

*workforce*CONNECTIONS

MINUTES

Youth Council Meeting

July 10, 2013

11:00 a.m.

*workforce*CONNECTIONS

7251 W. Lake Mead Blvd., Suite 200

Conference Room

Las Vegas, NV 89128

Members Present

Sonja Holloway, Chair
Mujahid Ramadan

Vida Chan Lin

Willie J. Fields

Stavan Corbett

Members Absent

Dan Rose

Lt. Jack Owen

Tommy Rowe

Staff Present

Heather DeSart

Suzanne Potter

Melodye Stok

MaryAnn Avendano

Clentine January

Ricardo Villalobos

Byron Goynes

Faith Canella

Brett Miller

Rosie Boulware

Debra Collins

Others Present

Michelle Hinojosa, Goodwill of Southern Nevada

Dr. Rene Cantu, Jr., LCCCF

Paula McDonald, HELP of Southern Nevada

Evelyn Nuno, HELP of Southern Nevada

Havrier Lovell, Southern Nevada Children First

Arneller Mullins, Nevada Partners, Inc.

Jeramey Pickett, Nevada Partners, Inc.

Debbie Tarantino, LCCCF

Helicia Thomas, GNJ Family Life Center

Debbie Tomasetti, Clark County School District

Dr. Tiffany Tyler, Nevada Partners, Inc.

Tim Williams, Olive Crest

Pamela Posten, HELP of Southern Nevada

Tamico Tenell, Olive Crest

Trnee Stephenson, Southern Nevada Children First

Kirsten Searer, Clark County School District

Arcadio Bolanos, Academy of Human Development

Esther Valenzuela, SNRHA

Sherman Rutledge, Jr., GNJ Family Life Center

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

Matters in the Agenda were taken in the following order.

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

At 11:00 a.m. staff confirmed the agenda had been properly noticed and posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was not present.

2. FIRST PUBLIC COMMENT SESSION

None

3. INFORMATION: HELP of Southern Nevada Youth Presentation

Pamela Posten, HELP of Southern Nevada provided a PowerPoint presentation titled “*HELP of Southern Nevada – Helping People Help Themselves – WIA Yearbook 2013.*”

Prior to the presentation, two of HELP’s youth participants (Evelyn and Xavier) shared about their positive experience and success with the HELP’s program. Ms. Evelyn is now employed as an operator for HELP’s 2-1-1 program and Xavier will soon be attending college in California to study audio music engineering or graphic design.

Willie J. Fields arrived at 11:10 a.m. Following the presentation, staff confirmed that a quorum was present.

4. 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 Willie J. Fields and seconded by Stavan Corbett. Motion carried.

5. DISCUSSION AND POSSIBLE ACTION: Approve the Youth Council Meeting Minutes of May 8, 2013

A motion was made to approve the Youth Council Meeting Minutes of May 8, 2013 as presented by Mujahid Ramadan and seconded by Stavan Corbett. Motion carried.

6. DISCUSSION AND POSSIBLE ACTION: Election of Committee Officers

- a. Accept nominations and vote for Committee Chairperson
- b. Accept nominations and vote for Committee Vice-Chairperson

A motion was made to nominate Sonja Holloway as Chairperson by Stavan Corbett and seconded by Vida Chan Lin. The members present voted unanimously to elect Sonja Holloway as Chairperson. Motion carried.

A motion was made to nominate Willie J. Fields as Vice-Chairperson by Mujahid Ramadan and seconded by Sonja Holloway. The members present voted unanimously to elect Willie J. Fields as Vice-Chairperson. Motion carried.

7. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to negotiate and amend Nevada Partners, Inc. In-School Youth Program PY2012 contract for an additional amount not to exceed \$750,000 and extend the contract date from October 1, 2013 through September 30, 2014

See Agenda item 8 for discussion and action on this item.

8. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to negotiate and amend HELP of Southern Nevada's In-School Youth Program PY2012 contract for an additional amount not to exceed \$750,000 and extend the contract date from October 1, 2013 through September 30, 2014

Ricardo Villalobos provided perspective highlighting the following key points supporting staff's recommendation to extend Nevada Partners and HELP of Southern Nevada's In-School Youth Contracts to serve In-School Youth through the Graduate Advocate Initiative (GAI) program:

1. Maintain the collaborative partnership with the Clark County School District (CCSD)
2. Continuity of services to youth
3. Increase effectiveness and efficiency of GAI program
4. Complexity of establishing MOU process with the school district if new funded partners identified through RFP process
5. NPI & HELP have staff located on school campuses who have established relationships with students/faculty
6. Enrollment process to begin immediately (outreach and intake)

Chair Holloway asked if youth have been identified for the GAI program.

Debbie Tomasetti, CCSD reported that the student data department is generating a list of students from the 2012-2013 school year that meet the criteria for the GAI program. The schools will have that list at the end of next week and the list will be shared with the GAI Coordinators to begin qualifying students for the program.

Chair Holloway asked representatives from NPI and HELP to provide a GAI progress report.

Dr. Tiffany Tyler reported that Nevada Partners is focused on:

1. Supporting the youth that have recently graduated (70%)

- a. Placement in employment and/or post-secondary education, military, apprenticeships (40%)
2. Supporting youth that are credit deficient
 - a. Summer school enrollment
 - b. Ensuring that students are on track to graduate at the end of the quarter (summer graduation)

Discussion ensued regarding identifying youth who are credit deficient in their freshman and sophomore year to provide them the assistance they need to ensure they pass the proficiency exams and graduate on time.

Ms. Tomasetti stated that the school district would support leveraging resources to provide younger students support and opportunities because national research shows that students first begin thinking about dropping out of school in the sixth grade and again as freshman.

Mujahid Ramadan asked how the youth from Spring Mountain Youth Camp will factor in with the program. Dr. Tyler replied that NPI staff is in contact with the youth's probation officer to ensure the youth has resources to stay engaged in school and opportunities to do something viable during the summer.

Mr. Villalobos said he participates in the Las Vegas Healthy Communities Coalition which focuses on the 'cradle to career' framework. Their goal is to partner with groups and organizations that can "fill in the gaps" and provide younger youth with support and opportunities using other resources that are not as restricted as WIA funds.

Stavan Corbett recalled an individual at Nevada Partners who worked directly with probation officers, case managers and a liaison with the school district to supervise, support and oversee the activities of the youth. The school district liaison was able to navigate and mitigate the bureaucracies and challenges that exist within the school district to expedite resources and success for the youth. Mr. Corbett stated that this infrastructure in terms of pipeline resources should be looked at and discussed as best practices because this type of cohesion would be huge and address many of the issues the youth face when returning back into the community.

Dr. Tyler stated that NPI pays for senior students to attend summer school through the GAI program and all youth (ages 14 – 19) who need summer school through the Youth Program/Summer Component.

Mr. Corbett commented that he had the opportunity to reach out to some of the funded partners and recently visited Dr. Tyler at Nevada Partners, toured the facility, learned a lot about the internal workings of the organization. Mr. Corbett said that Nevada Partners is doing a phenomenal job and he is highly impressed with everything they are doing along with the GAI program.

Paula McDonald, HELP of Southern Nevada reported shares the same goals and commitments as Nevada Partners. The summer school youth that have finished the first session of summer school. HELP's case managers are working with these youth to prepare them for post-secondary education, employment, or military as well as continuing following up with all participants.

Mujahid Ramadan recognized Nevada Partners and Foundation for an Independent Tomorrow for their support in the Safe Village Initiative.

Mr. Villalobos stated that he would like the Youth Council to pursue a CCSD representative to serve on the Youth Council, suggesting Ms. Tomasetti. Staff will send her the requisite forms and get approval from the Board chair.

A motion was made to approve staff's recommendation to negotiate and amend Nevada Partners, Inc. and HELP of Southern Nevada's In-School Youth Program PY2012 contract for an additional amount not to exceed \$750,000 and extend the contract date from October 1, 2013 through September 30, 2014 by Willie J. Fields and seconded by Mujahid Ramadan. Motion carried.

9. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to support the Governor's Statewide Jobs for America's Graduates (JAG) Initiative in partnership with Clark and Nye County School Districts in an amount not to exceed \$350,000. Allocated funds will become part of statewide resources supported by the Governor's Office; Nevada Department of Education; Nevada Department of Employment, Training and Rehabilitation; NevadaWorks, and School Districts across the State with Service Delivery by the Community Service Agency

Mr. Villalobos invited Kirsten Searer to provide an overview of the JAG Initiative. Ms. Searer is the Chief of Staff for Superintendent Skorkowsky of the Clark County School District.

Ms. Searer reported that there has been a slight increase in the graduation rate due to the individualized student support provided to the juniors and seniors who really need the support and the hope for a brighter future. There are currently about 120 junior and senior students participating in the JAG program receiving skills counseling, job counseling, mentoring, tutoring and leadership development. The goal of the JAG program is to graduate the students with the skills they need to be successful in college and career. The JAG program fits well into Superintendent Skorkowsky's reform efforts and he asks that the Youth Council support the initiative.

Chair Holloway asked which schools have been identified for the JAG program. Ms. Searer replied Bonanza, Cimarron Memorial, Desert Pines and Valley High Schools.

Chair Holloway said she is concerned that both programs would be serving the same schools and asked if they are flexible with choosing other schools for the JAG program. Ms. Searer deferred the question to Ms. Tomasetti who replied that this would be an opportunity to leverage the resources of the JAG and GAI programs. The JAG program uses only part of the WIA funding stream and the rest of the funding are unrestricted funds which allows JAG to incorporate additional students who do not qualify for GAI. Last year JAG served three of the four high schools that GAI was serving and what happened was the GAI coordinator and the JAG job specialist worked closely together to qualify students quickly and effectively and provided those students with wraparound services. If the students did not qualify for the GAI program, they were perfect candidates for the JAG program. Both programs have strengths and challenges. The challenges the JAG program has are the strengths of the GAI program and vice versa.

Mr. Corbett agreed that this is a smart proposal and a phenomenal opportunity to continue to engage in partnerships, identify best practices as it relates to leveraging resources, and help many more students that need the help but are often turned away because they are not eligible for the WIA program.

Chair Holloway said ok, as long as the programs were not duplicating services.

Mr. Villalobos stated that Ardell Galbreth, Executive Director-Workforce Connections is highly in favor of the JAG Initiative.

Detailed information on the JAG program is provided on page 21 – 38 of the agenda packet.

A motion was made to approve staff's recommendation to support the Governor's Statewide Jobs for America's Graduates (JAG) Initiative in partnership with Clark and Nye County School Districts in an amount not to exceed \$350,000 by Mujahid Ramadan and seconded by Vida Chan Lin. Motion carried.

10. DISCUSSION AND POSSIBLE ACTION AND DIRECT STAFF ACCORDINGLY: Staff has identified significant fiscal problems associated with Southern Nevada Children First's (SNCF) financial management system. Although technical assistance has been provided and is currently underway, closely watched monitoring of SNCF's fiscal transactions is a necessity. If prompt corrective action does not occur soon, "high risk" designation may be necessary

Heather DeSart, Deputy Director provided a brief overview of the monitoring process and deferred further detail and questions to MaryAnn Avendano, Sr. Financial Analyst.

Workforce Connections' staff issues a monitoring report; SNCF has 30 days to respond to the monitoring report with corrective actions; wC staff verifies that the corrective actions will be adequate and at that time visits the provider to verify that the corrective actions have been implemented. Ms. DeSart stated that the efforts provided to SNCF to fix their financial transactions have not been successful and SNCF has not

responded timely to the timeline provided and has asked for multiple extensions to implement their corrective actions.

Ms. Avendano presented the technical assistance history provided to SNCF through July 1, 2013 (page 66 of the agenda packet). She also noted that on July 8th, wC staff issued a pink paper to SNCF listing the corrective action items that still need to be completed and some of those items are due by 4:00 p.m. today (July 10th). Discussion ensued. Ms. Avendano said it was difficult to match SNCF's source documentation with invoices and general ledger and SNCF had difficulty locating source documentation when asked.

Monique Harris, SNCF stated that they are fully aware of the severity of the issues and are making efforts to correct them, including hiring new staff and reaching out to a CPA firm that has agreed to help them resolve the issues identified within a 30-40 day timeline. Ms. Harris briefly described some of the issues they were having, apologized and ensured that all issues will be taken care of. Discussion ensued.

Chair Holloway questioned the monitoring process and whether or not there was an internal policy that staff did or did not follow and requested staff to schedule time for her to meet with Ardell Galbreth to further discuss. Mr. Ramadan asked to be a part of the discussion to get a better understanding of the monitoring process.

Ms. DeSart commented that during previous discussion with Ardell, staff was 'scolded' for giving SNCF too many opportunities to fix things rather than getting heavy handed sooner. Staff recognized that they fell down on the job in that respect.

Chair Holloway asked if staff is still paying SNCF's invoices. Ms. DeSart replied that if SNCF is put on high risk it will allow staff to tighten controls. For example, SNCF's payroll will not get paid until very detailed resource documentation that matches the invoice is provided. High risk status is not for the purpose of 'tanking' their operation but no money is released until the invoice is fully reconciled to source documentation.

SNCF's monitoring report and monitoring response, disallowed letter for work experience, SNCF's Technical Assistance History and Timeline for Monitoring Corrective Action are provided as backup on page 40 – 69 of the agenda packet.

A motion was made to direct staff to move forward with a high risk designation for Southern Nevada Children First by Stavan Corbett and seconded by Vida Chan Lin. Motion carried.

11. INFORMATION: Awards & Expenditures Report with Expenditures Forecast

MaryAnn Avendano presented the Awards & Expenditures Report with Expenditures Forecast provided on page 72 of the agenda packet. Ms. Avendano noted that Southern Nevada Children First submitted May invoices that are not recorded on this report because SNCF is on an adjusted timeline for correcting and resubmitting their invoices.

12. INFORMATION: Youth Department Director's Report ~ Ricardo Villalobos

Mr. Villalobos provided the following report:

- Workforce Connections was awarded the 2013– 2016 YouthBuild grant in the amount of \$1,100,000 and the 2013 YouthBuild USA AmeriCorps Award for \$25,000.
- Workforce Connections is in the process of requesting proposals for the Out-of-School Youth Program for \$1,400,000.
- The Clark County Commissioner's Proclamation for Summer Business Institute is on Friday, July 12th at 9:30

13. SECOND PUBLIC COMMENT SESSION

Arcadio Bolanos, Director - Academy of Human Development (AHD): Mr. Bolanos shared that AHD was awarded \$150,000 for their computer center. Mr. Bolanos thanked the Board, Youth Council and staff for their support and invited everyone to tour the center. AHD is open Monday -Thursday from 9am-5pm and Friday - Saturday from 9am – 2pm, located on Eastern and Stewart. Mr. Bolanos will provide flyers to staff to distribute to all members of the Board and Local Elected Officials.

14. INFORMATION: Youth Council Member Comments

None

15. ACTION: Adjournment

A motion was made to adjourn the meeting at 12:44 p.m. by Willie J. Fields and seconded by Stavan Corbett. Motion carried.