

*workforce*CONNECTIONS

Local Elected Officials Consortium

MINUTES

June 11, 2013

1:00 p.m.

**One-Stop Career Center
6330 W. Charleston Blvd.
Suite 190 Conference
Las Vegas, NV 89146**

Members Present

Councilwoman Anita Wood, Chair
Councilman Bob Beers
Councilwoman Peggy Leavitt
Commissioner Butch Borasky

Councilwoman Gerri Schroder
Commissioner Adam Katschke
Commissioner Ralph Keyes

Members Absent

Commissioner Lawrence Weekly

Staff Present

Ardell Galbreth
Heather DeSart
Tom Dang

Suzanne Potter
Jim Kostecki

LeVerne Kelley
Chris Shaw

Carol Turner
Morzean Weatherspoon

Others Present

Mark Wood, Legal Counsel
Nield Montgomery, The Learning Center
Linda Montgomery, The Learning Center
Jack Eslinger, City of Las Vegas
Stephen Harsin, City of Las Vegas
Dr. Rene Cantu, LCCCF
Otto Merida, LCCCF
Ruth White, Green Global

Hannah Brown, Workforce Connections' Board
Michelle Bize, Workforce Connections' Board
Tom Wilson, Clark County
Lynda Parven, DETR
Lisa Morris Hibbler, City of Las Vegas
Dr. Tiffany Tyler, Nevada Partners, Inc.
Catherine Hyde, K&L Baxter Foundation
Keith Hosannah, DETR/WISS

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

1. CALL TO ORDER, confirmation of posting, roll call

The meeting was called to order by Chair Councilwoman Anita Wood at 1:06 p.m. Staff confirmed the meeting had been properly noticed and posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.

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

A motion was made to approve the agenda as presented by Commissioner Butch Borasky and seconded by Councilwoman Peggy Leavitt. Motion carried.

3. FIRST PUBLIC COMMENT SESSION:

None

4. DISCUSSION AND POSSIBLE ACTION: Approve the Minutes from the Local Elected Officials Consortium Meeting of April 9, 2013

A motion was made to approve the Minutes from the Local Elected Officials Consortium Meeting of April 9, 2013 by Commissioner Butch Borasky and seconded by Councilwoman Gerri Schroder. Motion carried.

5. DISCUSSION AND POSSIBLE ACTION: Approve Board Member Appointments:

- a. **Michelle Bize**, *Las Vegas Review Journal*
Category: Business (3-year term)
- b. **Bill Bruninga**, *Advanced Energy Applications*
Category: Business (3-year term)

Councilwoman Gerri Schroder stated that Michelle Bize and Bill Bruninga have been integral to the Workforce Connections' Board. Both members have done a wonderful job and have provided great input.

A motion was made to approve Board Member appointments as presented by Councilwoman Gerri Schroder and seconded by Commissioner Butch Borasky. Motion carried.

6. DISCUSSION AND POSSIBLE ACTION: Review Workforce Connections' One-Stop Career Center consortium plan and direct staff accordingly

Ardell Galbreth stated that this is an opportunity for the Local Elected Officials to discuss the One-Stop Career Center plans and operations and to provide direction to staff.

Councilman Bob Beers stated his concerns regarding possible disallowed costs related to the construction of the One-Stop. According to Public Law 105-220/Workforce Investment Act/134(D)(2) core services must be made available to individuals through at least one comprehensive one-stop center. Councilman Beers thinks that the core services are currently available through the three Nevada JobConnect offices operated by DETR and that compliance could be achieved with an MOU with DETR designating these locations as the comprehensive one-stop center. Councilman Beers stated that, this week, attorneys from the various jurisdictions will be looking into this matter.

Mr. Galbreth stated the two ways to designate a one-stop operator:

1. Through a competitive bid process
2. Consortium of agencies or entities that are receiving at least three different types of funding streams (e.g., WIA, Wagner-Peyser, HUD, etc.).

The Workforce Connections' Board elected to go with the consortium of entities.

Mr. Galbreth stated that the new Comprehensive One-Stop Career Center is providing all of the core services as outlined in 134(D)(2) and is in full compliance with the Workforce Investment Act. The funded partners' home offices and DETR's One-Stop Centers do not meet the federal requirements for the One-Stop Delivery System. None of them have the ability to deliver the entire core services required for a Comprehensive One-Stop Career Center.

Mr. Galbreth stated that DOL issued an audit finding at the Board and State level for not having a Comprehensive One-Stop Career Center in place and for not having the required MOUs executed. With the opening of the Comprehensive One-Stop Career Center and executed MOUs in place, Workforce Connections can respond to the State to close this finding as far as the local workforce investment area is concerned. Mr. Galbreth reported that there are 31 One-Stop System Partner MOUs and 12 One-Stop Center Consortium Operators located at the One-Stop, including:

1. AARP/Division for Aging Services

2. Bridge Counseling Associates
3. DETR
4. Foundation for an Independent Tomorrow (FIT)
5. GNJ Family Life Center
6. Goodwill of Southern Nevada
7. Las Vegas – Clark County Urban League
8. Latin Chamber of Commerce Community Foundation
9. Nevada Hospital Association Healthcare 20/20
10. Nevada Partners, Inc.
11. Southern Nevada Regional Housing Authority
12. The Learning Center, Inc.

Mr. Galbreth stated that it is the Chief Local Elected Officials' responsibility to ensure there is at least one Comprehensive One-Stop Career Center in the local workforce investment area to comply with the Workforce Investment Act.

Councilwoman Wood recommended that Workforce Connections' continue with the current plans and operations for the One-Stop Career Center and allow legal to investigate any costs associated with the One-Stop to ensure that Workforce Connections is in full compliance in these areas.

Councilwoman Schroder requested that an agenda item be on the next LEO Consortium agenda regarding the One-Stop to include a report from Legal Counsel regarding their findings.

7. DISCUSSION AND POSSIBLE ACTION: Review, Discuss, Accept and Approve

a. PY2013 WIA Formula Budget July 1, 2013 through June 30, 2014 and Budget Narrative

Jim Kostecki presented the PY2013 WIA Formula Budget and Budget Narrative provided on page 24 – 28 of the agenda packet.

Mr. Galbreth confirmed that staff will be moved out of the Administrative offices located at 7251 W. Lake Mead Blvd. and into the new location at 6330 W. Charleston Blvd. by the end of September 2013.

Carol Turner stated that the lease for the One-Stop Career Center (Suite 190) began on April 1, 2013 and the lease for the Workforce Connections' Administrative Offices (Suite 191) will begin on September 1, 2013. Workforce Connections does not want to occupy Suite 191 until September to avoid paying rent at two locations. Workforce Connections received \$550,000 in Tenant Improvements from the landlord instead of free rent at the new location.

b. PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and Budget Narrative with One-Stop Construction Summary

Mr. Kostecki presented the PY2012 WIA Formula Budget and Narrative with One-Stop Construction Summary provided on page 29 – 36 of the agenda packet. There is no change from last month's report.

c. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2012 through June 30, 2013 (Formula WIA)

Mr. Kostecki presented the Budget vs. Actual Finance Report provided on page 37 of the agenda packet.

d. PY2011/PY2012 Awards & Expenditures Report – Monthly Update

Mr. Kostecki presented the PY2011/PY2012 Awards & Expenditures monthly update provided on page 38 – 40 of the agenda packet.

e. Adult & Dislocated Worker and Youth Funding Plans

Carol Turner presented the PY2013 Adult & Dislocated Worker and Youth Funded Plans provided on page 41 and 42 respectively.

f. Audit Findings Report for Program Year 2011 (Year Ended June 30, 2012)

Mr. Kostecki presented the Audit Findings Report for PY2011 provided on page 43 – 44 of the agenda packet. There is no change from last month's report.

Mr. Galbreth recognized DETR's staff for their prompt response and rapid turnaround time in processing the agency's funding requests.

g. Statewide PY2013 WIA Formula Funds Allocation

Mr. Galbreth clarified that although Workforce Connections' staff has had discussions with DETR's leadership, no formal request to review the statewide allocation has been submitted to DETR; however, a request is forthcoming.

Ms. Turner provided an overview of the Statewide PY2013 WIA Formula Funds Allocation provided on page 45 – 81 of the agenda packet.

- 1) Workforce Connections' will ask DETR to provide allocation worksheets for PY2008 through PY2012. This information will provide five years of historical data on the funding criteria and allocations.
- 2) We will review with DETR and NevadaWorks, the data sources for each criteria used in the calculations. Detailed data tables need to be included in the annual allocation worksheet provide by DETR.
- 3) Adult and Youth criteria and data sources are established by the Department of Labor (DOL). These data tables need to be included in the allocation worksheet.

Note: At Workforce Connections' request, DETR made a correction to the Areas of Substantial Unemployment (ASR) formula that resulted in an additional \$102,000 for the South. In error, DETR had distributed all rural county data to the North when the three southern rural county's data should have been included in the South (Esmeralda, Lincoln, and Nye).

- 4) DOL has established six criteria for the Dislocated Worker allocation formula but they do not define the data sources that will be used by each state. The local boards need more information on how and why the data sources were chosen for the State of Nevada including why the two of the six criteria (unemployment concentrations and declining industries) are not being used in the allocation. The criteria and data sources should place the resources where the employment and training work actually takes place, and meets the most workforce demands. Such local resources point of service will touch those most in need of services and assistance in both urban and rural areas.
- 5) Possible issues identified by Workforce Connections:
 - a) The Economically Disadvantaged Adult formula includes age group 73 and above. This age group is not included in DOL's definition of adult (age 22 to 72).
 - b) The percentages for Plant Closing and Mass Layoff and Farmer Rancher Economic Hardship seem to be weighted too high in the Dislocated Worker formula.
 - c) The Plant Closing and Mass Layoff formula in the allocation worksheet does not reflect that the South has received credit for the three rural counties (Esmeralda, Lincoln, and Nye).

- d) The definition of Plant Closing and Mass Layoff criteria needs to be defined. It is unclear why businesses with 4 or 6 employees would qualify under this definition.

h. Workforce Connections' Standing Professional Services Contracts

Mr. Kostecki presented the Workforce Connections' Standing Professional Services Contracts report on page 82 – 85 of the agenda packet.

A motion was made to accept and approve Agenda Item 7 (a. – h.) by Councilwoman Gerri Schroeder and seconded by Commissioner Butch Borasky. Motion carried.

8. INFORMATION: Executive Director's Report ~ Ardell Galbreth

Mr. Galbreth presented the Executive Director's Report provided on page 87 – 88 of the agenda packet.

Mr. Galbreth highlighted the following points:

- Monthly performance reports will be provided for the One-Stop Career Center (e.g. number of clients served)
- Budget adjustments will be made as necessary to reflect the number of clients served at the One-Stop and home offices to meet the needs of each location and reallocating funds as necessary
- Staff will make an assessment at approximately 3 months of opening of the One-Stop and report findings to the LEOs and Board
- First priority is that clients are served and have access to WIA services through the One-Stop and home offices

Heather DeSart stated that staff recently met with funded partner's Executive Directors and will meet on a monthly basis moving forward to discuss/resolve any issues and maximize the effectiveness of service delivery at the One-Stop and home offices.

9. SECOND PUBLIC COMMENT SESSION:

None

10. INFORMATION: LEO Consortium Member Comments:

None

11. ACTION: Adjournment

A motion was made to adjourn the meeting at 2:27 p.m. by Councilwoman Gerri Schroeder and seconded by Commissioner Ralph Keyes. Motion carried.