

## WORKFORCE CONNECTIONS

### BOARD MEETING MINUTES

May 27, 2014, 2014  
10:00 a.m.

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

#### **Members Present**

Bill Regenhardt (phone)	Commissioner Lawrence Weekly	Councilwoman Peggy Leavitt
Councilwoman Anita Wood	Dan Gouker	Councilwoman Gerri Schroder (phone)
Dan Rose	Dr. David Lee	Hannah Brown
Maggie Arias-Petrel	Matt Cecil	Rudee Bagsby
Sonja Holloway	Tommy Rowe	Valerie Murzl
Vida Chan Lin (phone)	William Bruninga (phone)	Willie J. Fields Jr.

#### **Members Absent**

Bart Patterson	Commissioner Butch Borasky	Commissioner Adam Katschke
Commissioner Ralph Keyes	Councilman Bob Beers	Charles Perry
Lynda Parven	Mark Edgel	Mujahid Ramadan

#### **Staff Present**

Ardell Galbreth	Heather DeSart	Suzanne Potter
Jim Kostecki	Carol Turner	Ricardo Villalobos
Jeannie Kuennen	Debra Collins	Jake McClelland
Jaime Cruz	Kenadie Cobbin-Richardson	Bridgett Shaney
Jennifer Padilla	Shawonda Nance	Carol Polke

#### **Others Present**

Jack DeGree, Legal Counsel	Thresea Kaufman, Nevada Hospital Association
Al Ballista, Nevada Hospital Association	Helicia Thomas, GNJ Family Life Center
Marissa Brown, Nevada Hospital Association	Bill Welch, Nevada Hospital Association
Tracey Torrence, SNRHA	Jack Eslinger, ESQ, City of Las Vegas
Steve Gibson, DETR/WISS	Stacey Bostwick, SNRHA
Sherman Rutledge Jr., GNJ Family Life Center	Jennifer Casey, Foundation for an Independent Tomorrow
Jeramey Pickett, Nevada Partners Inc.	Eloiza Martinez, Latin Chamber Community Foundation
Janet Blumen, FIT	Janice M. Rael, Nevada Partners Inc.
Kelli Mosley, Olive Crest	Bishop James M. Rogers Sr., GNJ Family Life Center
Steve Chartrand, Goodwill of Southern Nevada	Tiffany Tyler, Nevada Partners Inc.
Denise Gee, HELP of Southern Nevada	Tamara Collins, Las Vegas Urban League
Bonita Fahy, GNJ Family Life Center	J.M. Clinton, Goodwill of Southern Nevada
Irene Bustamante Adams, Latin Chamber Community Foundation	Sharon Morales, Latin Chamber of Commerce Community Foundation

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

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

The meeting was called to order by Chair Hannah Brown at 10:00 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.

Ardell Galbreth, Executive Director reminded Board members to disclose any conflicts and abstain from discussion and voting on any agenda items where they may have a conflict.

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 Valerie Murzl and seconded by Dan Rose. Motion carried.*

3. **FIRST PUBLIC COMMENT SESSION**

Helicia Thomas, Chief Operations Officer, GNJ Family Life Center distributed GNJ's performance report showing all performance measures as met and/or exceeded. Ms. Thomas provided an overview of GNJ's infrastructure that ensures goals are met, including serving clients with multiple barriers and partnering with organizations and employers to provide a holistic approach. Ms. Thomas reported that as a result of one employer partnership, over 200 clients were served and placed into employment through GNJ's One-Stop office. Ms. Thomas asked the Board to support GNJ and expressed appreciation for the funding award.

4. **DISCUSSION AND POSSIBLE ACTION: Approve the Board Meeting Minutes of March 25, 2014**

*A motion was made to approve the Board Meeting Minutes of March 25, 2014 as presented by Willie J. Fields Jr. and seconded by Tommy Rowe. Motion carried.*

5. **INFORMATION: Welcome New Board Member Rudee Bagsby, Lowe's Companies**

Chair Hannah Brown welcomed Rudee Bagsby to the Board. Ms. Bagsby comes from San Francisco where she served on the Workforce Investment Board and is happy to be a part of this Board.

6. **INFORMATION: Election of Board Officers will take place at the Board meeting on June 24, 2014. Board members who desire to serve as Chair or Vice-Chair of the Board should submit their name and the office in which they desire to serve to the Workforce Connections' Executive Director.**

Mr. Galbreth reported that an election for Board Officers occurs every two year and elected officers may serve two consecutive 2-year terms. Chair Hannah Brown is serving her final term and a new Board Chair shall be elected next month.

7. **INFORMATION: Adult & Dislocated Worker Committee Meeting Minutes of May 14, 2014 (draft)**

Valerie Murzl, Chair, Adult & Dislocated Worker Committee presented the ADW Committee meeting minutes provided on page 19 - 27 of the agenda packet.

8. **DISCUSSION AND POSSIBLE ACTION: Approve Adult & Dislocated Worker Committee recommendation to award and execute a contract with Nevada Department of Corrections in the amount of \$800,000 of WIA Adult Formula Funds for the purpose of administering pre-release training and employment services to incarcerated individuals. The contract term is October 1, 2014 through September 30, 2015**

Ms. Murzl read the agenda item. Heather DeSart, Deputy Director provided background. The scope of work for Nevada Department of Correction's Re-Entry Vocational Training Program is provided on page 29 – 31 of the agenda packet. Ms. DeSart reported that the program is estimated to start October 1, 2014 pending approval from the State Board of Examiners. Mr. Galbreth reported that this is a sole-source contract with NDOC with proper justification.

*A motion to approve Adult & Dislocated Worker Committee recommendation to award and execute a contract with Nevada Department of Corrections in the amount of \$800,000 of WIA Adult Formula Funds for the purpose of administering pre-release training and employment services to incarcerated individuals for the contract term of October 1, 2014 through September 30, 2015 was made by Hannah Brown and seconded by Matt Cecil. Motion carried.*

9. **DISCUSSION AND POSSIBLE ACTION: Approve Adult & Dislocated Worker Committee recommendation to award Foundation for an Independent Tomorrow's Re-Entry contract in the amount of \$700,000 of WIA Adult Formula Funds for the purpose of administering training and employment services to the re-entry population. A portion of these funds will be used to provide post-release services to individuals who are enrolled with Nevada Department of Correction's pre-release program. The contract term is July 1, 2014 through June 30, 2015.**

Ms. Murzl read the agenda item. The scope of work for Foundation for an Independent Tomorrow's Re-Entry Initiative is provided on page 33 – 38 of the agenda packet.

*A motion to approve Adult & Dislocated Worker Committee recommendation to award Foundation for an Independent Tomorrow's Re-Entry contract in the amount of \$700,000 of WIA Adult Formula Funds for the purpose of administering training and employment services to the re-entry population, with a portion of these funds used to provide post-release services to individuals who are enrolled with Nevada Department of Correction's pre-release program for the contract term of July 1, 2014 through June 30, 2015 was made by Hannah Brown and seconded by Tommy Rowe. Motion carried.*

**10. DISCUSSION AND POSSIBLE ACTION: Approve Adult & Dislocated Worker Committee recommendation for staff to negotiate and execute a \$100,000 contract with Lincoln County School District to deliver WIA Adult & Dislocated Worker Program Employment and Training services in Lincoln County. The contract term is July 1, 2014 through June 30, 2015.**

Ms. Murzl read the agenda item. The 2014 Rural ADW RFP Scores is provided on page 40 of the agenda packet.

*A motion to approve Adult & Dislocated Worker Committee recommendation for staff to negotiate and execute a \$100,000 contract with Lincoln County School District to deliver WIA Adult & Dislocated Worker Program Employment and Training Services in Lincoln County for a contract term of July 1, 2014 through June 30, 2015 was made by Maggie Arias-Petrel and seconded by Dan Rose. Motion carried.*

**11. DISCUSSION AND POSSIBLE ACTION: Approve Adult & Dislocated Worker Committee recommendation for staff to negotiate and execute a \$600,000 contract with Nye Communities Coalition to deliver WIA Adult & Dislocated Worker Program Employment and Training services in Nye and Esmeralda Counties. The contract term is July 1, 2014 through June 30, 2015.**

Ms. Murzl read the agenda item. The 2014 Rural ADW RFP Scores is provided on page 42 of the agenda packet.

*A motion to approve Adult & Dislocated Worker Committee recommendation for staff to negotiate and execute a \$600,000 contract with Nye Communities Coalition to deliver WIA Adult & Dislocated Worker Program Employment and Training services in Nye and Esmeralda County for a contract term of July 1, 2014 through June 30, 2015 was made by Tommy Rowe and seconded by Willie J. Fields. Motion carried.*

**12. DISCUSSION AND POSSIBLE ACTION: Approve Adult & Dislocated Worker Committee recommendation for staff to negotiate and execute a Home Office contract with the following providers to deliver Adult & Dislocated Worker employment and training services in an amount not to exceed:**

Provider (in alphabetical order)	Amount Recommended
Bridge Counseling Associates	\$515,000
Foundation for an Independent Tomorrow	\$515,000
GNJ Family Life Center	\$515,000
Goodwill of Southern Nevada	\$535,000
Latin Chamber of Commerce Community Foundation	\$515,000
Nevada Hospital Association	\$515,000
Nevada Partners, Inc.	\$535,000
Salvation Army	\$250,000
Southern Nevada Regional Housing Authority	\$535,000

The contract term is July 1, 2014 through June 30, 2015. Supporting documentation is provided in the agenda packet including 2014 Home Office RFP scores (p. 44), RFP Evaluator Bios (p. 46 – 54), and funding plan (p. 55).

Ms. Murzl read the agenda item. Hannah Brown and Maggie Arias-Petrel disclosed their relationship with the Latin Chamber Foundation and abstained from discussion and voting on this matter. Matt Cecil disclosed his pecuniary interest with Nevada Partners, Inc. and abstained from discussion and voting on this matter.

Dr. David Lee inquired about Foundation for an Independent Tomorrow's multiple funding awards. Ms. Murzl explained that FIT is receiving funding for its Re-Entry program, Home Office and One-Stop contracts. Ms. DeSart stated that the Home Office and One-Stop contracts are a result of an RFP process and the Re-Entry contract is an

existing contract that was awarded two years prior through an RFP process, with an option to renew for one additional year.

Councilwoman Anita Wood asked if the recommended service providers have successful performance outcomes. Ms. DeSart replied that none of the recommended service providers have performance issues.

Ms. Murzl stated that when this recommendation went in front of the ADW Committee one month ago there were only three providers recommended for funding and 27 public comments from a variety of providers and organizations representing most of the providers that were not being recommended for funding at that time. The ADW Committee voted to table the agenda item and requested staff to reconsider its recommendation and identify additional funding so that more providers could be funded. As a result, the recommendation increased to nine providers being recommended, which the ADW Committee approved.

Commissioner Lawrence Weekly asked if there are any organizations other than FIT that serve the re-entry population and who develops and monitors performance standards to ensure the needs of this population are met. Ms. DeSart replied that the standards are negotiated with the State and DOL Regional Office and are currently being met by the service provider. Ms. DeSart further stated that staff can report the performance measures at the June Board meeting. Weekly stated that the Board should see performance outcomes before approving contract funds.

Councilwoman Peggy Leavitt stated that it is wonderful to see a great organization like Salvation Army recommended for funding; Ms. Murzl concurred.

*A motion to approve Adult & Dislocated Worker Committee recommendation for staff to negotiate and execute a Home Office contract with the following providers to deliver Adult & Dislocated Worker employment and training services in an amount not to exceed (listed below) was made by Willie J. Fields and seconded by Dan Rose. Commissioner Lawrence Weekly and Dan Gouker opposed. Matt Cecil, Hannah Brown, and Maggie Arias-Petrel abstained. Motion carried.*

<i>Provider (in alphabetical order)</i>	<i>Amount Recommended</i>
<i>Bridge Counseling Associates</i>	<i>\$515,000</i>
<i>Foundation for an Independent Tomorrow</i>	<i>\$515,000</i>
<i>GNJ Family Life Center</i>	<i>\$515,000</i>
<i>Goodwill of Southern Nevada</i>	<i>\$535,000</i>
<i>Latin Chamber of Commerce Community Foundation</i>	<i>\$515,000</i>
<i>Nevada Hospital Association</i>	<i>\$515,000</i>
<i>Nevada Partners, Inc.</i>	<i>\$535,000</i>
<i>Salvation Army</i>	<i>\$250,000</i>
<i>Southern Nevada Regional Housing Authority</i>	<i>\$535,000</i>

**13. DISCUSSION AND POSSIBLE ACTION: Approve Adult & Dislocated Worker Committee recommendation for staff to negotiate and execute a One-Stop Career Center contract with the following providers to deliver Adult & Dislocated Worker employment and training services in an amount no to exceed:**

<b>Provider (in alphabetical order)</b>	<b>Amount Recommended</b>
Foundation for an Independent Tomorrow	\$850,000
GNJ Family Life Center	\$550,000
Goodwill of Southern Nevada	\$850,000
Latin Chamber of Commerce Community Foundation	\$550,000
Nevada Partners, Inc.	\$850,000
Southern Nevada Regional Housing Authority	\$850,000

The contract term is July 1, 2014 through June 30, 2015.

Ms. Murzl read the agenda item. Matt Cecil, Hannah Brown, and Maggie Arias-Petrel abstained from voting.

Dr. Lee asked if there are any providers that are not being recommended for funding; Ms. DeSart replied that all proposals submitted, except for UNLV, are being recommended for funding, and one of the existing providers at the One-Stop did not submit a proposal for new funding.

Sonja Holloway asked how the funding recommendations were determined considering the different amounts; Ms. DeSart replied that providers originally recommended for funding (FIT, Goodwill, NPI, SNRHA) are receiving a higher amount (\$850,000) and the additional providers are receiving a substantial amount of funding as well.

Commissioner Weekly expressed uncertainty regarding FIT's funding recommendation and the Chair permission to address FIT's executive director, Janet Bluman regarding FIT's service delivery and how it differentiates from other organizations; Chair Murzl concurred. Ms. Bluman reported that FIT's Re-Entry program is what differentiates FIT, which has a 79.8% employment rate for felons entering the workforce, exceeds performance for enrollments and employment, and the clients unanimously agree the program is life changing. Ms. Bluman offered to provide a full report at the next Board meeting as well as have clients provide testimonials. Commissioner Weekly stated that he has referred many people to FIT, who are given an appointment 30 – 60 days out. Ms. Bluman requested Commissioner Weekly to contact her with the names of the individuals referred and she will follow and report back.

Dan Gouker requested that staff/service provider report actual performance numbers rather than percentages.

Commissioner Weekly stated that he is in support of this agenda item excluding the allocation for FIT.

Councilwoman Wood requested a service provider performance and monitoring report. Ms. DeSart stated that both items will on the agenda at next month's ADW Committee and Board meetings.

*A motion to approve Adult & Dislocated Worker Committee recommendation for staff to negotiate and execute a One-Stop Career Center contract with the following providers to deliver Adult & Dislocated Worker employment and training services in an amount not to exceed (listed below) was made by Tommy Rowe and seconded by Councilwoman Peggy Leavitt. Matt Cecil, Hannah Brown and Maggie Arias-Petrel abstained. Motion carried.*

<i>Provider (in alphabetical order)</i>	<i>Amount Recommended</i>
<i>Foundation for an Independent Tomorrow</i>	<i>\$850,000</i>
<i>GNJ Family Life Center</i>	<i>\$550,000</i>
<i>Goodwill of Southern Nevada</i>	<i>\$850,000</i>
<i>Latin Chamber of Commerce Community Foundation</i>	<i>\$550,000</i>
<i>Nevada Partners, Inc.</i>	<i>\$850,000</i>
<i>Southern Nevada Regional Housing Authority</i>	<i>\$850,000</i>

*The contract term is July 1, 2014 through June 30, 2015.*

Chair Hannah Brown pointed out the addition of the new U.S. and Nevada flags now displayed in the boardroom, as requested by Commissioner Tommy Rowe.

#### **14. INFORMATION: Youth Council Meeting Minutes of May 14, 2014 (draft)**

Sonja Holloway, Chair, Youth Council presented the Youth Council meeting minutes of May 14, 2014 provided on page 60-63 of the agenda packet.

#### **15. DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation to amend Southern Nevada Regional Housing Authority PY2012 contract to award an additional amount not to exceed \$50,000**

Ms. Holloway read the agenda item. Ricardo Villalobos, Youth Department Director provided background. The recommendation is to award \$50,000 to serve and provide occupational skills training to an additional 25 low income youth residents of SNRHA's publicly assisted housing programs as well as youth transitioning out of Spring Mountain Youth Camp and Red Rock Academy at Summit View Correctional Center. An outline of SNRHA's YES Program is provided on page 65 of the agenda packet.

Dr. Lee requested staff to include the number of clients served in the agenda item language; Mr. Villalobos concurred.

Councilwoman Wood requested a representative from SNRHA to speak about the status of the program. Stacey Bostwick, SNRHA reported that the program was originally funded to provide summer and year round services to 150 youth residing in publicly assisted housing as well as youth in the community. Currently, the program is overenrolled. Recently, SNRHA established a joint partnership with a training provider to provide occupational skills training in the facilities to enable youth to have the skills and credentials upon completion of the program and help them transition into the community. Discussion ensued.

Dan Gouker inquired about the industry recognized training certificate used by the program and whether SNRHA is interested in working with the building trades. Ms. Bostwick replied that SNRHA is working with Hospitality International for the culinary certification as well as the Meet Science and Serve Safe certifications, which are both nationally recognized credentials. Ms. Bostwick further stated that SNRHA is responding to the needs of the correctional centers to emphasize culinary training; however, SNRHA is open to other fields in the future. Mr. Ricardo stated that the program also provides individuals the opportunity to earn their high school diploma or HiSET (High School Equivalency Test).

*A motion was made to approve Youth Council's recommendation to amend Southern Nevada Regional Housing Authority PY2012 contract to award an additional amount not to exceed \$50,000 by Willie J. Fields and seconded by Valerie Murzl. Motion carried.*

**16. DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation to award Lincoln County School District PY2014 contract in an amount not to exceed \$140,000**

Ms. Holloway read the agenda item. Mr. Villalobos provided background and noted that this contract award is a result of an RFP process. Lincoln County School District's program summary is provided on page 67 of the agenda packet.

Dr. Lee and Ms. Murzl inquired about the disparity of funding between the three rural contract awards. Mr. Villalobos replied that SNRHA is not considered a rural contract; however, Lincoln and Nye County typically have a higher cost per client due to the lack of services available in the rurals, such as transportation.

*A motion was made to approve Youth Council's recommendation to award Lincoln County School District PY2014 contract in an amount not to exceed \$140,000 by Willie J. Fields and seconded by Valerie Murzl. Motion carried.*

**17. DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation to award Nye Communities Coalition PY2014 contract in an amount not to exceed \$310,000**

Ms. Holloway read the agenda item. Mr. Villalobos provided background and noted that this contract award is a result of an RFP process. Nye Communities Coalition's program summary is provided on page 69 of the agenda packet.

*A motion was made to approve Youth Council's recommendation to award Nye Communities Coalition P2014 contract in an amount not to exceed \$310,000 by Tommy Rowe and seconded by Willie J. Fields. Motion carried.*

**18. INFORMATION: Jobs for America's Graduates (JAG) Program Update**

Mr. Villalobos reported that Community Service Agency (CSA) has decided to rescind the \$350,000 JAG funds due to unresolved compliance issues with the JAG program implementation in the school district as stated in the letter provided on page 71 of the agenda packet. Mr. Villalobos confirmed that the funds have been received by Workforce Connections and will be reallocated to other youth initiatives. Ms. DeSart provided a brief history on the JAG funding. Mr. Villalobos stated that he will provide a performance update on JAG program at the next Youth Council and Board meeting. Discussion ensued.

**19. INFORMATION: Graduate Advocate Initiative 2014 Summer School Enrollment Report**

Mr. Villalobos provided an overview of the Graduate Advocate Initiative 2014 Summer School Enrollment Report provided on page 73 of the agenda packet. There are 739 GAI students at 14 high schools, of which 123 are enrolled in summer school, and 616 are graduating on time this June. Eligible students completing summer school will have an opportunity to graduate in August.

Ms. Murzl made a recommendation to reallocate the \$350,000 JAG funds recaptured from CSA for summer school activities to increase the graduation rate. Mr. Galbreth stated that any funding action must be agendized according to the Open Meeting Law, but an Executive Committee meeting can be held to expedite awarding these funds, and noted that the next meeting scheduled on June 12, 2014 at 9:30 a.m. Discussion ensued.

**20. INFORMATION: Budget & Finance Committee Meeting Minutes of May 14, 2014 (draft)**

Jim Kostecki, Finance Manager presented the Budget & Finance Committee meeting minutes of May 14, 2014 as provided on page 75 – 78 of the agenda packet.

**21. DISCUSSION AND POSSIBLE ACTION: Review, Discuss, Accept and Approve Reports**

Hannah Brown stated that the Board will consider each item separately.

**a. PY2014 WIA Formula Budget July 1, 2014 through June 30, 2015 (Preliminary) and Budget Narrative**

Mr. Kostecki presented the PY2014 WIA Formula Budget and Narrative for July 1, 2014 through June 30, 2015 provided on page 81 through 88 of the agenda packet. PY2014 budget is approximately \$19,380,000; a decrease of approximately 10% overall. The decrease is due to many individuals terming out of unemployment and not actively seeking employment.

The PY2014 projected expenditure operating budget (p. 82) shows a change of \$1,025,911:

- **7000 Accounting and Auditing:** decrease of \$27,000 due to adjusting additional estimated audit services downward;
- **7005 Legal Fees:** increase of \$20,000 due to budgeting for the amount of the contract issued;
- **7035 Printing and Reproduction:** increase of \$5,000 due to estimated additional supplies for the 3D printer;
- **7070 –Rent (Offices):** decrease of \$75,309 due to adjusting rents to the 12-month estimate;
- **7075 Facilities Maintenance:** decrease of \$10,000 due to the one time use of temporary labor to help with special projects related to the setup of the new facility and start up materials related to the move;
- **7080 Admin Support Contracts:** decrease of \$23,000 due to the allocation of a portion of the HR consultant to the One-Stop Career Center and System;
- **7085 Program Support Contracts/IT NVTrac and Web:** decrease of \$16,800 due to the reduction in use of IT consultants;
- **7100 Insurance:** increase of \$2,500 due to projected increases in the renewal of our liability insurance;
- **8500 Capital/Equipment and Furniture:** decrease of \$164,013 due to the one time ADA and other construction costs included in last year's budget;
- **8900 Strategic Initiatives:** decrease of \$737,289 due to decreased funding available in PY2014

The PY2014 projected One-Stop Center operating budget (p. 87) is \$692,121; a change of \$26,905. The estimated per partner seat cost is \$20,973 compared to approximately \$10,000 per seat cost last year. Occupancy is currently at 33 of 38 total seats. Seat cost will decrease if occupancy increases. The increase is due to the addition of the One-Stop Center Manager position to the One-Stop budget (per the One-Stop Consortium), approximately \$30,000 increase in depreciation for equipment, increased costs, and decreased seat count. Discussion ensued regarding the reporting structure of the One-Stop Center Manager.

The PY2014 projected One-Stop System budget (p. 88) is \$1,729,039; a change of \$4,027. The substantial changes include a decrease in 7085 Program Support Contracts by \$101,759, increase in Program Contracts – Workforce Development Academy of \$200,000, decrease in Capital – Equipment and Furniture by \$198,260, and increase in Capital – Tenant Improvements by \$15,050.

Ricardo Villalobos provided an overview of the Workforce Development Academy - a formalized technical assistance alignment of Adult and Youth programs to provide frontline staff an understanding of WIA legislation and regulation as well as to provide best practices and research based teachings regarding WIA client service delivery. WC is partnering with UNLV to provide certificates and CEUs to individuals upon completion of the 15-week courses. Ms. DeSart added that all WIA funded partners will be mandated to complete the courses as stated in the RFP and contracts, and the courses are available to the public for the cost of tuition. Mr. Galbreth talked about the potential benefits including a uniformity of services provided by the funded partners and increased access to services for clients. Discussion ensued regarding UNLV's role and whether CSN would be involved. Mr. Galbreth stated that per the State, an RFP is not required to contract with either UNLV or CSN; however, at this time there is not a need to contract with both entities to provide the CEUs. Dan Gouker reported that last year CSN graduated 35,000 individuals, of which 13,000 were under his department, Workforce and Economic Development, and stated that it is unacceptable that WC did not

have the courtesy of allowing CSN to be involved. Mr. Kostecki clarified that UNLV is not certifying the course curriculum, they are only issuing the certificates of completion at approximately \$65/certificate, and WC staff is facilitating the courses and providing all the instruction. Mr. Galbreth stated that WC can partner with CSN as well. Mr. Gouker stated that he was not at the Budget Meeting due to the graduation ceremony, but had he been there he would have challenged approving the \$200,000 for UNLV. Mr. Villalobos clarified that the cost is \$65.00 per course and \$900 per certificate of completion, and there are 14 youth and 14 adult courses. Mr. Villalobos offered to sit down with Mr. Gouker to further explain the program and address any questions. Mr. Gouker agreed but stated that he is deeply offended that WC did not contact CSN to provide these services. Mr. Galbreth concurred and stated that it was an oversight by WC staff.

*A motion to accept and approve the PY2014 WIA Formula Budget July 1, 2014 through June 30, 2015 and Budget Narrative as presented was made by Valerie Murzl and seconded by Sonja Holloway. Dan Gouker opposed. Motion carried.*

**b. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2013 through June 30, 2014 (Formula WIA)**

Mr. Kostecki presented the Budget vs. Actual Finance Report for the period July 1, 2013 through June 30, 2014 provided on page 90 of the agenda packet. The report shows all budget line items are green (okay) at 75% of the program year concluded.

*A motion to accept and approve the Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2013 through June 30, 2014 as presented was made by Valerie Murzl and seconded by Councilwoman Anita Wood. Motion carried.*

**c. Awards & Expenditures Monthly Update (Compliance and Operational Status of Service Providers/Funded Partners)**

Mr. Kostecki presented the Awards & Expenditures monthly update for Adult & Dislocated Worker grants (p. 92), Youth grants (p. 93), and direct grants (p. 94). ADW report includes all invoices through March 2014. ADW contract expenditures should be at 75%. Two funded partners, Bridge Counseling Associates and Latin Chamber Foundation, are underspent due to prior high risk status that is now removed. Any remaining funds will be recaptured and rolled out with next year's contracts. Based on staff's report of an estimated \$5,000,000 of recaptured funds, Ms. Murzl replied that it is unacceptable and funded partners need to be aware that if they cannot spend their contract awards, WC will look to other service providers that can. Ms. Murzl requested staff to provide an accurate description of the funded partners' expenditures on a monthly basis. Commissioner Weekly suggested that the funded partners should have an opportunity at these meetings to address the obstacles they face with the funding; Ms. Murzl concurred and requested staff to agendize the matter. Mr. Galbreth concurred. Discussion ensued.

Councilwoman Schroder disclosed her relationship with the Las Vegas County Urban League and abstained from voting.

Commissioner Weekly requested Councilwoman Schroder to arrange for a representative from the Urban League to speak at the next Board meeting regarding recent events for Veterans, outreach methods, and expenditures regarding their WIA contract; Councilwoman Schroder concurred. Mr. Kostecki noted that Urban League's contract was awarded on February 1, 2014 and there is only one month of invoices on this report for March.

Mr. Kostecki reported that the NEG funds have been an issue with the funded partners. WC staff is working with DETR to send out a mass mailing to all unemployment recipients with 27 or more weeks asking them to contact WC for training services (occupational skills training, OJT) under the NEG grant. At least 25% of the NEG funds must be used for OJTs. The NEG funds can also be used for any Veterans services, without qualifying under the 27 or more weeks of unemployment. The NEG funds do not have administrative dollars and clients must be co-enrolled in the dislocated worker program. Ms. Turner noted that \$1.2 Million of NEG funds recaptured have been factored into next year's contracts. The NEG funds sunset June 2015. Discussion ensued.

Dr. David Lee suggested that WC expand its customer base to include more funded partners. Mr. Kostecki briefly talked about the RFP process. Discussion ensued.

Mr. Kostecki provided an overview of the Youth program awards and expenditures (p. 93) through March. Any unspent funds will be recaptured and rolled into next year's contracts. The In-School Youth contracts will be renewed with new funding and the Out-of-School contracts (new RFP process) will receive additional funding effective October 1, 2014 as well as Youth Advocate Programs, Olive Crest, and Goodwill of Southern Nevada. Today, the Board approved Rural Youth contracts for Nye and Lincoln County, effective October 1, 2014.

*A motion to accept and approve Awards & Expenditures Monthly Update as presented was made by Dan Rose and seconded by Councilwoman Anita Wood. Councilwoman Gerri Schroder and Hannah Brown abstained. Motion carried.*

At 12:41 p.m. roll call was taken and a quorum was present.

**d. Funding Plans – Adult/Dislocated Worker & Youth – Monthly Update**

Carol Turner, Financial Consultant presented the Adult and Dislocated Worker Funding Plan - PY2014 Projections (p. 96) and Youth Funding Plan – PY2014 Projections (p. 97). The ADW report shows \$5,300,000 carry over funds and \$1,295,000 NEG funds. Youth report shows \$514,755 (.28) remaining funds. Pending Youth projects include Laughlin and Mesquite.

*A motion to accept and approve the Adult/Dislocated Worker & Youth Funding Plan monthly update as presented was made by Councilwoman Anita Wood and seconded by Tommy Rowe. Motion carried.*

**e. Workforce Connections' Professional Services Contracts – Monthly Update**

Mr. Kostecki presented the Workforce Connections' Professional Services Contracts monthly update provided on page 99 – 103 of the agenda packet.

*A motion to accept and approve the Workforce Connections' Professional Services Contracts monthly update as presented was made by Willie J. Fields and seconded by Councilwoman Anita Wood. Motion carried.*

At 12:24 p.m., staff confirmed the quorum was lost and the following items were taken as information only.

**22. INFORMATION ONLY: Executive Director's Report ~ Ardell Galbreth**

Ardell Galbreth presented the Executive Director's Report (p. 105) and Workforce Connections' Line of Succession (p. 107) and provided and highlighted the following:

- New Act approved by the committees of U.S. Congress called the Workforce Innovations and Opportunity Act (WIOA) to repeal the Workforce Investment Act
- Lincoln County School District declined funding award; new fiscal agent is required
- Executive Director is facing health challenges related to multiple myeloma cancer; however, WC's leadership and management functions will continue without disruption as illustrated in the Line of Succession:
  1. Deputy Director – Heather DeSart
  2. Chief of Industry Sectors – Jaime Cruz
  3. Director, Youth Department – Ricardo Villalobos
  4. Chief Information Officer – Peter Bacigalupi
  5. Financial Manager – Jim Kostecki

Management has completed and/or is going through training to ensure WC and the community receives quality services and oversight that is needed.

- Department of Labor visited the One-Stop Career Center to discuss WC's One-Stop Career Center Consortium and its service delivery operation. DOL complimented WC on standing up the One-Stop Career Center and provided solid technical assistance regarding MOUs. DOL detected no disallowed operating costs with the One-Stop Career Center, Consortium, or its partners. The only recommendation was that the One-

Stop Consortium agreement should be one document signed by at least the three mandated funding sources: WIA, Wagner Peyser and Vocational Rehabilitation; and ideally should be only one page. WC will comply once contracts are executed effective July 1, 2014.

## **23. SECOND PUBLIC COMMENT SESSION**

Dorita Hopkins, National Hospital Association/Healthcare 20/20 client shared about the medical training she received through National Hospital Association. Ms. Hopkins was employed 14 years at a radioactive waste management program. In 2009, the program laid off over 2,000 employees due to lack of funding. At that time, Ms. Hopkins found new employment at Citibank, which lasted three years until Citibank went through a mass layoff in 2012. Ms. Hopkins made the decision to learn new skills and change her career path to the medical field. Through the National Hospital Association Ms. Hopkins earned a certification in electronic health records and a national certification in medical billing and coding.

Theresa Kaufman, Program Manager, Nevada Hospital Association/Healthcare 20/20 commented that NHA had seven speakers during the public comment session at the recent Adult & Dislocated Worker Program Committee meeting regarding NHA not being recommended for a funding award. Ms. Kaufman stated that when the funded partners' expenditures are reported, there is always a lag and the report does not depict actual expenditures, and stated that by the end of this contract, NHA will have expended all of its funds, as NHA does not give back money. Ms. Kaufman stated that the only issue with this year's expenditures pertains to the NEG funds and the restrictions attached. Ms. Kaufman further stated that it is very difficult to request a client who has been unemployed for 27 or more weeks that he/she should go into training because all the clients wants is a job. However, when the client is placed into training, the NEG grant does not provide any supportive services for the client, such as rental assistance, day care, etc. Ms. Kaufman stated that it is these obstacles that must be looked at and considered.

Tamara Collins, Program Manager, Veterans Program – One-Stop Career Center provided an update. The Veterans program came on board on February 22, 2014. Its staff does outreach in the community at various events including last week's City of Las Vegas Veterans Symposium whereby 35 new veterans became engaged with the program. The program has done news feeds with Channel 8 News to promote its services at the One-Stop Career Center as well as Channel 2 News. Ms. Collins and her staff have visited all the seated partners at the One-Stop Center to learn about their best practices for service delivery. The Veterans Program has collaborated with DETR and other partners at the One-Stop Center to help leverage its dollars to serve Veterans. Ms. Collins also outreached with Congressional liaisons and will be assisting Dina Titus and Senator Reid with their upcoming job fairs. Ms. Collins will continue to provide updates to the board regarding outcomes and outreach.

Bishop James M. Rogers Sr., CEO, GNJ Family Life Center thanked the Board for supporting GNJ in serving the community for the past 14 years. Bishop Rogers stated that year after year, GNJ responds to WC's RFP process with a proposal they are proud of; however, GNJ never receives the award amount requested to complete the scope of work submitted in the proposal; however, by the end of the year, GNJ is always asked to serve additional clients and receives additional funds. GNJ would like to see these funds at the beginning of the program year to provide services to more clients at the front end. Bishop Rogers asked the Board to provide consideration for GNJ and other experienced service providers who have been serving clients and performing well for many years. Helicia Thomas, COO distributed GNJ's brochure complete with performance outcomes and commented on the NEG funds. GNJ was awarded \$220,000 in NEG funds for next program year and has \$120,000 in NEG funds the current program year. Ms. Thomas stated that these funds have been the hardest to spend of any funds received because they are only good for training costs and cannot be used toward any operational costs and/or supportive services. GNJ received the largest allocation of NEG funds of any funded partner and as a result, GNJ will have to restructure the agency and layoff some of its staff. Ms. Thomas reported that GNJ has expended over 90% of its One-Stop funding to date.

Hannah Brown stated that the Board recognizes GNJ's service to the community and is aware that GNJ expends its funds efficiently and comes back to the Board with requests for additional funding to provide more services to more clients in the community.

Marissa Brown, Workforce and Clinical Director, Nevada Hospital Association and Program Director, Healthcare 20/20 echoed Ms. Kaufman's statement that NHA does not leave money on the table, and pointed out that NHA has expended most of the NEG funds. Ms. Brown further stated that the NEG funds are very difficult to spend, but NHA is committed to spend what they have received, even though they too will have to cut back on staff. In response to Commissioner Weekly's comments regarding working with WC, Ms. Brown stated that NHA also has funding through the Northern Nevada Workforce Investment Board and although both funding sources have challenges, the funding

received through WC is more difficult to manage. Ms. Brown stated that she would like to see easier processes in place so that more organizations can respond to RFPs and apply for funding.

Janice Rael, Nevada Partners, Inc. thanked the Board and staff for continuing to fund Nevada Partners and supporting its goal to service, train and employ individuals. To achieve its goals, Nevada Partners has situated itself throughout Clark County in the North Las Vegas, Henderson, and Maryland Parkway JobConnect offices as well as the One-Stop Career Center.

Kenadie Cobbin-Richardson provided an update on WC's Mighty Dell Week to bring awareness to multiple myeloma cancer. Invitations have been e-mailed to Board members to support scheduled activities, including community outreach, Delete Cancer swab event, and fundraising to support cancer victims' medical costs. Ms. Cobbin-Richardson extended an invitation to Board members for next Wednesday's Pastoral Breakfast at Ebenezer Church of God in Christ at 1072 W. Bartlett and Sunday church service at Unity Baptist Church, 545 Marion. Ms. Cobbin-Richardson announced the 1 Year anniversary One-Stop Career Center celebrations on Wednesday, June 25<sup>th</sup> at 6330 W. Charleston Blvd. and extended an invitation to Board members and community partners.

**24. INFORMATION: Board Member Comments**

Tommy Rowe thanked Ardell and his staff for procuring the flags for the Board room and requested to add the Pledge of Allegiance to the agenda for future meeting. The item will be agendaized at the next Board meeting; Chair Hannah Brown concurred.

Regarding layoffs at Nellis AFB, Councilwoman Anita Wood stated that she will work with Mayor Lee to help facilitate a relationship with Workforce Connections and Nellis to discuss possibly utilizing NEG funds to retrain those affected by the layoffs. Ms. DeSart offered to attend any meetings in Ardell's absence.

**25. Adjournment**

The meeting adjourned at 12:24 p.m.