

**WORKFORCE CONNECTIONS
YOUTH COUNCIL
MINUTES**

**October 1, 2013
11:00 a.m.**

*Workforce Connections
6330 W. Charleston Blvd., Ste. 150
Bronze Conference Room
Las Vegas, NV 89146*

Members Present

Sonja Holloway	Vida Chan Lin	Willie J. Fields
Tommy Rowe	Lt. Jack Owen	Debbie Tomasetti

Members Absent

Stavan Corbett	Dan Rose	Mujahid Ramadan
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Staff Present

Ardell Galbreth	Heather DeSart	Suzanne Potter
Ricardo Villalobos	Clentine January	Jim Kostecki
Shawonda Nance		

Others Present

Scott Marquis, Legal Counsel	Dr. Rene Cantu, Jr., LCCCF
Eloiza Martinez, LCCCF	Irene Bustamante-Adams, LCCCF
Esther Valenzuela, SNVRHA	Dr. Tiffany Tyler, Nevada Partners, Inc.
Sharon Morales, LCCCF	Terri D'Antonio, HELP of Southern Nevada
Denise Gee, HELP of Southern Nevada	Jeramey Pickett, Nevada Partners, Inc.
Arneller Mullins, Nevada Partners, Inc.	Helicia Thomas, GNJ Family Life Center
Ron Hilke, DETR	

(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

The meeting was called to order by Vice-Chair Willie J. Fields at 8:41 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. Chair Sonja Holloway arrived at 8:50 a.m.

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 Tommy Rowe and seconded by Lt. Jack Owen. Motion carried.

3. FIRST PUBLIC COMMENT SESSION:

None

4. DISCUSSION AND POSSIBLE ACTION: Approve the Youth Council Meeting Minutes of September 11, 2013

A motion was made to approve the Youth Council Meeting Minutes of September 11, 2013 by Willie J. Fields and seconded by Tommy Rowe. Motion carried.

5. **DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to award HELP of Southern Nevada an Out-of School Youth contract in the amount of \$400,000 for the term of October 1, 2013 through September 30, 2014**

Ricardo Villalobos, Youth Department Director provided background and a brief discussion followed.

A motion was made to approve staff's recommendation to award HELP of Southern Nevada an Out-of School Youth contract in the amount of \$400,000 for the term of October 1, 2013 through September 30, 2014 by Willie J. Fields and seconded by Vida Chan Lin. Motion carried.

6. **DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to award GNJ Family Life Center an Out-of School Youth contract in the amount of \$600,000 for the term of October 1, 2013 through September 30, 2014**

A motion was made to approve staff's recommendation to award GNJ Family Life Center an Out-of School Youth contract in the amount of \$600,000 for the term of October 1, 2013 through September 30, 2014 by Tommy Rowe and seconded by Willie J. Fields. Motion carried.

7. **DISCUSSION AND POSSIBLE ACTION: Latin Chamber of Commerce Community Foundation "High Risk" designation and consideration for future award**

Ardell Galbreth, Executive Director provided apologized to the Youth Council and public, stating that this is a housekeeping item following last week's meeting whereby the Latin Chamber of Commerce Community Foundation (LCCCF) was being recommended for an Out-of-School Youth contract award. At the time of the meeting, staff expected to place LCCCF on high-risk; however, it had not yet been validated. LCCCF was officially placed on high risk and staff is not recommending any additional funding for LCCCF at this time.

Latin Chamber of Commerce Community Foundation's co-chairs, Irene Bustamante-Adams and Eloiza Martinez provided a presentation on the history of WC/LCCCF's partnership and LCCCF's current challenge and short/long term solutions (PowerPoint attached). Discussion ensued.

Q: When did you notice the shortfall?

A: The shortfall was identified at the end of August 2013. LCCCF brought the shortfall to Workforce Connections during the contract close out period.

Q: When do you expect the shortfall to be resolved?

A: Within 90 days.

Mr. Galbreth reported that staff has been monitoring LCCCF at least annually, as it does with all of the funded partners. Recently, Workforce Connections changed its business practices to close out funding for all contracts at the end of the contract year or program year, so contracts funds would not be rolled over from one program year to another. It was during the recent contract close out period that the shortfall with LCCCF was identified. LCCCF was proactive in notifying Workforce Connections, after which staff validated the shortfall and placed LCCCF on high risk, as per the letter dated September 27, 2013 from Mr. Galbreth provided on page 16 of the agenda packet. Ardell presented the debt repayment plan, as provided in the letter on page 18 of the agenda packet:

- \$17,500.00 minimum installment due by October 31, 2013
- \$17,500.00 minimum installment due by November 30, 2013
- \$17,861.44 minimum installment due by December 31, 2013

At the next Youth Council meeting, staff will recommend a plan to transfer LCCCF's current clients to other funded partners to ensure the youth continue to receive services.

Lt. Jack Owen requested staff to provide monthly reports on the status of LCCCF's debt repayment plan; Ardell concurred.

Mr. Villalobos informed the Youth Council that the high-risk designation is for LCCCF's WIA Adult and Dislocated Worker program.

Legal Counsel informed the Youth Council regarding the types of action that can be taken. The high-risk designation is already in place by staff and does not need approval by the Youth Council;

however, the Youth Council can make a motion regarding future contracts, direct staff to monitor and provide updates to the Youth Council as Lt. Owen requested, table the item until a future meeting and/or take some other action pursuant to the agenda item.

A motion was made to monitor this situation for the next 90 days for future consideration of awards by Lt. Jack Owen and seconded by Tommy Rowe. Motion carried.

8. SECOND PUBLIC COMMENT SESSION

Ardell spoke briefly about the government shut down and the potential impact on Workforce Connections. PY2013 WIA Adult and Dislocated Worker funding is at risk if congress does not approve the budget; however, the Youth funding is already obligated and will not be impacted.

9. INFORMATION: Youth Council Member Comments

Chair Holloway recommended moving the Youth Council meeting to October 16, 2013; staff concurred.

10. ACTION: Adjournment

A motion was made to adjourn the meeting at 9:15 a.m. by Willie J. Fields and seconded by Lt. Jack Owen. Motion carried.