

**WORKFORCE CONNECTIONS  
LOCAL ELECTED OFFICIALS CONSORTIUM  
MINUTES**

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

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

**Members Present**

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

**Members Absent**

Commissioner Butch Borasky  
Commissioner Varlin Higbee

**Staff Present**

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

**Others Present**

Jack Eslinger, City of Las Vegas  
Paula McDonald, HELP of Southern Nevada  
Tom Wilson, Clark County  
Steve Gibson, DETR  
Janet Blumen, FIT  
Donna Lehman, FIT  
Sonja Holloway, Job Corps  
Dr. Tiffany Tyler, Nevada Partners, Inc.  
Amber White-Davidson, Parker Nelson & Associates  
(It should be noted that not all attendees may be listed above)

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

The meeting was called to order by Chair Commissioner Lawrence Weekly at 1:08 p.m. Staff confirmed the meeting had been properly posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.

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

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

**3. FIRST PUBLIC COMMENT SESSION:**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**13. INFORMATION: WISS Monitoring Report**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**18. SECOND PUBLIC COMMENT SESSION**

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

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

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

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

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

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

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

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

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

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

**20. Adjournment**

The meeting adjourned at 2:42 p.m.