

WORKFORCE CONNECTIONS
LOCAL ELECTED OFFICIALS CONSORTIUM
AGENDA

Tuesday, March 10, 2015
1:00 p.m.

Rosalie Boulware Bronze & Silver Conference Rooms
6330 W. Charleston Blvd., Suite 150
Las Vegas, Nevada 89146

Voice Stream Link: <http://www.nvworkforceconnections.org/mis/listen.php>

This agenda has been properly noticed and posted in the following locations:

City of Las Vegas, 495 S. Main St., Las Vegas, NV
City of North Las Vegas, 2250 N. Las Vegas Blvd., North Las Vegas, NV
Clark County Clerk's Office, 500 S. Grand Central Pkwy., Las Vegas, NV
Esmeralda County Courthouse, 233 Crook Street, Goldfield, NV
Henderson City Hall, 240 Water St., Henderson, NV
Boulder City (City Hall) 401 California Ave., Boulder City, NV
Workforce Connections, 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV
Nevada JobConnect, 3405 S. Maryland Pkwy., Las Vegas, NV
Lincoln County Courthouse, 181 Main St., Pioche, NV
Nye County School District, 484 S. West St., Pahrump, NV
Pahrump Chamber of Commerce, 1302 S. Highway 160, Pahrump, NV

This Agenda is also available at www.nvworkforceconnections.org

COMMENTARY BY THE GENERAL PUBLIC

This Board complies with Nevada's Open Meeting Law, by taking Public Comment at the beginning of the meeting immediately after the Board approves the Agenda and before any other action is taken and again before the adjournment of the meeting.

As required by Nevada's Open Meeting Law, the Board may only consider items posted on the agenda. Should you wish to speak on any agenda item or comment on any other matter during the Public Comment Session of the agenda; we respectfully request that you observe the following:

1. Please state your name and home address for the record
2. In fairness to others, groups or organizations are requested to designate one spokesperson
3. In the interest of time, please limit your comments to three (3) minutes. You are encouraged to give brief, non-repetitive statements to insure that all relevant information is presented.

It is the intent of the Board to give all citizens an opportunity to be heard.

Welcome to our meeting.

Copies of non-confidential supporting materials provided to the Board are available upon request. Request for such supporting materials should be made to Suzanne Potter at (702) 636-2300 or spotter@snvwc.org. Such supporting materials are available at the front desk of Workforce Connections, 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV, 89146, and are available online at www.nvworkforceconnections.org.

Auxiliary aids and services are available upon request to individuals with disabilities by notifying Dianne Tracy in writing at 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV 89146; or by calling (702) 638-8750; or by fax at (702) 638-8774. The TTY/TDD access number is (800) 326-6868 / Nevada Relay 711. A sign language interpreter may also be made available with twenty-four (24) hours advance notice. An Equal Opportunity Employer/Program.

NOTE: MATTERS IN THIS AGENDA MAY BE TAKEN OUT OF ORDER.

Local Elected Officials Consortium Members: Chair Commissioner Lawrence Weekly (Clark County), Vice-Chair Councilwoman Anita Wood (City of North Las Vegas), Councilwoman Peggy Leavitt (Boulder City), Councilwoman Gerri Schroder (City of Henderson), Commissioner Butch Borasky (Nye County), Councilman Bob Beers (City of Las Vegas), Commissioner Ralph Keyes (Esmeralda County), Commissioner Adam Katschke (Lincoln County)

All items listed on this Agenda are for action by the Local Elected Officials Consortium unless otherwise noted. Action may consist of any of the following: approve, deny, condition, hold or table. Public Hearings may be declared open by the Chairperson, as required for any of the items on this Agenda designated for discussion or possible action or to provide direction and recommendations to Workforce Connections.

AGENDA

1. Call to order, confirmation of posting, roll call, and Pledge of Allegiance
2. **DISCUSSION AND POSSIBLE ACTION:** Approve the agenda with inclusions of any emergency items and deletion of any items 2
3. **FIRST PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this Agenda, which is before this Board for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes 4
4. **DISCUSSION AND POSSIBLE ACTION:** Approve Local Elected Officials Consortium minutes of February 10, 2015..... 5
5. **DISCUSSION AND POSSIBLE ACTION:** Review, discuss and accept Annual Audit PY2013 (Year ended June 30, 2014)..... 14
6. **DISCUSSION AND POSSIBLE ACTION:** Review, Discuss, Accept and Approve Reports
 - a. Awards and Expenditures Report – Monthly Update (Compliance and Operational Status of Service Providers)..... 15
 - b. Funding Plans – Monthly Update – Adult/Dislocated Worker/Youth..... 20
7. **INFORMATION:** Strategic Initiatives Update ~ Jaime Cruz, Chief Strategy Officer 23
8. **DISCUSSION AND POSSIBLE ACTION:** Review, discuss and approve Southern Nevada Workforce Development Area Executive Director’s job description and qualifications in compliance with the Workforce Innovation and Opportunity Act (WIOA) 24
9. **DISCUSSION AND POSSIBLE ACTION:** Review, discuss and take appropriate action to begin the process and execution of Southern Nevada Workforce Development Area Chief Local Elected Officials Consortium Agreement to comply with WIOA 31
10. **DISCUSSION AND POSSIBLE ACTION:** Review, discuss and take appropriate action to begin the process and execution of an agreement between the Southern Nevada Workforce Development Area Chief Local Elected Officials Consortium and Workforce Connections (Southern Nevada Workforce Development Board)..... 40

11. **DISCUSSION AND POSSIBLE ACTION:** Accept and approve Executive Director’s Report
~ Ardell Galbreth, Executive Director 48
12. **SECOND PUBLIC COMMENT SESSION:** Members of the public may now comment on
any matter or topic, which is relevant to or within the authority or jurisdiction of the Board.
You may comment now even if you commented earlier, however, please do not simply repeat
the same comment you previously made. Please clearly state and spell your name and state
your address for the record. Each comment will be limited to three (3) minutes 50
13. **INFORMATION:** LEO Consortium member comments..... 51
14. Adjournment

Agenda Item 3.

FIRST PUBLIC COMMENT:

Members of the public may now comment on any matter posted on this Agenda, which is before this Board for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes

Agenda Item 4. DISCUSSION AND POSSIBLE ACTION:

Approve Local Elected Officials Consortium minutes of February 10, 2015

WORKFORCE CONNECTIONS
LOCAL ELECTED OFFICIALS CONSORTIUM
MINUTES

Tuesday, February 10, 2015
1:00 p.m.

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

Members Present

Commissioner Lawrence Weekly
Councilwoman Anita Wood
Councilwoman Gerri Schroder (phone)
Councilman Bob Beers (phone)
Commissioner Butch Borasky (phone)
Councilwoman Peggy Leavitt
Commissioner Ralph Keyes (phone)

Members Absent

Commissioner Adam Katschke

Staff Present

Ardell Galbreth	Heather DeSart	Suzanne Potter	Jaime Cruz
Emilio Pias	Brett Miller	Bridget Shaney	

Others Present

Michael Oh, City of Henderson	Valerie Murzl, Workforce Connections Board
Carol Turner, CST Project Consulting	Elizabeth McDaniels, Goodwill of Southern Nevada
Jack Eslinger, City of Las Vegas	Magda Hirsch, Goodwill of Southern Nevada
Steve Gibson, WISS	

Note: agenda items were taken in the following order.

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

The meeting was called to order by Chair Commissioner Lawrence Weekly at 1:03 p.m. Staff confirmed the meeting had been properly 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

Agenda item 10 (WIOA presentation by John Chamberlin) was moved to follow agenda item 6 (Strategic Initiatives Update).

A motion was made to approve the agenda by Councilwoman Peggy Leavitt and seconded by Councilwoman Gerri Schroder. Motion carried.

3. FIRST PUBLIC COMMENT SESSION: None

4. DISCUSSION AND POSSIBLE ACTION: Approve the Local Elected Officials Consortium minutes of January 13, 2015

The minutes are provided on page 5-8 of the agenda packet.

A motion was made to approve the Local Elected Officials Consortium minutes of January 13, 2015 by Councilman Bob Beers and seconded by Councilwoman Peggy Leavitt. Motion carried.

5. DISCUSSION AND POSSIBLE ACTION: Review, discuss, accept and approve PY2014 WIA Formula Budget July 1, 2014 through June 30, 2015

Jim Kostecki, Finance Manager provided an overview of the PY2014 Budget provided on page 10-18 of the agenda packet. With the completion of the audit, the actual carry forward dollars was updated, resulting in an increase of approximately \$600,000 carry forward dollars.

The budget revision (p. 11) reflects the following changes:

- 7040 Office Supplies – increase of \$7,500 due to the standardization of the business card logo for the organization
- 7050 Training and Seminars (Staff) – increase of \$30,000 due to the anticipated attendance of numerous WIOA trainings due for implementation on July 1, 2015
- 7055 Travel and Mileage (Staff) – increase of \$30,000 due to the anticipated attendance of numerous WIOA trainings due for implementation on July 1, 2015 and visits to various One-Stops around the country to gather information on how they run operations using a One-Stop Operator
- 7075 Facilities Maintenance – increase of \$10,000 based on expenditure rates through December 2014
- 7085 Program Support Contracts – IT NVTrac and Web – increase of \$30,000 due to the need to amend existing IT consulting contracts for additional support related to the data tracking system and web site support
- 7200 Equipment/Operating Leases – increase of \$7,500 due to the return of two Xerox copiers under lease and entering into a lease for two more Canon printers with additional capabilities resulting in increased costs. Lease rate includes a base number of copies. Excess copies will be charged additional fees.
- 8500 Capital/Equipment and Furniture – increase of \$30,000 due to the need for replacement of two virtual servers that have crashed; funds are needed for routine computer replacement based on aging staff computers
- 8900 Strategic Initiatives – increase of \$382,627 due to the true up of the estimated carry forward funding to actual based on the audited numbers

The budget revision for the One-Stop System (p. 17) reflects the following changes:

- 7025 Dues and Subscriptions – increase of \$2,500 due to an analysis of expenditures through November and anticipating needs through year end

- 7040 Office Supplies – increase of \$2,500 due to the standardization of the business card logo for the organization
- 7050 Training and Seminars (Staff) – increase of \$3,500 due to the anticipated attendance of numerous WIOA trainings due for implementation on July 1, 2015
- 7055 Travel and Mileage (Staff) – increase of \$5,000 due to the anticipated attendance of numerous WIOA trainings due for implementation on July 1, 2015 and visits to various One-Stops around the country to gather information on how they run operations using a One-Stop Operator
- 7090 Non-Board Meetings and Outreach – increase of \$8,500 due to the expectation of additional industry specific hiring events prior to year end
- 7130-7135 Bank/Payroll Services – increase of \$1,000 due to an analysis of expenditures through November and anticipating needs through year end
- 8500 Capital/Equipment and Furniture – increase of \$27,000 due to funding needed to modify one of the donated RTC busses into a mobile One-Stop, and a severe shortage of storage at the One-Stop; funding is requested to build cabinetry in the training rooms.
- 8900 Strategic Initiatives – decrease of \$50,000 due to the request for funding above

Chair Weekly inquired about staff visits to other area one-stops. Heather DeSart replied that Executive Staff has visited One-Stop Centers in Michigan, Sacramento, San Diego and Portland based on recommendations from John Chamberlin and others from the Regional office. She further stated that San Diego is a good model for Southern Nevada as it's one-stops are strategically located in the four quadrants of the city and has one-stop operators in place that were procured, as WC intends to do.

A motion was made to accept and approve PY2014 WIA Formula Budget July 1, 2014 through June 30, 2015 by Councilwoman Anita Wood and seconded by Councilwoman Peggy Leavitt. Motion carried.

6. INFORMATION: Strategic Initiatives Update

Jaime Cruz, Director of Strategic Planning & Analysis presented the update provided on page 20 of the agenda packet and highlighted the first phase of implementation of a more efficient Eligible Training Provider List (ETPL). WC submitted a process to the state for approval that would be implemented statewide. The first implementation phase is on track for completion on February 28, 2015 and the entire process should take approximately one year. WC will make an announcement to the community to solicit training providers for the ETPL.

Councilwoman Wood inquired about WC's partnership with DETR regarding labor needs. Mr. Galbreth replied that WC is working with DETR as well as with Economic Development including GOED and LVGEA on new initiatives to the meet workforce needs of new and existing companies.

7. INFORMATION: WIOA Presentation ~ John Chamberlin

John Chamberlin presented a PowerPoint titled The Workforce Innovation and Opportunity Act (WIOA) – A New Role for the Workforce Board and briefed the Board on the following:

Timeline: Youth funds will be allocated on April 1, 2015 under the new Youth rules of WIOA and there will be a period of time where both WIA and WIOA will be in effect where programs will run under both. The initial WIOA implementation will begin on July 1, 2015 whereby WIBs and One-Stops will have new procedures in place (i.e. eligibility) and on July 1, 2016 the new Federal Rules and performance benchmarks will take effect. All current workforce areas in southern and northern Nevada are grandfathered in and become WIOA workforce areas if they have successful performance, good fiscal integrity and over time, meet regional planning criteria. WC has met these criteria and will continue as a workforce area, although a request does have to go up to the state board and the state board makes a recommendation to the Governor to be designated.

Board Membership: The minimum size of the local Board membership is 19 members, with a majority of members from business (at least 10, based on 19); 20% from labor (2 members) and community organizations (2 members); and at least one member from the following categories: Adult Education and Literacy, Higher Education, Economic Development, Vocational Rehabilitation, and State Employment Service. Under WIOA, members cannot represent/serve in more than one category. Members from business must have maximum hiring authority, policy making authority, or responsibility within their organization. The goal of WIOA is that the appointed Board members are leaders in and represent the sectors where there is the greatest job growth for the Workforce Area, and are actively looking at outside, non-public resources to help support initiatives rather than depending solely on ever decreasing government grants.

Strategic Plan: The Workforce Board is the director of the new WIOA system and is required to complete a strategic plan for the whole workforce system (DETR, Vocational Rehabilitation, Adult Education and Literacy, Higher Education, and TANF). The four year strategic plan developed by the Board in collaboration with the key business sectors and economic development should encompass what are the key sectors, what are the employer needs and workforce skill sets required for key sectors, where the gaps are and what needs to change in the workforce system to fill those gaps. The strategic plan will drive the operations, budgets, and programs for the next four years. The submission date is spring 2016.

Heather DeSart, Deputy Executive Director reported that executive staff has been in weekly meetings with system partners (DETR, Adult Education and Literacy, Health and Human Services, etc.) to begin the dialogue for this process.

One-Stop Centers: The federal government missed the January 19th deadline to publish new rules and regulations and now want the WIBs to be innovative and figure out the best answer for the customers based in the local workforce areas. The federal government may put regulations out in May, which may be draft, or they may wait until October. Until then federal government wants the LWIBS to interpret WIOA within reason and move forward with implementation. The mandatory one-stop partners are the same as the current law, with the addition of TANF. The Workforce Board is responsible for executing an MOU with all the partners that spells out their participation in the system, their duties and resource contributions. WIOA requires employment service offices (DETR) to be co-located within the one-stop system. Existing core and intensive services are consolidated as career services under WIOA; however, there is no guidance on how this will look so LWIBS will have to determine what works best for the workforce area. The strategic plan for one-stop centers should support continuous improvement in the workforce system and focus on jobs and sectors, rather than services and training.

One-Stop Center Operator: The Local Elected Officials and local Board must designate a center operator (mall manager) through a competitive bid process. The mall manager is responsible for

ensuring all the programs are getting the resources they need and bring resources into the one-stop center and configure them. The local Board will look at the system as a whole, determine the right number of centers and look at the big picture in terms of resources in the center(s).

Certification and Continuous Improvement of One-Stop Centers: The State board will set criteria for the local Board to certify the one-stop centers at least every three years to look at how the services are coordinated, the effectiveness, accessibility and improvement of the local system; do they they support local performance goals, and are they meeting the needs of employers and job seekers.

Training: WIOA training is very similar to WIA with a few significant additions, including incumbent worker training, entrepreneurial training, and transitional jobs. WIOA allows up to 10% of the entire Adult and Dislocated Worker budget to be allocated toward incumbent worker training to upgrade the skills for people who already have jobs to increase wages and skills to move people up the ladder and hopefully allow unemployed people to get hired behind them. Entrepreneurial training is to help people start a new business and/or help a small business to survive. Transitional jobs, limited to 10% of the Dislocated Worker budget, provides dislocated workers who have been out of work for a while paid internship opportunities. WIOA emphasizes internships and training activities for people while they are working and has less of an emphasis on standalone classroom training. The local Board decides whether to offer incumbent worker training and/or transitional jobs.

Youth Programs: WIOA requires at least 75% of Youth funds to go toward out-of-school youth ages 16 to 24. At least 20% of funds must go to work experience opportunities, including summer jobs, apprenticeships, OJTs and internships. WIOA focuses on older, work-ready youth and emphasizes advanced training and community or four-year college in a field/sector, opposed to just staying in high school. Under WIOA, drop-outs no longer have to be low-income eligible.

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

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

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

LEOs Role: The role of the local elected officials remains the same and is to appoint the Workforce Board, choose the local grant recipient or fiscal agent, exercise oversight, sign off on the strategic plan, and retain ultimate liability if things go wrong.

Discussion ensued following the presentation.

Councilwoman Schroder inquired about the vetting process for funding. Mr. Chamberlin stated that the full Board will deal with larger strategic planning and have an oversight or operations committee, such as the Executive Committee that would deal with budgetary issues. WIOA stated that the local elected officials have reviewing and approving authority, but the law does not state how to exercise this. The Workforce Boards and LEOs are free to work out the mechanics. Mr. Chamberlin further stated that you would not want a committee debating every dollar in and dollar out, the full Board re-debating it, then taking it to the LEOs as a subcommittee. Some LWIBs are looking at having a subcommittee with local elected officials to make funding decisions that fit within the approved budget and have dollar thresholds.

Chair Weekly stated that he still has concerns regarding the LEO's fiscal responsibility.

Councilwoman Wood inquired about the role of the sector councils and stated that the Clean Energy sector council she sits on does not have any clear direction, benchmarks or deliverables. Mr. Chamberlin suggested having the chair or representative from the key sector councils sit on the Workforce Board, who can report to the Board/committees and advocate for their respective sector council. Mr. Galbreth stated that at the local level there is a LEAP committee that brings the Workforce Board important information regarding the different job sectors and industries and WC presents training, employment and wage trends to the Board and Committees at their monthly meetings. Mr. Galbreth further stated that this type of information is not available at the Governor's Board and/or sector councils. Mr. Chamberlin stated that one of the roles of the Workforce Board is to fix the problem of disconnect and address the needs and wants of the sector councils, panels and what they are doing and what information is tracked. This would be part of the strategic planning as well as revalidating the sector councils, invite them to the planning process and ensure they fit in to the strategic plan, decision making and budget.

Ms. DeSart clarified that Mr. Chamberlin's role today was to present the major changes of WIOA and the opportunity for the LEOs to establish a valuable Workforce Board that can make these changes impactful to the community. The LEOs role in the selection of Board members is absolutely paramount and an opportunity like this comes around once in a generation to make these drastic changes.

8. DISCUSSION AND POSSIBLE ACTION: Review, discuss and approve Workforce Connections' Board Membership Application

Chair Weekly presented the Board Membership Application and requirements provided on page 22-34 of the agenda and asked for questions and comments.

Councilwoman Leavitt stated that she hopes WC can find high quality, high caliber individuals such as Valerie Murzl to serve on the Board. Councilwoman Wood concurred and stated that it is imperative that we target the right individuals for a functional, progressive Board. Chair Weekly stated that there is interest from transportation. Both Wood and Weekly commented that the new Board Member Application is very well done. Valerie Murzl, Workforce Connections Board Chair stated that the beginning is to pick an appropriate Board that is strategic, functional and engaged and she agreed that the application is great and will help the LEOs weed out individuals that do not meet the requirements and identify applications that are very well qualified. She stated that this process will be difficult and complicated and the new Board members will need to be educated on how to be strategic and the boundaries of WIOA, but with educated and experienced individuals the process will be simplified and move fairly rapidly.

A motion was made to approve Workforce Connections' Board Membership Application by Councilwoman Anita Wood and seconded by Councilwoman Peggy Leavitt. Motion carried.

9. DISCUSSION AND POSSIBLE ACTION: Review, discuss and approve Southern Nevada Workforce Development Area Executive Director's job description and qualification in compliance with the Workforce Innovation and Opportunity Act (WIOA)

Mr. Galbreth presented the current and proposed executive director job description and noted that the official title has been changed to Southern Nevada Workforce Development Area Executive Director.

Michael Oh, Legal Counsel reported that he discussed this matter with legal counsels from the other jurisdictions and they all agreed that they would like the opportunity to look at the job description to ensure it complies with WIOA. The legal counsels will be meeting in March and will have something for the LEOs to approve and he will keep Mr. Galbreth informed accordingly.

Chair Weekly requested that the LEOs hold this item in abeyance until the next LEO meeting. Councilwoman Schroder requested a redlined draft for easier comparison.

A motion was made to continue this item by Councilwoman Anita Wood and seconded by Commissioner Butch Borasky. Motion carried.

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

Mr. Galbreth presented the Executive Director's report provided on page 44 of the agenda packet and highlighted the following:

- Nye and Esmeralda Counties working together to ensure delivery of services to clients and many types of job training is being offered
- Lincoln County is doing well, establishing strong partnerships, and received free weekly advertisement through the Lincoln County Record newspaper for posting Workforce Connections' employment and training services
- WC is involved with the Financial Protection program for veterans in partnership with the Armed Forces Services Corporation
- RFP 101 Training was held for community and faith based organizations and WC Staff in January 2015
- Continuing to move forward with initial implementation of WIOA and new policies and compliance procedures are in progress

A motion was made to accept and approve Executive Director's Report by Commissioner Butch Borasky and seconded by Councilwoman Peggy Leavitt. Motion carried.

11. SECOND PUBLIC COMMENT SESSION: None

12. INFORMATION: LEO Consortium Member Comments

Councilwoman Schroder reported that she just returned from Carson City and there is a lot going on there, but right now there is no discussion regarding any kind of workforce initiatives.

Councilman Beers stated that the board should have tighter integration with the state economic development effort to avoid duplicative, uncommunicative sector councils and suggested that WC solicit Steve Hill to serve on the Board. He stated that he attended a couple meetings with WC staff and DETR that were encouraging, but he is not entirely sure how well the GOED effort is integrated with DETR.

Commissioner Keyes requested an updated contact list for Nye Communities Coalition; Mr. Galbreth will provide.

Commissioner Borasky reported on the new three-story Holiday Inn Express under construction in Pahrump and said it looks promising for the 2016 NACO legislative conference. He reported that the local Spring Mountain racetrack is growing faster than expected and inquired about the construction on the Silverton property, whether it is going to be a new condo complex. Chair Weekly replied that the district's commissioner has not approved the condo portion of the development yet, and he will have Anthony reach out to that commissioner and let Borasky know what is being built.

Councilwoman Wood expressed concerns regarding the reallocation of youth funds to serve out-of-school youth and having fewer resources to serve in-school youth. She stated that the existing program in place (GAI) to help high school seniors graduate has been successful in addressing the poor graduation rate in Nevada, so she is concerned how this will balance out with the new changes, but she will remain positive and take on this task and do something good with it. Councilwoman Wood reported that things are going very well in North Las Vegas and tonight she will be traveling to Carson City.

Chair Weekly announced that the newly renovated mini mobile one-stop bus is parked outside and staff has invited the LEOs to take a tour.

13. ACTION: Adjournment

The meeting adjourned at 2:12 p.m.

Agenda Item 5. DISCUSSION AND POSSIBLE ACTION:

Review, discuss and accept Annual Audit PY2013 (Year ended June 30, 2014)

Separate Handout

Agenda Item 6. DISCUSSION AND POSSIBLE ACTION:

Review, Discuss, Accept and Approve Reports

- a. **Awards & Expenditures Report** – Monthly Update – (Compliance and Operational Status of Service Providers)

**Workforce Connections
Awards and Expenditures
Program Year 2012/2013/2014 Adult/Dislocated Worker Programs
December 31, 2014**

Amounts for Providers reflect invoiced allowable expenditures through Dec 2014. Starred lines only reflect expenditures through Nov 2014.

Providers highlighted in red are on high risk status.

Providers highlighted in pink have an active pink paper.

WIA PY14 One-Stop Adult

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Academy of Human Development	11/1/14-6/30/15	\$ 100,000	\$ 425		\$ 425	0.42%	\$ 99,575
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 480,000	\$ 94,752		\$ 94,752	19.74%	\$ 385,248
GNJ Family Life Center	7/1/14-6/30/15	\$ 200,000	\$ 50,685		\$ 50,685	25.34%	\$ 149,315
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 480,000	\$ 129,928		\$ 129,928	27.07%	\$ 350,072
Latin Chamber Foundation	7/1/14-6/30/15	\$ 200,000	\$ 72,762		\$ 72,762	36.38%	\$ 127,238
Nevada Partners, Inc	7/1/14-6/30/15	\$ 480,000	\$ 271,212		\$ 271,212	56.50%	\$ 208,788
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 480,000	\$ 155,218		\$ 155,218	32.34%	\$ 324,782
Total		\$ 2,420,000	\$ 774,983	\$ -	\$ 774,983	32.02%	\$ 1,645,017

WIA PY14 One-Stop DW

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Academy of Human Development	11/1/14-6/30/15	\$ 150,000		\$ 274	\$ 274	0.18%	\$ 149,726
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 320,000		\$ 54,908	\$ 54,908	17.16%	\$ 265,092
GNJ Family Life Center	7/1/14-6/30/15	\$ 250,000		\$ 49,208	\$ 49,208	19.68%	\$ 200,792
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 320,000		\$ 60,433	\$ 60,433	18.89%	\$ 259,567
Latin Chamber Foundation	7/1/14-6/30/15	\$ 250,000		\$ 65,958	\$ 65,958	26.38%	\$ 184,042
Nevada Partners, Inc	7/1/14-6/30/15	\$ 320,000		\$ 94,699	\$ 94,699	29.59%	\$ 225,301
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 320,000		\$ 79,716	\$ 79,716	24.91%	\$ 240,284
Total		\$ 1,930,000	\$ -	\$ 405,197	\$ 405,197	20.99%	\$ 1,524,803

WIA PY14 Home Office Adult

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Academy of Human Development	11/1/14-6/30/15	\$ 100,000	\$ 7,125		\$ 7,125	7.12%	\$ 92,875
Bridge Counseling Associates	7/1/14-6/30/15	\$ 200,000	\$ 127,405		\$ 127,405	63.70%	\$ 72,595
Foundation for an Independent Tomorrow	7/1/14-6/30/15	\$ 200,000	\$ 80,038		\$ 80,038	40.02%	\$ 119,962
GNJ Family Life Center	7/1/14-6/30/15	\$ 200,000	\$ 62,292		\$ 62,292	31.15%	\$ 137,708
Goodwill of Southern Nevada	7/1/14-6/30/15	\$ 275,000	\$ 105,997		\$ 105,997	38.54%	\$ 169,003
Latin Chamber Foundation	7/1/14-6/30/15	\$ 200,000	\$ 45,515		\$ 45,515	22.76%	\$ 154,485
Nevada Hospital Association	7/1/14-6/30/15	\$ 200,000	\$ 83,111		\$ 83,111	41.56%	\$ 116,889
Nevada Partners, Inc	7/1/14-6/30/15	\$ 275,000	\$ 111,310		\$ 111,310	40.48%	\$ 163,690
Salvation Army	7/1/14-6/30/15	\$ 250,000	\$ 53,467		\$ 53,467	21.39%	\$ 196,533
So. NV Regional Housing Authority	7/1/14-6/30/15	\$ 275,000	\$ 101,183		\$ 101,183	36.79%	\$ 173,817
Total		\$ 2,175,000	\$ 777,442	\$ -	\$ 777,442	35.74%	\$ 1,397,558

**Workforce Connections
Awards and Expenditures
Program Year 2011/2012/2013 Youth Programs
December 31, 2014**

Amounts for Providers reflect invoiced allowable expenditures through Dec 2014. Starred lines only reflect expenditures through Nov 2014.

Providers highlighted in red are on high risk status.

Providers highlighted in pink have an active pink paper.

WIA PY14 Youth General

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
Goodwill of So. Nevada - Youth with Disabilities	7/1/14-6/30/15	\$ 500,000	\$ 23,749	\$ 125,904	\$ 149,653	29.93%	\$ 350,347
Nevada Partners, Inc - Summer Component	7/1/14-5/31/15	\$ 250,000	\$ 80,203		\$ 80,203	32.08%	\$ 169,797
Olive Crest - Foster Youth	7/1/14-6/30/15	\$ 500,000	\$ 135,394	\$ 86,217	\$ 221,611	44.32%	\$ 278,389
So. NV Regional Housing Authority PY12 Youth Housing	10/1/14-9/30/15	\$ 400,000	\$ 28,261	\$ 21,328	\$ 49,589	12.40%	\$ 350,411
Youth Advocate Programs	10/1/14-9/30/15	\$ 400,000	\$ 38,809	\$ 46,066	\$ 84,876	21.22%	\$ 315,124
Total		\$ 2,050,000	\$ 306,417	\$ 279,515	\$ 585,932	28.58%	\$ 1,464,068
			52%	48%			

WIA PY14 Youth Rural and Tri-County

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
Lincoln County #2	10/1/14-9/30/15	\$ 140,000	\$ 6,883	\$ 3,867	\$ 10,750	7.68%	\$ 129,250
Nye Communities Coalition-PY11 Year Round	10/1/14-9/30/15	\$ 330,000	\$ 18,371	\$ 32,814	\$ 51,185	15.51%	\$ 278,815
St. Jude's Ranch for Children *	7/1/14-6/30/15	\$ 400,000	\$ 13,155	\$ 11,555	\$ 24,710	6.18%	\$ 375,290
Total		\$ 870,000	\$ 38,409	\$ 48,237	\$ 86,646	9.96%	\$ 783,354
			44%	56%			

WIA PY14 Youth In School

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
HELP of So. Nevada-PY12 Youth In School	10/1/14-9/30/15	\$ 870,000	\$ 164,416		\$ 164,416	18.90%	\$ 705,584
Nevada Partners, Inc-PY12 Youth In School	10/1/14-9/30/15	\$ 880,000	\$ 172,564		\$ 172,564	19.61%	\$ 707,436
Total		\$ 1,750,000	\$ 336,981	\$ -	\$ 336,981	19.26%	\$ 1,413,019
			100%	0%			

WIA PY14 Youth Out-of-School

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
Academy of Human Development	11/1/14-6/30/15	\$ 300,000		\$ 6,662	\$ 6,662	2.22%	\$ 293,338
GNJ Family Life Center-PY13 Youth Out of School	10/1/14-9/30/15	\$ 720,000		\$ 110,784	\$ 110,784	15.39%	\$ 609,216
HELP of So. Nevada-PY13 Youth Out of School	10/1/14-9/30/15	\$ 660,000		\$ 106,423	\$ 106,423	16.12%	\$ 553,577
Latin Chamber Foundation	10/1/14-9/30/15	\$ 300,000		\$ 25,134	\$ 25,134	8.38%	\$ 274,866
Total		\$ 1,980,000	\$ -	\$ 249,004	\$ 249,004	12.58%	\$ 1,730,996
			0%	100%			

Total Youth		\$ 6,650,000	\$ 681,807	\$ 576,756	\$ 1,258,562	18.93%	\$ 5,391,438
			54%	46%			

**Workforce Connections
Awards and Expenditures
Program Year 2011/2012/2013 Direct Programs
December 31, 2014**

Amounts for Internal Programs reflect expenditures as of December 31, 2014.

Amounts for Providers reflect invoiced allowable expenditures through Dec 2014. Starred lines only reflect expenditures through Nov 2014.

Direct Grants

Program	WC FTE	Contract Dates	Contract Award	Total Expended	% Spent	Remaining Balance
Youth Build PY13 - WC	3.28	7/15/13-11/14/16	940,406	\$ 567,595	60.36%	372,811
Youth Build PY13 - CCSD DRHS	0.00	10/1/13-9/30/15	158,584	\$ 81,869	51.63%	76,715
AmeriCorps PY14 - WC	0.92	8/1/14-7/31/15	25,000	\$ 12,962	51.85%	12,038
AARP	0.00	7/1/14-6/30/15	50,000	\$ 25,818	51.64%	24,182
NSHE - DETR	0.40	11/1/14 - 10/31/15	68,000	\$ 4,496	6.61%	63,504
NSHE - Robert Wood	0.00	11/1/14 - 10/31/15	67,000	\$ 4,818	7.19%	62,182
Total	4.60		1,308,990	697,558	53.29%	611,432

Agenda Item 6. DISCUSSION AND POSSIBLE ACTION:

Review, Discuss, Accept and Approve Reports

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

Workforce Connections Adult and Dislocated Worker Funding Plan PY 2014 Projections									
	Prior Year PY2013 Budget	Current Year PY2014 Budget	Remaining Available Funds	Projections Based on Monthly Invoices					
				Jan-Mar 2015 2 Months	Apr-Jun 2015 3 Months	Next Program Year	Projected PY2014 TOTAL	Remaining	
REVENUES (February 24, 2015)									
PY2013 Incentive Funding for Performance		Unknown							
PY2012 Adult and DW Funding	6,670,071								
PY2013 Adult and DW Funding	14,806,576	5,908,064	-	-			-	-	
PY2013/2014 DW Natl Emergency Grant (NEG) Funding	1,400,000	1,236,671	1,209,782	15,000	15,000		30,000	1,179,782	
PY2014 Adult and DW Funding		13,469,083	12,037,990	2,645,500	4,481,374	1,000,000	8,126,874	3,911,116	
PY2014 Program Income (One-Stop Billing) and Interest		60,025	15,281	7,500	7,500		15,000	281	
TOTAL REVENUES	22,876,647	20,673,843 -9.6%	14,263,053	2,668,000	4,503,874	1,000,000	8,171,874	5,091,179	
EXPENDITURES									
Community Resources									
Home Office ADW Contracts *	5,833,950	3,505,000	2,183,085	648,000	1,134,000		1,782,000	WIA ADW 2.61 Months	
One-Stop Consortium ADW Contracts **	5,045,000	4,175,000	2,917,975	504,000	882,000		1,386,000		
NEG Contracts ***	1,330,000	1,335,000	1,205,930	15,000	15,000		30,000		
Rural ADW Contracts (NyE, Lincoln Co.)	678,446	800,000	448,399	110,000	192,500		302,500		
PY2014 New Adult and DW Contracts (Corrections)		800,000	800,000	20,000	45,000	600,000	665,000		
Adults with Disabilities Home Office	729,448	424,926	136,169	54,000	82,169		136,169		
Reentry / Post-Release Home Office (FIT)	782,573	700,000	329,205	128,000	201,205		329,205		
Veterans One-Stop Partner (Urban League)	800,000	667,289	471,979	104,000	182,000		286,000		
CSN Apprenticeship Preparation		204,000	204,000	10,000	25,000	100,000	135,000		
PY2014 UNLV Higher Education Nursing GAP Training		200,000	200,000	25,000	35,000	60,000	120,000		
One-Stop System Operations	1,675,012	1,779,039	1,017,183	260,000	455,000		715,000		
One-Stop Center Operations (Charleston)	665,216	692,121	428,679	80,000	140,000		220,000		
Operations									
Administration and Programs	4,617,394	4,877,001	2,462,583	710,000	1,065,000		1,775,000		
PY2013/2014 Administration and Programs (NEG)	70,000	11,671	11,671				-		
Pending Contracts									
Additional AHD One-Stop Funding		-	50,000	-	50,000		50,000		
Next Year Projection - First Quarter Obligations	2,003,865					240,000	240,000		
TOTAL	24,230,904	20,171,047	12,866,858	2,668,000	4,503,874	1,000,000	8,171,874		

PY2013 funding period is available July 1, 2013 through June 30, 2015 (after two years, remaining funds revert to the State for one additional year)

PY2014 funding period is available July 1, 2014 through June 30, 2016 (after two years, remaining funds revert to the State for one additional year)

* Home Office - Academy of Human Development, Bridge, FIT, GNJ, Goodwill, Latin Chamber, Nevada Hospital, Nevada Partners, Salvation Army, and So. NV Regional Housing

** One-Stop - Academy of Human Development, FIT, GNJ, Goodwill, Latin Chamber, Nevada Partners, and So. NV Regional Housing

*** NEG - Academy of Human Development, Bridge, FIT, GNJ, Goodwill, Latin Chamber, Nevada Hospital, Nevada Partners, and So NV Regional Housing

**Workforce Connections
Youth Funding Plan
PY 2014 Projections**

	Prior Year PY2013 Budget	Current Year PY2014 Budget	Available Funds	Projections Based on Monthly Invoices				
				Jan-Mar 2015 2 Months	Apr-Jun 2015 3 Months	Next Program Year	Projected PY2014 TOTAL	Remaining
REVENUES (February 24, 2015)								
PY2012 Youth Funding	3,695,991		-				-	-
PY2013 Youth Funding	6,564,523	3,989,850	58,904	58,904			58,904	-
PY2014 Youth Funding		5,927,060	5,927,060	1,002,212	2,042,752	1,983,213	5,028,177	898,883
TOTAL REVENUES	10,260,514	9,916,910	5,985,964 -41.66%	1,061,116	2,042,752	1,983,213	5,087,081	898,883
EXPENDITURES								1.32
Community Resource Contracts								Months
PY2014 Youth with Disabilities (Goodwill)	465,558	500,000	319,854	51,470	92,647		144,117	
PY2014 Former Foster Care (Olive Crest)	445,093	500,000	238,283	74,776	134,597		209,374	
PY2014 Foster Care/Rural Contract (St. Judes)	-	400,000	333,767	30,000	54,000		84,000	
PY2014 Youth Re-entry Extension (YAP)	402,097	517,232	242,961	78,520	117,779	46,662	242,961	
PY2014 Youth In-School Contracts (NPI, Help)	2,540,866	2,622,577	1,309,024	210,667	379,200	379,200	969,067	
PY2014 Youth Summer Component (NPI)		250,000	144,654	40,099	72,178		112,277	
PY2014 Out-of-School Youth (GNJ, Help, LCCCF, AHD)	2,406,870	2,852,020	1,619,337	229,500	413,100	413,100	1,055,700	
PY2012 Youth Year Round Extension (SNRHA)	450,000	510,780	334,612	48,750	87,750	87,750	224,250	
PY2014 Youth Rural Contracts (Nye, Lincoln)	463,563	565,029	379,761	60,000	108,000	108,000	276,000	
Operations								
PY2014 Administration and Programs	2,296,141	2,229,663	1,486,494	212,334	318,501	318,501	849,336	
PY2014 Workforce Development Academy		70,000	70,000	10,000	15,000	45,000	70,000	
Pending Contracts								
Professional Services Contract for Tutoring		200,000	200,000	15,000	50,000	135,000	200,000	
DJJS Pre-Entry Youth		1,000,000	650,000	-	200,000	450,000	650,000	
TOTAL	9,470,188	12,217,301	7,328,747	1,061,116	2,042,752	1,983,213	5,087,081	

PY2013 funding period is available April 1, 2013 through June 30, 2015 (after twenty seven months, funds revert to the State for one additional year)

PY2014 funding period is available April 1, 2014 through June 30, 2016 (after twenty seven months, funds revert to the State for one additional year)

PY2015 funding period is available April 1, 2015 through June 30, 2017 (after twenty seven months, funds revert to the State for one additional year)

Agenda Item 7. INFORMATION:

Strategic Initiatives Update ~ Jaime Cruz, Chief Strategy Officer

- Implementation of the Workforce Innovation and Opportunity Act (WIOA).
 - First round of working group meetings took place with statewide stakeholders regarding the new required State Unified Plan: Health and Human Services (TANF), Department of Education (Adult Education & Literacy), DETR (Wagner Peyser and Vocational Rehabilitation) and LWIB's (Youth, Adult and Dislocated Worker).
 - Staff continues to attend WIOA-implementation webinars provided by US DOL.
 - July 1, 2015 – New WIOA provisions take effect.
 - March 3, 2016 – Deadline for submission of new State Unified Plan.
- First phase of implementation of more efficient Eligible Training Provider List (ETPL) process was completed on schedule on February 28. Second phase started March 1 and is scheduled to complete May 31.
- Annual announcement of solicitation of training providers for the ETPL will be published in March.
- Staff continues to work with DETR on the implementation of a new Statewide Automated Workforce System (SAWS).
- Staff developing plan to expand Science Technology Engineering & Math (STEM) career exploration workshops beyond the One-Stop Career Center (OSCC) into more affiliate sites of the One-Stop Delivery System (OSDS). These hands-on workshops expose participants to skill sets and competencies required in Nevada's targeted industry sectors.
- Mobile One-Stop Pilot Project is progressing on schedule. Interior retrofit has been in process for two weeks and exterior wrap design has commenced.

Agenda Item 8.

DISCUSSION AND POSSIBLE ACTION:

Review, discuss and approve Southern Nevada Workforce Development Area Executive Director's job description and qualifications in compliance with the Workforce Innovation and Opportunity Act (WIOA)

CURRENT JOB DESCRIPTION

ATTACHMENT A

Southern Nevada Workforce Investment Board

EXECUTIVE DIRECTOR

Date Approved:

FLSA Status: Exempt

REPORTS TO: Local Elected Officials of the Southern Nevada Workforce Investment Board

POSITION STATEMENT: Serves as chief staff officer to the Southern Nevada Workforce Investment Board. Plans, directs, manages and oversees the activities and operations of the Southern Nevada Workforce Investment Board including financial operations, grant management, financial analysis and planning, and establishing collaborative relationships with current and potential service providers and partners.

SUPERVISION EXERCISED: Provides direct supervision over management, professional, technical and clerical staff.

SUPERVISION RECEIVED: Receives general administrative direction from the Local Elected Officials of the Southern Nevada Workforce Investment Board.

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS

Essential and other important responsibilities and duties may include, but are not limited to, the following:

Essential Functions:

1. Develops and maintains collaborative relationships with service providers and partners.
2. Manages all financial services and activities consisting of accounting operations, cash management, grant management and oversight, budget, financial analysis and planning, and purchasing and contracts; recommend and administer policies and procedures.
3. Plans, organizes and oversees all corrective actions taken on outstanding internal control weaknesses identified through internal or external audit.
4. Plans, organizes, reviews and evaluates the activities of professional, technical and administration staff; recommends staffing levels for the budget and conducts annual performance evaluations.
5. Plans, organizes and oversees the administration of all Southern Nevada Workforce Investment Board activities and services.
6. Oversees and participates in the development and administration of the overall budget including short range and long range plans; approves expenditures and implements budgetary adjustments as appropriate and necessary.
7. Ensures fiduciary responsibilities are met, as directed by the Local Elected Officials and in compliance with federal, state and local laws, statutes, regulations, directives and policies.
8. Manages the development and implementation of internal goals, objectives, policies and priorities.

CURRENT JOB DESCRIPTION

Executive Director (*continued*)

9. Directs the preparation of financial reports, analyses and audits; ensures that complete and accurate records are maintained.
10. Attends and participates in meetings of the Local Elected Officials and the Southern Nevada Workforce Investment Board and its committees; meets with board members, committees, councils and constituent groups.
11. Prepare and present timely updates, reports and other necessary communications to Local Elected Officials.
12. May serve as principal representative of the Southern Nevada Workforce Investment Board to outside entities such as national workforce agencies, auditors, trade associations, legislative representatives, various contractors, and communities within the Southern Nevada Workforce Investment service area.
13. Selects, disciplines and/or dismisses staff as necessary while ensuring effective morale, productivity and discipline; plans, organizes, administers, reviews and evaluates the activities and performance of staff; works with staff to establish work priorities and schedules; encourages and provides for staff training and professional development; interprets policies and procedures for staff; prepares and conducts formal performance evaluations; monitors accomplishments, establishes performance requirements and personal development targets and provides coaching for performance improvement and development.

Marginal Functions:

1. Performs other duties as assigned.

QUALIFICATIONS:

- Current knowledge of federal and state laws, statutes, policies and regulations pertaining to workforce investment boards and the Workforce Investment Act.
- Current knowledge of national and local economic and employment trends and conditions.
- Thorough knowledge of modern senior management techniques and practices.
- Ability to analyze problems and opportunities, identify and evaluate alternatives, and develop sound, effective approaches.
- Ability to plan, implement and evaluate the achievement of goals, objectives and work-plans.
- Ability to lead, motivate and supervise senior staff and other employees.
- Ability to communicate clearly and concisely, both orally and in writing.
- Ability to establish and maintain effective cooperative working relationships with those contacted in the course of work.
- Ability to maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include the following:
 - *Sitting for extended periods of time; and*
 - *Operating assigned equipment.*
- Ability to maintain effective audio-visual discrimination and perception needed for:
 - *Making observations;*
 - *Communicating with others;*
 - *Reading and writing; and*
 - *Operating assigned equipment.*
- Ability to maintain mental capacity which allows the capability of:
 - *Making sound decisions;*

CURRENT JOB DESCRIPTION

Executive Director (*continued*)

- *Effective interaction and communication with others; and*
- *Demonstrating intellectual capabilities.*

EDUCATION and EXPERIENCE:

A Bachelor's degree in business or public administration or a closely related field, and seven years increasingly responsible management experience, including three years at a senior management level. A combination of formal education and directly related work experience may substitute for the degree.

WORKING CONDITIONS

Environmental Conditions:

Work in an office environment; travel from site to site; exposure to computer screens.

Physical Conditions:

Essential and marginal functions may require maintaining physical condition necessary for sitting for prolonged periods of time.

SALARY:

Open and to be negotiated between LEO's and Executive Director candidate. In keeping with Public Law 109-234 (effective June 15, 2006) that implements the salary and bonus limitations for individuals being paid by Employment & Training Administration (ETA) funds, the compensation is not to exceed \$168,000 in a 12-month period (effective January 2007). Final salary will require approval of the Local Elected Official's (LEO's).

Revised 11/14/07

SOUTHERN NEVADA WORKFORCE DEVELOPMENT AREA
EXECUTIVE DIRECTOR

Date Approved:

FLSA Status: Exempt

REPORTS TO: Southern Nevada Workforce Development Area Chief Local Elected Officials

POSITION STATEMENT: Serves as chief staff officer to the Southern Nevada Workforce Investment Board (Workforce Connections). Plans, directs, manages and oversees the activities and operations of Workforce Connection including financial operations, grant management, financial analysis and planning, and establishing collaborative relationships with current and potential service providers and partners.

SUPERVISION EXERCISED: Provides direct supervision over management, professional, technical and clerical staff.

SUPERVISION RECEIVED: Receives general administrative direction from the Southern Nevada Workforce Development Area Chief Local Elected Officials.

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS

Essential and other important responsibilities and duties may include, but are not limited to, the following:

Essential Job Functions

1. Develops and maintains collaborative relationships with service providers and partners.
2. Oversees the management all financial services and activities consisting of accounting operations, cash management, grant management and oversight, budget, financial analysis and planning, and purchasing and contracts.
3. Oversees the development and implementation of the agency's policies and procedures.
4. Plans, organizes and oversees all corrective active actions taken on outstanding internal control weaknesses identified through internal or external audits.
5. Plans, organizes, reviews and evaluates the activities of professional, technical and administrative staff; identifies staffing levels to coincide with agency's operating budget and ensures annual performance evaluations are conducted.
6. Plans, organizes and oversees the administration of all Workforce Connections' programmatic and operating activities and services.
7. Oversees and participates in the development and administration of the agency's budget, including short and long range fiscal plans; approves expenditures and implements budgetary adjustments as appropriate and necessary.
8. Ensures fiduciary responsibilities are met, as directed by the Local Elected Officials and in compliance with federal, state and local laws, statutes, regulations, directives and policies.

9. Manages the development and implementation of internal goals, objectives, strategies, policies and priorities.
10. Directs the preparation of financial reports, analyses and audits; ensures that complete and accurate records are maintained.
11. Attends and participates in meetings of the Workforce Development Area Chief Local Elected officials and Workforce Connections' committees and work groups.
12. Prepares and presents timely updates, reports and other necessary communications to the Southern Workforce Development Area Chief Local Elected Officials and Workforce Connections' board of directors.
13. Serves as principal representative of Workforce Connections to outside entities such as national workforce agencies, auditors, trade associations, legislative representatives, various contractors, and communities within the Workforce Development Area.
14. Selects, disciplines and/or dismisses staff as necessary while ensuring effective morale, productivity and discipline; plans, organizes, administers, reviews and evaluates the activities and performance of staff; works with staff to establish work plans, priorities and schedules; encourages and provides for staff training and professional development opportunities; interprets policies and procedures for staff; prepares and conducts formal performance evaluations; monitors accomplishments, establishes performance requirements and personal development targets and provides coaching for performance improvement and development.

Marginal Functions

1. Performs other duties as assigned.
2. Manages confidential information.

Qualifications

Experience and Education: Master's degree in business or public administration or a closely related field, and seven years increasingly responsible management experience, including three years at an executive level management and leadership position. A combination of formal education and directly related work experience may substitute for the degree.

Knowledge

Requires current knowledge of federal and state laws, statutes, policies and regulations pertaining to workforce investment boards and the Workforce Investment Act; current knowledge of national and local economic and employment trends and conditions; thorough knowledge of modern senior management techniques and practices.

Abilities

Requires the ability to gather and analyze facts, to devise solutions to problems, to prepare clear and concise reports, ability to follow instructions, attention to details and to perform with a high level of accuracy, completeness and legal compliance. Ability to interpret and implement rules, regulations, policies and procedures, to compose clear and concise written and verbal

correspondence, to communicate effectively on a professionally level with business community, agency personnel, and the public both orally and in writing.

Requires the ability to perform multiple tasks and to meet simultaneous deadlines, to plan and organize work without close supervision, exercise sound judgment and discretion. Requires the ability to maintain mental capacity which allows the capability of making sound decision, effective interaction and communication with others and demonstrating intellectual capabilities.

Requires repetitive movement, sitting, writing letters and memos, face-to-face discussions with individuals or teams, use of electronic mail, telephone conversations, contact with others (face-to-face, by telephone, or otherwise); requires the ability to make decisions without supervision, freedom to determine tasks, priorities, and goals, repeating the same physical activities or mental activities over and over. Requires being exact or highly accurate, requires meeting strict deadlines. Requires work with external providers, customers or the public, work with others in a group or team, coordinating or leading others in accomplishing work activities. Requires travel to multiple sites and locations.

Skills

Basic Skills: Active learning, critical thinking, learning strategies, mathematics to include solving problems, ability to monitor self, other individuals, or organizations. Reading comprehension, professionally speaking, effectively communicates in writing.

Social Skills: Coordination, instructing, negotiating, persuasion, service orientation, social perceptiveness.

Problem Solving Skills: Complex problem solving.

System Skills: Judgment and decision making.

Resource Management Skills: Clear understanding of planning, directing and reviewing the work of others on a project or day-to-day basis.

Desktop Computer Skills: Spreadsheets, presentations, internet navigation, word processing, database application.

Work Environment

Requires working indoors in environmentally controlled conditions. Job tasks are performed in close physical proximity to other people. Travel to multiple sites

Other: Must possess a valid state driver's license and maintained throughout employment.

EEO/AA Program

Agenda Item 9.

DISCUSSION AND POSSIBLE ACTION:

Review, discuss and take appropriate action to begin the process and execution of Southern Nevada Workforce Development Area Chief Local Elected Officials Consortium Agreement to comply with WIOA

**AMENDED AND RESTATED CHIEF LOCAL ELECTED OFFICIAL CONSORTIUM
AGREEMENT**

THIS AMENDED AND RESTATED AGREEMENT, entered into this -20th - day of JUNE 2006, by and among the counties of CLARK, LINCOLN, NYE, and ESMERALDA and the cities of BOULDER CITY, HENDERSON, LAS VEGAS and NORTH LAS VEGAS under the Workforce Investment Act of 1998 [P.L. 105-220].

RECITALS

WHEREAS, the counties of CLARK, LINCOLN, NYE, and ESMERALDA (the "Counties") are political subdivisions of the State of Nevada; and

WHEREAS, the cities of BOULDER CITY, HENDERSON, LAS VEGAS and NORTH LAS VEGAS (the "Cities") are municipal corporations organized and existing under Nevada law and located within the geographical boundaries of Clark County; and

WHEREAS, the County Commissions/City Councils of each of the aforementioned counties and cities did previously adopt resolutions authorizing the Chairperson of the respective Commission or Council to sign a charter creating the Chief Local Elected Official Consortium in order to administer the provisions of Public Law 105-220, the federal Workforce Investment Act; and

WHEREAS, the County Commissions/City Councils of each of the aforementioned counties and cities has adopted a resolution authorizing the Chairperson of the respective Commission or Council to sign this Charter of the Local Elected Officials Consortium under the Workforce Investment Act of 1998 (P.L. 105-220)(*hereinafter*, the Charter); and

WHEREAS, the aforementioned counties and cities desire to amend and restate the terms and conditions of the Charter as set forth in the original April 19, 2000 consortium agreement; and

WHEREAS, this amended and restated consortium agreement will be submitted to the governing bodies of the aforesaid counties and cities for adoption by concurrence as provided in Section 9 of the April 19, 2000 consortium agreement; and

WHEREAS, each of the parties is empowered to enter into cooperative agreements for the performance of any governmental function pursuant to NRS Chapter 277.

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which each

party acknowledges for itself, the Counties and Cities do hereby agree to the following amendment and restatement of the Charter.

1. That the Counties and the Cities under N.R.S. Chapter 277, do hereby constitute themselves to be a consortium for the purposes of Section 117 (c)(1)(B) of Public Law 105-220, the Workforce Investment Act (WIA).

2. The Chief Local Elected Officials (Chairpersons of the respective Commissions or City Councils) or the designees of said officials of the Counties and Cities shall constitute the Local Workforce Development Area Consortium of Commissioners and Councilpersons(hereinafter, the LEOs).

A. The LEOs is hereby constituted to fulfill the responsibilities of and to function as the "chief elected officials" of the participating "units of general local government" as those terms are used under the WIA.

3. The LEOs shall elect from its membership a Chairperson, and Vice-Chairperson and such other officers as may be provided in the by-laws to serve for a term of one year or until a successor is elected and qualified.

4. The LEOs may adopt operational and procedural by-laws consistent with this Charter, applicable federal and state laws and rules/regulations pursuant thereto. By-laws or amendments thereto may be adopted by the affirmative vote of a majority of the entire membership of the LEOs at any regular meeting called for that purpose, provided that written copies thereof are delivered to each member 15 days prior to consideration.

5. *Membership of the SNWIB*

The LEOs shall appoint members to the Local Workforce Investment Board of the area, under section 117(c)(1)(A) of P.L. 105-220 and applicable rules thereunder, herein referred to as the Southern Nevada Workforce Investment Board (SNWIB). The SNWIB will additionally be governed by the "Agreement Between The Chief Local Elected Officials Consortium and the Southern Nevada Workforce Investment Board" or any amendment and/or restatement thereof, which will provide the operational framework for administration of and responsibility for the WIA funds.

Members of the SNWIB that represent organizations, agencies, or other entities shall be individuals with optimum policymaking authority within the organizations, agencies or entities. A majority of the members of the SNWIB shall be represented as described in paragraph 5(A-F) below. The SNWIB shall elect a chair from among the representatives described in 5(A-F) below. Pursuant to the WIA, criteria for membership is established by the state, but must include at a minimum:

A. Representatives of business in the local area who:

- i. are owners of businesses, chief executives or operating officers of businesses, and other business executives or employers with optimum policymaking or hiring authority;
 - ii. represent businesses with employment opportunities that reflect the employment opportunities of the local area; and
 - iii. are appointed from among individuals nominated by local business organizations and business trade associations;
- B. Representatives of local educational entities, including representatives of local educational agencies, local school boards, entities providing adult education and literacy activities, and Postsecondary educational institutions (including representatives of community colleges, where such entities exist), selected from among individuals nominated by regional or local educational agencies, institutions, or organizations representing such local educational entities;
- C. Representatives of labor organizations (for a local area in which employees are represented by labor organizations), nominated by local labor federations, or (for a local area in which no employees are represented by such organizations), other representatives of employees;
- D. Representatives of community-based organizations (including organizations representing individuals with disabilities and veterans, for a local area in which such organizations are present);
- E. Representatives of economic development agencies, including private sector economic development entities; and
- F. Representatives of each of the one-stop partners; and

In addition, the SNWIB may include such other individuals or representatives or entities as the LEOs may determine to be appropriate.

6. Staff of the SNWIB

The SNWIB is authorized to employ staff including, but not limited to, an Executive Director. The staff shall be employees of the separate legal, administrative entity known as SNWIB. The staff shall perform support functions for the SNWIB in performance of its responsibilities under the WIA. The SNWIB staff will be governed by the Amended and Restated Agreement Between The Chief Local Elected Officials Consortium and the Southern Nevada Workforce Investment Board” which will provide the operational framework for administration of and responsibility for the WIA funds.

- A. Whenever a vacancy occurs in the position of Executive Director of SNWIB, a new Executive Director shall be selected by the LEOs. The Executive Director shall be directed by and answer solely to the LEOs and shall serve at the pleasure of LEOs.
- B. The Executive Director shall provide all information and documentation regarding all SNWIB administrative, operational, and fiscal matters and to the LEOs and the SNWIB upon request. The nature, scope and frequency of the information relating to the WIA that is to be provided pursuant to this paragraph by the Executive Director shall be specified by the LEOs.

7. The LEOs shall execute an agreement with the SNWIB for the operation and functions of the Board under Section 117 of the WIA and shall approve the Local Plan under Section 118 of the WIA, which has been agreed to by all participating Counties and Cities.

8. LEOs Fiscal Responsibilities

The LEOs shall perform all functions of local elected officials as contained in P.L. 105 220, the federal Workforce Investment Act of 1998. Specifically, the LEOs, as the local grant recipient for funds allocated under WIA, shall:

- A. Be financially liable for any misuse of grant funds and disallowed costs pursuant to WIA.
- B. The LEOs, by and through the Southern Nevada Workforce Investment Board shall have sole responsibility for
 - i. Receiving, disbursing and budgeting of all funds relating to WIA programs.
 - ii. Collecting program data necessary for management, evaluation and preparation of required and desired reports.
 - iii. Monitoring and evaluation of programs and program operators, subrecipients and service providers pursuant to the WIA.
 - iv. Procuring audits of funds as required under the WIA and resolving any questions arising from the audits. Staff shall report the results of the audits to the Southern Nevada Workforce Investment Board and the LEO.
- C. Develop and manage a system to hear and resolve grievances brought by participants, vendors and other interested parties as required by the WIA.

- D. In the case where liability is identified and validated concerning the misuse of grant funds or the disallowance of costs, liability and repayment of funds shall be in accordance with the following formula based on per capita:**
- i. Clark County – 42.71%**
 - ii. City of Las Vegas- 30.78%**
 - iii. City of Henderson- 13.11%**
 - iv. City of North Las Vegas- 9.97 %**
 - v. Boulder City- .86%**
 - vi. Nye County- 2.37%**
 - vii. Esmeralda County – .04%**
 - viii. Lincoln County- .25%**

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. The recommended formula and the underlying calculation factors, or any amendment thereto, must be approved by the governing bodies of each of the respective counties or cities upon who liability is to be imposed in order to be effective. The formula liability herein governs prospective liability and becomes effective upon executing this consortium agreement. The liability formula provision regarding fiscal liability shall also be included in the required two-year WIA plan.

9. The LEO's shall have the power to establish all boards, councils, or committees or other advisory groups as mandated by the federal laws or regulations or as deemed necessary to ensure that the SNWIB conforms with applicable laws and meets the WIA objectives.

- A. The LEOs shall create a fiscal advisory committee consisting of members from each municipality and/or county represented by the LEOs, herein referred to as the Joint Chief Finance Officer Committee. The Joint Chief Finance Officer Committee will be responsible for advising the LEOs with regards to budget development and execution, procurement policies, accounting systems and practices and other financial matters to ensure proper fiscal controls.**
- B. The LEOs shall create a legal counsel advisory committee consisting of members attorneys from the Cities of Las Vegas, North Las Vegas**


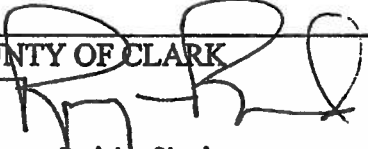
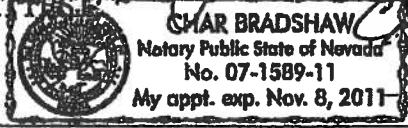
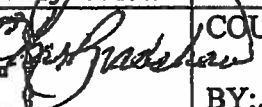


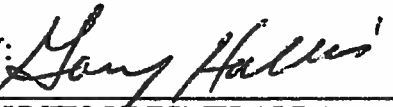
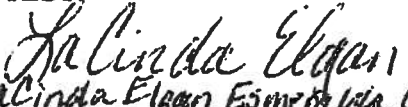
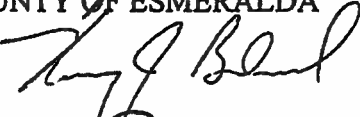


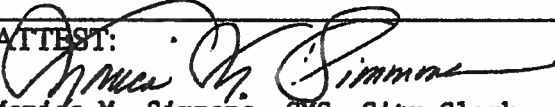
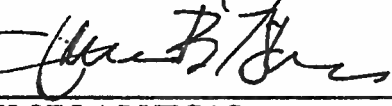
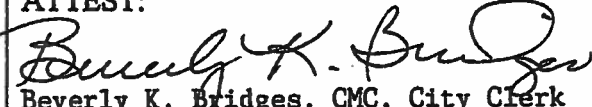



and Henderson and the County of Clark, herein referred to as the Joint Legal Counsel Advisory Committee. The Joint Legal Counsel Advisory Committee will be responsible for advising the LEOs, providing legal opinions and ensuring compliance with applicable laws. The Joint Legal Counsel Advisory Committee will also be responsible for rendering direction and suggestions to the LEOs in order to maintain due diligence compliance with the requirements of the WIA. The LEOs shall formulate a schedule appointing one jurisdiction to assume the role of lead counsel, to be rotated no less than annually among those jurisdictions. The SNWIB will be required to obtain separate representation on behalf of the members and the organization.

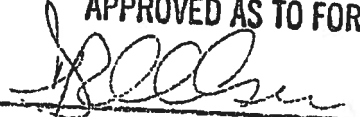
10. This amendment to and restatement of the Charter agreement shall be effective when approved by Resolutions adopted by the County Commission and City Councils of each county and city party hereto and executed by the chief elected official thereof pursuant to said resolution and shall thereupon act to repeal and supersede any and all prior written or oral consortium agreements under P.L. 105-220, the Workforce Investment Act of 1998, or P.L. 102-367, the Job Training Partnership Act.

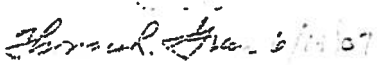
11. Amendments to this Charter agreement may be adopted with concurrence of the Commissions and City Councils of each county and city party hereto. The LEOs may be dissolved and this agreement may be rescinded with two-thirds vote of the county and city parties hereto and the Governor.

This section left intentionally blank

12. This Charter agreement shall be of full fare and effect upon its passage and execution of all the Counties and Cities herein. IN WITNESS WHEREOF, the parties hereto have caused this Charter agreement to be executed by the Chairperson of the County Commission and City Council of the aforementioned Counties and Cities.

ATTEST:  Shirley B. Parraguirre, County Clerk	COUNTY OF CLARK  BY: Rory Reid, Chairman
ATTEST:  CHAR BRADSHAW Notary Public State of Nevada No. 07-1589-11 My appt. exp. Nov. 8, 2011 	COUNTY OF LINCOLN BY:  Tonda Okunich, Chair
ATTEST:  Sandra L. Merlino, Nye County clk	COUNTY OF NYE BY:  Gary Hallen
ATTEST:  Laciada Elgan, Esmeralda Co. Clerk	COUNTY OF ESMERALDA BY:  Tony J. Beal
ATTEST: 	CITY OF BOULDER CITY BY:  Jeff S. Hayes
ATTEST:  Monica M. Simmons, CMC, City Clerk Council Action: 7/3/07	CITY OF HENDERSON BY:  Mike B. Jones
ATTEST:  Beverly K. Bridges, CMC, City Clerk	CITY OF LAS VEGAS BY:  Oscar B. Goodman, Mayor
ATTEST:  Karen L. Storms, CMC, City Clerk	CITY OF NORTH LAS VEGAS BY:  Michael L. Montandon, Mayor

APPROVED AS TO FORM:

 Dave Olsen, City Attorney 7

 Thomas L. Gray 6/10/07

Workforce Connections Population Percentages

	Population		Impact on \$1,000 Liability (if percentages not updated)		
	2007 Agreement	2013 Estimate	2007 Agreement	2013 Calculation	Difference
i. Clark County	42.71%	44.04%	\$ 427	\$ 440	\$ (13)
ii. City of Las Vegas	30.78%	28.74%	\$ 308	\$ 287	\$ 21
iii. City of Henderson	13.11%	13.17%	\$ 131	\$ 132	\$ (1)
iv. City of North Las Vegas	9.97%	10.86%	\$ 100	\$ 109	\$ (9)
v. Boulder city	0.86%	0.75%	\$ 9	\$ 8	\$ 1
vi. Nye County	2.37%	2.15%	\$ 24	\$ 22	\$ 2
vii. Esmeralda County	0.04%	0.04%	\$ -	\$ -	\$ -
viii. Lincoln County	0.25%	0.24%	\$ 3	\$ 2	\$ 1

Note: Based on July 1, 2013 Governor's Certified Population

Agenda Item 10. DISCUSSION AND POSSIBLE ACTION:

Review, discuss and take appropriate action to begin the process and execution of an agreement between the Southern Nevada Workforce Development Area Chief Local Elected Officials Consortium and Workforce Connections (Southern Nevada Workforce Development Board)

AMENDED AND RESTATED AGREEMENT BETWEEN THE CHIEF LOCAL ELECTED OFFICIALS CONSORTIUM AND THE SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD TO A SOUTHERN NEVADA WORKFORCE INVESTMENT AREA

THIS amendment and restatement of the April 10, 2000 AGREEMENT, entered into this 20TH day of JUNE 07, and effective as of the ____ day of _____, by and between the Chief Local Elected Officials Consortium (herein after "LEOs") and the SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD (herein after "SNWIB") for the Southern Nevada Workforce Service Delivery Area.

WITNESSETH

WHEREAS, the Workforce Investment Act of 1998 (P.L. 105-220, 112 Stat. 936, as amended) herein referred to as the "Act" authorizes the expenditure of federal funds for workforce development services in locally determined workforce investment areas; and

WHEREAS, pursuant to the Act, the Chief Local Elected Officials (LEOs) Consortium has been created and consists of elected officials of the Cities of Las Vegas, North Las Vegas, Henderson and Boulder City and the Counties of Clark, Lincoln, Nye and Esmeralda; and

WHEREAS, pursuant to the Act, the Southern Nevada Workforce Investment Board (SNWIB) has been created and consists of representatives of the private sector, educational agencies, organized labor, one-stop partners, community based organizations, economic development agencies and such other representatives as the LEOs deems appropriate; and




WHEREAS, pursuant to the Act, the LEOs have designated the SNWIB as the administrative entity and grant subrecipient to administer WIA funds; and

WHEREAS, pursuant to the Act the LEOs and the SNWIB may enter into an agreement that describes the respective roles and responsibilities of the parties.

WHEREAS, LEOs and the SNWIB desire, by this Agreement to define the scope of their relationship and their individual rights, duties and obligations;

NOW, THEREFORE, in accordance with the Act and related regulations and in consideration of the mutual covenants contained herein, the parties hereby agree as follows:

1. The LEOs is designated as the policy-making and budgetary control body for the SNWIB to the extent that such policies recognize and do not conflict with State law, the Workforce Investment Act State Compliance Policies, and the terms of this agreement which establish the SNWIB as a separate entity. These two boards are responsible for carrying out their respective and joint responsibilities under the Act in accordance with guidelines that may be approved by the Governor of the State of Nevada and the terms of the Act and as such shall:

- A. Ensure delivery of services pursuant to the Act and other workforce investment programs and related services in such a manner to provide the most beneficial mix of program options to residents of the Local Workforce Investment Area (LWIA).
 - B. Stimulate the active, effective participation of all sectors of the LWIA community in the provision of workforce development services.
 - C. The LEOs or the SNWIB, as applicable, shall establish all advisory boards, councils, or committees, or other advisory groups as mandated by federal laws and state regulations.
 -  D. The LEOs and the SNWIB shall establish their respective bylaws for meetings and other matters of internal governance. These bylaws shall be consistent with any applicable federal and state laws, any regulations promulgated by the Governor and/or the State, and the provisions of this agreement. All meetings of the LEOs, the SNWIB, or its subcommittees shall be conducted in accordance with Nevada's Open Meeting Law NRS Chapter 241.
 - E. Establish the criteria for workforce service centers and the criteria, for the process for the selection or designation of one-stop operators and service providers.
 - F. Select youth service providers and programs after receiving recommendations of the Youth Council.
 -  G. Review and approve all programs and budgets to be funded under the Act; except the LEOs may withhold approval of any training program if:
 - 1) There are insufficient funds available to support the program; or
 - 2) Funding of the program is not authorized by the Act.
 - H. Provide oversight with respect to activities authorized under the Act to include youth activities, local employment and training activities and the one-stop delivery system in the local area.
-  2. The SNWIB shall undertake the following and may do so jointly with the LEOs:
- A. Identify
 - 1) employer labor force needs
 - 2) programs to address those needs
 - 3) appropriate linkages with resources
 - 4) economic development opportunities of the area
 - 5) employment needs of the unemployed or underemployed

- B. Develop programs based on locally determined business community needs.
 - C. Provide policy recommendations to the LEOs on matters pertaining to the provision of services under the Act.
 - D. Select, monitor and independently assess the performance of and evaluate the benefit, productivity and impact of all programs funded and report their assessment and recommendations to the LEOs.
 - E. The SNWIB staff is responsible for preparing an annual budget which must be submitted for approval by the LEOs.
 - F. Maintain a consolidated office support and staff structure in order to minimize costs of administration, and maximize the funding available for programs and services under the Act. The SNWIB is authorized to employ support staff as recommended by the Executive Director. The staff shall be considered to be employees of the separate legal entity known as SNWIB. However, the staff shall provide support services to the LEOs and SNWIB jointly and perform functions for the SNWIB in performance of its responsibilities under the Act.
 - G. The SNWIB will be required to obtain legal counsel, separate and apart from the LEOs, on behalf of the SNWIB members and the organization. The legal counsel will be responsible for advising the SNWIB, providing legal opinions and ensuring compliance with applicable laws. The legal counsel will also be responsible for rendering direction and suggestions to the SNWIB in order to maintain due diligence.
3. Any member of the SNWIB may be removed for cause, by majority vote of the LEOs at a regularly scheduled meeting of the LEOs. "Cause" includes, but is not limited to:
- A. Failure to attend meetings as required by the SNWIB Bylaws.
 - B. Unprofessional conduct, including conduct detrimental to the effectiveness and/or objectives of the SNWIB.
 - C. Willful neglect or failure to observe and carry out programs or policies adopted by the SNWIB.

If a member is removed, a vacancy occurs and a new member shall be appointed by the LEOs pursuant to the LEO Consortium Agreement and State Policy for notification of and filling of Local Workforce Investment Board vacancies.

4. The LEOs shall:
- A. Be financially liable for any misuse of grant funds and disallowed costs pursuant to WIA.

- B. Have sole responsibility, by and through the SNWIB, for:
- 1) Receiving, disbursing and budgeting of all funds relating to WIA programs.
 - 2) Collecting program data necessary for management, evaluation and preparation of required and desired reports.
 - 3) Monitoring and evaluation of programs and program operators, subrecipients and service providers pursuant to the Act.
- C. Work with the Executive Director and SNWIB staff to resolve any questions arising from the audits.
- D. Develop and manage a system to hear and resolve grievances brought by participants, vendors and other interested parties as required by the Act and state compliance regulations.
- E. Hire, evaluate and remove the Executive Director. The Executive Director shall be directed by and answer solely to the LEOs and shall serve at the pleasure of LEOs. The Executive Director shall provide all information and documentation regarding all SNWIB administrative, operational, and fiscal matters relating to the Act to the LEOs and the SNWIB upon request. The nature, scope and frequency of the information relating to the Act that is to be provided pursuant to this paragraph by the Executive Director shall be specified by the LEOs. Whenever a vacancy occurs in the position of Executive Director of SNWIB, a new Executive Director shall be selected by the LEOs.
- F. In the case where liability is identified and validated concerning the misuse of grant funds or the disallowance of costs, liability and repayment of funds shall be in accordance with the following formula based on per capita:
- i. Clark County – 42.71%
 - ii. City of Las Vegas- 30.78%
 - iii. City of Henderson- 13.11%
 - iv. City of North Las Vegas- 9.97 %
 - v. Boulder City- .86%
 - vi. Nye County- 2.37%
 - vii. Esmeralda County – .04%

viii. Lincoln County- .25%


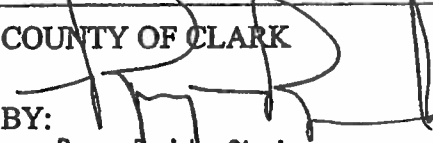
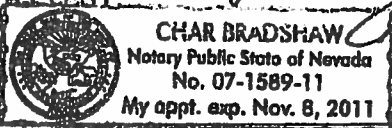




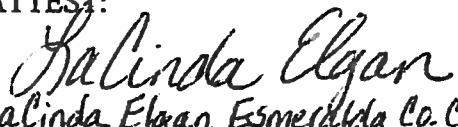


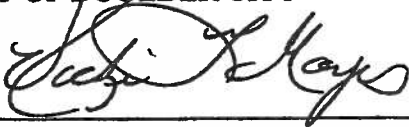
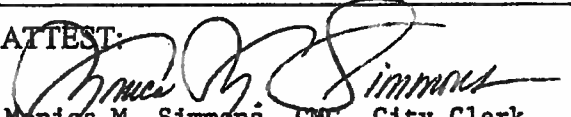
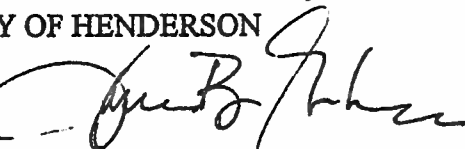
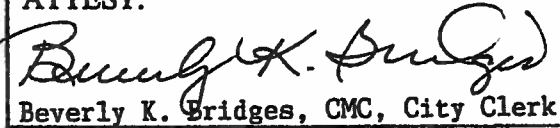


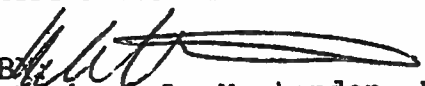
A mandatory review of the liability formula and the underlying factors upon which the calculations are based will be performed every two years and adjusted as deemed necessary by a vote of the LEOs. The recommended formula and the underlying calculation factors, or any amendment thereto, must be approved by the governing bodies of each of the respective counties or cities upon who liability is to be imposed in order to be effective. The formula liability herein governs prospective liability and becomes effective upon executing this consortium agreement. The liability formula provision regarding fiscal liability shall also be included in the required two-year WIA plan.


5. This Agreement may be amended by mutual consent of the SNWIB and LEOs at any time. Either party may propose amendment(s) by providing written notice; thereof, to the other party at least 60 days in advance of a regular meeting of the SNWIB. Any amendment must be approved by majority vote of each party.
 - A. Amendments to this Agreement become effective only upon concurrence of the respective county commissions and city councils of each county and city which is a signatory hereto.
6. This Agreement shall automatically be renewed from year to year unless either party notifies the other in writing of its intention not to renew at least 180 days prior to the expiration of any one year period.

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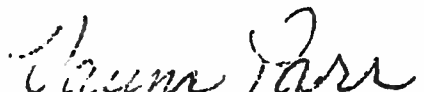

7. SNWIB and the LEOs agree that this document contains all of the agreements between the parties and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the matter hereof. All terms referred to in this Agreement are deemed to be part of this Agreement.


CHIEF LOCAL ELECTED OFFICIALS

ATTEST:  Shirley B. Parraguirre, County Clerk	COUNTY OF CLARK  BY: Rory Reid, Chairman
ATTEST:  CHAR BRADSHAW Notary Public State of Nevada No. 07-1589-11 My appt. exp. Nov. 8, 2011 	COUNTY OF LINCOLN BY:  Linda March, Chair
ATTEST:  Sandra L. Merlino, Nye County Clk	COUNTY OF NYE BY:  Gary Haller
ATTEST:  Kalinda Elgan, Esmeralda Co. Clerk	COUNTY OF ESMERALDA BY:  Tony J. Bond
ATTEST:  Camella A. Malmstrom	CITY OF BOULDER CITY BY:  Liza L. Hays
ATTEST:  Monica M. Simmons, CMC, City Clerk Council Action: 6/19/07	CITY OF HENDERSON BY:  Paul B. Johnson
ATTEST:  Beverly K. Bridges, CMC, City Clerk	CITY OF LAS VEGAS BY:  Oscar B. Goodman, Mayor
ATTEST:  Karen L. Storms, CMC, City Clerk	CITY OF NORTH LAS VEGAS BY:  Michael L. Montandon, Mayor

APPROVED AS TO FOR:

 Dave Olsen, City Attorney

SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD

ATTEST: 	ROBERT BREWER, CHAIR BY:  Robert Brewer
--	--

APPROVED AS TO FORM
 6/19/07
 Thomas R. Green Date

Workforce Connections Population Percentages

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vii. Esmeralda County	0.04%	0.04%	\$ -	\$ -	\$ -
viii. Lincoln County	0.25%	0.24%	\$ 3	\$ 2	\$ 1

Note: Based on July 1, 2013 Governor's Certified Population

Agenda Item 11. DISCUSSION AND POSSIBLE ACTION:

Accept and approve Executive Director's Report ~ Ardell Galbreth

Executive Director's Report March 10, 2015

Rural Counties Update

- **Nye and Esmeralda Counties**
- Specialized customer service training was provided to the Mizpha Hotel staff in Tonopah
 - The Nancy Clines Family Foundation paid most of the training costs, which allowed both WIA and non-WIA job seekers to participate in the training
 - The training took place in Tonopah Convention Center over a four day period
- Nye Community Coalition continues to communicate with site developers building Holiday Inn Express 3-story, 105 room hotel with anticipated opening date this summer 2015
- Nye County Community Coalition has a scheduled hiring event coming up on March 18, 2015 for a new Dollar Tree store opening, i.e., 25 – 30 employees are expected to be hired
- **Lincoln County**
- Continued strong partnership between Lincoln County and the Grover D. Dils Medical Center for new hires are now in place

Highlighted Workforce Initiatives

- Staff support continued strategic planning is underway in preparation of implementing the Workforce Innovation and Opportunity Act (WIOA)
 - Request for Proposals (RFPs) under the new WIOA are expected to be published and released March/April 2015
 - The RFPs will solicit One-Stop Affiliate Sites service delivery throughout the Southern Nevada Workforce Development Area i.e., North Las Vegas, East Las Vegas, Henderson/Boulder City and West Las Vegas area
 - RFP solicitation shall also be to secure WIOA One-Stop Center Operator and service delivery throughout Southern Nevada Workforce Investment Area

Staff Development and Service Providers Training

- Fiscal and procurement training for both staff and service providers scheduled for March 2015
- On-going WIOA staff training shall take place routinely throughout the next year or two

Workforce Innovation and Opportunity Act Implementation

- Pressing forward with initial implementation of WIOA
 - New policies and compliance procedures are still in work in preparation for meeting WIOA implementation deadlines
 - Revised board membership applications have been published and provided to potential board members
- Chief Local Elected Officials (LEOs) consortium agreements are under review for revision in accordance with WIOA

Agenda Item 12. SECOND PUBLIC COMMENT:

Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and state your address for the record. Each comment will be limited to three (3) minutes

Agenda Item 13. INFORMATION:

LEO Consortium member comments