

WORKFORCE CONNECTIONS

BOARD MEETING MINUTES

October 28, 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)	Charles Perry	Commissioner Lawrence Weekly
Commissioner Ralph Keyes (phone)	Councilwoman Anita Wood	Councilwoman Gerri Schroder
Councilwoman Peggy Leavitt	Dan Gouker	Dan Rose
Dr. David Lee	Hannah Brown	Jerrie Merritt
Lynda Parven	Maggie Arias-Petrel (phone)	Mujahid Ramadan
Sonja Holloway	Tommy Rowe	Valerie Murzl, Chair
Vida Chan Lin	William Bruninga (phone)	Willie J. Fields (phone)

Members Absent

Bart Patterson	Commissioner Adam Katschke	Commissioner Butch Borasky
Councilman Bob Beers	Jack Martin	Liberty Leavitt
Mark Edgel	Matt Cecil	

Staff Present

Ardell Galbreth	Heather DeSart	Suzanne Potter
Jim Kostecki	Ricardo Villalobos	Debra Collins
Jeannie Kuennen	Jake McClelland	Jaime Cruz
Brett Miller	Kenadie Cobbin-Richardson	Faith Canella
Shawonda Nance	MaryAnn Avendano	Clentine January
Chris Shaw		

Others Present

Jack Degree, Marquis Aurbach Coffing/Legal Counsel	Jan Pieri, Prism Global Management/HR Consultant
Carol Turner, CST Project Consulting LLC	Jodi Gilliland, UNLV Continuing Education
Macey Swinson, Fiscal Consultant	Janice M. Rael, Nevada Partners, Inc.
Arcadio Bolanos, Academy of Human Development	Elizabeth McDaniels, Goodwill of Southern Nevada
Margaret (Peg) Rees, UNLV	Marty Reza, The Salvation Army
Sharon Morales, LCCCF	Tenesha McCulloch, Goodwill of Southern Nevada
Nield Montgomery, The Learning Center	Linda Montgomery, The Learning Center
Nyen Richards, Youth Advocate Program	Neosha Smith, Youth Advocate Program
Kristi Siegmund, Goodwill of Southern Nevada	Helicia Thomas, GNJ Family Life Center
Dr. Tiffany Tyler, Nevada Partners, Inc.	Judy Turgiss, DETR/CSN/NV Workforce Dev Ctr.
Lorraine Marshall, Las Vegas Paving	Penny Hagen, FIT
Jennifer Casey, FIT	Denise Gee, HELP of Southern Nevada
E. Lavonne Lewis, The Salvation Army	Thresea Kaufman, Nevada Hospital Association
Karlene Johnson, DETR	Jeramey Pickett, Nevada Partners, Inc.
Kelli Mosley, Olive Crest	Sharday Rhodes, Olive Crest
Asha Jones, U.S. Senator Harry Reid	Sherman Rutledge, St. Jude's Ranch
Jack Eslinger, ESQ, City of Las Vegas	Dr. Marsha Turner, Health Sciences/NSHE

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

Note: the agenda items were taken in the following order:

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

The meeting was called to order by Chair Valerie Murzl at 10:08 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**

Ardell Galbreth, Executive Director noted the addition of emergency item 11.1 and reminded board members to disclose any potential conflicts with items on the agenda and abstain from voting on these items. Chair Murzl noted that the ADW Committee report will be delayed pending the arrival of the ADW Chair.

A motion was made to approve the agenda by Charles Perry and seconded by Dan Rose. Motion carried.

3. **FIRST PUBLIC COMMENT SESSION**

None

4. **DISCUSSION AND POSSIBLE ACTION: Approve the Board minutes of September 23, 2014**

Chair Murzl presented the Board minutes provided on page 7-10 of the agenda packet. Dan Gouker clarified, under agenda item 20.) INFORMATION: Board Member Comments (p. 10 of the agenda packet), that his comments regarding the per unit basis were based on the solar company he is working with and not Tesla, and requested the minutes be corrected; staff concurred.

A motion was made to approve the Board meeting minutes of September 23, 2014 with changes by Tommy Rowe and seconded by Dan Gouker. Motion carried.

5. **INFORMATION: The LEO Consortium approved the following new Board member applications:**

- a. Jerrie Merritt, Bank of Nevada (Category: Business/3 year term)
- b. Cecilia Maldonado, University of Nevada Las Vegas (Category: Education/2 year term) (*Effective January 1, 2015*)

Chair Murzl welcomed new Board members. Ms. Merritt stated that she is excited to serve on the board and looks forward to working hard to help the community.

6. **PRESENTATION: Conference Room Dedication Honoring the Late Rosalie "Rosie" H. Boulware, employee of the Workforce Connections/Southern Nevada Workforce Investment Board for over 20 years. Rosie served the residents of Southern Nevada, youth as well as adults with zest, zeal and a whole lot of passion.**

Mr. Galbreth led the conference room dedication honoring the Ms. Rosalie Boulware. Family members Richard Boulware (son), Mr. Cliff (nephew) and Mrs. Marshall talked briefly about Rosie's service to this Board. Mr. Galbreth and Mr. Boulware unveiled the dedication plaque.

7. INFORMATION: Workforce Connections' Compact

Kenadie Cobbin-Richardson, Director-Business Engagement introduced the latest employers to sign Workforce Connections' Compact, including: Tix4Tonight, CCBootCamp, Apollo Retail Specialist, G4S Secure Solutions Inc., and Starpoint Resorts.

8. INFORMATION: Business Engagement Update

Ms. Richardson presented the list of job positions (p. 20-24) and employers and training vendors (p. 25) for the Nevada Day Super Hiring Event. The event is scheduled October 29th from 10:00 a.m. to 3:00 p.m. at Workforce Connections and the One-Stop Career Center.

9. INFORMATION: Youth Council Minutes of October 8, 2014 (draft)

Sonja Holloway, Chair, Youth Council presented the minutes provided on page 65-67 of the agenda packet.

10. INFORMATION: Youth Performance Reports

Brett Miller, Manager-Strategic Planning & Analysis presented the performance reports on page 69-72 of the agenda and reported the following outcomes since last report:

- Enrollments: 105
- Attainment of Degree/Certificate: 33
- Placements in Education/Employment: 41
- Literacy/Numeracy Gains: 5

11. DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation to amend Nye Community Coalition's PY2014 contract to award an additional amount not to exceed \$20,000 with an end date of September 30, 2015

Ricardo Villalobos, Program Director provided background and reported that the additional funding will provide STEM equipment and training services to youth participants in Nye and Esmeralda Counties through Nye Communities Coalition's Youth WERKS program. The program summary is provided on page 74 of the agenda packet.

A motion was made to approve Youth Council's recommendation to amend Nye Community Coalition's PY2014 contract to award an additional amount not to exceed \$20,000 with an end date of September 30, 2015 by Charles Perry and seconded by Councilwoman Anita Wood. Motion carried.

12. DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation to amend Youth Advocate Program's PY2013 Youth contract to award an additional amount not to exceed \$100,000 with an end date of September 30, 2015

Mr. Villalobos provided background and reported that the additional funding is to provide services to Youth Advocate Program (YAP) active clients (re-entry youth) as well as new youth needing services, such as addressing literacy/numeracy gains, entered employment rate, and GED (HiSET) attainment. The program summary is provided on page 76 of the agenda packet.

Discussion ensued regarding cost per youth. Mr. Villalobos reported the findings of research conducted by youth staff, Clentine January and Shawonda Nance, regarding the cost per youth amounts for Region 6, which includes Arizona, California, Hawaii, Utah, Oregon, Washington, Idaho and Nevada:

- Low cost per youth: \$3,000 (Nevada, Idaho)
- Average cost per youth: \$4,400
- High cost per youth: \$7,000 (Washington)

A motion was made to approve Youth Council's recommendation to amend Youth Advocate Program's PY2013 Youth contract to award an additional amount not to exceed \$100,000 with an end date of September 30, 2015 by Councilwoman Anita Wood and seconded by Mujahid Ramadan. Motion carried.

13. INFORMATION: Goodwill of Southern Nevada ELITE Program Video

14. INFORMATION: Budget & Finance Committee minutes of October 8, 2014 (draft)

The minutes of October 8, 2014 are provided on page 80-84 of the agenda packet.

15. DISCUSSION AND POSSIBLE ACTION: Approve Budget & Finance Committee's updates to goal #1 of Workforce Connections' Two Year Strategic Plan

Jaime Cruz, Chief Strategy Officer provided background and presented the updated goal: Implement Effective Policies for Management and Oversight of the One-Stop Delivery System. Mr. Galbreth stated that the new language clarifies that the Board is a policy-making board. Discussion ensued.

A motion was made to approve Budget & Finance Committee's updates to goal #1 of Workforce Connections' Two Year Strategic Plan by Councilwoman Anita Wood and seconded by Councilwoman Peggy Leavitt. Motion carried.

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

Jim Kostecki, Finance Director summarized the following reports:

a. PY2014 WIA Formula Budget July 1, 2014 through June 30, 2015

Revision (p. 89): \$750,000 transferred from the Adult funding stream back to the Dislocated Worker funding stream to even out the funding streams through the first quarter of this fiscal year. The PY2014 WIA Formula Budget and narrative is provided on page 89-96 of the agenda packet.

b. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2014 through June 30, 2015 (Formula WIA)

The Budget vs. Actual Finance Report (p. 98) shows one line item to watch, 7100 Insurance due to prepaid insurance in the first month of the fiscal year. This line item will amortize throughout the year.

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

Councilwoman Gerri Schroder disclosed that she serves on the Las Vegas Clark County Urban League Board of Directors.

The Awards & Expenditures Report through August invoices is provided on page 100-103 of the agenda packet. Discussion ensued regarding low NEG expenditures. Heather DeSart, Deputy Executive Director reported strategies for increasing NEG expenditures, including an Executive Directors' Roundtable to discuss the imperative nature of expending these

funds, an event with Assemblyman Tyrone Thompson, where WC staff will meet and convene with constituents in his jurisdiction, and DETR will be contacting (via robocall) individuals eligible for NEG funding to relay information regarding tomorrow's Nevada Day Super Hiring Event.

d. Funding Plans – Adult/Dislocated Worker/Youth

Mr. Miller presented the funding plans. The ADW report (p. 105) shows remaining funds of \$59,779 (.04 months) and the Youth report (p. 106) shows remaining funds of \$1,017,498 (1.43 months).

e. Workforce Connections' Professional Services Contracts

The Professional Services Contracts report is provided on page 108-113 of the agenda packet.

A motion was made to accept and approve reports by Charles Perry and seconded by Vida Chan Lin. Motion carried.

17. INFORMATION: Strategic Initiatives Update

Mr. Cruz presented the Strategic Initiatives Update provided on page 115 of the agenda packet.

18. INFORMATION: Adult & Dislocated Worker Committee minutes of October 8, 2014 (draft)

Hannah Brown, Chair, Adult & Dislocated Worker Committee presented the minutes provided on page 30-35 of the agenda packet.

19. DISCUSSION AND POSSIBLE ACTION: Approve Adult & Dislocated Worker Committee's updates to goal #3 of Workforce Connections' Two Year Strategic Plan

Mr. Cruz provided background. The ADW Committee's recommendation is to update goal #3 to read: Promote Quality Employment and Training Services for Adult and Dislocated Workers. Discussion ensued.

A motion was made to approve Adult & Dislocated Worker Committee's updates to goal #3 of Workforce Connections' Two Year Strategic Plan by Tommy Rowe and seconded by Charles Perry. Motion carried.

20. DISCUSSION AND POSSIBLE ACTION: Review Latin Chamber of Commerce Community Foundation's financial irregularities associated with inappropriate use of WIA funds

Hannah Brown recused herself as Chair and referred the item to Chair Murzl. Maggie Arias-Petrel and Ms. Brown abstained from any discussion regarding the Latin Chamber of Commerce and the Latin Chamber of Commerce Community Foundation.

Mr. Galbreth provided background. Latin Chamber of Commerce Community Foundation (LCCCF) was formally placed on High Risk – Level 2 status as stated in the letter dated October 21, 2014 provided on page 41-43 of the agenda packet. The determination was due to a misappropriation of funds, failure to liquidate accruals and pay outstanding debts. Mr. Galbreth clarified that the action for this agenda item is to approve the high risk status designation as well as to discuss the details of LCCCF's financial irregularities and discuss corrective action that may be taken.

Irene Bustamante Adams, Co-Chairman, Latin Chamber of Commerce Community Foundation (LCCCF) and Joe Hernandez, Vice Chair, Latin Chamber of Commerce (LCC) reported on the current fiscal issues with LCCCF and LCC and provided the plan and timeframe to resolve the issues. Ms. Bustamante stated that there is an internal discussion taking place between LCCCF and LCC, and reported that from preliminary research, the issue of the shortfall occurred in 2010 to 2011, but was not apparent until the hard closeout. The individuals (fiscal staff) involved are no longer with LCCCF and LCCCF accepts ownership of the mistakes. LCC will reimburse LCCCF for the \$106,000 and LCCCF is committed to paying back the debt to WC. As mandated in the high risk letter, LCCCF will transfer the line of credit to LCC within the next 24-48 hours. The timeframe is to have the issue resolved by the third week in November. Ms. Bustamante Adams asked the Board to consider the partnership between WC and LCCCF; there has been candid and open conversation with the Executive Director of WC and when this issue arose, there was no holding back and LCCCF brought the issue to the forefront because of the partnership. Ms. Bustamante Adams stated that it is understood that LCCCF will be kept on high risk status until the situation is resolved, but asked the Board to consider continuing LCCCF's contract and monitor the agency fiscally to ensure the contract ends on a good note for the rest of the remainder of the year. Ms. Bustamante Adams stated that LCCCF has been an outstanding partner on the programmatic side for the last five years and has received accolades and awards from WC regarding performance and outcomes for employment. For the last four years, LCCCF has been the only service provider on the eastside of Las Vegas serving the critical needs for the underserved population and is the only service provider in the One-Stop Career Center that has bi-lingual staff.

Joe Hernandez, Vice Chair, Latin Chamber of Commerce (LCC) stated that LCC is a distinct group from LCCCF and has its own governance board. LCC has been in existence for over 40 years and is considered to be the third largest Latino Chamber in the western region. LCC became aware of this misappropriation last month and since then has had several meetings to discuss options, remedies, and how LCC and LCCCF can work together to rectify the situation. LCC is committed to partnering with LCCCF to help remedy this issue in the shortest amount of time possible. However, LCC is uncomfortable with the assertions made regarding the monies owed. LCC understands that all of the funds were held in a combined account with no segregated or restricted funds, so there is no way to distinguish the monies that were placed in these accounts since 2010 as far as what funds came from WC and what funds came from LCC. LCC would like to request to review the details and the conclusion of WC's findings that Mr. Galbreth used in communications to LCCCF in which he asserts the cause of the shortfalls are bad debt write offs, transfers and contributions to LCC. Mr. Hernandez stated that LCC and LCCCF have worked together for years and LCC has raised money for LCCCF's programs, specifically the Latin Chamber Scholarship Foundation, Latino Leadership Youth Conference, Leadership Nevada, and other charitable initiatives including the Conservation Project and Women of Color. All of these programs have required transfers from LCC and LCCCF and because the WIA funds were deposited and managed in the same operating account, analyzed by WC staff, LCC believes the statements in the high risk letter are inaccurate. LCC plans to conduct a forensic audit of both accounting books to identify and correct the true causes of the inadvertent misappropriation. LCC would like to come back to this Board upon completion of its review to clear up any discrepancy that potentially could discredit LCC. LCC commits to repay any disallowed dollars that may have been received in error.

Chair Murzl requested staff to comment. Mr. Kostecki reported that around the end of September 2014, LCCCF requested a meeting with Mr. Galbreth, whereby LCCCF explained the situation and reported that they were not able to liquidate their outstanding bills through June 30 by the end of August. On September 30, WC staff went out to LCCCF to review the issue with the fiscal staff. Approximately \$67,000 in bills from June and prior remained unpaid, yet checks had been cut for them. LCCCF did not have the funds to pay them, so the checks were just sitting there. Additionally, over \$50,000 in items paid for June and prior were paid with the next year's contract advanced funds. WC provided LCCCF

with all the money from the prior year end with the exception of \$25,000, but LCCCF was using new money to pay for their old bills. LCCCF provided GL reports from the period of 2009 to 2014 on the bad debt accounts, approximately \$60,000 in bad debts, much of which was from LCC, and a GL report from the period 2011-2014 on charitable contributions, some to LCC. WC verified this based on the reports provided by LCCCF. Also, based on LCCCF's report, there is a line of credit on LCCCF's books with original documents set up in 2010. Currently, there is no LCCCF staff that can initiate any transactions on the line of credit, which has a balance of \$46,000-\$48,000. The repayments for the line of credit come directly from LCCCF's WIA bank account. There is money coming out of LCCCF's WIA bank account for things other than the WIA program based on internal reports provided by LCCCF, verified by WC staff. WC does not know where all the funds have gone, and without a forensic audit, WC will not know. WC has verified that LCCCF owes WC approximately \$106,000. It was \$130,000, but WC owes LCCCF about \$25,000 because of a stale-dated draw that goes back to June, which after July 23rd the State does not reimburse WC until the audit is closed out for any funds for the prior years, so the approximate amount of the debt is \$106,000.

Tommy Rowe asked how the Board will monitor this situation if there are no Board meetings until January 2015. Mr. Galbreth stated that staff can bring information to the LEOs and Board anytime there is a change in the action plan by calling a meeting as needed.

Councilwoman Leavitt inquired about the forensic audit, specifically who will initiate and pay for it. Mr. Galbreth stated that WC staff has done its due diligence and has all of the documentation to support the statements indicated in the high risk designation letter. Ms. Bustamante Adams stated that the forensic audit would be between LCC and LCCCF as well as the cost.

Mr. Galbreth stated that if LCCCF and/or its board of directors cannot pay the debt then the responsibility would fall on the Local Elected Officials who have fiduciary responsibility of all resources and equipment of the Southern Nevada Workforce Investment Area hence WC. WC will have to report this matter to the Federal Government, Office of Inspector General (OIG) and there could be an investigation by OIG.

Chair Murzl stated that basically there is a deadlock between LCC and LCCCF and they have to figure out what is going on between them. In the meantime, WC is out \$106,000 and has the responsibility of 600 clients that need to be served, trained and employed, and there is the matter of LCCCF's providers that have not been paid for services rendered. If the shortfall is not satisfied by LCCCF and/or LCC, the LEOs jurisdictions' will be responsible for the debt. Mr. Galbreth concurred and stated that there is also an issue of OJT contracts that have not been paid by LCCCF. Ms. Murzl further stated that it seems that LCC is denying responsibility and wants more information, LCCCF is stopping the line of credit in 48 hours and there is no commitment to when the money will be paid to WC.

Mr. Hernandez replied that LCC is working in concert with LCCCF and has not denied the responsibility as stated. Unless there is a forensic audit, there really is no way to determine whether the money came from LCC's programs or actual WIA dollars; however, LCC is not that concerned about it at this time. LCC has committed to help LCCCF and has just found out about what happened 30 days ago. LCC is doing what it can to repay the dollars back as soon as it possibly can to WC. These discussions are taking place internally with both boards. LCC is willing to step up to the plate and take care of the problem because LCCCF is a sister organization. Mr. Hernandez reiterated that LCC would like to come back to this Board to prove any discrepancies to show in good faith that LCC does not want to be discredited for something that it did unintentionally. On behalf of LCC, Mr. Hernandez stated that they will do everything they can to pay back the money as soon as they can, but unfortunately there are not enough funds in their checking account to write a check now, otherwise they would today. LCC and LCCCF is requesting an additional 60 days to do everything they can with their resources to

rectify this issue so that all of us can feel better that this Board is working with a group of Latino leaders that have a commitment to this community.

Councilwoman Wood expressed concern that similar issues occurred one year ago. Mr. Hernandez stated that LCC was not involved in last year's situation and reiterated that LCC and LCCCF are two distinct groups with separate governing boards and separate staff and LCC is a 501(c) 6, but LCC is going to do what it can to rectify the situation and in the future ensure that the problem does not reoccur. Councilwoman Wood asked Ms. Bustamante Adams what LCCCF is prepared to do to repair the situation and ensure it does not reoccur. Ms. Bustamante –Adams stated that LCCCF was not trained regarding billing correctly for allowable costs. In response to Councilwoman Wood's question, she stated that by both organizations (LCC and LCCCF) coming here today it is a commitment to this Board, and she would not be putting herself out here personally if she did not believe in what they were communicating and their commitment to WC, and as an elected official she would not be making the statement of their commitment to repay the debt if she did not believe they would in a timely manner.

Dan Gouker inquired about the amount of the contract funds WC will be recapturing. Mr. Kostecki stated that the amount of the current open contracts that are unspent is estimated to be \$1.2 million between the ADW, Youth and NEG contracts. Mr. Gouker stated, regarding the emergency agenda item (11.1 on the agenda) he will be recommending that staff recapture the outstanding money because aside from the passion and good work of these organizations, they have a serious financial problem between them and neither seems to want to accept full responsibility.

Commissioner Weekly asked for clarity regarding the hard close out. Ms. Bustamante Adams stated that it is her understanding that before WC implemented the policy to do a hard close out at the end of the fiscal year, the money was rolled over from year to year, and when the hard closeout occurred it showed that all providers, not just LCCCF, were using future funds to pay old debt. Mr. Kostecki stated that at last year's close out, two providers LCCCF and Bridge Counseling Associates did not have the funds to pay old bills at the end of the close out period even though WC reimbursed for them, and at this year's close out, the same thing happened with LCCCF again. Commissioner Weekly asked if the providers are required to have separate bank accounts for restricted and non-restricted funds. Mr. Kostecki stated that the providers are asked to track funds by project in some form or another and ideally to have separate checking accounts, but it is not mandated. Commissioner Weekly stated that it was brought to Mr. Galbreth's attention by LCC's chairman that there was really no intention to help rectify this financial situation, and asked Mr. Hernandez if this is still the case today. Mr. Hernandez replied no. Commissioner Weekly stated that he and Chair Murzl met with staff and came to the conclusion that it is not the Board's place to get into the middle of finger pointing in terms of who is to blame, but he is concerned regarding the fiduciary responsibility of the LEOs jurisdictions if it falls on them to rectify the situation. He further stated that he supports LCCCF in terms of the great work they do in the community; however, at the end of the day, it is about fairness and equity to all service providers and when a service provider receives WIA funds there is a level of responsibility that comes attached. Commissioner Weekly asked Ms. Bustamante Adams to explain how both organizations did not know to keep the restricted WIA funds separate from non-restricted funds. Ms. Bustamante Adams stated that there is a separation and in 2010-2011 when the situation happened that was not the issue and she sent a letter of appeal to the Executive Director of WC because of the statements made regarding charitable funds and bad debt that are not WIA funds. Ms. Bustamante Adams stated, the point is to accept responsibility, pay the money back swiftly and communicate that LCC and LCCCF are not in opposition but in tandem working together to repair the relationship with WC.

Chair Murzl summarized the situation and stated that both organizations have massive accounting management principal problems continuing from last year and asked what the plan is and the timeframe for paying off the debt to WC. Ms. Bustamante Adams stated that LCC will reimburse LCCCF for the

\$106,000 and as stated at the LEO Consortium meeting, the timeframe is to pay it back by the third week of November or within that 60 day window, and LCCCF will transfer the line of credit to LCC in the next 24-48 hours per the high risk designation letter.

Mr. Hernandez stated that LCC is not pulling any money from the line of credit because it does not have access and LCC runs its financials totally separate from LCCCF. Mr. Hernandez credited Ms. Bustamante Adams for discovering the issue and bringing it to the attention of WC and stated that LCC and LCCCF will try to have the full amount paid to WC within the next 60 days. Mr. Kostecki stated that according to loan documentation on the original line of credit, there are two authorized signers Dr. Rene Cantu and a member of LCC. Dr. Cantu is no longer with the organization, so the only authorized signer is with LCC. The balance on the original \$50,000 line of credit is \$46,000-\$48,000. Based on reports from LCCCF none of it belongs to LCCCF. The inherent conclusion is that it is someone else's expenditures. Mr. Kostecki stated that this is the information WC staff was provided and WC has the loan documents that shows who originated the line of credit and who signed for it. The line of credit is on LCCCF's general ledger and is tied directly to LCCCF's bank account, so the monthly payment of principal and interest comes out of LCCCF's bank account and WC was told that none of the expenditures belong to LCCCF. Chair Murzl concurred and stated it implies a comingling of funds between LCC and LCCCF and the unawareness of how money is flowing back and forth.

Chair Murzl asked for a motion to accept the repayment plan no later than 60 days of today, December 28, 2014 that the full amount owed is paid back to WC. Dan Gouker stated that two motions are needed, one to accept the plan on item 11 on the agenda and some other motion for item 11.1.

A motion was made to accept the plan presented by Irene Bustamante Adams for the repayment within 60 days by Dan Gouker and seconded by Councilwoman Anita Wood. Hannah Brown and Maggie Arias-Petrel abstained. Motion carried.

20.1 EMERGENCY AGENDA ITEM/DISCUSSION AND POSSIBLE ACTION: In order to mitigate the loss of critically needed employment and training services to an underserved population of approximately 600 clients, authorize staff to negotiate and enter into a contract agreement with an agency/company to deliver sorely needed adult, dislocated worker and youth services to the clients currently being served by the Latin Chamber of Commerce Community Foundation (LCCCF), an agency recently placed on High Risk status. Additionally, to authorize staff to recapture the remaining funds currently allocated to the LCCCF, and to reallocate those funds to the designated/selected provider

A motion to authorize staff to negotiate and enter into a contract agreement with an agency/company to delivery sorely needed adult, dislocated worker and youth services to the clients currently being served by the Latin Chamber of Commerce Community Foundation (LCCCF), an agency placed on High Risk status, and recapture the remaining funds currently allocated to the LCCCF, and reallocate those funds to the designated/selected provider was made by Dan Gouker and seconded by Sonja Holloway. Hannah Brown and Maggie Arias-Petrel abstained. Motion carried.

21. INFORMATION: One-Stop Consortium Report

Chair Brown presented the One-Stop Consortium Report is provided on page 50-52 of the agenda packet.

22. INFORMATION: Employment and Training Reports – Adult/Dislocated Worker ~ Brett Miller

Mr. Miller presented the employment and training reports (p. 54-57) and highlighted the following outcomes for the first two months of PY2014:

- Individuals Trained: 165
- Entered Employment: 310
- Average Wage: \$13.16
- Enrollments: 516 (between One-Stop and Home Offices)

23. INFORMATION: Sector Council Snapshot

Mr. Miller presented the Sector Council Snapshot (p. 59) and highlighted LEAP activities:

- LEAP meeting held in July 2014
- STEM workshops presented and business collateral from Business Engagement
- WC received positive feedback on presentations
- Next LEAP meeting scheduled in December 2014

24. INFORMATION: Timely Data Entry Report

Mr. Villalobos presented the report (p. 61) of the agenda packet, which shows the percentage of timely data entry into the NV Trac Data System for each service provider. Overall, 95.1% of the data entry was completed on time, as of September 24, 2014. Discussion ensued.

25. INFORMATION: PY2013 Summary of Monitoring Findings

Ms. DeSart presented the PY2013 Summary of Monitoring Findings report on page 63 and thanked Jeannie Kuennen, ADW Program Manager for efficiently tracking the data. Ms. DeSart reported that NPI (3 open findings) and NHA (2 open findings) should have their findings closed by end of next week.

26. DISCUSSION AND POSSIBLE ACTION: Accept and approve Executive Director's Report

Mr. Galbreth presented the Executive Director's Report of October 14, 2014 (p. 117) and highlighted the Nevada System of Higher Education (NSHE) and WC partnership for the Future of Nursing Program. Mr. Galbreth thanked Debra Collins, ADW Program Manager for her knowledge, input and support of the partnership and introduced Dr. Marsha Turner, Vice Chancellor for Health Sciences at NSHE and Chair of the Healthcare Sector Council. Dr. Turner shared about the grant. The Future of Nursing Grant is provided through the Robert Wood Johnson Foundation and AARP. The grant was awarded to NSHE, the Healthcare Sector Council, and Nevada Nursing Action Coalition; WC is a sub-awardee. The Future of Nursing Program is to help educational institutions prepare nurses for the ever-changing healthcare needs of today and in the future. The Robert Wood Johnson Foundation set up a funding stream to help states develop infrastructure to support new initiatives, including looking at new residency nursing programs and increasing the percentage of nurses who have bachelor degrees. The program is a statewide partnership of public and private entities, NSHE, DETR, and nurses throughout Nevada. Dr. Turner thanked Ms. Collins and Linda Yi for writing the grant.

A motion was made to accept and approve Executive Director's Report Hannah Brown and seconded by Dan Gouker. Motion carried.

27. DISCUSSION AND POSSIBLE ACTION: Upcoming National Association of Workforce Boards (NAWB) Forum in Washington DC – Funds allocated for up to four board members

Mr. Galbreth reported that funds are allocated in the budget to send up to four Board members to the NAWB Forum 2015 March 28-31, 2014 in Washington DC. Valerie Murzl and Sonja Holloway expressed interest. Any other Board members interested in attending should contact Ardell or Heather before November 1, 2014. Registration information is provided on page 119-120 of the agenda packet.

A motion was made to approve the funds allocated for up to four board members to attend the National Association of Workforce Boards (NAWB) Forum in Washington DC by Dan Gouker and seconded by Councilwoman Gerri Schroder. Motion carried.

28. INFORMATION: Board, LEO Consortium, Youth Council, ADW and Budget Committee meetings canceled in November and December

29. SECOND PUBLIC COMMENT SESSION:

None

30. INFORMATION: Board Member Comments

Dan Gouker stated that it was painful to make the motion for agenda item 11.1 and it distresses him to potentially harm any of the end user clients; however, in all fairness to all service providers, the motion was necessary. Mr. Gouker introduced Judy Turgiss from the Nevada Workforce Development Center, a place for employers to go to find out about all of the services available through DE'TR, CSN and other training service providers. The Nevada Workforce Development Center is housed in the Laxalt Center at CSN's Cheyenne Campus

Dan Rose reported low outcomes for the August Journeyman class. Out of 70 applicants only 50 showed up to take the test, and out of those 50, only 15 were able to pass an 8th grade level math and reading test. The 15 individuals who passed the test will be interviewed. There may be another class in January-February 2015. Mr. Rose reported that Journeymen make \$41.41/hour plus benefits and first year apprenticeships make \$19.00/hour plus benefits. Hannah Brown requested flyers.

Charles Perry expressed ill regard for the RJ article on page 44-45 of the agenda packet.

31. ADJOURNMENT

The meeting adjourned at 12:28 p.m.