olson thanked WC staff for going through and explaining the reports extending her appreciation. Ms. Olson commented that it will be a great experience and appreciates being on the Committee.

8. Second Public Comment Session

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

Hearing no comments, Jerrie Merritt, Chair closed the Second Public Comment Session.

9. Adjournment

Renee Olson moved for adjournment, and seconded by Michael Vannozzi. The meeting adjourned at 4:05 p.m.

Respectfully submitted,
Dianne Tracy

Agenda item 12. DISCUSSION AND POSSIBLE ACTION:

Review, accept and approve 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 9/15/15**

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
AGAPE Tutoring Services	\$50,000.00	Competitive	Contract Will Not Be Renewed	4/14/2015 to 9/30/2015
ALLIED BARTON SECURITY SERVICES One-Stop Center & WC Administrative Offices Security Services	\$80,000.00	Competitive [State Procurement Process]	Active	7/1/2013 to 6/30/2014
Amendment #1 & #2 Contract Renewal	\$105,000.00			7/1/2014 to 6/30/2015
Amendment #3 Contract Renewal	\$150,000.00			7/1/2015 to 6/30/2016
JOHN CHAMBERLIN WIOA Training, Technical Assistance & Board Strategic Planning	\$24,500.00	Competitive	Active	9/1/2014 to 8/31/2015
Amendment #1 Contract Renewal	\$24,500.00			9/1/2015 to 6/30/2016

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
COVERALL HEALTH BASED CLEANING SYSTEM SERVICES & SUPPLIES Cleaning & Maintenance of Administrative Offices & One-Stop Amendment #1 Contract Renewal Amendment #2 Contract Renewal	\$38,412.00 \$40,000.00 \$45,000.00	Competitive	Pending Board Approval	12/3/2013 to 12/3/2014 12/4/2014 to 11/30/2015 12/1/2015 to 11/30/2016
CST PROJECT CONSULTING Fiscal Technical Assistance Amendment #1 Contract Renewal	\$163,440.00 \$81,720.00	Competitive	Pending Board Approval	2/1/2015 to 1/31/2016 2/1/2016 to 1/31/2017
EMPOWERMENT LEARNING SERVICES Tutoring Services	\$50,000.00	Competitive	Contract Will Not Be Renewed	4/14/2015 to 9/30/2015
GREG NEWTON ASSOCIATES Amendment #1 One-Stop System Planning Training Amendment #2 and #3 One-Stop Training for New Partners Amendment #4, #5 and #6 Contract Renewal	\$33,600.00 \$25,000.00 No Cost Amendment	Competitive	Active	8/1/2012 to 6/30/2013 7/1/2013 to 6/30/2014 7/1/2014 to 6/30/2016

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
INTEGRITY IMAGING SOLUTIONS Service Provider Client Files Scanning Project	\$60,000.00	Competitive	Active	5/26/2015 to 6/30/2016
JANTEC Temporary Employment Services for Workforce Connections Amendment #1 Contract Renewal	26.79% Overhead Cost for Referrals	Competitive	Pending Board Approval	2/14/2015 to 2/13/2016 2/14/2016 to 2/13/2017
JOY HUNTSMAN Back to Work 50+ Amendment #1 Additional Training Funds Amendment #2 Contract Renewal	\$25,000.00 \$2,045.00 \$25,000.00	Sole Source Partner Under AARP Grant	Active	9/1/2014 to 6/30/2015 7/1/2015 to 6/30/2016
TAKA KAJIYAMA Software Development Amendment #1 and #2 Contract Renewal Amendment #3 Contract Renewal Amendment #4 Kiosk Formatting and Automation, ETPL Development	\$62,400.00 \$75,000.00 \$25,000.00 \$25,000.00	Competitive	Pending Board Approval	8/7/2013 to 6/30/2014 7/1/2014 to 6/30/2015 7/1/2015 to 6/30/2016

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
PARKER, NELSON & ASSOCIATES Board Legal Council	\$100,000.00	Competitive	Active	5/27/2015 to 6/30/2016
PIERCY BOWLER TAYLOR & KERN A-133 AUDITING SERVICES for Program Year 2014	\$80,000.00	Competitive	Active	6/1/2015 to 6/30/2016
MACEY PRINCE CONSULTING Fiscal & Procurement Technical Assistance	\$35,000.00	Competitive	Active	9/1/2015 to 6/30/2016
PRISM GLOBAL MANAGEMENT GROUP HR Services	\$72,000.00	Competitive	Pending Board Approval	10/1/2015 to 9/30/2016
RED 7 COMMUNICATIONS One-Stop and WC Outreach Services Amendment #1 Contract Renewal	\$24,000.00 \$30,000.00	Competitive	Active	7/1/2014 to 6/30/2015 7/1/2015 to 6/30/2016

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract					
<div>SIN CITY MAD MEN</div> <div>Amendment #1</div> <div>Web Development Services</div> <div>Amendment #2-4</div> <div>Maintenance of WC Web Site</div> <div>Amendment #5-6</div> <div>Contract Renewal</div> <div>Amendment #7</div> <div>Contract Renewal</div>	<div>\$26,120.00</div> <div>\$74,144.00</div> <div>\$75,000.00</div> <div>\$85,000.00</div>	Competitive	Active	<div>11/5/2012 to 6/30/2013</div> <div>7/1/2013 to 6/30/2014</div> <div>7/1/2014 to 6/30/2015</div> <div>7/1/2015 to 6/30/2016</div>					
<div>GRANT WRITER POOL</div> <div>Research and Assistance in Grant Writing</div> <div>STRATEGIC PROGRESS</div> <div>GRANTS WEST</div> <div>SELIGER & ASSOCIATES</div> <div>AARON ROME CONSULTING</div>	<div>\$50,000.00 Total</div> <div>\$20,000.00</div> <div>\$10,000.00</div> <div>\$10,000.00</div> <div>\$10,000.00</div>			Competitive	<div>Active</div> <div>Pending Contract</div> <div>Pending Contract</div> <div>Pending Contract</div>	<div>4/1/2015 to 3/31/2016</div>			
<div>SOCIAL POLICY RESEARCH ASSOCIATES</div> <div>RFP Evaluation Services</div> <div>Amendment #1</div> <div>Evaluate Additional RFP's</div>	<div>\$20,000.00</div> <div>\$20,000.00</div>						Competitive	Active	<div>4/13/2015 to 4/12/2016</div>

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
TRUE COLORS INTERNATIONAL Staff Development	\$7,228.00	Competitive	Pending Board Approval	11/1/2015 to 11/30/2015
WORKPLACE ESL SOLUTIONS Amendment #1 Staff Development Training	\$7,000.00	Competitive	Pending State Approval	4/17/2013 to 6/30/2013
Amendment #2-3 Staff Development Training	\$15,000.00			7/1/2013 to 6/30/2014
Amendment #4-6 Workforce Development Academy Curriculum Review	\$22,500.00			7/1/2014 to 6/30/2015
Amendment #7 Contract Renewal	No Cost Amendment			7/1/2015 to 6/30/2016

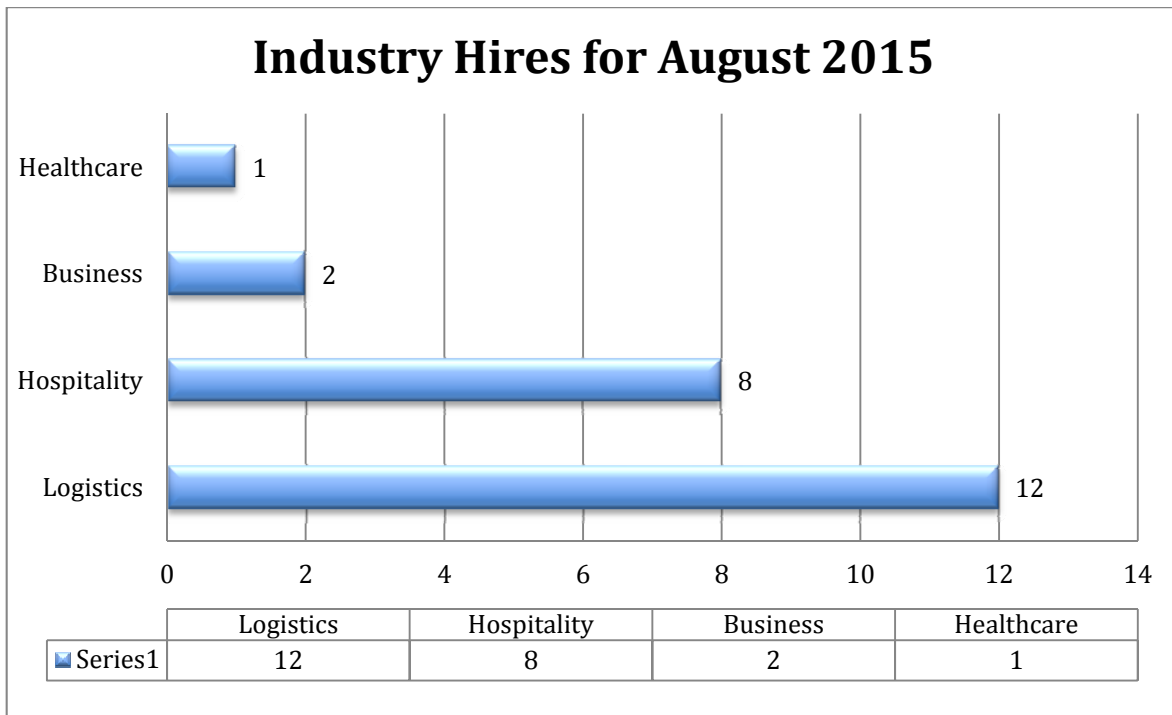
****All noted Professional Services contracts & the procurement process has been previously reviewed & approved by DETR and are in compliance with DETR's Policy 3.1 which states: Professional services with state prior authorization for the costs of outside professional services rendered by individuals 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 13. INFORMATION:

Business Engagement Report

- a. Hire Report
- b. Pre-Screening and Referral Statistics
- c. Business Engagement Panel Update
- d. Communications/Outreach Update

Business Engagement In-Demand Jobs Report



Time Period: August 1, 2015– August 31, 2015
 Number of Jobs (AUG): 23
 Number of Jobs (YTD): 77
 Median Wage: \$13.13
 Wage Range: \$9.40 - \$32.00
 OJTs: 7

EMPLOYERS

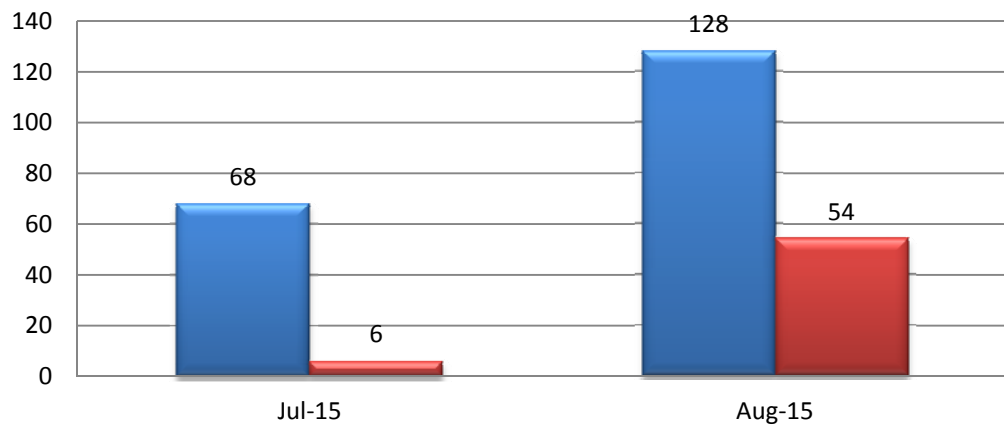
Batteries in a Flash (1)	Professional Case Management (1)
Diamond Resorts International (7)	Quality Investigations Security (1)
InsureMonkey (2)	ResCare (2)
JT3 (1)	SDFI-TeleMedicine (1)
Keolis Transportation (3)	Station Casinos (1)
Momentum Motor Sports (2)	UPS (1)

****Highlighted names indicate new employers****

Kenadie Cobbin Richardson
 Director, Business Engagement & Communications

Report for August 2015

BEST Pre-Screening & Referral Stats



	Jul-15	Aug-15			
■ Number of Customers	68	128			
■ WIA Participants	6	54			

Partner Participation	July-15	August -15			
Academy of Human Development	0	0			
Easter Seals of Nevada	1	0			
Foundation for an Independent Tomorrow	1	2			
Goodwill of Southern Nevada	2	1			
HELP of Southern Nevada	0	2			
JobConnect (DETR)	0	20			
Nevada Partners Inc.	0	0			
One-Stop Career Center (ResCare)	0	25			
Urban League	2	2			
Voc-Rehab (DETR)	0	2			
Total	6	54			

Kenadie Cobbin Richardson
Director, Business Engagement & Communications



Compact Employer 2015-2016

September-15

Canyon Ranch Spa Club

Remedy Intelligent Staffing

The Fishel Company

August-15

C3Connect

Momentum Advance

Sun City Replacement

Sunrise Children's Foundation

July-15

360 Industrial

Casino Recruiter LLC

Primex Plastics Corp.

Committed 2015

TO OUR BUSINESS COMMUNITY

September 10, 2015

Las Vegas Convention Center - South Hall 3150 Paradise Road

Registration starts at 7:30 a.m.

Program 8:30 a.m. to 1:00 p.m.

**Find business-building opportunities and resources
Meet with individuals who facilitate the purchase
of goods and services in Southern Nevada**

**For more information and to register visit:
www.6degrees.vegas/ctobc**

Local exhibitors include:

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America First Credit Union
Asian Chamber of Commerce
Bank of George
Brady Industries
Business Connections Network
Capstone Brokerage
City of Henderson
City of Las Vegas
City of North Las Vegas
Clark County Purchasing & Contracts
Clark County School District
College of Southern Nevada
Congressman Joe Heck, D.O. - Nevada's 3rd District
Cornerstone Merchant Services, Inc.
Cox Business
Dot Vegas, Inc
Governor's Office of Economic Development
I Love LV, Inc.

Interface Financial Group
Internal Revenue Service
Ion Wave Technologies, Inc.
Jadon Foods
Large Vision Business Network Mixer
Las Vegas Convention & Visitors Authority
Las Vegas Valley Water District
McCarran International Airport
Minority Business Development Agency LV
National Association of Women Business Owners
National Security Technologies
Nevada Department of Transportation
Nevada Secretary of State's Office
Office Depot
Opportunity Village
Periwinkle Media Group
Raymond Handling Solutions, Inc
Regional Transportation Commission of Southern Nevada
Regus Executive Offices
Gay. Vegas

Sands Corporation
Service Corps of Retiree Executives (SCORE)
Small Business Administration
Southern Nevada Regional Housing Authority
Southwest Gas Corporation
State of Nevada, Department of Business & Industry
State of Nevada, Purchasing Division
The Diversity Agency
The Whiting-Turner Contracting Company
THI Consulting
U.S. Department of Labor
University of Nevada Las Vegas
Urban Chamber of Commerce
Valley Center Opportunity Zone (VCOZ)
Vegas Public Broadcasting System
Women's Business Enterprise Council - West (WBEC-West)
Women's Chamber of Commerce of Nevada
Workforce Connections
99th Contracting Squadron - Nellis & Creech AFB

Mark your calendar and attend this free event.

**Committed to our Business Community is brought to you by
the Regional Business Development Advisory Council.**

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entertaining!



Are You Interested in Saving Lives?

JOIN US!

COME LEARN THE NECESSARY CAREER PATHWAY TO THIS AMAZING CAREER

THURSDAY, SEPTEMBER 17, 2015

6:00PM-8:00PM

(EMT) EMERGENCY MEDICAL TECHNICIAN

FIRE FIGHTER

FIRE FIGHTER PARAMEDIC

Hosted By:

**Clark County Commissioner
Lawrence Weekly**



Clark County Government Center

500 S. Grand Central Pkwy, Las Vegas, NV 89155

To start the process, complete an interest application at: <http://www.nvcareercenter.org/jobs>
and look for the job title: "Fire Fighter / Paramedic interest Application"

An equal opportunity employer/program, auxilliary aids and services are available upon request to individuals with disabilities

THIRD ANNUAL NEVADA DAY SUPER HIRING EVENT

Don't take a chance with your career!

We can help you to make good choices and solve the employment puzzle.

Please join us for our **3rd Annual Nevada Day Super Hiring Event!** We will feature hundreds of open positions and employers who want to talk to you face-to-face!

To pre-screen early, you must attend one of four pre-screening interview sessions scheduled on

Thursdays, October 1, 8, 15, 22 at 9am

At the One-Stop Career Center
6330 W. Charleston Blvd, Suite 150
Las Vegas, NV 89146
www.nvcareercenter.org

Not sure if you're ready? No problem
the event will also feature local training providers and information on supportive services that can help you to remove any barriers to your success.

For more information or to register, please visit
www.nvcareercenter.org

Please bring 10-15 copies of your resume, show up early and dress professionally.



WEDNESDAY
OCTOBER 28th
10:00 am

Cashman Center Center
850 N. Las Vegas Blvd
Las Vegas, NV 89101



Agenda item 14. INFORMATION:

Strategic Initiatives Update

- a. WIOA Implementation
- b. Statewide Automated Workforce System (SAWS)
- c. Eligible Training Provider List (ETPL) Performance Reporting
- d. Strategic Work Plan Goals Matrix
- e. Mobile One-Stop Bus Project
- f. Interactive Career Exploration (ICE) Project

Strategic Initiatives Update 9-22-2015

- 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 Unified State Plan: Health and Human Services (TANF), Department of Education (Adult Education & Literacy), DETR (Wagner Peyser and Vocational Rehabilitation) and LWDB'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 the Unified 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 was completed on August 31.
- Strategic Work Plan - 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 Program Year 2015.
- Interactive Career Exploration (ICE) project is well underway. It will provide easy access to career exploration activities through any PC or mobile device. Phase 1 includes the Woofound Personality Assessment, a 2-3 minute fun visual assessment that is accurate, quick and delivers instant personalized career recommendations based on the unique traits of the client.

Agenda item 15. DISCUSSION AND POSSIBLE ACTION:

Accept and approve Executive Director's Report

- a. Rural Counties Employment and Training Services Update
- b. Highlighted Workforce Development Initiatives
- c. Staff Development and Service Providers/Workforce Development Partners Training

Executive Director's Report September 22, 2015

a. -Rural Counties Update

- **Nye and Esmeralda Counties**
 - **Pahrump Area:**
 - Two OJTs are currently in progress and continuous employer recruitment regarding utilizing OJT as part of their hiring process
 - New workshop added to address soft skills – Telephone & E-Mail Etiquette – will be available once per month at Nye Communities Coalition's campus
 - Nye Communities Coalition has created and been promoting services on the “Jobs in Pahrump” Facebook page which has resulted in increased resource room usage
 - **Tonopah Area:**
 - The Nye Regional Medical Center in Tonopah closed on August 21st, resulting in 53 people losing employment—employment and training services outreach efforts in progress
- **Lincoln County**
 - Twelve (12) youth participants obtained their high school diploma over the past six (6) months
 - Two youth participants enlisted in the US Armed Forces (Navy and Marines) in August 2015
 - Lincoln County Workforce staff participated at the Lincoln County Fair where they provided information on WIOA employment and training programs.

b. Highlighted Workforce Initiatives

- Workforce Connections receives the Las Vegas Metro Chamber of Commerce Business Excellence Award
- Workforce Connections' outreach in support of local area firefighter recruitment
- Scheduled Workforce Connections' outreach support at North Las Vegas Silver Mesa Rec Center on September 26th
- Community Partnership with Las Vegas Metro Police Department — officers visits on-site

c. Staff Development and Service Providers Training

- Month of November designated Workforce Connections' Professional Development and Training Month
 - Quality Customer Service Training Scheduled—all staff mandatory with certification
 - Professional Development Training Scheduled—all staff mandatory
- On-going professional development and WIOA staff training shall take place routinely

Agenda item 16. 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 17. INFORMATION:

Board Member Comments