

*workforce***CONNECTIONS**

**Board of Directors Meeting
MINUTES
Tuesday, August 23, 2011
10:00 a.m.**

**Culinary Academy of Las Vegas
710 W. Lake Mead Blvd.
Parlors C&D
North Las Vegas, NV 89030**

Members Present

Commissioner Lawrence Weekly	Commissioner Tommy Rowe	Councilman Bob Coffin
Councilwoman Peggy Leavitt	Councilwoman Gerri Schroder	Dan Rose
Dr. David Lee	F. Travis Buchanan	Hannah Brown
Michelle Bize	Pat Maxwell	Sonja Holloway
Valerie Murzl	William Bruninga	

Members Absent

Charles Perry	Commissioner Andrew Borasky	Commissioner Dominic Pappalardo
Dan Gouker	Dennis Perea	Kenneth LoBene
Mark Edgel	Mark Keays	Mujahid Ramadan

Staff Present

John Ball	Suzanne Potter	Kim Colagioia	Bridget Shaney
Tom Dang	Heather DeSart	Clentine January	Debra Collins
Jaime Cruz	Rick Villalobos	Cornelius Eason	Ardell Galbreth
Jeannie Kuennen	Lori Thomas	Scott Steinbach	Nancy White
Chris Shaw	Byron Goynes	Lucy Ivins	Kelly Ford
Gina Campbell	Lauren Stewart	Jennifer Padilla	Tameca Ulmer
Kelly Woods			

Others Present

Vincent Miller, Goodwill	Elizabeth McDaniels, Goodwill
Peggy Oliver, ISIS Connection	Stacy Smith, Nye Communities Coalition
Joleen Arnold, ESSN	Chandy Mariano, ESSN
Patricia Baker, ESSN	Sharon Morales, Latin Chamber of Commerce
Thresea Kaufman, Latin Chamber of Commerce	Doug Geinzer, SNMIC
Chanda Cook, NPEF/RFL	Bob Butterfield, Nevada Partners, Inc.
Keysa Rogers, EOB	LaTanya Runnells, Nevada Partners, Inc.
John Mierzwa, CALA Academy	Tiffany Tyler, Nevada Partners, Inc.
Denise Gee, HELP of Southern Nevada	Jennifer Rowland, New Horizons
Donna Bensing, New Horizons	Mary House, CHR, Inc.
Tiffany Tyler, Nevada Partners, Inc.	Rene Cantu, Latin Chamber of Commerce
Monique Harris, Southern Nevada Children First	Keysa Rogers, EOB
Stacy Smith, Nye Communities Coalition	Carol Elslager, ISIS Connection
Matt Cecil, Board Counsel	

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

Call to order, confirmation of posting, and roll call

The meeting was called to order by Chair Hannah Brown at 10:03 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 not present. Subsequently, F. Travis Buchanan joined the meeting via teleconference and a quorum was present.

Approve the Agenda with the inclusion of any emergency items and deletion of any items

Upon meeting quorum,

A motion was made to approve the Agenda as presented by Pat Maxwell and seconded by Dr. David Lee. Motion carried.

First Public Comment Session

None

Welcome New Board Members

Hannah Brown introduced and welcomed new Board Members Councilwoman Peggy Leavitt, City of Boulder City and Councilman Bob Coffin, City of Las Vegas. Councilman Coffin stated that he has previously served in the money committees in the legislature for many years and made appropriations to the organizations which granted money in this direction. Councilman Coffin thanked the Board, stating that it's nice to be on the receiving end to see how the money is spent. Councilwoman Gerri Schroder commented that Councilman Coffin should consider joining the Budget & Finance Committee.

Councilwoman Peggy Leavitt stated that she is excited to be serving on the Board and provided an overview of her professional background working with children. Formerly, Councilwoman Leavitt was Superintendent at a children's home in Boulder City and for eight years the manager of Child Haven. Councilwoman Leavitt stated that her experience in social services and working with neglected children with various learning problems make her a good candidate to serve on the Board.

Youth Council – PRESENTATION: Clark County School District's Road to Reform

A presentation was provided by Pedro Martinez, Deputy Superintendent, Clark County School District (CCSD). The presentation, CCSD's Road to Reform regarding the impact of education on Nevada's economy is attached.

Beforehand, Chanda Cook, State Director, Nevada Public Education Foundation provided an introduction and overview of the Ready for Life (RFL) collaboration, the RFL shared youth vision, values, and definition. Ready for Life is a movement to ensure that all youth graduate from high school ready for college, careers, and community. Ready for Life has partnered with CCSD to ensure youth are ready for life at exit.

Following the presentation, Ricardo Villalobos, RFL Systems Manager, shared with the Board and Mr. Martinez how fired up the agency is about CCSD's new administration, leadership, and determination and commented *alone we do good, but together we do great*. Mr. Villalobos said he is confident that together workforceCONNECTIONS and CCSD combining their resources and efforts will do great. Mr. Villalobos stated that the ultimate objective is to increase the graduation rates. The benefit to the school district is the youth obtaining their diploma and the benefit to the board is meeting our performance measures, including attainment of degree/certificate, literacy/numeracy gains, and enter into

employment. Mr. Villalobos said the agency is excited about the collaborative targeted focus – from our end it's a strategic outreach to reach WIA eligible youth in the school district and making sure they receive the support they need to be successful. Part of the process will involve a mentoring initiative that emphasizes graduation that leads to employment or placement in secondary education. Mr. Villalobos said the agency is looking for community members to act as graduation advocates supporting the youth and is looking at how to put together initiatives for family engagement.

Mr. Martinez thanked the Board and stated that the data is overwhelming but it is encouraging to know that the school district has support from the community. Mr. Martinez stated that the school district needs to be transparent and make the community aware of the current state of education in Nevada.

Commissioner Lawrence Weekly thanked Mr. Martinez and the school district for outreaching to the community to improve the school district in Clark County. Commissioner Weekly said until Nevada diversifies its economy and not depend so much on the gaming industry we, as a State, will continue to struggle like we are. Commissioner Weekly stated that the AP Program is great but would like to see more Academic Support Centers, such as the one adjacent to the Advanced Technology Academy. The centers provide academic support to youth needing help to pass the proficiency.

John Ball, in regards to the next steps, stated that staff is working closely with the school district staff at this time making sure we can align our resources. The Youth Council has been working very hard on these issues and will be having a meeting that Mr. Martinez will attend to discuss strategic planning and implementation to finalize how our involvement gets launched. A roadmap on how this will look will be presented at the next meeting.

Hannah Brown thanked Mr. Martinez and invited him to attend the National Coalition of 100 Black Women meeting on September 12th wherein Superintendent Dwight Jones will be a guest speaker.

Project 5000 Kids Update

Nancy White, Project 5000 Kids Program Manager provided the following update:

- 1) P5K has placed 85+ students in summer work experiences. This month we sent 33 students to Target and are waiting to hear how many were placed in jobs.
- 2) MyNew3 visited with P5K on July 21st to do a follow-up story on teens in the workplace. Our own intern, Aisja Allen, was featured in an interview with reporter Krystal Allan. It was shown on the evening news that Thursday.
- 3) On June 25th, the P5K team met with members of the Zappos management team to discuss the details of the Zappos/P5K Intern Program. Zappos has created job descriptions for the first round of interns we will be recruiting. The goal of Zappos is to have 15-20 interns every 8-9 weeks. We will start the program with 7-10 interns beginning work the end of September. This smaller number will allow us to work out any issues during the initial period and then move forward with 15-20 after that. The P5K team has been invited to give a short presentation at the quarterly Zappos "all hands" meeting at the Wynn on August 12th.
- 4) P5K staff had two recent meetings with the Justin Timberlake Shriners Golf Tournament staff. P5K will be providing the standard bearers for the tournament that runs from September 26th through October 2nd. This will give 44 students the opportunity to walk with the celebrities and pros inside the ropes during the tournament. The tournament will be shown on national TV so there is a good chance the students will be seen. They will be wearing JT Shriners t-shirts and P5K hats.

- 5) P5K is also a charitable partner with JT Shriners tournament and has the opportunity to sell tickets for the tournament. These are vouchers that can be used for any day of the tournament. Tickets are \$20 each with 50% of that coming back to P5K. We are asking for your help in committing to buy or sell some of these tickets on our behalf so we can serve more youth in our program.
- 6) P5K is continuing to work on the Nevada Graduation League with the Clark County School District. Staff met with the school district on August 10th to go over details of the rollout. We are currently meeting with various members of the business community to enlist their support of the P5K Nevada Graduation League and National Job Shadow Day. Any referrals by the Board to people who might want to participate will be greatly appreciated.
- 7) Future Fest, held in Pahrump on July 15th, was a great success. Our life-sized P5K was there to interact with the youth and businesses of Nye County. The Pahrump Valley Times had a great picture of Lucy Ivins in the newspaper.
- 8) The P5K Team was guest speakers for the Las Vegas West Rotary Club on August 2nd. We presented the P5K program including the P5K Nevada Graduation League and National Job Shadow Day. We explained to them how they could be involved with supporting the youth of our community.
- 9) On August 4th, P5K staff met with the City of Las Vegas to discuss the staffing of their Safe Key program. P5K is partnering with Safe Key to provide youth and adults positions within the Safe Key program. The turnover rate is high so there are many positions that need to be filled.
- 10) P5K staff will be meeting with the city's Park & Recreation Department on August 25th to discuss details of the lifeguard certification program. This program will provide many opportunities for students to work at the various recreation centers and pools next summer.
- 11) We are continuing our discussions with Nellis Air Force Base regarding their new StarBase Youth Program

Adult and Dislocated Worker Committee: ACTION Approve the Adult and Dislocated Worker Committee's recommendation to execute a no-cost contract extension through August 31, 2011 for Easter Seals Southern Nevada's PY2010 contract to transition and/or exit existing clients and close out the program.

Valerie Murzl read the recommendation. Heather DeSart commented that Easter Seals has been a wonderful funded partner for the last two years during which time Easter Seals spearheaded the successful Folio Furniture project. Ms. DeSart commented that Easter Seals has funds remaining in their budget and that this request is for a no-cost contract extension through August 31, 2011. At the end of the contract extension, Easter Seals will enter into the traditional 60-day close out period. Ms. DeSart directed the Board's attention Easter Seal's number as shown on page 7 of the agenda packet. Easter Seals served 118 clients, 45 of whom completed training but still unemployed. Easter Seals will actively work to get these clients in job placement. The clients who are not placed into employment will be transferred to another funded partner.

A motion was made to approve the Adult and Dislocated Worker Committee's recommendation to execute a no-cost contract extension through August 31, 2011 for Easter Seals Southern Nevada's PY2010 contract to transition and/or exit existing clients and close out the program by Commissioner Tommy Rowe and seconded by Pat Maxwell. Motion carried.

Ms. DeSart provided an update on the Prisoner Re-Entry Program (PRIDE) to include PY2010 review and looking ahead to PY2011. The Prisoner Re-Entry program has been running in-house going on two

years. The PRIDE program is a partnership with Workforce Connections, the Department of Rehabilitation, and the Department of Corrections. The PRIDE program is housed at Casa Grande transitional facility which poses a challenge in that the program services are not available to the rest of the community. PRIDE services are not available to those transitioning to sober living homes and transitional apartment complexes. Staff is working to find an independent office to run the program out of for fiscal year 2011 wherein the staff will be able to offer services to the community on a full-time basis while providing services to the Casa Grande participants on a part-time basis. Next year the agency may look to a funded partner to provide these services.

In response to Commissioner Weekly's question, Ms. DeSart replied that Workforce Connections has seven in-house staff working on the PRIDE program. Ms. DeSart explained that the agency may not outsource the program and that the focus and commitment is to the successful execution of the program whether it is housed at Casa Grande, ran by a funded partner, or continued to be run in-house. Ms. DeSart commented that running the program in-house has been successful and if it continues to be so Workforce Connections continue to run it in-house.

In response to Commissioner Weekly's question regarding how the program came to be run in-house, John Ball explained that a year ago after a problematic RFP process the committees and the Board made the decision to bring the program in-house. Normally the agency is not involved in service provision on the Adult side with two exceptions, safe harbor and/or incubator exception. The PRIDE program has facets of both exceptions, safe harbor, being a program that has run into some difficulties, such as financial or programmatic performance and needs to be stabilized and incubator, being a new program that has not yet been run in the community before and there is a niche and need for the program but it has not yet evolved. In this case, the Board would step up and take the opportunity to incubate the program until it is strong and stable before turning it out to a community provider.

Mr. Ball stated that Ms. DeSart and staff are working hard at getting the Second Chance training model in place and are working on the issues of the relationship between Department of Corrections, Parole and Probation, and the community agencies. Mr. Ball stated that by the end of this year the agency may be in a position to open an RFP process for the PRIDE program. It would be the Board and relevant committee's determination to see if there is a strong proposal that merits turning the program out.

Ardell Galbreth commented that staff is looking for a new location to run the PRIDE program out of in order to serve the community at large.

Hannah Brown commented that she believed that the program would be ran in-house only on a temporary basis and is surprised that the program is still being run in-house.

John Ball stated that staff will provide future reports and periodic briefings on the PRIDE program.

Emerging Markets/Partnerships/Resource Development Update

Jamie Cruz provided the following Green Economy update:

On Wednesday August 10th Nevada submitted its SESP Quarterly Narrative Report. Staff projected serving 369 participants by the end of that quarter but exceeded that number 375 served.

SESP/WIA co-enrollments are expected to increase due to six ADW Funded Partners now being focused on Green Economy workforce development strategies and all Youth Funded Partners deploying the Youth Green Curriculum leading to the hands-on experience on the Green Monster Truck.

Mr. Cruz presented a video that highlights the Green Monster truck and how it is presented to interested parties.

Debra Collins provided the following Healthcare Sector update:

On August 4th, Workforce Connections staff engaged in conversation with Herb Schultz, Region 9 Regional Director, U.S. Department of Health and Human Services to discuss indicators for health in Southern Nevada, highlights from the survey commenced forth with the Nevada State Higher Education, and presented a proposal for persons that are interested in working in healthcare. Most of the Sector Council members were present.

Workforce Connections recently applied for The Future of Nursing Campaign that, if selected, will allow the agency the opportunity to apply for funds through the Robert Wood Johnson. The collaboration with AARP and Robert Wood Johnson is to ensure that all Americans have access to high quality patient care.

Cornelius Eason provided an update on strategic resource planning which will have two components, communications & outreach and layoff aversion. The Governor's Workforce Board will tentatively provide funding based on approval from the Board of Examiners on September 13th.

Workforce Connections recently launched outreach to the business community with the Business Roundtable Series wherein Workforce Connections partners with business owners, managers, and professionals to see how our resources can be applied to create grassroots economic development. The goal is to connect businesses with other business to increase revenues and create jobs. The series was started with the Urban Chamber of Commerce. Two sessions have been held, the first had 108 attendees and the second had approximately 103 attendees. The third session and last session with the Urban Chamber of Commerce is scheduled on September 15th. The next three sessions will be with the Henderson Chamber of Commerce then three sessions with the North Las Vegas Chamber of Commerce. Discussion ensued.

Workforce Connections launched its second radio show on AM KNUU hosted by Juana Hart and Heather DeSart.

The Workforce Connections website was recently enhanced to be more user-friendly for job seekers, community partners, and businesses.

The Annual Report has been issued to the State. The hardcopy will be presented to the Board early October.

workforce**CONNECTIONS** Update

John Ball provided an update to include: 1) Workforce Connections has an invitation to the U.S. House Committee on Education and the Workforce of which Representative Heck is a member. Staff will have five minutes to present the topic examining local solutions to strengthen Federal job training programs; 2) Staff is working on negotiating and finalizing contracts; 3) The A-133 Audit was recently completed and the auditing firm is in-house to assist staff in developing corrective action plans and policies. Next month the Department of Labor auditing process will begin. Mr. Ball thanked MaryAnn Avendano, Ardell Galbreth, and staff for their hard work and efforts with the audits. 4) Contract close-out is underway and final carry-over amounts from the PY2010 budget and revisions to the PY2011 Budget will be made presented to the Board.

Consent Agenda:

- a. Approve the meeting minutes from the workforceCONNECTIONS Board of Director's Meeting on June 28, 2011
- b. Accept and approve the modifications and additions to workforceCONNECTIONS Compliance Assurance Reviews Policy Number 5.5
- c. Accept and approve addition of new workforceCONNECTIONS Procurement Grievance Procedure

A motion was made to approve items a, b, and c of the Consent Agenda by Pat Maxwell and seconded by Peggy Leavitt. Motion Carried.

Second Public Comment Session

None

Adjournment

The meeting was adjourned at 11:35a.m.