

Minutes
*workforce*CONNECTIONS
Local Elected Officials Consortium
October 14, 2010

Members Present

Councilwoman Gerri Schroder, Chair Commissioner Lawrence Weekly, Vice-Chair
Commissioner RJ Gillum Councilman Travis Chandler
Commissioner George Rowe

Members Absent

Commissioner Andrew Borasky
Councilman William Robinson
Councilman Steven D. Ross

Staff Present

John Ball
David Jefferson
Tameca Ulmer

Others Present

Fran Phillips, CHR, Inc.
Victoria Simon, CHR, Inc.
(It should be noted that all attendees may not be listed)

Agenda Item 1 - Call to order, confirmation of posting, roll call

The meeting was called to order by Chair Councilwoman Gerri Schroder at 11:00 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.

Agenda Item 2 ACTION - Approval of Agenda with the inclusion of any emergency items and deletion of any items
Motion was made to approve the agenda as presented by Commissioner Lawrence Weekly and seconded by Councilman Travis Chandler. Motion carried.

Agenda Item 3 ACTION - Approval of the Local Elected Officials meeting minutes of June 10, 2010
Motion was made to approve the Local Elected Officials meeting minutes of June 10, 2010 as presented by Commissioner Lawrence Weekly and seconded by Councilman Travis Chandler. Motion carried.

Agenda Item 4 - DISCUSSION: Any Board member may raise an issue or matter; however, no action may be taken until properly azenized at the next regularly scheduled meeting.

After some discussion Commissioner Weekly stated that sufficient backup for action items should be provided with the agenda prior to the meeting to provide voting members sufficient time to review.

Agenda Item 5 - DISCUSSION AND POSSIBLE ACTION

- a. **INFORMATION: workforceCONNECTIONS office space lease amendment**
David Jefferson reported that staff is in the process of negotiating a lease for approximately 2,200 sq.ft. of additional office space at \$2.50/sq.ft.. Part of the negotiations includes language that will provide the agency assurances on the HVAC system. Approval to execute a lease agreement should be on the Board Meeting Agenda as a consent item in January 2011.
- b. **ACTION: LEO Consortium Chair and Vice-Chair Terms**
John Ball provided an overview of the LEO Consortium Chair and Vice-Chair Terms.
A motion to elect Councilwomen Gerri Schroder as LEO Consortium Chair and Travis Chandler as LEO Consortium Vice-Chair was made by Commissioner Lawrence Weekly and seconded by Commissioner George Rowe. Motion carried.
- c. **INFORMATION: workforceCONNECTIONS By-Laws**
John Ball provided an update on the By-Laws process. The Executive Committee assigned members to a leadership committee who will be responsible for the By-Laws planning process. The committee consists of

the Chair and Vice-Chair of the Board and LEO Consortium and *workforce*CONNECTIONS' management staff. The final By-Laws will be reviewed by Matt Cecil, Legal Counsel, Marquis & Aurbach and approved by the LEO Consortium. Mr. Cecil provided a brief presentation of the proposed By-Laws. Councilwoman Gerri Schroder encouraged the LEOs to review the By-Laws and consult with their attorneys accordingly.

Councilman Travis Chandler commented on By-Laws, Article 6, Section 6.1 (page 7) regarding the limitations of the Executive Committee's authority. Councilman Chandler would like to see clearer language here. Councilman Chandler expressed concern regarding getting items on the agenda. Councilman Chandler would like to see these and other operating procedures streamlined. Further discussion will take place at the next leadership committee meeting.

Agenda Item 6 – DISCUSSION

a. **Competitive Grant Awards Update**

The agency received the Affordable Care Act State Health Care Workforce Development Grant through the Department of Health and Human Services in the amount of \$149,999. The grant will activate and fund the Nevada Health Care Sector Council (NHCSC) to formulate a plan to expand the primary care full-time equivalent health care workforce between 10% – 25% over ten years in Nevada.

Additionally, the agency received a technology grant under the FY10 Second Chance Act Technology Careers Training Demonstration Projects for Incarcerated Adults and Juveniles in the amount of \$692,096, for the period 10/1/10 through 9/30/11. The grant will provide resources to States, units of local Government, and federally recognized tribes for career training in the area of technology for offenders.

b. **LEO Consortium Cost Liability Allocation Formula**

John Ball provided an overview of the LEO Consortium Cost Liability Allocation Formula as shown on page 9 – 10 of the agenda packet. In accordance with WIA and LEO Consortium Agreement, the Consortium periodically reviews the liability formula for potential disallowed costs from WIA grant funds. A mandatory review of the liability formula and the underlying factors upon which the calculations are based will be performed every two years and adjusted as deemed necessary by a vote of the LEOs. Since the degree of liability is in accordance with a formula based on per capita, staff recommends that no action be taken until after the April 2011 population consensus. The Consortium agreed to revisit this item by summer 2011.

c. **WIB Membership Review**

A full listing of Board members is included in the agenda packet. As of October 14, 2010, Margarita Rebollal and Laurie Luongo resigned from the Board. Councilwoman Gerri Schroder requested staff to send Ms. Rebollal and Ms. Luongo a thank you letter and exit survey. Councilwoman Schroder stated that several Board member appointments are expired and need to be updated.

John Ball stated that the Board is under-represented, specifically in the Asian Pacific Islander and Hispanic categories, and will continue to recruit to fill the vacant seats. Three new members are ready to be voted in: Larry Mason, Jim Rodgers, and Clark Clausen. Staff will follow-up on all Board Member recommendations.

Agenda Packet Content and Process

Staff will continue to respond to the issues raised at the last Board meeting regarding the appropriate level of decision support information to be provided to the Board for items scheduled for action. Debra Campbell, Peter Bacigalupi and IT staff are implementing SharePoint project management software which will provide a valuable communication tool for staff and Board members alike. All information regarding the agency and all committees will be stored and accessible in SharePoint, which will be operational by December 2010. All staff and Board Members will be trained to use SharePoint throughout December.

d. **Videoconferencing Capability**

Videoconferencing has been successfully set-up and tested at Commissioner RJ Gillum's office in Esmeralda County; the remaining rural locations will receive the same videoconferencing capabilities soon. Videoconferencing for the full Board meetings has not been established yet.

Agenda Item 7 - Public comment

None

Agenda Item 8 - Adjournment

The meeting was adjourned at 11:40 a.m.