

WORKFORCE CONNECTIONS

BOARD AGENDA

October 1, 2013

10:00 a.m.

*Workforce Connections
Bronze Conference Room
6330 W. Charleston Blvd., Ste. 150
Las Vegas, NV89146*

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

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

City of Las Vegas, 495 S. Main, Las Vegas

City of North Las Vegas, 2250 Las Vegas Blvd. N., North Las Vegas, NV

Clark County, County Clerk's Office 500 S. Grand Central Parkway, Las Vegas, NV

Esmeralda County Courthouse, 233 Crook Street, Goldfield, NV

Henderson City Hall, 240 Water Street, Henderson, NV

City Hall, Boulder City, 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 181 Main Street Courthouse, 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) 638-8750 or at spotter@snvwc.org. Such supporting materials are available at the front desk of Workforce Connections, at 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV 89146 and are available on-line 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 (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.

Board Members: Maggie Arias-Petrel, Councilman Bob Beers, Michelle Bize, Commissioner Butch Borasky, Hannah Brown (Chair), William Bruninga, Matt Cecil, Mark Edgel, Willie J. Fields, Jr., Dan Gouker, Sonja Holloway, Commissioner Adam Katschke, Commissioner Ralph Keyes, Councilwoman Peggy Leavitt, Dr. David Lee, Vida Chan Lin, Valerie Murzl (Vice-Chair), Lynda Parven, Bart Patterson, Charles Perry, Mujahid Ramadan, Bill Regenhardt, Dan Rose, Tommy Rowe, Councilwoman Gerri Schroder, Commissioner Lawrence Weekly, Councilwoman Anita Wood

All items listed on this Agenda are for action by the Board 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 and roll call
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..... 3
4. **DISCUSSION AND POSSIBLE ACTION:** Approve the Board Meeting Minutes of September 24, 2013..... 4
5. **DISCUSSION AND POSSIBLE ACTION:** Approve Youth Council's recommendation to award HELP of Southern Nevada an Out-of School Youth contract in the amount of \$400,000 for the term of October 1, 2013 through September 30, 2014..... 14
6. **DISCUSSION AND POSSIBLE ACTION:** Approve Youth Council's recommendation to award GNJ Family Life Center an Out-of School Youth contract in the amount of \$600,000 for the term of October 1, 2013 through September 30, 2014..... 16
7. **DISCUSSION AND POSSIBLE ACTION:** Latin Chamber of Commerce Community Foundation "High Risk" designation and consideration for future award..... 18
8. **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 24
9. **INFORMATION:** Board Member Comments 25
10. **ACTION:** Adjournment 26

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
the Board Meeting Minutes of September 24, 2013

WORKFORCE CONNECTIONS

BOARD MEETING MINUTES

September 24, 2013
10:00 a.m.

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

Members Present

Bart Patterson
Commissioner Lawrence Weekly
Councilwoman Gerri Schroder
Dr. David Lee
Vida Chan Lin
Sonja Holloway
Willie J. Fields

Bill Regenhardt (phone)
Councilman Bob Beers
Charles Perry
Hannah Brown, Chair
Mujahid Ramadan
Tommy Rowe
Dan Gouker

Commissioner Butch Borasky (phone)
Councilwoman Peggy Leavitt
Dan Rose
Lynda Parven
Michelle Bize
Councilwoman Anita Wood (phone)

Members Absent

Commissioner Adam Katschke
William Bruninga
Valerie Murzl

Commissioner Ralph Keyes
Maggie Arias-Petrel

Matt Cecil
Mark Edgel

Staff Present

Ardell Galbreth
Ricardo Villalobos
LeVerne Kelley
Jeannie Kuennen
Bridgette Shaney

Suzanne Potter
Jim Kostecki
Clentine January
Kenadie Cobbin-Richardson
Kelly Ford

Heather DeSart
Brett Miller
Tom Dang
Debra Collins

Others Present

Nield Montgomery, The Learning Center
Linda House, GNJ Family Life Center
Kelli Mosley, Olive Crest
Dr. Rene Cantu, Jr., LCCCF
Thresea Kaufman, NHA
Arneller Mullins, Nevada Partners, Inc.
Denise Gee, HELP of Southern Nevada
Nick Griffin, GNJ Family Life Center
Janice M. Rael, Nevada Partners, Inc.
Earl McDowell, DETR
Vincent Miller, Goodwill of Southern Nevada
Brenda Johns

Linda Montgomery, The Learning Center
Helicia Thomas, GNJ Family Life Center
Raven Reedus, Olive Crest
Chris Carothers, Bridge Counseling
Sharon Morales, LCCCF
Jeramey Pickett, Nevada Partners, Inc.
Bonita Fay, GNJ Family Life Center
Joleen Arnold, ESN
Bridgette Williams, GNJ Family Life Center
Nyeri Richards, Youth Advocate Programs
Dr. Tiffany Tyler, Nevada Partners, Inc.

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

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

The meeting was called to order by Chair Hannah Brown at 10:26 a.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 inclusion of any emergency items and deletion of any items

Ardell Galbreth, Executive Director confirmed there were no inclusions or deletions.

A motion was made to approve the agenda as presented by Charles Perry and seconded by Vida Chan Lin. Motion carried.

3. FIRST PUBLIC COMMENT SESSION

Brenda Johns: Ms. Johns shared about her recent experience as a client of Foundation for an Independent Tomorrow (FIT) where she sought help to have a misdemeanor removed from her record in February 2013. Ms. Johns said she is lost and confused with the process and why FIT wanted to give up on her. Ms. Johns explained that FIT was providing her rental assistance; however, they did not provide the check to her as promised and Ms. Johns and her child were evicted. Ms. Johns contacted Ardell Galbreth and Commissioner Lawrence Weekly's office for assistance.

Mr. Galbreth stated that he has been in communication with Ms. Johns and FIT and his assessment is that some of the things Ms. Johns went through are unacceptable, and FIT is aware of this. Ms. Johns was not managed through the system properly and her Individual Employment Plan (IEP) was not developed to allow her to receive the services she needs to become gainfully employed. Mr. Galbreth contacted FIT two weeks prior to the eviction date and was told that the rental assistance check was being processed. FIT did not provide the check to Ms. Johns before she was evicted by her landlord. Mr. Galbreth said this is due to FIT's lack of training and a lack of passion to serve this client.

Mr. Galbreth explained that WIA allows rental assistance and other supportive services to help an individual to overcome barriers to training and/or employment; however, an IEP must be developed to identify barriers as well as goals and strategies to overcome them. The IEP is critical to effectively manage a client through the system. With a good IEP in place, with employment goals, etc., it would be unusual for a client to need rental assistance for more than six months.

Chair Brown requested staff to follow-up on this matter and report back to the Board.

Linda House: Ms. House shared about her experience as a GNJ Family Life Center participant. Ms. House raved about her counselor Madelin Arazoza and the resources and support that were made available to her. Ms. House said GNJ's process is simple and well laid out, and most importantly, they treat everyone that walks through that door with respect. Ms. House is now employed at Olive Garden.

Nicholas Griffin: Mr. Griffin shared about his experience as a client of GNJ's One-Stop Center office. With the assistance of his case manager Bonita Fay, Mr. Griffin passed his math skills, completed truck driving training and is now employed at a trucking and transportation company. Mr. Griffin said he could not have done it without Ms. Bonita and the One-Stop.

Bridgette Williams: Ms. Williams shared about her experience with GNJ. Ms. Williams received supportive services, including day care and gas cards, and training, and is now a certified computer technician. Ms. Williams said that Madelin Arazoza and Bonita Fay are always there for her, not to give a hand out, but a helping hand.

Bonita Fay, Career Specialist – GNJ Family Life Center: Ms. Fay shared a thank you letter from her client Natasha Wilson, who was involved in human trafficking when she came to GNJ for assistance. Since then, Ms. Wilson completed work experience, earned her GED, and enrolled in computer classes.

Sherman Rutledge – Program Director - GNJ Family Life Center: Mr. Rutledge distributed information on the Youth Industry Sector-STEM Bus Tour hosted by GNJ Family Life Center on August 23, 2013.

4. DISCUSSION AND POSSIBLE ACTION: Approve the Board Meeting Minutes of August 27, 2013

A motion was made to approve the Board Meeting Minutes of August 27, 2013 as presented by Charles Perry and seconded by Councilwoman Gerri Schroder. Motion carried.

ADULT & DISLOCATED WORKER COMMITTEE UPDATE ~ Valerie Murzl, Chair**5. INFORMATION: Adult & Dislocated Worker Committee Meeting Minutes of September 11, 2013**

Dan Rose, Vice Chair presented the Adult & Dislocated Worker Committee Minutes of September 11, 2013 as provided on page 13 – 20 of the agenda packet.

6. DISCUSSION AND POSSIBLE ACTION: Approve the Adult & Dislocated Worker Committee's recommendation to modify the strategic plan to streamline access to the delivery of employment and training services to eligible clients

Heather DeSart, Deputy Director provided a brief overview of the strategic plan and the addition of item 3.3 - Streamline access to employment and training service delivery as shown on page 24 of the agenda packet.

A motion was made to approve the Adult & Dislocated Worker Committee's recommendation to modify the strategic plan to streamline access to the delivery of employment and training services to eligible clients by Commissioner Lawrence Weekly and seconded by Michelle Bize. Motion carried.

7. DISCUSSION AND POSSIBLE ACTION: Approve the Adult & Dislocated Worker Committee's recommendation to re-release the Veterans RFP in order to encourage responses that indicate stronger partnerships and more quantifiable outcomes

Mr. Rose noted that the September 11th ADW Minutes encapsulates the conversation and questions asked regarding re-releasing the Veterans RFP.

Ms. DeSart briefly explained the scoring criteria and stated that even though two proposals (Goodwill and Urban League) met the criteria, the evaluators considered all of the proposals non-responsive in terms of the relationships and partnerships they had established, the outreach and the outcomes they were proposing. Some of the proposals had good elements, but none of them had a strong, holistic approach to veterans or strong partnerships with veterans' organizations. The RFP included language that all, part, or none of the proposals may be funded, based on the needs of the local area. Staff will reach out to veterans' organizations prior to re-releasing the RFP in November for a contract start date of December 1st or January 1st. Discussion ensued.

Councilman Bob Beers asked if staff will consider removing the language from the RFP that mandate the provider to be located at the One-Stop Center. Mr. Galbreth stated that the language will not be removed because according to WIA, veterans' services are required to be delivered out of the Comprehensive One-Stop Career Center.

A motion was made to approve the Adult & Dislocated Worker Committee's recommendation to re-release the Veterans RFP in order to encourage responses that indicate stronger partnership and more quantifiable outcomes by Charles Perry and seconded by Hannah Brown. Motion carried.

8. INFORMATION: Training, Wage and Employment Reports

The Training, Wage and Employment reports are provided on page 27 – 39 of the agenda packet.

Dr. David Lee requested that the ongoing unemployment rate for Nevada be included in this report.

9. INFORMATION: WIA Client Demographics Report – Youth & ADW

The WIA Client Demographics report for (Youth and ADW) is provided on page 41 – 52 of the agenda packet.

This report includes demographics by zip code and locality and ethnicity for active Youth and ADW clients for PY2012 and PY2013.

Dan Gouker observed that the training cost for Health and Medical Services is about half the training cost for Clean Energy, although they have same median pay of \$15.00, and suggested that we re-evaluate where we invest are money to ensure we get the most bang for our buck.

*YOUTH COUNCIL UPDATE ~ Sonja Holloway, Chair***10. INFORMATION: Youth Council Meeting Minutes of September 11, 2013 (draft)**

Ms. Holloway presented the Youth Council Meeting Minutes of September 11, 2013 (draft) as provided on page 53 – 58 of the agenda packet.

11. DISCUSSION AND POSSIBLE ACTION: Approve the Youth Council's recommendation to award the following Out-of-School Youth contracts for the term of October 1, 2013 through September 30, 2014

- | | |
|---|-----------|
| a. HELP of Southern Nevada | \$400,000 |
| b. GNJ Family Life Center | \$600,000 |
| c. Latin Chamber of Commerce Community Foundation | \$600,000 |

Ricardo Villalobos, Youth Program Director provided an overview of the Out-of-School Youth RFP process, proposal scores and contract recommendations as provided on page 60 of the agenda packet, and noted that the correct number of youth HELP of Southern Nevada is expected to serve with the \$400,000 award is 140 youth (not 70).

Councilwoman Peggy Leavitt inquired about the pink paper issued to Latin Chamber of Commerce Community Foundation's (LCCCCF) as discussed in the prior LEO Consortium meeting. Mr. Galbreth replied that LCCCCF will be put on "High Risk" status; however, that does not mean that they cannot receive funds to continue providing services. For example, in the case of Bridge Counseling, Mr. Galbreth consulted the U.S. Department of Labor and the DOL consultant advised him to put the provider on high risk, establish requirements for the provider to follow, and attempt to recover the potential disallowed costs, if any, without disrupting services to clients. If LCCCCF's funds are cut off now, the chances of recovering funds may be difficult.

Mr. Gouker and Michelle Bize expressed concern about awarding funds to a provider that is on high risk. Discussion ensued.

Mr. Villalobos explained the evaluators scored the proposals in August before the fiscal issues with LCCCCF were identified.

Ms. Holloway commented the Youth Council did not know LCCCCF was high risk when they recommended funding. Mr. Galbreth concurred and stated, staff was not aware of any fiscal issues with LCCCCF at that time.

Dr. Rene Cantu, Jr., Executive Director, LCCCCF stated that the Latin Chamber and Latin Chamber of Commerce Community Foundation are solid organizations that have a long history in our community. LCCCCF discovered an issue in the ADW contract that it was coming up with a shortfall over the disallowed costs. Dr. Cantu immediately notified his co-presidents, Eloisa Martinez and Irene Bustamante-Adams. The Executive Board and Board of Trustees developed an action plan to resolve the debt with Workforce Connections, which was initially \$71,000, but as of this morning, it is \$54,000. LCCCCF will continue forthwith to liquidate its debts. The issue has been isolated to one grant and no vendors have complained. Dr. Cantu has prepared letters for every vendor and he will meet with them individually to explain what is going on and what action the organization is taking to settle these debts. Dr. Cantu alerted Mr. Galbreth when these issues were identified. Moving forward, 1) LCCCCF has implemented a good communication plan with Workforce Connections; 2) LCCCCF will implement a plan for short-term and long-term resolution of this issue, which LCCCCF will have resolved in 90 days.

Willie J. Fields made a motion to approve, Bart Patterson seconded the motion. Commissioner Weekly stated that the LEOs municipalities are financially responsible for any disallowed costs of this agency and any future decisions where there is risk need to come before the LEO Consortium for approval and not this board. Councilwoman Schroder concurred. Willie J. Fields rescinded his motion.

Dan Gouker made a motion to approve only items 11a and 11b, Michelle Bize seconded the motion, Hannah Brown abstained. Following a brief discussion on the motion, a vote was taken: 5 for, 11 opposed. Motion failed.

Bart Patterson made a motion to approve items 11a, 11b, 11c, Tommy Rowe seconded the motion. Dan Gouker opposed. The Chair asked for discussion on the motion. Michelle Bize stated it is hard to have a

discussion on the motion without any information on the pink papers; Lynda Parven concurred. Mr. Fields suggested that the Board table the motion. Bart Patterson withdrew the motion, Tommy Rowe seconded.

Willie J. Fields made a motion to table agenda item 11 (a, b, c), Charles Perry seconded. Motion carried.

12. DISCUSSION AND POSSIBLE ACTION: Approve the Youth Council's recommendation to negotiate and amend Rural Youth Contracts for an extended term of October 1, 2013 through September 30, 2014

- | | |
|------------------------------|-----------|
| a. Lincoln County | \$100,000 |
| b. Nye Communities Coalition | \$200,000 |

Mr. Villalobos provided a brief overview of the rural contract recommendations as provided on page 62 and 63 of the agenda packet.

A motion was made to approve the Youth Council's recommendation to negotiate and amend Rural Youth Contracts for an extended term of October 1, 2013 through September 30, 2014 by Tommy Rowe and seconded by Mujahid Ramadan. The Chair opened discussion on the motion. Dan Gouker asked if the pink paper discussed at the Budget Meeting regarding Lincoln County has been resolved; Ardell answered yes. Motion carried.

13. INFORMATION: Jobs for America's Graduates (JAG) and Graduate Advocate Initiative (GAI) to serve eligible youth in some of the same Clark County School District (CCSD) high schools

- a. Basic H.S.
- b. Bonanza H.S.
- c. Cheyenne H.S.
- d. Cimarron-Memorial H.S.
- e. Del Sol H.S.
- f. Desert Pines H.S.
- g. Mojave H.S.
- h. Valley H.S.

Mr. Villalobos reported that initially JAG and GAI were going to be at difference high schools. Today, the LEOs approved to have JAG and GAI at eight of the same high schools as shown above.

14. INFORMATION: 2012 – 2013 Graduate Advocate Initiative Report

Mr. Villalobos presented the 2012-2013 GAI academic outcomes as provided on page 69 of the agenda packet. Of the 937 youth that were enrolled in GAI, 609 (65%) graduated.

Michelle Bize asked if the Board members can have input as to which schools will have GAI. Ardell replied yes, the Board members and LEO can determine which schools are and/or will be selected on behalf of the local workforce investment area. These particular schools were recommended by the Nevada State Department of Education. Discussion ensued.

Dan Rose requested staff to create a pie chart (pg. 69) to display the GAI graduation status of each individual high school.

Debbie Tomasetti, CCSD/Workforce Connections' Youth Council commented that an adjusted diploma is allocated to students that have an Individualized Educational Program (IEP), special education students that may achieve the goals of their IEP, but may not achieve the standards related to the graduation requirements. The certificate of attendance is no longer available to students; they must meet all of the requirements for graduation, which includes the credits, allotted amounts, and passing the high school proficiency exam.

OPERATIONS UPDATE ~ Jim Kostecki, Finance Manager

15. INFORMATION: Budget & Finance Committee Meeting Minutes of September 11, 2013 (draft)

Jim Kostecki presented the Budget & Finance Committee Meeting Minutes of September 11, 2013 (draft) provided on page 71 – 76 of the agenda packet.

16. DISCUSSION AND POSSIBLE ACTION: Accept staff's report regarding Southern Nevada Children First (SNCF) "High Risk" Designation

Jim Kostecki provided a report regarding SNCF's high risk designation:

- Bi-weekly, staff reviews SNCF's invoices. SNCF submitted August invoice; staff requested modifications. Invoice is due by September 30, 2013.
- SNCF will receive a reimbursement for the August 30th invoice.
- Staff is working with the consultants to get the deficient items corrected.

A motion was made to accept staff's report regarding Southern Nevada Children First (SNCF) "High Risk" Designation by Tommy Rowe and seconded by Sonja Holloway. Motion carried.

17. DISCUSSION AND POSSIBLE ACTION: Accept staff's report regarding Bridge Counseling Associates (BCA) "High Risk" Designation

Jim Kostecki reported that in July 2013 staff issued BCA a pink paper for having outstanding debt with its vendor, Southwest Trucking (pg. 93 of the agenda packet); BCA satisfied the debt. In August 2013, staff issued a second pink paper for overdue accounts payable to Southwest Trucking (pg. 91). BCA was not able to pay this debt by the August 29th contract close-out date. On August 30th, BCA was placed on high risk (pg. 88). Since then, BCAs executive director and finance director voluntarily resigned from their positions. Staff is working closely with BCA's program director and chairman of the board. BCA has agreed to pay off their debt by December 31, 2013. The programmatic and fiscal restrictions that are in effect are outlined in the high risk designation letter on page 88 and 89 of the agenda packet. The amount of the debt is \$121,000. Discussion ensued.

Chair Brown commented that closing out the contracts each year has been a problem for some of the providers, who were used to the funds rolling over into the next program year.

Responding to Ms. Bize, Ardell explained that if Workforce Connections does not allow BCA the time they requested to pay off their debt (December 31st), it is likely BCA will cease to exist as a business and Workforce Connections will have incurred a bad debt. If BCA does not pay its debt, there is a good chance they will be debarred and will not be eligible to receive federal grants in the future.

Frank Parenti, ADW Program Director, BCA answered the following questions:

Q: How many clients does BCA serve a month?

A: BCA serves 1500 clients a month for substance abuse, mental health, and family counseling, as well as the WIA ADW Vocational services.

Q: Has BCA raised any money thus far to pay off debt?

A: Yes, BCA is making budget cuts by temporarily pulling its therapists from full time employment to contract employment.

Q: Was closing out the contract an issue that caused BCA to fall into this situation?

A: BCA misappropriated federal funds, although closing out the contract did make it more difficult. BCA used the WIA grant funds to pay other payroll (non-WIA). BCA became aware of the situation when the contract was closed out. The executive director and finance director resigned and BCA hired a forensic auditor to determine the state of its finances. Things were fairly messy regarding what was and was not accounted for. BCA is working toward being solvent and taking drastic steps to make sure it can pay back this debt.

Q: When BCA identified the problem, did it notify Workforce Connections or did they find out another way?

A: I can't speak to the timeline because I was not aware of what happened, but there was a little overlap from when this issue was identified that the two people were still working at Bridge, and that is when the decision was made not to continue (to resign).

Q: Out of the 1500 clients served, how many are WIA?

A: BCA has not been able to deliver services this program year, except for a little bit in July. BCA is supposed to be serving 200 or 250 clients this year. Also, because of BCA's funding structure, individuals who receive

vocational services are not always registered, which means that BCA may be providing vocational counseling, such as job search, work readiness, etc., to individuals that are not actually registered participants.

Jeannie Kuennen, Workforce Connections' staff stated, last year, Bridge enrolled approximately 120 participants under the ADW program.

Q: Are you able to pay this back by December 31, 2013?

A: If the fiscal recommendations that are being made to the board of directors are accepted, then yes we can.

Chris Carothers, Board Chairman, BCA stated that the board directed staff to come up with a plan that is reasonable because as an outsider that is volunteering it is hard to make cuts without knowing the heart of the organization and the necessary changes that need to be made. A special board meeting was called for tomorrow, so with the staff's recommendation, the board can approve those changes. For example, reassigning or eliminating two positions, not replacing the finance director, rather looking at a proposal from a forensic auditor that is very reasonable, and other opportunities to free up dollars. And, the quality treatment that BCA has been providing for years is still continuing forward. Carothers stated that this issue was not intentional; rather BCA was hoping that the issue would correct, but it didn't and caught up at grant closeout, and he commented that he appreciates Ardell closing out the grants because that is what stopped this issue. The demand letter from Workforce Connections required BCA to pay the full amount by September 30th. BCA could not make the payment or else it would not make payroll. The board was unable to reasonably raise funds to pay the loan. BCA values its partnership with Workforce Connections and is at the mercy of trying to find a solution that works best for everyone.

Chair Brown stated that the Board is going to trust that BCA gets the debt paid by December 31, 2013.

Commissioner Weekly appreciated Mr. Parenti and Mr. Carothers for answering questions and explaining on the record what happened.

A motion was made to accept staff's report regarding Bridge Counseling Associates (BCA) "High Risk" Designation by Councilwoman Peggy Leavitt and seconded by Michelle Bize. Motion carried.

18. INFORMATION: J.A. Solari – WISS Monitoring Report and Response

Jim Kostecki presented the WISS monitoring report and Workforce Connections' response provided on page 95 – 116 of the agenda packet.

19. DISCUSSION AND POSSIBLE ACTION: REVIEW, DISCUSS, ACCEPT AND APPROVE REPORTS

a. PY2013 WIA Formula Budget July 1, 2013 through June 30, 2014 and Budget Narrative (no change)

The PY2013 WIA Formula Budget and Narrative is provided on page 118-125 of the agenda packet for information only; there is no changes.

b. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2012 through June 30, 2013 (Formula WIA) (no change)

Mr. Kostecki presented the Budget vs. Actual Finance Report provided on page 126 and noted that there is no change. Staff is working on the current Budget to Actual, which will be presented at the next Budget Committee meeting.

c. Awards & Expenditures Report – Monthly Update

Mr. Kostecki presented the PY2011/PY2012 Awards & Expenditures Report for ADW (pg. 127), Youth (pg. 128) and direct grants (pg. 129). The contracts highlighted in pink were issued pink papers, including Bridge (ADW), Lincoln County School District (ADW/Youth) and Southern Nevada Children First (Youth).

d. Adult & Dislocated Worker and Youth Funding Plans

Mr. Kostecki presented the Adult & Dislocated Worker and Youth Funding Plans provided on page 130 and 131 respectively. The report shows approximately 2 months of ADW funds remaining, and 2.8 months of Youth funds remaining.

Michelle Bize asked if the Barber training for \$10,000 per person includes a certificate or license. Ardell replied yes, it includes a license and supplies (clippers, scissors, etc.).

e. Audit Findings Report for Program Year 2011 (Year Ended June 30, 2012) (no change)

The Audit Findings Report for PY2011 provided on page 132 and 133. Jim stated that staff is preparing for the upcoming audit in November.

f. Workforce Connections' Standing Professional Services Contracts

Mr. Kostecki presented the Standing Professional Services Contracts report provided on page 134 – 139.

A motion was made to accept and approve the Operations Report as presented by Charles Perry and seconded by Mujahid Ramadan. Motion carried.

*EXECUTIVE DIRECTOR'S REPORT ~ Ardell Galbreth***20. DISCUSSION AND POSSIBLE ACTION: Executive Director's Report ~ Ardell Galbreth****a. Executive Director's Report**

Mr. Galbreth presented the Executive Director's report provided on page 141 and 142 of the agenda packet and the following items:

- Nye County recently hired two new case managers for the Tonopah office, where they are installing a resource room equipped with computers and video conferencing to allow individuals to access job training workshops
- Nye Communities Coalition has been overseeing the Brownsville Report – a training program that includes asbestos abatement, first-aid, CPR, fire safety and other general hazards.
- Issues with quality client services
 - Staff is working on modifying policies, procedures, processes and contracts
 - WIA eligible clients to receive services within five days
 - Staff is encouraging One-Stop consortium members to assume ownership
- Staff implemented one-year contract closeout as standard practice
- Bridge Counseling high risk designation for incurred debt of \$121,014.78; Workforce Connections will seek to recover these funds
- Disallowed costs amounting to \$19,807,26 was overturned by hearing officer; Workforce Connections is working with DETR to develop policy guidance to continue critically needed Medical Spanish Immersion Training for statewide implementation.
- Staff will be providing training to the funded partners to improve the quality of services
- The One-Stop Career Center is hosting Nevada Day Super Hiring Event on Wednesday, October 23rd from 10am to 3pm. Over 100 jobs will be available. All partners, including DETR will be involved with the event.

Workforce Connections' Annual Report FY2012

The Workforce Connections' Annual Report - FY2012 is provided on page 143 - 174

A motion was made to accept the Executive Director's Report as presented by Mujahid Ramadan and seconded by Charles Perry. Motion carried.

21. SECOND PUBLIC COMMENT SESSION:

Helicia Thomas, GNJ Family Life Center: Ms. Thomas stated that with all due respect to the Board's decision to table the matter of the Out-of-School Youth contracts, GNJ is expecting over 100 out-of-school youth at the Pearson Center tomorrow to begin registration. GNJ was proactive by beginning the process immediately after the Youth Council approved the contract recommendation in order to meet the registration timeline mandated by this board. GNJ put a comprehensive program together and did outreach on the radio, and tomorrow at 1PM over 100 youth are coming. Ms. Thomas stated she wasn't sure if the Board tabled the matter until after Ardell's report.

Ardell replied that the item has been tabled and staff will work with the providers to make adjustments as possible to continue out-of-school youth services until the Board meets again.

Councilwoman Leavitt commented that the Board did not specify how long the item would be tabled and asked if the Board could take action now. Ardell replied no, because the agenda has to be posted in accordance with the Open Meeting Law, but he plans to reconvene this Board or the Executive Committee and the Local Elected Officials as quickly as possible to take action on the tabled items.

Michelle Bize suggested that on future agendas, each contract recommendation should be listed separately.

22. INFORMATION: Board Member Comments:

Charles Perry stated Ardell and his staff owe an apology to Ms. Holloway and the members of the Youth Council for not notifying them of high risk regarding LCCCF.

23. ACTION: Adjournment

The meeting adjourned at 12:58 p.m.

Agenda Item 5. DISCUSSION AND POSSIBLE ACTION:

Approve Youth Council's recommendation to award
HELP of Southern Nevada an Out-of School Youth
contract in the amount of \$400,000 for the term of
October 1, 2013 through September 30, 2014



2013 Out-of-School Youth RFP

Evaluation Scores

	Agency	Eval 5	Eval 6	Eval 7	Eval 8	Eval 55	Eval 66	Eval 77	Eval 88	Total	Average
1	HELP	91	90	69	76.5	92	83	98	85.5	685	85.63
2	GNJ	85	77	67	77	98	92	98	90	684	85.50
3	LCCCF	89	83	74	71	86.5	91	96	86.5	677	84.63
4	NPI	86	79	64	73.5	97	81	94	88	662.5	82.81
5	YAP	78	65	72	71	94	86	93	89.5	648.5	81.06
6	SNVCF	74	47	73	57.5	76	63	79	82.5	552	69.00
7	CSNV	79	45	61	37	73	81	73	73.5	522.5	65.31

Current YFP Funding of Top 5 OSY Proposals (80 or above)

Agency	Program	Recently Awarded	Rec. Funding	Total Funding
HELP	ISY	\$750,000	\$400,000 (OSY)	\$1,150,000
GNJ	OSY	\$0	\$600,000	\$600,000
LCCCF	OSY	\$0	\$0	\$0
NPI	ISY	\$750,000	\$0	\$750,000
YAP	Re-Entry	\$300,000	\$0	\$300,000
		\$1,800,000	\$1,000,000	\$2,600,000

Recommendation

Agency	Amount Recommended	Expected Youth to Serve
HELP of Southern Nevada	\$400,000	140

Agenda Item 6. DISCUSSION AND POSSIBLE ACTION:

Approve Youth Council's recommendation to award GNJ Family Life Center an Out-of School Youth contract in the amount of \$600,000 for the term of October 1, 2013 through September 30, 2014



2013 Out-of-School Youth RFP

Evaluation Scores

	Agency	Eval 5	Eval 6	Eval 7	Eval 8	Eval 55	Eval 66	Eval 77	Eval 88	Total	Average
1	HELP	91	90	69	76.5	92	83	98	85.5	685	85.63
2	GNJ	85	77	67	77	98	92	98	90	684	85.50
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4	NPI	86	79	64	73.5	97	81	94	88	662.5	82.81
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Agency	Program	Recently Awarded	Rec. Funding	Total Funding
HELP	ISY	\$750,000	\$400,000 (OSY)	\$1,150,000
GNJ	OSY	\$0	\$600,000	\$600,000
LCCCF	OSY	\$0	\$0	\$0
NPI	ISY	\$750,000	\$0	\$750,000
YAP	Re-Entry	\$300,000	\$0	\$300,000
		\$1,800,000	\$1,000,000	\$2,600,000

Contract Recommendation

Agency	Amount Recommended	Expected Youth to Serve
GNJ Family Life Center	\$600,000	215

Agenda Item 7. DISCUSSION AND POSSIBLE ACTION:
Latin Chamber of Commerce Community Foundation
“High Risk” designation and consideration for future
award

September 27, 2013

Irene Bustamante Adams, Co-Chair
Eloiza Martinez, Co-Chair
Latin Chamber of Commerce Community Foundation
2900 E. Stewart Ave.
Las Vegas, NV 89101

RE: High Risk Designation-REVISED

Ms. Bustamante Adams and Ms. Martinez:

Please be advised effective immediately Latin Chamber of Commerce Community Foundation (LCCCCF) WIA Adult/Dislocated Worker (DW) program has officially been placed on **High Risk** (29 CFR 97.12) status according to the following Workforce Connections high risk designation clauses:

- Contractor is not financially stable.
- Contractor has not conformed to the closeout terms and conditions of previous award.

This determination was made because:

- LCCCCF has not paid WIA accounts payable in a timely manner despite having already been reimbursed for those expenses.
- LCCCCF failed to liquidate \$58,047.29 in training accruals as required during the 60 day closeout period of PY11 Adult/DW HOT contract. Please note, LCCCCF has not been reimbursed for \$5,185.85 in funds that are expected from the State in December. The net amount of \$52,861.44 is due to Workforce Connections.

According to 29 CFR 97.12, Workforce Connections also reserves the right to institute special conditions or restrictions on high-risk grantees including:

- Withholding authority to proceed to the next phase until receipt of evidence of acceptable performance within a given funding period; or
- Requiring additional, more detailed financial reports.

Per 29 CFR 97.12, the following programmatic and fiscal restrictions are effective immediately:

- LCCCCF will need approval to enroll any new participants under any contract of its WIA Adult/DW program.
- LCCCCF will need approval to initiate any new training activities with existing WIA Adult/DW participants. A list of participants with pending training activities must be sent to Jeannie Kuennen, Program Manager by Monday, September 30, 2013 at 4:00 p.m.

- LCCCF must provide the following report with each invoice for all vendor payments:
 - Vendor Name
 - Vendor Contact Name
 - Vendor Phone Number
 - Date Paid
 - Amount Paid
 - Description of payment

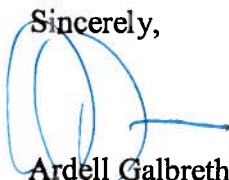
The following corrective action **must be** taken before LCCCF's WIA Adult/DW program will be removed from this high risk designation:

- LCCCF must liquidate all accruals from its PY11 Adult/DW Healthcare of Tomorrow contract.
- LCCCF must demonstrate at least six months of on-time contract vendor payments.

If corrective action is not taken prior according to the payment terms, Workforce Connections' pending and/or current contracts may be rescinded or cancelled.

Workforce Connections' staff is hopeful that these issues can be successfully resolved so that LCCCF's WIA Adult/DW programs can continue to provide valuable employment and training services to southern Nevada. If you have any questions regarding this notification, please don't hesitate to contact us at (702) 638-8750.

Sincerely,



Ardell Galbreth
Executive Director

Enclosure: Workforce Connections' Policy 2.12

cc: Hannah Brown, Chair, Workforce Connections
Commissioner Lawrence Weekly, Chair Local Elected Officials Consortium, wC
Dan Gouker, Chair Budget/Finance Committee, wC
Heather DeSart, Deputy Director, Workforce Connections
Jim Kostecki, Finance Manager, Workforce Connections
Jeannie Kuennen, Program Manager, Workforce Connections
Faith Cannella, Sr. Financial Analyst, Workforce Connections
MaryAnn Avendano, Sr. Financial Analyst, Workforce Connections
Dr. Rene Cantu Jr., Ph.D., Executive Director, LCCCF

September 27, 2013

Irene Bustamante Adams, Co-Chair
Eloiza Martinez, Co-Chair
Latin Chamber of Commerce Community Foundation
2900 E. Stewart Ave.
Las Vegas, NV 89101

RE: Disallowed Cost and Debt Establishment for Repayment-REVISED

Ms. Bustamante Adams and Ms. Martinez:

Please note that this correspondence establishes a debt whereby Latin Chamber of Commerce Community Foundation (LCCCF) owes Workforce Connections \$58,047.29. This debt is established in accordance with Workforce Connections' Policy 2.12. Due to LCCCF's misappropriation of awarded funds in accordance with the Workforce Investment Act (WIA), your agency/organization must repay the identified disallowed costs. Workforce Connections disbursed funds to your agency/organization for training costs to be paid to vendors delivering such training. However, both Workforce Connections and your records do not reflect such payments being made to appropriate vendors or training providers. This determination resulted in LCCCF being placed on High Risk status in accordance with 29 CFR 97.12—as per my letter dated September 25, 2013.

As indicated in the High Risk Designation letter, LCCCF is given until December 31, 2013 to repay the amount owed Workforce Connections. The following repayment scheduled has been established with associated amounts and due dates:

- \$17,500.00 minimum installment by October 31, 2013
- \$17,500.00 minimum installment by November 30, 2013
- \$17,861.44 final installment due by December 31, 2013
- The total of \$52,861.44 can be paid in full to WC at any time.

Please note that the total amount due to vendors is \$58,047.29. This amount is reduced by \$5,185.85 for funds not yet reimbursed to LCCCF as stale dated funds from the State. The net amount due vendors at this time is \$52,861.44. Should LCCCF not adhere to the repayment schedule above, further immediate sanctions, up to and including contract cancellation may be imposed.

Also, LCCCF may appeal the noted disallowed cost in accordance with Workforce Connections' Policy 2.12 (Please see enclosure).

If you have any questions regarding this notification, please don't hesitate to contact us at (702) 638-8750.

Sincerely,



Ardell Galbreth
Executive Director

Enclosure: Workforce Connections' Policy 2.12

cc: Hannah Brown, Chair, Workforce Connections
Commissioner Lawrence Weekly, Chair Local Elected Officials Consortium, wC
Dan Gouker, Chair Budget/Finance Committee, Workforce Connections
Heather DeSart, Deputy Director, Workforce Connections
Jim Kostecki, Finance Manager, Workforce Connections
Jeannie Kuennen, Program Manager, Workforce Connections
Faith Cannella, Sr. Financial Analyst, Workforce Connections
MaryAnn Avendano, Sr. Financial Analyst, Workforce Connections
Clentine January, Program Specialist II, Workforce Connections
Dr. Rene Cantu Jr., Ph.D., Executive Director, LCCCF

2013 Out-of-School RFP**Evaluation Scores**

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Agenda Item 8.

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 9. INFORMATION: Board Member Comments

Agenda Item 10. ACTION: Adjournment