

*workforce*CONNECTIONS

**BOARD MEETING  
MINUTES**

**March 26, 2013  
10:00 a.m.**

**Culinary Academy of Las Vegas  
710 W. Lake Mead Blvd.  
Parlors C&D  
North Las Vegas, NV 89030**

**Members Present**

Bart Patterson	Bill Regenhardt (phone)	Commissioner Lawrence Weekly
Commissioner Ralph Keyes	Commissioner Bob Beers	Councilwoman Peggy Leavitt
Councilwoman Anita Wood (phone)	Councilwoman Gerri Schroder	Charles Perry
Dan Rose	Dr. David Lee	Hannah Brown, Chair
Maggie Arias-Petrel (phone)	Matt Cecil	Mujahid Ramadan
Michelle Bize	Sonja Holloway	Tommy Rowe
Valerie Murzl	Vida Chan Lin	Dennis Perea, DETR (phone)
Mark Edgel (phone)		

**Members Absent**

Commissioner Butch Borasky	Willie J. Fields	Commissioner Adam Katschke
William Bruninga		

**Staff Present**

Ardell Galbreth	Suzanne Potter	Heather DeSart
Chris Shaw	Cynthia Edwards	Andy Williams-Poll
Carol Turner	Amanda Aseph	MaryAnn Avendano
Jeannie Kuennen	Janice Greer	Tom Dang
Byron Goynes	Debra Collins	

**Others Present**

Keith Hosannah, DETR/WISS	Derrick Berry, DETR
Rene Cantu Jr., LCCCF	Denise Gee, HELP of Southern Nevada
Joleen Arnold, Easter Seals of Southern Nevada	Brian Patchett, Easter Seals of Southern Nevada
Tina Jewes, Easter Seals of Southern Nevada	Teresa Boyd, Easter Seals of Southern Nevada
Erin Fox, Easter Seals of Southern Nevada	Pam Lang, Easter Seals of Southern Nevada
Dr. Tiffany Tyler, Nevada Partners, Inc.	Elizabeth McDaniels, Goodwill of Southern Nevada
Vincent Miller, Goodwill of Southern Nevada	Sharon Morales, LCCCF
Helicia Thomas, GNJ	David Lunden, GNJ
Ron Thomas, Nevada Partners, Inc.	Tracey Torrence, SNRHA
LaTanya Runnells, Nevada Partners, Inc.	Stacy Howell, FIT
Pamela Posten, HELP of Southern Nevada	Michael Baysinger, HELP of Southern Nevada
Elsie Lavonne Lewis, Las Vegas Urban League	Sherry Ramsey, Goodwill of Southern Nevada
Steve Chartrand, Goodwill of Southern Nevada	Linda Montgomery, The Learning Center
Nield Montgomery, The Learning Center	Doug Coombs, Olive Crest
Donna Bensing, Hew Horizons CLC	Esther Valenzuela, SNRHA
Bentley McDonald, Real Education Matters	

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

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

The meeting was called to order by Chair Hannah Brown at 10:02 a.m. Staff confirmed the meeting had been properly posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.

2. **DISCUSSION AND POSSIBLE ACTION – Approve the agenda with inclusion of any emergency items and deletion of any items**

*A motion was made to approve the agenda as presented by Charles Perry and seconded by Tommy Rowe. Motion carried.*

3. **FIRST PUBLIC COMMENT SESSION**

Pamela Posten, HELP of Southern Nevada: Ms. Posten thanked the Board for funding HELP's Youth Program. HELP's youth participant, Michael Baysinger, shared his success story.

Dan Rose recommended that Mr. Baysinger's story is published on the Workforce Connections' and/or HELP of Southern Nevada's website as well as other success stories.

4. **DISCUSSION AND POSSIBLE ACTION: Approve the Board Meeting Minutes of February 26, 2013**

*A motion was made to approve the Board Meeting Minutes of February 26, 2013 as presented by Valerie Murzl and seconded by Councilwoman Gerri Schroder. Motion carried.*

5. **INFORMATION: Welcome new LEO and Board Member Las Vegas Councilman Bob Beers**

Chair Brown welcomed Councilman Bob Beers and the following members to the Board:

1. Tommy Rowe (reappointment)
2. Bart Patterson (new appointment)
3. Dr. David Lee (reappointment)
4. Charles Perry (reappointment)
5. Valerie Murzl (reappointment)
6. Mujahid Ramadan (reappointment)
7. Daniel Rose (reappointment)
8. Mark Edgel (reappointment)

Ardell Galbreth welcomed the Board members who have been reappointed and new Board member, Bart Patterson who is the President of Nevada State College. Mr. Galbreth expressed gratitude for all of the support provided to the staff and workforce investment community in Southern Nevada – Clark, Lincoln, Esmeralda and Nye Counties and the cities of Boulder City, Henderson, North Las Vegas, Las Vegas.

Mr. Galbreth asked the Board members to sign and submit their Conflict of Interest Statement per the Board By-Laws, which requires a new form to be completed annually.

Chair Brown further added that all Board members must serve on at least one Committee.

*ADULT & DISLOCATED WORKER COMMITTEE UPDATE ~ Valerie Murzl, Chair*

6. **INFORMATION: Adult & Dislocated Worker Committee Meeting Minutes of January 9, 2013**

Adult & Dislocated Worker Committee Meeting Minutes of January 9, 2013 were presented as information and provided on page 15 of the agenda packet.

7. **DISCUSSION AND POSSIBLE ACTION: Approve Adult & Dislocated Worker Committee's recommendation to award Easter Seals of Southern Nevada with a contract in an amount not to exceed \$800,000 to serve adults and dislocated workers with disabilities for the term of April 1, 2013 through June 30, 2014**

Valerie Murzl, Chair – Adult & Dislocated Worker Committee presented the agenda item and asked Heather

DeSart to provide information.

Ms. DeSart thanked Michelle Bize for sitting in as acting Chair at the last ADW Committee meeting.

Ms. DeSart reported that last month at the Youth Council and Board meeting a contract was awarded to Goodwill of Southern Nevada to serve youth with disabilities and Olive Crest to serve foster care youth. So as not to ignore the adult population with disabilities, staff recommended to the ADW Committee a contract award to Easter Seals of Southern Nevada (ESSN) in the amount of \$800,000 to serve adults with disabilities. ESSN's Scope of Work and Budget is provided on page 19 - 38 of the agenda packet.

Ms. Murzl stated that Easter Seals used to be a funded partner and they did an excellent job.

Dan Rose noted that the ADW Committee meeting minutes provided in the packet is from the January 9<sup>th</sup> meeting and asked why the March meeting minutes pertaining to this agenda item are not. Mr. Galbreth stated that meeting minutes are typically approved by the associated committee before they are placed on the Board agenda as information and the ADW Committee has not yet approved these minutes; however, if the Board wishes, staff will include the draft minutes in the agenda in the future.

Ms. Murzl asked the Board to review the Budget on page 36 of the full packet.

Mr. Galbreth reported that last week the Governor's Workforce Investment Board approved the policy that requires the local boards to allocate at least 25% of the funds to participant training and/or supportive services and pointed out that ESSN's budget exceeds that amount at 55.7%. Currently, Workforce Connections has a policy that requires funded partners to allocate at least 40% of their funds toward training and/or supportive services.

Jolene Arnold, Easter Seals of Southern Nevada, reported that they are proposing to serve 120 clients. Ms. DeSart reported the cost per at \$6,666 and noted that this is a special population to serve; however, if the Board wishes, staff can work with ESSN to negotiate an increase in the number of clients to be served.

Mr. Galbreth stated that the funds allocated for this contract is part of the approximately \$2,000,000 of Rapid Response funds received from the state in January 2013. The funds were allocated as dislocated worker funds and are being used to serve special populations, such as adults with disabilities.

Per Butch Borasky's question regarding the amount of the Budget being higher than the contract award, Ms. DeSart explained that the \$21,000 overage is matched funding brought to the table by Easter Seals.

Mujahid Ramadan suggested that staff negotiate bringing the cost per down by increasing the volume of clients to serve and asked what is the typical cap on the cost per participant. Ms. DeSart replied that it varies by provider because they each specialize in a different type of training; however, the average is approximately \$5,000 per participant.

*A motion was made to approve Adult & Dislocated Worker Committee's recommendation to award Easter Seals of Southern Nevada with a contract in an amount not to exceed \$800,000 to serve adults and dislocated workers with disabilities for the term of April 1, 2013 through June 30, 2014 by Butch Borasky and seconded by Dan Rose. Motion carried.*

8. **DISCUSSION AND POSSIBLE ACTION: Approve Adult & Dislocated Worker Committee's recommendation to grant the request for supplementary funding to the following Funded Partners to provide additional participants with training and employment services:**

GNJ Family Life Center .....\$224,602  
Nevada Partners, Inc. ....\$139,000

Ms. Murzl presented the agenda item, directed the Board's attention to the budgets starting on page 40 of the agenda packet, and asked Ms. DeSart to provide background.

Ms. DeSart stated that various Board members and LEOs have reported that they have had constituents go to various funded partners to request training and those participants were turned away because the funded partner indicated that they did not have the funds available. As a result, Workforce Connections' staff met with the Executive Directors of the funded partners to discuss their organization's funding levels, among other things. At that time, it was indicated that several of the funded partners' funding were running low on their training funds

because they had over enrolled based on what they were contracted to serve. Staff requested the funded partners to submit in writing a request for additional funds to serve additional clients. Based on their requests, staff made a recommendation to the ADW Committee for additional funds. The ADW Committee approved additional funding for GNJ Family Life Center (GNJ) and Nevada Partners, Inc. (NPI) in the amounts indicated above. Ms. DeSart noted that the majority of the funding requested is going toward training and/or supportive services.

Mr. Galbreth added that the Board and staff need to know when the funded partners are not able to provide WIA services to clients that need it, whatever the reason is and stated that this supplemental funding will go toward helping clients that have been put on a waiting list as fast as humanly possible.

Ms. Murzl stated that it is important to note that GNJ and NPI exceeded their contracted number of clients to serve with their initial allocation, absorbed the cost, and then identified additional clients prior to making a request for additional funding. Ms. Murzl stated that these providers are doing an excellent job serving clients and placing them into employment.

Referring to Mr. Rose's comment about the most recent meeting minutes not being included in the Board packet, Charles Perry noted that much of the discussion here today was discussed at the ADW Committee meeting and it would have been beneficial to have those meeting minutes available today. Ms. Murzl concurred.

Mr. Galbreth restated that staff will be happy to provide the draft meeting minutes in the Board packet from here on.

***A motion was made to approve Adult & Dislocated Worker Committee's recommendation to grant the request for supplementary funding to the following Funded Partners to provide additional participants with training and employment services by Charles Perry and seconded by Dan Rose. Motion carried.***

***GNJ Family Life Center ..... \$224,602***

***Nevada Partners, Inc. .... \$139,000***

*YOUTH COUNCIL UPDATE ~ Sonja Holloway, Chair*

**9. INFORMATION: Youth Council Meeting Minutes of February 13, 2013**

Sonja Holloway – Chair, Youth Council presented the Youth Council Meeting Minutes of February 13, as information as provided on page 54 of the agenda packet.

**10. DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation to amend Olive Crest's PY2012 contract to award an additional amount not to exceed \$250,000 to serve foster care youth**

Ms. Holloway presented the agenda item and Ms. DeSart provided background.

Last month the Board approved the Youth Council's recommendation to award two contracts in an amount not to exceed \$500,000 total to: Olive Crest (\$250,000) to serve foster care youth and Goodwill of Southern Nevada (\$250,000) to serve youth with disabilities. To ensure that these programs are successful and impactful and because the funds are available the Youth Council and staff is requesting additional funding for both Olive Crest (\$250,000) and Goodwill (\$250,000).

Hannah Brown disclosed that she serves on Olive Crest's Board and must abstain from voting.

Matt Cecil disclosed that he also must abstain because his firm represented Olive Crest in the past.

Commissioner Lawrence Weekly asked what scope of work the providers submitted for the initial allocation. Ms. DeSart replied, both organizations wrote a scope of work geared more toward the \$500,000 range as that is what the RFP was awarding in total; therefore, their scopes will go back to that \$500,000 range. Staff negotiated budgets for the \$250,000 awarded and will go back and take a look at their original budgets.

Commissioner Weekly asked Ms. DeSart to explain what it is Olive Crest proposes to do with foster youth aging out of the foster care system. Ms. DeSart asked Olive Crest representative Doug Combs to speak on this matter.

Mr. Combs stated that Olive Crest's original proposal was submitted for \$500,000 to serve 150 foster youth who are currently in the foster care system or who have aged out of the system who are in the age group of 17 – 21 years. Their scope is to work with 105 out-of-school and 45 in-school foster youth to help them attain their high school diploma and/or GED, attain a certificate through an approved facility to get job training, help them enroll in post-secondary education, and help them get employed. Olive Crest has a presence in the schools through a partnership with the Department of Family Service whom they will work closely with to identify youth to serve. Olive Crest's staff will assess the youth and establish goals that can be reasonably attained; first and foremost, help the youth attain their high school diploma and/or GED.

Ms. DeSart confirmed that Olive Crest was contracted to serve 75 foster youth with the initial \$250,000 award. The contracts were extended to 16-month contracts and staff wants to be sure the funded partners have enough funding to last and be impactful.

*A motion was made to approve Youth Council's recommendation to amend Olive Crest's PY2012 contract to award an additional amount not to exceed \$250,000 to serve foster care youth by Michelle Bize and seconded by Vida Chan Lin. Hannah Brown and Matt Cecil abstained. Motion carried.*

11. **DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation to amend Goodwill of Southern Nevada's PY2012 contract to award an additional amount not to exceed \$250,000 to serve youth with disabilities**

*A motion was made to approve Youth Council's recommendation to amend Goodwill of Southern Nevada's PY2012 contract to award an additional amount not to exceed \$250,000 to serve youth with disabilities by Tommy Rowe and seconded by Charles Perry. Matt Cecil abstained. Motion carried.*

*OPERATIONS UPDATE*

12. **DISCUSSION AND POSSIBLE ACTION: REVIEW, DISCUSS AND ACCEPT**

- a. **PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and Budget Narrative with One-Time Construction Summary (no change since last meeting)**
- b. **Workforce Connections' Standing Professional Services Contracts – Monthly Update**

Carol Turner presented the PY2012 WIA Formula Budget, budget narrative, and one-time construction summary as provided on page 58 – 65 of the agenda packet and the Standing Professional Services Contracts monthly update on page 67 of the agenda packet.

Michelle Bize inquired about the Salaries line item for the One-Stop System on page 64 of the agenda packet. Ms. Turner explained that the \$179,474 is for nine months of the three employees and not a full year of salaries. Since this report, three additional staff positions were filled. Currently, there are six One-Stop staff members.

*A motion was made to accept agenda items 12a. and 12b. as presented by Matt Cecil and seconded by Dr. David Lee. Motion carried.*

*EXECUTIVE DIRECTOR'S UPDATE ~ Ardell Galbreth*

13. **DISCUSSION AND POSSIBLE ACTION: Executive Director's Report**

Ardell Galbreth presented the Executive Director Report as provided on page 71 – 72 of the agenda packet.

Mr. Galbreth reported on the following items not provided in the report:

Sequestration: Per notification from the U.S. Department of Labor there will be no significant impact on employment and training funding for Nevada. The projections are as follows:

- Adult: increased by 2.31%
- Dislocated Worker: decreased by 2.67%\*
- Youth: increased by 4.19%

\*Mr. Galbreth noted an overall increase is expected in Dislocated Worker funding because DETR will allocate out the Rapid Response funding.

Mr. Galbreth introduced One-Stop staff members:

- LeVerne Kelley, One-Stop Manager
- Cynthia Edwards, One-Stop Supervisor
- Amanda Aseph, Lead One-Stop Career Center Representative
- Andy Williams-Poll, One-Stop Career Center Representative
- Bobbie Montgomery, One-Stop Career Center Representative

Commissioner Weekly inquired about having new funded partners in the future. Mr. Galbreth stated, yes the agency will expand its capacity while keeping a focus on faith-based and community-based organizations and private sector partnerships.

Mr. Ramadan expressed his appreciation that Mr. Galbreth has taken the extra initiative to help the ex-felon population and outreach to the Nevada State Barber's Health and Sanitation Board.

Mr. Galbreth replied that there will be more including a Logistics and Operations Training Center initiative the agency is working on with Foundation for an Independent Tomorrow (FIT), which will provide a lot of opportunity for those trained because businesses in this field are ex-offender friendly.

Mr. Galbreth thanked the Board members for their commitment and service and stated that he would like to see the agency get to where it needs to be to provide the best service to the community.

#### 14. **SECOND PUBLIC COMMENT SESSION**

Renee Cantu, Executive Director - Latin Chamber of Commerce Community Foundation: Mr. Cantu distributed a program report and provided a brief update:

- 149 adults placed into employment
- 271 clients enrolled (goal is 300)
- 165 placed in training for high demand sector jobs including:
  - Healthcare (45%)
  - Logistics (21%)
  - Clean Energy (9%)
  - Business IT (13%)
  - Cross Sector (12%)
- 117 Out-of-School Youth enrolled (goal is 160)
- 101 Summer Youth enrolled (goal is 100)
- 218 Youth served in PY2012
- 91 Youth received high school summer 2012 credit

Mr. Cantu thanked the Board for allowing Latin Chamber of Commerce Community Foundation serve the community.

Yvonne Lewis, Interim President/CEO - Las Vegas Urban League: Ms. Lewis reported that since March 1, 2013 the comprehensive computer center has had 802 individuals visit the center, which is an average of 40 individuals per day. Funds have been reallocated to employ a full-time trainer at the center through June 2013.

Helicia Thomas, Chief Operations Officer - GNJ Family Life Center: Ms. Thomas thanked the Board for increasing GNJ's funding ability to serve additional adults and dislocated workers. With the initial funding allocation, GNJ has served 70 additional clients and has placed 143 adults into employment with an average wage earning of \$16.25.

Through the Youth Program, GNJ has served 192 youth (goal 240) and has exceeded all of its performance measures to date.

Steve Chartrand, President - Goodwill of Southern Nevada: Mr. Chartrand thanked the Board for the additional \$250,000 to serve youth and introduced staff member Elizabeth McDaniels. Ms. McDaniels commented that youth with disabilities is an underserved population and Goodwill is excited to receive these funds and look forward to providing great reports.

Dr. Tiffany Tyler, Nevada Partners, Inc.: Dr. Tyler thanked the Board for allowing Nevada Partners, Inc. the opportunity to support the vision. Dr. Tyler reported that for every dollar invested in the Adult and Dislocated Workers services this year there has been over a six dollar return and NPI believes with the additional money they will be able to further support the vision by getting more individuals placed into employment. To date, NPI has placed over 190 individuals into employment and is fully enrolled for the Summer Youth Program. Also, NPI is approaching the benchmark for the Graduate Advocate Program. Dr. Tyler noted that once the WIA enrollments are met, NPI will have served a greater percentage of youth than any other year. To date, the number of youth served is over 500.

Doug Combs, Executive Director - Olive Crest: Mr. Coombs thanked the Board for supporting Olive Crest and the 150 foster youth they will serve.

Brian Patchett, CEO - Easter Seals of Southern Nevada: Mr. Patchett thanked the Board for providing Easter Seals the opportunity to serve adults with disabilities in the community and commented that there are many individuals with disabilities that need the training and employment services that Easter Seals can provide. Easter Seals also provides technology services to help individuals be more successful as well as child care services.

Denise Gee, Director of Employment & Training Program - HELP of Southern Nevada: Ms. Gee thanked the Board for everything they do and for the warm reception they provided today to Michael Baysinger.

Ms. Gee reported that through the Shannon West Center and WIA programs, HELP will end up serving approximately 1,200 youth. To date, the number is approximately 1,000 youth served. Enrollments for the In-School Youth program are at 83% at the seven high schools served through the Graduate Advocate Initiative. Enrollments for the Out-of-School Youth program are 100%, which serves the areas of Searchlight, Sandy Valley and unincorporated areas of Clark County. Staff is working with the Out-of-School youth to place them in work experience and employment opportunities.

Bentley McDonald, President - Real Education Matters: Mr. McDonald is also the Nevada State College Student Body Vice-President and a teacher at CCSD.

Mr. McDonald introduced Real Education Matters (REM), a non-profit organization founded by students in the community and distributed information on the organization's needs, objectives and goals. REM's goals are to: 1) acquire funding for High School End of the Year Luau Event - May 23<sup>rd</sup>, 2) acquire funding for Job Fair, and 3) acquisition of fiscal agent.

#### 15. **INFORMATION: Board Member Comments**

Dan Rose commented that he enjoys the funded partners giving their positive feedback; however, he stated, if the Board was doing its job right, most of the Board members would be out of work because everybody would be working. Also, because more clients have been served this year than any other year, it shows that there are many that need help, jobs and there is a long way still to go. Hopefully in a few years there will not be such a need for this Board.

Charles Perry commented that he has been a member of the workforce investment community since 2005 and appreciates being reappointed to the Board today. Mr. Perry said he has watched a lot of events happen during this time, some positive and some not, and supports Mr. Galbreth's opinion that it's a travesty with the funding and resources we have that there are individuals that are not able to access WIA services; however, the Board is definitely moving forward in the right direction and Mr. Perry looks forward to continuing his service on the Board because he believes every Board member has the sincere desire to improve and help the lives of individuals that need our help. Mr. Perry saluted Mr. Galbreth for the positive direction that he has given the Board.

Chair Brown commented that not only is Mr. Galbreth looking out for the needs of our clients but also he is looking outside the box trying to come up with creative ways to provide employment and training services for hard to serve populations that have multiple barriers.

Valerie Murzl echoed Mr. Perry's comments and appreciates Commissioner Weekly and the LEOs for reappointing her to a professional operating Board and looks forward to the continued success of Workforce Connections and all the Board members.

Bart Patterson thanked the Board, stating it is a pleasure serving with such talented people, many of whom he's knows, and with the terrific work this Board is doing, he is proud and pleased to serve.

Matt Cecil recognized and personally thanked HELP participant Michael Baysinger for coming today. Mr. Cecil paid respects to Mr. Baysinger's mother and stated that he believes that the way Mr. Baysinger chose to live his life is honorable and respectful to her and he is a fabulous and wonderful example to everyone in the room today.

Councilwoman Schroder asked Janice Greer to provide a brief report on the recent NAWB Conference. Chair Brown replied that the group who attended the conference will be briefing Mr. Galbreth immediately following this meeting.

16. **ACTION: Adjournment**

The meeting adjourned at 11:20 a.m.