

MINUTES
*workforce***CONNECTIONS**
BOARD OF DIRECTORS MEETING
MARCH 25, 2010

GRANT SAWYER STATE OFFICE BUILDING
555 EAST WASHINGTON AVENUE
LAS VEGAS, NEVADA 89101

Members Present

Maggie Arias-Petrel	Commissioner R.J. Gillum	Hannah Brown
F. Travis Buchanan	Councilman Travis Chandler	Charles Darling Sr.
Ardell Galbreth	David Lee	Ken LoBene
Laurie Luongo	Eloiza Martinez, Vice-Chair	Pat Maxwell
Maggie Mendez	Charles Perry	Penny Perez
Mujahid Ramadan, Chair	Margarita Rebollal	Commissioner Tommy Rowe
Ronna Timpa	Linda Young	Deana Zelenik
Marilyn Fink		

Members Absent

Commissioner "Butch" Borasky	Harriet Ealey	Mark Edgel
Sonja Holloway	Valerie Murzl	Debra Reed
Councilman William Robinson	Dan Rose	Councilman Steven D. Ross
Councilwoman Gerri Schroder	Commissioner Lawrence Weekly	Dana Wiggins

Staff Present

John Ball	David Jefferson	Tameca Ulmer
Suzanne Potter	Heather DeSart	Jaime Cruz
Debra Collins	Cornelius Eason	Sylvia Spencer
Wendy Villanueva	Adriana Burnett	Andy Anderson
Byron Goynes	Rosie Boulware	Tom Dang
Mike Hopper	Kelly Ford	Dianne Tracy

Others Present

John Mierzwa, CALA Academy	David Williams, CALA Academy
Donna Romo, DETR-WIA	Maite Salazar, GWIB Youth Council
Jim Chavis, Governor's Workforce Investment Board	Odalys Carmona, DETR
Rita Prince, Native American Community Services	Gwen Braimoh, Expertise
Peggy Oliver, Native American Community Services	Brenda Chaney, Expertise
Capucine Holmes, GNJ Family Life Center	Willia Chaney, Expertise
Kari Earle, No. Nevada Public Education Foundation	Helicia Thomas, GNJ Family Life Center
Chanda Cook, So. Nevada Public Education Foundation	Shannon West, SNRPC
Asha Jones, So. Nevada Public Education Foundation	Edwin Nichols, CorpNet, Inc.

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

AGENDA ITEM 1 – Call to order, confirmation of posting and roll call

The meeting was called to order by the Chairman, Mujahid Ramadan at 9:45 a.m. Staff confirmed the meeting had been properly noted and posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.

AGENDA ITEM 2 – Approval of Agenda with the 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 Hannah Brown. Motion carried.

AGENDA ITEM 3 – Approval of the workforceCONNECTIONS Board Meeting minutes of February 25, 2010

A motion was made to approve the Board Meeting minutes of February 25, 2010 by Eloiza Martinez and seconded by David Lee. Motion carried.

AGENDA ITEM 4 – Discussion and Possible Action: Committee Progress Reports

A. Executive Committee ~ Mujahid Ramadan, Chair

Mujahid Ramadan provided a background on the Ready for Life initiative stating that the item has been vetted by the various committees and Executive Committee and discussed at length with Dr. Linda Young, Trustee-District C-Clark County School District, other Board and collaborative members. Chanda Cook, Ready for Life collaborator, has been involved with the Youth Council for multiple years and has worked as part of the team for strategic planning. Mr. Ramadan recognized that the Ready for Life (RFL) initiative is aligned with the Boards goals and strategic plan to work with the youth population and to provide them with quality education.

John Ball expressed his excitement for the Ready for Life initiative item and gave a shout out to Ardell Galbreth, Department of Employment Training and Rehabilitation (DETR), for working on building this statewide network and other partnerships that support of the Ready for Life initiative.

Mr. Galbreth stated that the RFL presentation will provide an overview of how Nevada's workforce development system works in regards to delivering services to the youth, from the grassroots to the policy level. The Local Workforce Investment Board's Youth Council has collaborated with the Governor's Workforce Investment Board's Youth Council to develop a strategy to better serve the youth as well as to allocate a resource to align this and other types of initiatives.

The Governor's Workforce Investment Board approved \$645,000 to fund the statewide Ready for Life initiative over two years. On December 22, 2009, the Executive Committee of the Local Workforce Investment Board, *workforceCONNECTIONS*, approved this award on the condition a presentation was made to the Board of Directors.

1. Presentation: Ready for Life

Chanda Cook, Director-Southern Nevada Public Education Foundation (NPEF), Maite Salazar, Chair-Governor's Workforce Investment Board Youth Council, Jim Chavis, Chair of Planning, Policy, and Performance Committee-Governor's Workforce Investment Board (GWIB), Shannon West, Regional Coordinator-SNRPC Committee on Youth/RFL, Kari Earle, Director-Northern NPEF/Washoe RFL made introductions and gave a presentation on the Nevada Public Education Foundation, Ready for Life, how and why it was created, highlights and impacts at the State level and Clark, Washoe, and Churchill County level; DOL-RFL Shared Youth Vision and why the two movements were united; GWIB Youth Council's Strategic Plan, how and why it's important; and RFL's deliverables, priorities, and education goals.

2. Action: Accept and approve the Governor's Reserve funded contract with the Nevada Public Education Foundation in the amount of \$645,000 to support the Ready for Life Initiative

A motion to accept and approve the Governor's Reserve funded contract with the Nevada Public Education Foundation in the amount of \$645,000 to support the Ready for Life Initiative was made by Ken LoBene and seconded by Eloiza Martinez. Laurie Luongo and Margarita Rebollal abstained. Motion carried.

B. Youth Council ~ Ken LoBene, Chair

Ken LoBene provided a Youth Council update and overview of events. The *work+HAPPENS*: Project 5000 Kids event is scheduled for 4:00 p.m. on April 8, 2010 at The Historic 5th Street School. Staff is working with the Youth Ambassadors to prepare them and to ensure the youth are clear on their roles and responsibilities. Invitations have been mailed and people can RSVP at www.workhappens.org.

LaShae Thomas, Youth Representative, resigned and three newly elected Youth Representatives have filled that seat. The youth, Michael Robertson, Samantha Hurt, and Isidro Medina have one voting slot and will

attend and participate at the Youth Council meetings. They were an integral part of the March Youth Council meeting where they shared invaluable thoughts and ideas regarding messaging and outreach for the Project 5000 Kids campaign.

Sylvia Spencer gave an overview of the Performance Improvement Plan to improve the quality of service delivery and overall performance in Nevada. The Performance Improvement Plan was a collaborative effort with the State and received a positive response from the Department of Labor.

Ardell Galbreth stated that the Performance Improvement Plan has been approved by the U.S. Department of Labor.

Ken LoBene provided background on the summer contract recommendations based on funding projections and scenarios. All the contractors being recommended competed during a competitive process last spring; the Request for Qualifications has been reviewed by staff and the agencies have demonstrated fiscal and administrative capacity to run a youth workforce program.

In addition to funding availability, contract recommendations are based on the agencies' financial, administrative, and programmatic qualifications. Members of the Youth and Fiscal teams evaluated the providers and ranked them into one of three categories: Tier I, Tier II, Tier III. Tier I programs were strong in all aspects and will be funded based on funding availability. Tier II and Tier III programs had minor and/or more significant weaknesses and will be funded if there are any funds left after programs in Tier I are awarded.

The Youth Council recommends that staff is approved to negotiate and discuss contracts based on funding projections and scenarios.

A motion to approve to negotiate and discuss contracts based on funding projections and scenarios as recommended by the Youth Council was made by Ardell Galbreth and seconded by Pat Maxwell. Motion carried.

C. Adult & Dislocated Worker Committee ~ Charles Darling, Sr., Chair

Charles Darling, Sr. requested action to accept and approve committee contract recommendations for Lincoln County, Easter Seals, and Native American Community Services (NACS).

The contract recommendation for Lincoln County is to provide training and employment services for Lincoln County in the amount of \$602,937 for remaining PY09 (March 1, 2010 to June 30, 2010) and Program Year 2010 (July 1, 2010 to June 30, 2011). The recommendation for Easter Seals is to increase funding in the amount of \$163,812.72 for additional personnel, overhead, and equipment to support the Foliot Furniture project and for Native American Community Services, an increase in PY09 Title I contract funding in the amount of \$25,285 for a part-time case manager and work experiences for two clients working on contract for *workforce* **CONNECTIONS** from March 2010 – June 2010.

A motion was made to accept and approve the committee contract recommendations for Lincoln County, Easter Seals, and Native American Community Services by Charles Perry and seconded by Maggie Arias Petrel. Motion carried.

Heather DeSart provided a background on the action item to accept and approve the committee recommendation for *High Risk* status for Expertise, Inc. and Area Health Education Center (AHEC) of Southern Nevada. The request is a result of the formal monitoring that was conducted in February 2010, following an informal monitoring in October 2009 and was a culmination of the two monitoring sessions upon which Program and Fiscal staff had serious concerns to the level that the agencies be placed on *High Risk* status. Correspondence to Expertise, Inc. and AHEC is in the packet (pages 87-91) that provides detailed information as to the reason of the request for *High Risk* status.

Staff will provide ongoing and extensive technical assistance to assist in the work that needs to be done to bring both ARRA funded WIA Title I Adult and Dislocated Worker Programs into compliance with local, State and Federal policy.

A motion was made to accept and approve the committee recommendation for High Risk status for Expertise, Inc. and Area Health Education Center (AHEC) of Southern Nevada was made by Charles Perry and seconded by Pat Maxwell. Hannah Brown opposed. Motion carried.

Ms. DeSart provided an overview of the PY09 ADW Activity Report. The report is to satisfy the requests of Board members to provide them information on ADW activities including number enrollments, trainings, work experiences, job placements, and sectors.

D. Budget & Finance Committee ~ Margarita Rebollal, Chair

Margarita Rebollal provided a Budget & Finance Committee update: Preliminary PY2010 (July 1, 2010 – June 30, 2011) Budget Forecast – As of 3/1/2010 was presented: ARRA carry forward is a conservative estimate – depending on the run rate of the providers through June, *workforceCONNECTIONS* may recapture around 1.5 to 2 million dollars. Youth ARRA recaptured/unspent funds will be used to support the Project 5000 Kids campaign. The PY2010 Formula Funds forecast is based on the PY09 actual allocation and funds are anticipated to be the same or more for PY2010.

Other Grants include the Governor's Reserve Youth contract for 645,000 and roughly \$4.2 million for the State Energy Sector Partnership and Training Grant.

The potential decrease in revenues for PY2010 compared to PY09 is currently around \$4 million dollars.

The Combined ARRA/PY09 Formula Operating Expenses Budget vs. Actual – January 2010 report was presented: Through January spending is at 32.58% of the PY09 budget; items to watch in yellow; Account #6305 – Contract Services, moving forward monthly contract expenses will be greatly reduced as Website services became a staffed position in November and other contract staff has been assigned to permanent positions; Account #6210 – Legal Fees, Legal counsel has assisted *workforceCONNECTIONS* in the areas of meeting agendas and representation at Board Meetings.

Contract Expenditures for Service Providers ARRA Funds –ADW/Y was presented: Through ARRA Invoice #30 ADW providers have accrued expenses/requested forecasts in the amount of \$3,207,084 which is 31.5% of the total contract funds awarded (\$10,183,980). The Adult and Dislocated Worker Program Committee placed Area Health Education Center (AHEC) of Southern Nevada and Expertise, Inc. on high-risk status last week at their meeting; staff will be working with these two agencies to ensure they are in compliance with the rules and regulations.

Through ARRA Invoice #30 \$3,774,267 has been drawn down which is 84% of our total allocation of \$4,517,790.

Contract Expenditures for Service Providers PY09 Formula Funds –A/DW/Y was presented: Through Invoice #379 providers have accrued expenses/requested forecasts in the amount of \$4,062,571 which is 55% of the total contract funds awarded (\$7,377,001). The spending out of these funds is on track.

Emerging Markets/Partnerships/Resource Development ~ Pat Maxwell, Chair

Pat Maxwell provided an Emerging Markets/Partnerships/Resource Development update and overview of events. The committee elected Dan Rose as Vice-Chair and changed their meeting schedule to monthly.

workforceCONNECTIONS in partnership with Nevada Cancer Institute and College of Southern Nevada (CSN) was awarded a \$3.2 million stimulus grant for the Plus One Program to provide healthcare training for 100 students. Hannah Brown commended Debra Collins for her time and effort in making this program a reality.

*workforce*CONNECTIONS will sponsor the monthly member luncheon of the Las Vegas Chamber of Commerce at the Four Seasons on April 28, 2010; Mayor Oscar Goodman is the speaker.

The monthly Service Provider-Executive Director's Roundtable was held on March 12, 2010 at McCormick and Schmick's; John Ball, Executive Director, and Larry Mosley, DETR Director, were the speakers.

*workforce*CONNECTIONS is pursuing economic development opportunities in Lincoln and Nye Counties in conjunction with Nevada Commission on Economic Development, Lincoln County Regional Development Authority and Economic Development Authority of Nye County.

The Nevada WIB was awarded a \$6 million State Energy Sector Partnership (SESP) grant to target energy efficiency and renewable energy industries. Ardell Galbreth provided a brief overview of the planned roles of the Green and Renewable Energy Sector Council, GWIB, DETR, LWIBs, and Training Providers for the grant.

Laurie Luongo requested an update on the January 2010 survey with the hospitals for the RN internship program. Debra Collins stated that SNMIC (Southern Nevada Medical Industry Coalition) along with Kathryn Silkey will give a presentation at April's ADW Committee meeting. The survey project's original end date of February 15, 2010 was extended due to the overwhelming response after this date from individuals requesting to become part of the numbers and the late information is still being compiled. The response has been overwhelming and everyone is excited. The committee plans to give a presentation to the Board members at next month's Board meeting with the information requested by Ms. Luongo.

Cornelius Eason provided an update on National Association of Workforce Boards 2010: Seven Board members and two staff attended the conference in Washington D.C., March 7-9, 2010. The Board members that attended were Mujahid Ramadan, Laurie Luongo, Margarita Rebollal, Ronna Timpa, Penny Perez, Sonja Holloway, and Maggie Mendez and staff, Debra Collins and Mr. Eason.

The overall theme was Preparing a Competitive U.S. Workforce - Reflection, Reinvestment, Recovery. Key note speakers were Jane Oates, Assistant Secretary for Employment and Training, U.S. Department of Labor, who provided the Department of Labor, Employment and Training Administration's vision; Paul Harrington, Associate Director, Center for Labor Market Studies, Northeastern University; Anita Dunn, Former Chief Communications Officer for Obama for America; Ed Gillespie, Former Counselor to the President and Former Chairman of the Republican National Committee; Bill Kamela, Senior Policy Counsel, Microsoft Corporation; Dr. Brenda Dann-Messier, Assistant Secretary, Department of Education; and Pamela Passman, Corporate Vice President and Deputy General Counsel, Global Corporate Affairs, Microsoft.

There were two opening sessions, WIA 101 for those who are new to WIA and WIA 201, exploring WIA re-authorization and key stakeholder positions, three issue forums, Jobs, Jobs, Jobs, - Synergies of Economic Development, Workforce Development, and Policy, WIBS and Post-Secondary Education, and The Legislative Calendar and NAWB's Policy Positions, and 43 workshops throughout each day.

E. Brand & Value Committee ~ Laurie Luongo, Chair

As part of the Board Development Session, David Jefferson and Andy Anderson gave a presentation titled "Show Me the Money". The presentation incorporated the RFP (Request for Proposal) process and the WIA funding process from the point funds are allocated by the Government to the State agency, to the WIBs, then on to the Service Providers who provide direct client services.

AGENDA ITEM 5 – Public Comment

Comments were made by Expertise, Inc. Executive Director, Gwen Braimoh, and staff Donna Watson and Brenda Chaney regarding their *High Risk* status. Ms. Braimoh stated that she is disappointed with the Board's determination and suggested that technical assistance be provided to service providers in need earlier in the contract period giving them time to adjust and make corrections. Expertise, Inc. will not 'throw the towel in' rather work through this process to clear its name.

Ms. Watson, Case Manger, stated that during the formal/informal monitoring Expertise, Inc. staff was not allowed to engage or ask any questions.

Ms. Chaney thanked *workforce***CONNECTIONS** staff for the technical assistance they are providing wherein Expertise, Inc. has learned how to properly enroll participants and accurately record client activities. Expertise, Inc. is excited to move forward and will work diligently to clear up their *High Risk* status.

Hannah Brown stated that she is disappointed as well with the Board's decision to place Expertise, Inc. on *High Risk* status and that Expertise, Inc. has been in the community for years helping people to find and sustain livable wage employment.

Laurie Luongo stated that the *High Risk* report identified many rudimentary issues with enrollments, case notes/documentation issues, etc. that were missteps that need to be corrected.

AGENDA ITEM 6 – Adjournment

The meeting was adjourned at 11:50 a.m.