

*Workforce*CONNECTIONS

**Local Elected Officials Consortium
MINUTES**

**May 8, 2012
1:00 p.m.**

*Workforce*CONNECTIONS
**7251 W. Lake Mead Blvd.
Suite 200 Conference Room
Las Vegas, NV 89128**

Members Present

Councilwoman Gerri Schroder	Commissioner Lawrence Weekly
Commissioner Bill Kirby (phone)	Commissioner Butch Borasky
Councilwoman Peggy Leavitt	Commissioner Tommy Rowe
Councilwoman Anita Wood	

Members Absent

Councilman Bob Coffin

Staff Present

Ardell Galbreth	Suzanne Potter	Madelin Arazoza
Heather DeSart	Carol Turner	Jim Kostecki

Others Present

Sandra Douglas Morgan, Legal Counsel	Kammy Bridge, TMT
Jack Eslinger, City of Las Vegas	Nield Montgomery, The Learning Center
Tracey Torrence, SNRHA	LeVerne Kelley, DETR
Tom Wilson, Clark County	John Chamberlin, Consultant/Attorney
Earl McDowell, DETR	Stephen Harsin, City of Las Vegas
Teri Ponticello, City of Las Vegas	Steve Chartrand, Goodwill
Dr. Tiffany Tyler, Nevada Partners	Stacey Smith, NYECC
George Knapp, KLAS TV	Matt Adams, KLAS TV

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

1. CALL TO ORDER, confirmation of posting, roll call

The meeting was called to order by Chair Commissioner Lawrence Weekly at 1:08 p.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 as presented by Councilwoman Gerri Schroder and seconded by Commissioner Butch Borasky. Motion carried.

3. FIRST PUBLIC COMMENT SESSION

Doug Geinzer, CEO, Southern Nevada Medical Industry Coalition, commented on Agenda Item 5 regarding the presentation by John Chamberlain. Mr. Geinzer stated that John Ball

received guidance and counsel from Mr. Chamberlain over the past couple of years and expects that Mr. Chamberlain's presentation will be based on information that Mr. Ball has been guiding the agency with.

Mr. Chamberlain replied to Mr. Geinzer's public comment: Mr. Chamberlain stated that he has known Mr. Ball for a number of years but he has never seen him outside of a business setting and he doesn't believe he has spoken to Mr. Ball for six months or more. Mr. Chamberlain stated that if he is providing guidance it must be from mental telepathy.

4. DISCUSSION and POSSIBLE ACTION: Approval of the Local Elected Consortium meeting minutes of April 5, 2012

A motion was made to approve the Local Elected Consortium meeting minutes of April 5, 2012 by Commissioner Butch Borasky and seconded by Councilwoman Anita Wood. Motion carried.

5. DISCUSSION and POSSIBLE ACTION: Reappointment to the Workforce Connections Board

A motion was made to Reappoint Maggie Arias-Petrel to the Workforce Connections Board as presented by Commissioner Tommy Rowe and seconded by Councilwoman Peggy Leavitt. Motion carried.

6. PRESENTATION: Benefits of a Local WIB Compared to a Single State Board ~ John Chamberlain

John Chamberlain provided an overview of how workforce areas are created, how they function, and WIA law. Mr. Chamberlain's PowerPoint presentation, titled WIA and Workforce Areas, Southern Nevada, May 2012, is attached. Discussion ensued.

7. DISCUSSION and POSSIBLE ACTION: PY2011 Budget Revision – April 2012 and PY2011 Budget Narrative

Jim KostECKI provided an overview of the revised PY2011 Budget and Budget Narrative, which was also presented at the last meeting. The recent reduction in force reduced the budget approximately \$200K for the remainder of the year, which has been put aside in the Strategic Initiative account. The board requested staff to print future reports in a larger font if possible.

Councilwoman Gerri Schroder stated that the Budget Committee requested changes to the Budget, which Ardell Galbreth confirmed, will be reflected in the next Budget revision, including: (1) the Budget will be broken out by categories regarding the expenditures and the allocation thereof. For example, the cost of the audit will be broken out and compared to the professional services/consultant services; (2) Line item 6200 will be broken out by janitorial services and repairs to the green training vehicle, and (3) Line item 6310 - Travel will be decreased.

In response to Councilwoman Schroder's question, Mr. Galbreth stated that in some instances janitorial costs are not included in the lease. For example, the clean-up from the recent flood in the building that caused water damage in Suite 200 was not covered in the lease.

A motion was made to approve the PY2011 Budget Revision – April 2012 and PY2011 Budget Narrative by Councilwoman Peggy Leavitt and seconded by Commissioner Butch Borasky. Motion carried.

8. DISCUSSION and POSSIBLE ACTION: PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and PY2012 Narrative

Mr. Kostecki provided an overview of the PY2012 WIA Formula Budget and Budget Narrative. Mr. Kostecki stated that the revisions noted above by Councilwoman Schroder are regarding this budget, as discussed during the last Budget & Finance Committee meeting. Mr. Kostecki stated that this Budget was presented at the last Board meeting; however, it was without the narrative that's being presented today.

Mr. Galbreth commented that staff will remain engaged with the business community and continue providing program oversight - with the reduced budget, staff may have to work harder and smarter but service delivery to the community and funded partners will continue.

A motion was made to approve the PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and PY2012 Narrative by Commissioner Tommy Rowe and seconded by Commissioner Butch Borasky. Motion carried.

9. REVIEW, DISCUSS, and ACCEPT

a. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the Period July 1, 2011 through June 30, 2012 (Formula WIA)

Mr. Kostecki provided an overview of the Budget vs. Actual report for the period July 1, 2011 – June 30, 2012. Mr. Kostecki stated that this is the same report presented at the Board meeting and commented the final payment for the A-133 audit services was paid in March and skewed the YTD number for line item 6100 Audit/Accounting Services, but staff does not foresee an issue with this line item.

A motion was made to accept the Budget vs. Actual Finance Report (Workforce Connections' Operations) for the Period July 1, 2011 through June 30, 2012 (Formula WIA) by Commissioner Butch Borasky and seconded by Councilwoman Anita Wood. Motion carried.

b. PY2011 Awards & Expenditures Report – Monthly Update

Mr. Kostecki provided an overview of the Awards and Expenditures reports for Adult, Youth, and external grants, which includes all invoices through March. Mr. Kostecki stated that the Adult funded partners are expending at a good rate; however, Nevada Hospital Association is underspent because they started late, at the end of January, and have only submitted two-months of invoices so far. Mr. Kostecki commented that Desert Rose is serving their current clients but not enrolling new clients as directed by staff.

Councilwoman Leavitt asked staff if the number of people served can be added to this report. Mr. Kostecki replied that it will be difficult due to carry-over clients, etc., but staff is working on a way to properly present the information. Heather DeSart stated that she will start providing a report to all the committees, including this board, as backup to the Awards & Expenditures report until the information can be combined in one report.

Mr. Kostecki stated that the Youth funded partners are expending at a good rate and Desert Rose is serving existing clients and not enrolling new clients.

Councilwoman Woods asked if and when Desert Rose will begin to enroll new clients. Mr. Galbreth replied that staff will continue to work with them and help them improve; however, Desert Rose may not continue to be a service provider, rather a training provider, wherein another service provider would handle the case management functions.

Mr. Kostecki commented that HELP of Southern Nevada, Nevada Partners and Nye Communities Coalition have low expenditure rates because of the additional money each of the providers received. HELP received an additional \$1.2 million, which they have until September 2012 to spend. The other providers have until June 30, 2012 to expend.

Mr. Galbreth added that expenditures will increase significantly because of the summer program, including summer employment and summer school activities for the youth.

Commissioner Weekly expressed concern that the deadline to enroll youth in summer school activities is quickly approaching and the providers must make contact with the schools to meet this deadline.

Dr. Tiffany Tyler, Nevada Partner's stated that they are partnering with the families and the school district to identify youth that need tuition assistance as well as assistance with the proficiency exam and GED testing.

Stacey Smith, Nye Communities Coalition, stated that they network with and have reached out to the Nye County School District; however, a decision has not been made whether or not a full summer school schedule will be offered. Typically in the past, if a full summer school is not offered, Nye Communities will provide tutoring and GED preparation to the youth.

Commissioner Bill Kirby stated that Esmeralda has a mobile tutoring program, but the grant is scheduled to end this year. Ms. Smith stated that she will contact the Commissioner to further discuss the matter.

Mr. Kostecki stated that the Latin Chamber – Green Consortium was awarded \$500,000 which was moved from *to be allocated* up to the provider.

A motion was made to accept the PY2011 Awards & Expenditures Report – Monthly Update by Councilwoman Anita Wood and seconded by Commissioner Tommy Rowe. Motion carried.

c. Audit Findings for Program Year 2010 (Year Ended June 30, 2011) Monthly Status Report – May 2012

Mr. Kostecki provided an overview of the audit findings for PY2010. Staff is working on resolving each finding and will indicate whether it is likely that the findings will reoccur in the next audit.

A motion was made to accept the Audit Findings for Program Year 2010 (Year Ended June 30, 2011) Monthly Status Report – May 2012 by Commissioner Tommy Rowe and seconded by Commissioner Butch Borasky. Motion carried.

d. Financial Edge System Implementation Status Report – May 2012

Mr. Kostecki provided a FE status update. Four weeks ago, all transactions from QuickBooks were entered into the FE system and trial balances for each system were balanced through December. Due to a glitch in the FE system progress was delayed for a couple of weeks; however, the software company has fixed the issue and the FE system is running at full

capacity as of last Friday. The software company has agreed to stay on guard and will respond to issues more expeditiously in the future.

A motion was made to accept the Financial Edge System Implementation Status Report - May 2012 by Commissioner Butch Borasky and seconded by Councilwoman Anita Wood. Motion carried.

10. INFORMATION: Schedule June Meeting to Act on Awarding Auditing Services to Conduct PY2011 Annual OMB A-133 Audit

This is an information item only to remind the Board that another meeting will be scheduled this month.

11. DISCUSSION and INFORMATION REVIEW: LEO Consortium Closed Session.

Pursuant to NRS 241.015(2)(b)(2), the LEO Consortium may have a closed session to receive information from the counsel for Workforce Connections Board regarding potential or existing litigation involving matters over which the LEO Consortium has supervision, control, jurisdiction or advisory power, and to deliberate toward a decision on the matter

Following a break, the LEO Consortium went into a closed session at 2:45 p.m.

12. SECOND PUBLIC COMMENT SESSION:

None

13. LEO Consortium Member Comments

The LEOs requested staff to schedule a special meeting to receive DETR's presentation regarding their proposal for a unified statewide board.

14. Adjournment

The meeting adjourned at 3:31 p.m.