

## WORKFORCE CONNECTIONS

### BOARD MEETING MINUTES

March 24, 2015  
10:00 a.m.

Rosalie Boulware Conference Room  
6330 W. Charleston Blvd., Suite 150  
Las Vegas, NV 89146

#### **Members Present**

Bart Patterson	Vida Chan Lin	Cecelia Maldonado
Charles Perry	Commissioner Adam Katschke	Commissioner Lawrence Weekly (phone)
Councilman Bob Beers	Councilwoman Peggy Leavitt	Councilwoman Anita Wood (phone)
Dan Gouker (phone)	Dan Rose	Councilwoman Gerri Schroder (phone)
Dr. David Lee	Hannah Brown	Jack Martin
Lynda Parven	Mujahid Ramadan	Sonja Holloway
Tommy Rowe	Valerie Murzl, Chair	William Bruninga (phone)
Willie J. Fields		

#### **Members Absent**

Commissioner Ralph Keyes	Mark Edgel	Matt Cecil
Maggie Arias-Petrel (excused)	Jerrie Merritt	Liberty Leavitt
Bill Regenhardt	Commissioner Butch Borasky	

#### **Staff Present**

Ardell Galbreth	Heather DeSart	Suzanne Potter
Jim Kostecki	Ricardo Villalobos	Jaime Cruz
Brett Miller	Jake McClelland	Jeannie Kuennen
Kelly Ford		

#### **Others Present**

Michael Oh, City of Henderson	Steve Gibson, DETR
Amy Armendariz, Olive Crest	Nield Montgomery, The Learning Center
Linda Montgomery, The Learning Center	Arcadio Bolanos, AHD
Carol Turner, WC Consultant	Ernest Smith, Salvation Army
Janice M. Rael, Nevada Partners, Inc.	Bonita Fahy, SNRHA
Tenesha McCulloch, Goodwill of Southern Nevada	Denise Gee, HELP of Southern Nevada
Anthony Gilyard, Jr., FIT	Helicia Thomas, GNJ Family Life Center
Mildred Thompson, St. Jude's Ranch	Thresea Kaufman, NHA
Tamara Collins, Las Vegas Urban League	Sherman Rutledge, Jr., St. Jude's Ranch
Ben Daseler, DETR	David Kirkhart, Western High School

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

#### **1. Call to order, confirmation of posting, roll call, and pledge of allegiance**

The meeting was called to order by Chair Valerie Murzl at 10:04 a.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 by Hannah Brown and seconded by Charles Perry. Motion carried.*

### 3. **FIRST PUBLIC COMMENT SESSION:**

David Kirkhart, Interim Principal, Western High School reported that for the 2014-15 school year, the GAP program has enrolled 63 senior high school students at Western High School. The students were all credit and/or proficiency deficient. The GAP case manager encourages the students to excel and become self-sufficient and because of their commitment to the youth, over the past six months Western High School has seen a significant increase in the following areas:

- 100% of GAP students have increased their GPA
- 85% have passed two or more proficiencies and are awaiting the results of their final proficiency
- 95% of GAP students are attending school on a regular basis - a 60% increase
- Student teacher engagement increased
- Students required to check in with teachers to discuss grades and progress
- Students are benefitting from after school tutoring, peer-to-peer tutoring and mentoring
- Students have counselor engagement, social development and parent engagement

Mr. Kirkhart stated that the program is critical for these students and stressed the importance of all the hard work that Nevada Partners, Inc. is doing, including the Youth Ambassador Program, a partnership with Batteries Included for youth who are ineligible for the GAP program to teach them leadership development, civic engagement, school expectations, goal setting, mentoring and to help keep youth engaged in community events.

### 4. **DISCUSSION AND POSSIBLE ACTION: Approve the Board minutes of February 24, 2015**

Chair Murzl presented the Board minutes provided on page 5-10 of the agenda packet.

*A motion was made to approve the Board minutes of February 24, 2015 by Charles Perry and seconded by Tommy Rowe. Motion carried.*

### 5. **INFORMATION: Adult and Dislocated Worker Committee minutes of March 11, 2015 (draft)**

Chair Murzl presented the ADW minutes provided on page 12-14 of the agenda packet.

### 6. **DISCUSSION AND POSSIBLE ACTION: Accept Adult and Dislocated Worker Committee's recommendation to award Academy of Human Development (AHD) additional funding in an amount not to exceed \$50,000 for their One-Stop Center contract for a total of \$300,000 in Adult and Dislocated Worker funding. These funds will be used to augment AHD's current PY2014 Adult and Dislocated Worker contracts to provide additional training and supportive services to WIA eligible participants.**

Heather DeSart, Deputy Executive Director provided background. AHD is working closely with Business Engagement to provide 20 adult clients with OJT opportunities with new employer RW Garcia, a Mexican food manufacturing company. AHD's letter requesting additional funding is provided on page 16 of the agenda packet.

Commissioner Lawrence Weekly asked at what point are service providers being assessed to determine their funding so that they are not requesting additional funding at the end of the program year. Ms. DeSart replied that staff is currently in the process of assessing all of the service providers and recently requested forecasting and allocation spreadsheet from each of them. Some of the service providers have funds that are obligated that are not showing up on the budget reports presented at these meetings.

Commissioner Weekly expressed concerns about the client transfer process after seeing several youth clients turned away by a service provider at a recent event because these individuals were still in the system with another service provider. Mr. Galbreth stated that there is a simple procedure for transferring clients from one service provider to another. WC will add training to the schedule for the service providers and executive directors to make sure they are aware of the process. Weekly requested that the training be a sense of urgency. Mr. Galbreth concurred. Chair Murzl suggested sending an e-mail blast to the service providers with the information until staff can implement the training to avoid further occurrences from happening. Discussion ensued.

***A motion was made to award Academy of Human Development (AHD) additional funding in an amount not to exceed \$50,000 for their One-Stop Center contract for a total of \$300,000 in Adult and Dislocated Worker funding by Charles Perry and seconded by Mujahid Ramadan. Motion carried.***

**7. PRESENTATION: The Workforce Innovation and Opportunity Act (WIOA) ~ John Chamberlin**

John Chamberlin provided a PowerPoint presentation regarding the Workforce Innovation and Opportunity Act. The following are some highlights:

Workforce Area Designation: the Workforce Investment Act (WIA) was repealed last July and replaced with the new Workforce Innovation and Opportunity Act (WIOA). The WIOA implementation year begins July 1, 2015 and goes in to effect on July 1, 2016. By July 1, 2015, a new WIOA Board must be designated. Under WIOA, Workforce Boards are grandfathered in and stay workforce boards for a two year period (July 1, 2015 through June 30, 2017) if 1) the Chief Elected Officials requests re-designation; 2) performance is good based on the formal performance standards; and 3) there is a lack of serious fiscal problems. The same three factors come into play again for the second period July 1, 2017 through June 30, 2019. Mr. Chamberlin stated that to the best of his knowledge, WC was recently certified by the Governor. As of now, 40 states have not completed their designation yet.

Vision: ETA's vision for WIOA is to be a job-driven workforce system that links diverse talents to business by looking to job sectors and job growth and all training is designed to fit the need to see that local people are being skilled up to fit the job openings and demand occupations. WIOA requires Workforce Boards to work with economic developers and the business community to identify jobs and sectors in demand and train for those specific jobs. Workforce Boards are to look at the needs of businesses and workers drive workforce solutions. This Board will adopt a four year strategic plan for the larger workforce system (adult education, vocational rehabilitation, DETR, and TANF and other partners and agencies), every three years certify that one-stop centers provide excellent customer service and operate under continuous improvement conditions (evaluation, accountability, best practices and data-driven decision making), and ensure the workforce system supports strong regional economies.

Local Board Membership: Section 107(a) allows and encourages a smaller board with a different makeup. The law allows the board to be reconstituted or with the Governor's permission, the current board grandfathered in. The majority of the board must be from businesses. Business representatives must have optimum policy making authority, including hiring authority and businesses must reflect a key sector. A minimum of 20% of the board must represent a combination of organized labor and community-based organizations or non-profits that advocate or serve a significant portion of the community, such as non-profits that serve the disabled community or at-risk youth for example. Of the 20%, at least two of the representatives must be from organized labor. The minimum size of a board is 19 members: 10 business (51%), 3-4 labor (20%), 1 community-based organization, 1 higher education representative that represents all higher education organizations collectively, 1 adult education/literacy, 1 economic development, 1 DETR or state employment service, 1 vocational rehabilitation, and any others required by the Governor (none at this time) or others that the LEOs choose to put on the

board. The board is encouraged to establish at least three standing committees for the one-stop system, individuals with disabilities, and youth services (required). The board is allowed and encouraged to appoint non-board members to its committees. The LEO Consortium appoints board members, may act as ex-officio members on the board, and review and approve certain board decisions, such as the budget, selection of service providers/grant recipients, and one-stop committees, and maintain ultimate liability for when things go wrong. The LEOs and the board are required to establish a partnership agreement between them once the board is formed.

WIOA State Plan: The Workforce Board is required by July 1, 2016 to develop a four year unified plan for: Adult/Dislocated Worker/Youth; Adult Ed and Literacy; Wagner-Peyser; Vocational Rehab, DETR and TANF that looks at the larger system and conforms to the state unified plan. Discussion ensued regarding aligning resources and connecting with the sector councils.

Board Functions: Cutting-edge use of technology has been added to the list of local board functions (p. 20). This is where the board would look at ways to serve more individuals with technology in new and different ways, such as webinars, virtual centers, and training approaches. Under WIOA, the board is more strategic and job-driven with a much more conscious delegation to the LEOs and their chosen grant recipients to run programs. The board will align the different partners and rise up to a strategic level for a bigger group of players to build a better system and grow local jobs, wages, and businesses.

One-Stop Delivery System: Remains a cornerstone for WIOA. The bill states that it will simplify access to services for customers. Until final regulations come out in 2016, there is a lot of flexibility to make the system better for customers and use the ambiguities in the law to craft it the right way. This is a once in a generation opportunity to think of how to do the system best for the local area and design it in the best way to serve more customers.

One-Stop Basics: Mandatory partners are the same as with the current law with the addition of TANF/SNAP and are required to contribute a fair share to the system. By July 1, 2016, Workforce Boards will do MOUs and RSAs with each of the system partners to lay out the partners' duties, align services, and combine system resources. The board is required to have at least one physical one-stop center and as many other centers it chooses to charter. The state sets broad chartering criteria for the system and the local board can expand it with as many affiliate sites as it wants. By July 1, 2015, the law mandates that all DETR services must be co-located within the one-stop system.

Ms. DeSart stated that staff has been meeting with the combined state plan group and everyone has shown a great deal of willingness and enthusiasm about the prospects.

All WIOA Services: The one-stop operator, career services and youth service providers must be procured through a competitive process. No board or board's fiscal agent is to deliver services in-house except on an exception basis. Discussion ensued.

Required One-Stop System Partners: The required one-stop system core partners are: WIOA Title II: Adult, Dislocated Worker & Youth Programs; WIOA Title II: Adult Education and Literacy; WIOA Title III: Wagner-Peyser, Employment Services; WIOA Title IV: Vocational Rehabilitation, and TANF/SNAP. Other required partners include: SCSEP-Title V of Older Americans Act; Postsecondary career and technical education under Perkins Act; Job Corps; Native American Programs; Veterans; Migrant and Seasonal Farmworkers; YouthBuild, employment and training programs under Community Service Block Grant; Trade Adjustment Assistance; HUD administered employment & training programs; programs under state unemployment insurance, and Second Chance Act programs.

Roles for One-Stop Partners: Provide access to applicable services through the one-stop system, use a portion of their funds to help pay for one-stop infrastructure, and enter into an MOU with the local board.

Local Activities: Career services (core and intensive in WIA), priority of service, small business network, and convene industry or sector partnerships are required. Other activities that are permissible are performance contracts; the board is allowed to establish a policy to set aside 10% of the funds in a contract to be based upon reaching performance goals; internships in the private sector, Incumbent Worker Training (eligibility is by employer, not by incumbent participant); boards are allowed to set aside up to 20% of their ADW budgets for services for people who already have jobs.

Training: Entrepreneurial training is allowed and OJT training can go up to 75% of the wage without a waiver.

Training Services: WIOA training services is similar to current law. Boards will be doing less one-by-one slots and more group size training if there are specific needs with employers. Local boards can decide which training to fund sector-by-sector based on the local area's needs.

Transitional Jobs: Time-limited subsidized employment for individuals with barriers and unemployed or inconsistent work history. Boards can use up to 10% of the Dislocated Worker funds for an individual who has exhausted their unemployment and needs specific work history and set them up with a transitional job.

Business Services: Services often available in WIA are now recognized as allowable activities such as: screening and referral; customized services on a fee-for-service basis (employer provided resources); use of technology to improve services; activities to provide business services and strategies that meet the needs of local employers; career pathways, and marketing of business services.

Youth Programs: At least 75% of WIOA youth funds must be spent on out-of-school youth (16-24 years), in-school youth must still be 14-21 years, low income or living in a "high-poverty area" and have a specific barrier. At least 20% of all youth funds must go to work experience including summer jobs, apprenticeships, OJT and internships. Out-of-school youth do not need to be low-income eligible if the youth has one of the following barriers:

- A dropout (no high school diploma, GED or equivalent), or
- in the adult or juvenile justice system, or
- homeless, a runaway, in or aged out of foster care, or
- pregnant or parenting, or
- disabled.

Performance Measures: Apply to all programs (WIA, Adult Ed and Literacy, DETR, Voc Rehab, Community College Carl Perkins programs and maybe TANF).

<b>WIA Common Measures</b>	<b>WIOA Measures</b>	<b>What has Changed?</b>
Adult/DW: Entered employment rate	Entered employment rate	Revised: now Q2 after exit
Adult/DW: Employment retention rate	Employment retention rate	Revised: now Q4 after exit
Adult/DW: Average earnings	Median earnings	Revised: Q2; 1Q earlier
Adult/DW	Credential rate	New measure
Adult/DW	In program skills gain	New measure (real time)
Youth: Placement in employment/training	Placement in employment/training	Revised: now Q2 after exit
Youth: Lit/Num Gains	n/a	Eliminated
Youth: Attainment of degree/certificate	Credential rate	Similar to current
Youth	Retention in emp/ed/training	New measure
Youth	Median earnings	New measure/after Q2
Youth	In program skills gain	New measure
Employer measure (Business Services)	TBD (Effective July 1, 2016)	New measure

WIOA Funding: The local Board, with the Governor's approval, may transfer up to 100% between Adult and Dislocated Worker program. WIOA sets funding levels for each fiscal year through 2020 with

small but significant increases. WIOA budget language is not binding on Congress. Administrative costs remain at 10%, but WIOA language is a little different as far as what an administrative cost is and what is not.

Key Dates:

- April 2015: Notices of Proposed Rule Making (NPRMs); will be draft for as much as one year
- July 1, 2015 – June 30, 2016: WIOA transition/implementation year
- January 2016: WIOA rules finalized
- March 2, 2016: Deadline for State Unified Plan submission

Programs Included in WIOA: Title I programs including, Job Corps, Native American Programs, Migrant and Seasonal Farmworker Programs, National Dislocated Worker Grants, and YouthBuild; and Title II Adult Education and Literacy; Title III Amendments to the Wagner-Peyser Act; Title IV Amendments to the Vocational Rehabilitation Act of 1973; and Title V General Provisions.

Local Governance: The local Chief Elected Official 1) applies for area designation, 2) selects the fiscal agent/local grant recipient, 3) appoints the Workforce Development Board, 4) has review and approval authority over the Board's financial decisions, and 5) has liability for disallowed costs.

Information: U.S. Department of Labor has a web site [www.doleta.gov/WIOA](http://www.doleta.gov/WIOA) and dedicated e-mail address [DOL.WIOA@dol.gov](mailto:DOL.WIOA@dol.gov) for the latest information regarding WIOA regulations and implementation.

Following the presentation, Mr. Galbreth noted that WC has a contract with John Chamberlin and he will be providing more information and guidance throughout this year as changes come about.

**8. DISCUSSION AND POSSIBLE ACTION: Accept and approve Executive Director's Report ~ Ardell Galbreth, Executive Director**

Mr. Galbreth presented the Executive Director's Report (p. 32) of the agenda and presented a video featuring WC's 50+ program through the AARP grant. Commissioner Weekly stated that he hopes to disclose that he is an active AARP in the near future.

Ms. DeSart reported proposal due dates of April 7<sup>th</sup> for the one-stop affiliates sites RFP and April 14<sup>th</sup> for the one-stop operator RFP.

Mr. Galbreth reported on a meeting Review Journal columnist John L. Smith. Mr. Smith toured the one-stop center and received testimonial from Business Services and hopefully the meeting will result in some good publicity in the RJ. Mr. Galbreth thanked Charles Perry for coordinating the meeting.

*A motion was made to accept and approve Executive Director's Report by Charles Perry and seconded by Dr. David Lee. Motion carried.*

**9. SECOND PUBLIC COMMENT SESSION:**

Ms. DeSart announced the Healthcare Symposium 10:00 a.m. tomorrow at Workforce Connections.

**10. INFORMATION: Board Member Comments**

Mr. Galbreth reported that WC does not have legal counsel because a new RFP will be released seeking legal services. In the last RFP there were some housekeeping items that were omitted so a new RFP process will take place. The LEOs attorneys will take a look at and help vet that and do the evaluations of the proposals received. The RFP will be released in the next couple of weeks.

Mr. Perry clarified that staff is cooperating and participating with the Governor's Workforce Investment Board and Governor's Office of Economic Development sector councils and stated that the Health and Medical sector council got a head start and up and running through the efforts of WC staff Debra Collins and Linda Yi.

11. **ADJOURNMENT**

*The meeting adjourned at 11:55 a.m.*