

**WORKFORCE CONNECTIONS
LOCAL ELECTED OFFICIALS CONSORTIUM
MINUTES**

**Tuesday, June 14, 2016
1:00 p.m.**

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

Members Present

Commissioner Lawrence Weekly, Clark County
Councilwoman Gerri Schroder, Henderson
Councilman Bob Beers, Las Vegas (phone)
Councilwoman Anita Wood, North Las Vegas
Commissioner Butch Borasky, Nye County (phone)
Commissioner Varlin Higbee, Lincoln County

Members Absent

Councilwoman Peggy Leavitt, Boulder City
Commissioner Ralph Keyes, Esmeralda County

Staff Present

Ardell Galbreth, Executive Director
Suzanne Benson, Board Administrator
Jim Kostecki, Chief Financial Officer
Jaime Cruz, Chief Strategy Officer
Ricardo Villalobos, Director, Workforce Development Programs
Kenadie Cobbin-Richardson, Director, Business Engagement & Communications
Brett Miller, Manager, Strategic Planning & Analysis

Others Present

Bethany Rudd Sanchez, Legal Counsel, City of North Las Vegas
Stephanie Garabedian, Parker Nelson Associates
Linda Montgomery, The Learning Center
Nield Montgomery, The Learning Center
Lynn Hoffman, ResCare Workforce Services/One-Stop Career Center
Ron Hilke, DETR
Trnee Stephenson, Easter Seals Nevada
LaaRee Drawantz, Easter Seals Nevada
LaNan Pasion, Easter Seals Nevada
Denise Gee, HELP of Southern Nevada
Jack Eslinger, City of Las Vegas
Howard Ostfeld, Easter Seals Nevada
April Guinsler, Easter Seals Nevada
Chris Parks, Easter Seals Nevada
Lyn Espinosa, Easter Seals Nevada
Janet Blumen, Foundation for an Independent Tomorrow
Michael Butler, Easter Seals Nevada
Robert Johnson, Easter Seals Nevada

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

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

The meeting was called to order by Vice Chair Councilwoman Anita Wood at 1:07 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. **FIRST PUBLIC COMMENT SESSION**

Vice Chair Wood opened the floor for public comment.

The following individuals provided testimony in support of Easter Seals Nevada:

Michael Butler, Chris Parks, Howard Ostfeld, Lyn Espinosa, and Robert Johnson

LaaRee Drawantz, director of assistive technology, Easter Seals Nevada demonstrated various assistive technology for individuals with disabilities available through Easter Seals Nevada's program and shared client success stories.

April Guinsler, director of employment solutions program, Easter Seals Nevada requested the Consortium reconsider the funding award to Goodwill of Southern Nevada as the One-Stop Affiliate Site – East and consider funding Easter Seals Nevada, in partnership with Southern Nevada Regional Housing Authority, Nevada Hospital Association and Olive Crest to provide these services. Ms. Guinsler reported that Easter Seals Nevada is number two for spending OJT money and is the one provider that has spent enough money on OJT's for dislocated workers so that they can now spend NEG training funds.

Chair Commissioner Weekly arrived at 1:13 p.m.

Hearing no other comments, Chair Weekly closed the Public Comment Session.

3. **DISCUSSION AND POSSIBLE ACTION: Approve the agenda with inclusions of any emergency items and deletion of any items**

Executive Director Ardell Galbreth requested to remove agenda item five and stated that a new recommendation will be on July's agenda.

A motion was made by Councilwoman Anita Wood and seconded by Commissioner Varlin Higbee to approve the agenda with the deletion of agenda item five as presented. Motion carried.

4. **DISCUSSION AND POSSIBLE ACTION: Approve Local Elected Officials Consortium minutes of April 12, 2016**

Chair Weekly presented the minutes provided on page 9-16 of the agenda packet.

A motion was made by Councilwoman Gerri Schroder to approve Local Elected Officials Consortium minutes of April 12, 2016 as presented; Commissioner Butch Borasky abstained. Motion carried.

5. **DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' contract award with Goodwill of Southern Nevada as a One-Stop Affiliate Site – East to deliver WIOA employment and training services to Adults and Dislocated Workers in an amount not to exceed \$700,000 and WIOA Youth services in an amount not to exceed \$960,000. The total funding amount shall not exceed \$1,660,000. The contract period shall be a period of two years beginning July 1, 2016 through June 30, 2018 with annual funding based on Workforce Connections grant allocation**

Ricardo Villalobos provided background. One of the goals of the strategic plan is to expand the geographical footprint and increase access points for services throughout Southern Nevada so an RFP was released for a One-Stop Affiliate Site – East to serve adults, dislocated workers and youth from one location. There were three proposals received in response to this RFP that passed technical review: Goodwill Industries, Southern Nevada Regional Housing Authority (SNRHA) and Community Assistance Programs. WC contracted with Social Policy Research Associates (SPR) to evaluate and score the proposals (results on page 28 of the agenda packet). Two proposals, Goodwill (77.63%) and SNRHA (75.38%) met the minimum threshold of 75% outlined in the RFP. In addition, the bidders were interviewed and scored by a panel of subject matter experts (interview sheets are included in the agenda packet). SPR scoring methodology (p. 25-27) and score cards (p. 29-65) are provided as backup in the agenda packet.

Based on the information heard during public comment, discussion ensued regarding the status and outcome for Easter Seals Nevada. Mr. Villalobos clarified that Easter Seals Nevada did not submit a proposal; they were named as a partner on SNRHA's proposal and Easter Seals is not being awarded funds next program year. Councilwoman Wood inquired about partnerships. Mr. Villalobos stated that Easter Seals would have to establish a partnership with one of the funded partners on its own accord, but he is not aware of any such partnership at this time.

Ms. Guinsler clarified that Easter Seals partnered with SNRHA, Olive Crest, and the Nevada Hospital Association and submitted a proposal in response to the One-Stop Affiliate Site – East RFP process. In response to Commissioner Higbee's question as to why Easter Seals did not submit a proposal on its own, Ms. Guinsler replied that the RFP mentioned partnerships and SNRHA is a larger organization with other funding streams and has more experience as a workforce development funded partner. In this partnership, Easter Seals was the "provider of disability services" including assisting veterans with disabilities.

Councilwoman Schroder stated that she would be uncomfortable awarding SNRHA's proposal as Goodwill received the top score.

Chair Weekly inquired if organizations that are being recommended for funding are asked to attend these meetings to give the LEOs an opportunity to ask questions. Mr. Villalobos agreed that the organizations should be present; however, he is hesitant to take on the initiative because he does not want to give the perception of calling on any organization to attend and give testimony and for some reason or another forgetting to call the other one on the list; organizations should know to be here and take the initiative. Chair Weekly stated that it is the responsibility of Mr. Galbreth and the applicants should be present when being considered for funding because this board is not here to rubberstamp decisions.

Councilwoman Wood inquired about the possibility of other partnerships that will allow Easter Seals to continue to do the good work they do. Mr. Galbreth replied that Easter Seals or any other organization may partner with any of the funded partners; however, with the RFP process completed it would be difficult in the extreme for collaboration because partnerships have already been established as outlined in the proposals.

Mr. Galbreth stated that the only alternative would be to cancel the RFP process and publish a new RFP; however, the end result may not be any different.

Chair Weekly stated that it is difficult for the LEOs to be removed from the Board's discussions and decisions and he is appalled that the recommended contract recipient agencies are not here today to address the Consortium's questions and concerns. He stated that the LEOs are caught between a rock and a hard place with its decision; awarding the other organization and/or cancelling the RFP process would not be fair to Goodwill. He stated that both Goodwill and Easter Seals are excellent organizations and have the LEOs support.

Councilwoman Schroder stated that she would have liked to have more information regarding the partnership with the other organization (SNRHA) and requested staff to provide this type of information in the future.

Councilman Bob Beers stated that he is going back to the tactical and looking at the strategic and wonders exactly what the role of the LEOs is under WIOA. The organization has decided to stand up a second administrative headquarters at the cost of some of our existing direct services, which is a pretty big strategic decision that he does not recall the LEOs having a discussion about. He asked if the LEO's approval is required for execution of contracts. Mr. Galbreth replied that about a year ago when WIOA was implemented, the LEOs elected, rather than having a large Board in excess of 30 individuals, to separate from the Board and charging the Executive Director with keeping the LEOs informed as to the actions and activities of the Board. The LEOs appointed the Board and gave it authority to approve contracts and funding recommendations with the understanding that the LEO Consortium had the responsibility to ratify what the Board approves. The intent is to keep the Consortium informed as well as understand the difference between the tactical and strategic planning of the Southern Nevada Workforce Development Area. Councilman Beers clarified that if the LEO Consortium does not ratify this contract, it is not a contract; Mr. Galbreth concurred and stated that staff would be required to go back to the Board, inform them of the LEO's position and then the Board would have to reassess its decision and perhaps come up with a different solution or bring it back to the Consortium for reconsideration.

Councilwoman Schroder asked if the LEOs choose not to ratify this and it goes back to the Board what would be different as far as the scoring. Chair Weekly replied that it may be the same and not be different at all; Mr. Galbreth concurred.

Councilman Beers stated that the LEOs can motion to not ratify this and return it back to the Board with a recommendation that the Board explore not standing up a second administrative headquarters and instead maximizing the expenditure of this money. Mr. Galbreth replied that if this was done, a new RFP process would be required and respondents would have to submit new proposals and there would be a delay in services in this area.

Commissioner Higbee asked if Easter Seals has the option to go back and partner with one of these organizations, such as Goodwill. Mr. Galbreth replied that Goodwill, Easter Seals and other organizations have the opportunity to collaborate. For example, if Easter Seals provides services in support of Goodwill's contract, then Goodwill can be reimbursed for these services. Chair Weekly stated that staff does not have the authority to direct Goodwill to work with Easter Seals.

Commissioner Higbee stated that during testimony, one individual commented that they were referred to Easter Seals by Goodwill for technical training that Goodwill does not offer. Councilman Beers stated that if these particular services are provided under WIOA, they will no longer be available if Easter Seals goes away.

Councilwoman Wood stated that no one is 100% happy with this situation and recommended moving forward with a motion to ratify the contract award to Goodwill as the One-Stop Affiliate Site – East and encouraged Easter Seals to reach out to Goodwill to see if there is a possible partnership to be made; Councilwoman Schroder concurred.

A motion was made by Councilwoman Anita Wood and seconded by Councilwoman Gerri Schroder to ratify contract award with Goodwill Industries as the One-Stop Affiliate Site – East. Chair Weekly called for a roll call vote.

Weekly - yea

Schroder - yea

Borasky - nay

Beers - nay

Wood - yea

Higbee - nay

Vote was 3 – 3 against; motion failed.

Chair Weekly referred back to staff. Mr. Galbreth stated that the process is to seek another motion or to go back to the Board and let them know that there was no decision at this level. Chair Weekly stated that another motion would be irrelevant because it will result in a 3-3 vote so this needs to go back to the Board.

Councilman Beers suggested that Mr. Galbreth inform the Board of the LEOs decision and provide the Board with the minutes of today's meeting so that they can review the discussion and the points made. Mr. Galbreth cautioned that this could interfere significantly with the service delivery of the clients in the area because funds would not be available by July 1. If this goes back to the Board, the Board would have to then decide what differently they will do in order to get their recommendation back to the Consortium for ratification. The only way the Board can do that is to re-evaluate or come up with a different process because the scores are what they are and the Board cannot change those.

Chair Weekly stated that this is a difficult decision that none of us are 100% happy with and looking at the process and the legal language we have before us, the LEOs are stuck between a rock and a hard place. So, if the LEOs are saying to move forward it is not anything against Easter Seals, rather it is the process.

Chair Weekly called for any reconsideration from the votes against:

Beers – nay

Borasky – nay

Higbee – nay

Chair Weekly confirmed motion failed.

6. DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' contract award with Hope for Prisoners to deliver pre- and post-release re-entry services to WIOA eligible Adults in an amount not to exceed \$600,000. The contract period shall be a period of two years beginning July 1, 2016 through June 30, 2018 with annual funding based on Workforce Connections grant allocation.

Mr. Villalobos provided background and noted that there was extensive discussion regarding this item at both the Programs Committee and Board meetings, in fact there were two Programs Committee meetings addressing this particular item. Detailed scoresheets for each proposal is provided on page 71-92 of the agenda packet.

Mr. Villalobos presented the score sheet (p. 69) showing Foundation for an Independent Tomorrow's (FIT) score of 79.04% and HOPE for Prisoners 75.68% and clarified that the proposal with the highest score will not necessarily be recommended for a contract award. The RFP specified that if a proposal meets the 75% threshold it will be qualified for funding; however, at the discretion of the Executive Director, one proposal can be suggested over the other proposal.

Chair Weekly asked what the purpose of a process is. Mr. Galbreth replied that according to Nevada Revised Statutes, the evaluation team cannot make a recommendation to the Committee or Board, rather the recommendation must be done by either the Executive Director or in some case this particular body as well. The evaluation team that was hired is an independent agency that staff believes to be as objective as possible to bring forth a raw score which then staff can use to make a recommendation. He further stated that just because a particular program looks good on paper, does not necessarily mean that particular program should receive a contract award so the proposal with the highest score may not be the one recommended for funding.

Councilwoman Schroder clarified that in the last agenda item Goodwill was not guaranteed an award based on their proposal receiving the highest score and asked if the LEOs could have gone with SNRHA. Mr. Galbreth referred to Legal Counsel. Bethany Rudd Sanchez, North Las Vegas stated that it depends on the criteria for making the evaluation but the legal criteria for evaluating and recommending a proposal should be the same for this item and the previous item. It is up to staff to explain why Goodwill was recommended opposed to the Housing Authority and why HOPE for Prisoners is recommended opposed to Foundation for an Independent Tomorrow; Chair Weekly concurred and stated that it is not a matter of picking and choosing what set of rules will apply and when.

Councilman Beers reiterated Councilwoman Schroder's question and asked if the LEO's role is to ratify or not ratify what the Board has submitted or does the LEO's authority extend to selecting another bidder. Mr. Galbreth stated that the LEO's role is to ratify or not ratify what the Board recommends. Councilman Beers stated that it is his understanding then that the LEO Consortium does not have the authority to choose any other alternative other than to ratify or not what the Board puts before the LEOs; Ms. Sanchez, Legal Counsel said yes to Councilman Beers' statement and referring to the Open Meeting Law, she noted that agenda was publicized to say ratification and did not let the public know there was a possibility that an alternate motion could be considered from scratch.

Commissioner Higbee stated that the LEO Consortium is being asked to ratify a \$1,000,000 and assume responsibility for it in one form or another, but the LEOs have no real input, which does not set well with him. Councilwoman Wood replied that she understands where the Commissioner is coming from and to some extent she agrees, but for the sake of argument and to give the other side, she believes that staff put together what they think is as fair a process as is possible using an independent third party as the reviewer and then staff making the ultimate recommendation after reviewing all of the documentation. Councilwoman Wood agreed that the process is reasonable, unbiased and fair and the recommendation is fairly reasonable. Chair Weekly respectfully disagreed with Councilwoman Wood.

A motion was made by Councilwoman Gerri Schroder and seconded by Commissioner Butch Borasky to ratify Workforce Connections' contract award with Hope for Prisoners to deliver pre-and post-release re-entry services to WIOA eligible Adults in an amount not to exceed \$600,000. The contract period shall be a period of two years beginning July 1, 2016 through June 30, 2018 with annual funding based on Workforce Connections grant allocation. Motion carried.

7. DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' contract award with the agencies listed below to deliver WIOA career and training services to Adults and Dislocated Workers. The contract period shall be July 1, 2016 through June 30, 2017

Sub-Recipient (in alphabetical order)	Amount Not To Exceed
a. HELP of Southern Nevada (One-Stop Affiliate Site - South)	\$1,200,000
b. Lincoln County Grants Administration (Lincoln County)	\$150,000
c. Nevada Partners, Inc. (One-Stop Affiliate Site – North)	\$1,200,000
d. Nye Communities Coalition (Nye and Esmeralda Counties)	\$575,000
e. ResCare Workforce Services (One-Stop Career Center)	\$3,000,000

Mr. Villalobos provided background. A Scope of Work for each of the above agencies is provided on page 95-119 of the agenda packet.

Chair Weekly inquired about the higher contract award for ResCare. Mr. Villalobos replied that when the original RFP was announced the amount of the One-Stop Career Center award was up to \$3,000,000 and the difference between this and the affiliate sites is because the One-Stop Career Center is the only comprehensive center requiring all four core partners to be there and requiring additional partners to be there as well whereas the One-Stop Affiliate Sites are just required to have one partner at this time. Chair Weekly inquired about outcomes for ResCare. Mr. Villalobos replied that ResCare submits a monthly outcome report which staff can forward to the LEOs.

Jim Kostecki, Chief Financial Officer explained that ResCare's contract is made up of three components, one that works with the Business Engagement Team for OJTs, an Operator component and a Career Services component for clients at the One-Stop Center; therefore, ResCare's contract is larger because of the three components in addition to being the Comprehensive One-Stop Center and having to see all clients that come through the center.

Councilwoman Wood asked if the proposals were evaluated by an independent third party. Mr. Kostecki replied that these contracts were procured and awarded last year, so this recommendation is to extend the contracts for the another year.

A motion was made by Councilwoman Anita Wood and seconded by Councilwoman Gerri Schroder to ratify Workforce Connections' contract award with the agencies listed below to deliver WIOA career and training services to Adults and Dislocated Workers. The contract period shall be July 1, 2016 through June 30, 2017. Motion carried.

<i>Sub-Recipient (in alphabetical order)</i>	<i>Amount Not To Exceed</i>
<i>a. HELP of Southern Nevada (One-Stop Affiliate Site - South)</i>	<i>\$1,200,000</i>
<i>b. Lincoln County Grants Administration (Lincoln County)</i>	<i>\$150,000</i>
<i>c. Nevada Partners, Inc. (One-Stop Affiliate Site – North)</i>	<i>\$1,200,000</i>
<i>d. Nye Communities Coalition (Nye and Esmeralda Counties)</i>	<i>\$575,000</i>
<i>e. ResCare Workforce Services (One-Stop Career Center)</i>	<i>\$3,000,000</i>

8. DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' contract award with the agencies listed below to deliver WIOA Youth services. The contract period shall be July 1, 2016 through June 30, 2017.

<i>Sub-Recipient (in alphabetical order)</i>	<i>Amount Not To Exceed</i>
<i>a. HELP of Southern Nevada (Drop Out Recovery)</i>	<i>\$500,000</i>
<i>b. Lincoln County Grants Administration (Lincoln County)</i>	<i>\$212,000</i>
<i>c. Nevada Partners, Inc. (One-Stop Affiliate Site – North)</i>	<i>\$800,000</i>
<i>d. Nye Communities Coalition (Nye and Esmeralda Counties)</i>	<i>\$350,000</i>
<i>e. Southern Nevada Regional Housing Authority (One-Stop Affiliate Site – East)</i>	<i>\$800,000</i>

Mr. Villalobos provided background. A Scope of Work for each of the above agencies is provided on page 121-165 of the agenda packet.

Chair Weekly asked if SNRHA partnered with Easter Seals to serve youth with disabilities under this contract. Mr. Villalobos replied that he was not aware of any partnerships. Chair Weekly called on April Guinsler for more information. Ms. Guinsler stated that after this meeting she will be in contact with Bonita Fahy, SNRHA to discuss a partnership.

A motion was made by Councilwoman Gerri Schroder and seconded by Commissioner Varlin Higbee to ratify Workforce Connections' contract award with the agencies listed below to deliver WIOA Youth services. The contract period shall be July 1, 2016 through June 30, 2017. Motion carried.

<i>Sub-Recipient (in alphabetical order)</i>	<i>Amount Not To Exceed</i>
<i>a. HELP of Southern Nevada (Drop Out Recovery)</i>	<i>\$500,000</i>
<i>b. Lincoln County Grants Administration (Lincoln County)</i>	<i>\$212,000</i>
<i>c. Nevada Partners, Inc. (One-Stop Affiliate Site – North)</i>	<i>\$800,000</i>
<i>d. Nye Communities Coalition (Nye and Esmeralda Counties)</i>	<i>\$350,000</i>
<i>e. Southern Nevada Regional Housing Authority (One-Stop Affiliate Site – East)</i>	<i>\$800,000</i>

9. DISCUSSION AND POSSIBLE ACTION: Ratify Workforce Connections' no-cost contract award with Olive Crest to ensure the continuation of WIOA Youth services to foster care youth. The contract extension shall be from July 1, 2016 through February 28, 2017

Mr. Villalobos provided background. A letter from Olive Crest's requesting a no-cost contract extension is provided as backup on page 167 of the agenda packet.

A motion was made by Councilwoman Anita Wood and seconded by Councilwoman Gerri Schroder to ratify Workforce Connections' no-cost contract award with Olive Crest to ensure the continuation of WIOA Youth services to foster care youth. The contract extension shall be from July 1, 2016 through February 28, 2017. Motion carried.

10. DISCUSSION AND POSSIBLE ACTION: Ratify Board's recommendation to designate Goodwill Industries of Southern Nevada and Dress for Success as primary Clothing Service Providers. Workforce Connections' programs and service providers will refer WIOA eligible Adult, Dislocated Worker, Youth and YouthBuild participants for job interview clothing and employment related clothing for business, construction, healthcare, and hospitality/gaming occupations. The designation period will be July 1, 2016 through June 30, 2017 with an option to renew annually for an additional three years based on performance and available funding.

Mr. Galbreth provided background. The Clothing Services RFP Proposal Ratings sheet is provided as backup on page 169 of the agenda packet.

A motion was made by Councilwoman Gerri Schroder and seconded by Councilwoman Anita Wood to ratify Board's recommendation to designate Goodwill Industries of Southern Nevada and Dress for Success as primary Clothing Service Providers. Workforce Connections' programs and service providers will refer WIOA eligible Adult, Dislocated Worker, Youth and YouthBuild participants for job interview clothing and employment related clothing for business, construction, healthcare, and hospitality/gaming occupations. The designation period will be July 1, 2016 through June 30, 2017 with an option to renew annually for an additional three years based on performance and available funding. Motion carried.

11. INFORMATION: ADW Training by Industry Sector Report for the period July 1, 2015 through March 31, 2016. ~ Brett Miller, Manager, Strategic Planning & Analysis

Brett Miller summarized the ADW Training by Industry Sector Report (p. 171):

- Total Training Spend by Sector - \$2,028,054
- Number of Trainings by Sector - 962

12. INFORMATION: Foster youth outgrowing the foster care system

Staff presented a video highlighting an organization called A Sense of Home, which is a non-profit organization born out of social media supported by people who want to repurpose household goods and help create a safe environment for youth who have aged out of the foster care system. Following the presentation, Mr. Galbreth asked the Consortium to consider future initiatives supporting foster youth. Brief discussion ensued.

13. DISCUSSION AND POSSIBLE ACTION: Review, discuss, accept and approve reports ~ Jim Kostecki, Chief Financial Officer

Chair Weekly read the items into the record and requested that the items be taken in one vote. Mr. Kostecki presented the reports.

a. PY2015 WIOA Formula Budget July 1, 2015 through June 30, 2016

Revenue increase in PY15 ADW funding streams in the amount of \$22,037 due to funds received back from DOL (p. 175). Line item budgets tried up through June 30th affecting following line item changes:

- Workforce Connections Operations Budget (p. 176)

7050 Training and Seminars (Staff) – decreased by \$20,000 due to staff attending numerous WIOA training during the year where the registration for the training is a much smaller cost compared to the travel component. This funding is transferred to account 7055 Travel and Mileage.

7055 Travel and Mileage (Staff) – increased by \$20,000. See above. Funds transferred from account 7050 Training and Seminars.

7070 Rent (Offices) – increased by \$2,500 due to rent increase miscalculation for the formulation of the budget and the beginning of the year

7095 Board Meetings and Travel – increased by \$3,000 based on spend rates during the year

- One-Stop Center – Charleston Budget (p. 181)

7000 Accounting and Auditing – increased by \$1,200 due to allocating the final audit costs based on the expenditures of the program. One-Stop Center expenditures were a higher percentage of all operations costs than the prior year.

7045 Systems Communications – increased by \$9,500 due to having an outside operator run the One-Stop Center. In the past the bills were allocated based on headcount because WC has staff located in the One-Stop Center. Since ResCare took over operating the One-Stop Center, the allocation method switched to square footage which brings more allocated costs.

7200 Equipment – Operating Leases – increased by \$2,000 due to increases in printing usage over the year

- One-Stop System Budget (p. 184)

7045 Systems Communications – increased by \$3,690 due to increase (approximately \$2,500) in the annual renewal of the HRM Direct applicant tracking software

b. PY2016 WIOA Formula Budget July 1, 2016 through June 30, 2017

PY15 carry forward is approximately \$1,900,000 less than previous year's carry forward demonstrating a more timely spend rate. PY16 revenues are approximately \$160,000 more than previous year. Net reduction in overall budget is \$1,800,000 reducing community resource allocations by \$1,454,342 and WC Operations by \$334,980. A new Dislocated Worker funding allocation methodology was approved in the state plan. WC will receive an additional \$240,000 in DW funding based on the new methodology.

- Workforce Connections Operations Budget (p. 189)

6500 Salaries – decreased by \$292,533 due to the removal of vacancies from the position list and an adjustment to the paid time off (PTO) pool

7000 Accounting and Auditing – decreased by \$70,000 due to the reduced renewal amount of the accounting services contract:

A-133	\$80,000
Auditing Services	\$25,900
Accounting Services	\$95,000

7070 Rent (Offices) – increased by \$3,086 due to the scheduled rent escalation of 3% during the year

7075 Facilities Maintenance – increased by \$3,800 due to anticipated vehicle maintenance costs

7085A Program Support Contracts – increased by \$5,000 due to bringing the budget to anticipated executed contract amounts for services

7090 Non-Board Meetings and Outreach – decreased by \$8,000 based on historical spend analysis

7095 Board Meetings and Travel – increased by \$2,000 based on historical spend analysis

7100-7120 Employee Fringe Benefits – decreased by \$30,140 due to position adjustments to the salary line above

7125 Employer Payroll Taxes – decreased by \$3,777 due to position adjustments to salary line above

8500 Capital-Equipment and Furniture – decreased by \$2,450 based on historical spend analysis

CAP Cost Allocation to One-Stop (\$35,000) costs allocated to the One-Stop Center and System based on operations staff time spent and charged to those activities

- One-Stop Center Budget (p. 194)

6500 Salaries – increased by \$821 for position adjustment

7035 Printing and Reproduction – decreased by \$500 based on historical spend analysis

7040 Office Supplies – increased by \$500 based on historical spend analysis

7050 Training and Seminars (Staff) – decreased by \$3,000. These are staff related line items and the One-Stop Center does not have Board staff.

7055 Travel and Mileage (Staff) – decreased by \$2,000. These are staff related line items and the One-Stop Center does not have Board staff.

7065 Telephone – increased by \$300 based on historical spend analysis

7070 Rent (Offices) – increased by \$2,000 due to scheduled rent escalation of 3% during the year

7075 Facilities Maintenance – increased by \$675 based on historical spend analysis

7085A Program Support Contracts – decreased by \$10,000 based on historical spend analysis

7090 Non-Board Meetings and Outreach increased by \$200 based on historical spend analysis

7100 Insurance – increased by \$2,100 based on historical spend analysis

7100-7120 Employee Fringe Benefits – increased by \$387 to account for a position adjustment

7125 Employer Payroll Taxes – increased by \$105 to account for a position adjustment

7130-7135 Bank/Payroll Services – decreased by \$350 based on historical spend analysis

8500 Capital-Equipment and Furniture – increased by \$250 based on historical spend analysis

CAP Cost Allocation to One-Stop - \$25,000 costs allocated to the One-Stop Center based on operations staff time spent and charged to those activities

- One-Stop System Budget (p. 198)

6500 Salaries – decreased by \$68,158 due to the removal of vacancies from the position list and an adjustment to the paid time off (PTO) pool

7020 Licenses and Permits – increased by \$500 based on historical spend analysis

7035 Printing and Reproduction – decreased by \$500 based on historical spend analysis

7050 Training and Seminars (Staff) – increased by \$244 based on historical spend analysis

7055 Travel and Mileage (Staff) – increased by \$1,520 based on historical spend analysis

7065 Telephone – increased by \$280 based on historical spend analysis

7075 Facilities Maintenance – increased by \$10,000 due to anticipated gas, repairs and maintenance and other costs to maintain the Mobile One-Stop units

7080 Admin Support Contracts – decreased by \$2,000 based on historical spend analysis

7085A Program Support Contracts – decreased by \$9,500 based on historical spend analysis

7090 Non-Board Meetings and Outreach – decreased by \$500 based on historical spend analysis

7100-7120 Employee Fringe Benefits – decreased by \$6,087 to account for a position adjustment

7125 Employer Payroll Taxes – increased by \$892 to account for a position adjustment and on historical spend analysis

7500 Participant Training – decreased by \$200,000 due to expired tutoring contracts that were not renewed

8500 Capital-Equipment and Furniture, Tenant Improvements – decreased by \$50 based on historical spend analysis

CAP Cost Allocation to One-Stop - \$10,000 costs allocated to the One-Stop System based on operations staff time spent and charged to those activities

c. **Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2015 through June 30, 2016 (Formula WIOA)**

The Budget vs. Actual Finance Report (p. 203) shows all budget line items are in the green (good).

d. **Awards & Expenditures Report - Monthly Update (Status of Service Providers)**

The Awards & Expenditures Report is provided on page 205-209 of the agenda packet.

e. **WIOA Expenditure Tracking Report – YTD PY15 Actuals vs. Expected Expenditures – Adult, Dislocated Worker and Youth**

Brett Miller presented the WIOA Expenditure Tracking report provided on page 211 of the agenda packet.

f. **Workforce Connections' Professional Services Contracts (Please note: any pending contract presented for approval may be reviewed and examined in its entirety by any board member upon request).**

- i. Allied Barton Security Services – This is the fifth amendment to the original contract which provides security services at Workforce Connection’s main office and One-Stop Career Center as well as driver support for the Mobile One-Stop deployment. This amendment of \$170,000.00 represents the fourth and final annual contract renewal under the existing procurement action and increases the maximum contract not to exceed amount to \$525,000.00.
- ii. John Chamberlin – This is the second amendment to the original contract which provides WIOA technical assistance and strategic Board development. This amendment of \$20,000.00 represents the third annual contract renewal under the existing procurement and increases the maximum contract not to exceed amount to \$69,000.00.
- iii. Integrity Imaging Solutions – This is the second amendment to the original contract which provides document scanning services for Workforce Connections and all of its partners. This is a no cost extension request with a date modification for a second year with the maximum contract not to exceed amount remaining at \$75,000.00.
- iv. Joy Huntsman – This is the fourth amendment to the original contract which provides counseling services funded under the AARP Back to Work 50+ grant. This amendment of \$32,000.00 represents the third annual contract renewal under the existing procurement and increases the maximum contract not to exceed amount to \$85,795.00.
- v. Taka Kajiyama – This is the sixth amendment to the original contract which provides ongoing support for the State’s automated Eligible Training Partner List (ETPL). This amendment of \$50,000.00 represents the fourth and final annual contract renewal under the existing procurement action and increases the maximum contract not to exceed amount to \$252,400.00.
- vi. Parker, Nelson & Associates – This is the first amendment to the original contract which provides legal services to the Board on an as needed basis. This amendment of \$100,000.00 represents the second annual contract renewal under the existing procurement and increases the maximum contract not to exceed amount to \$200,000.00.
- vii. Piercy, Bowler, Taylor & Kern – This is the first amendment to the original contract which provides A-133 auditing services to the Board. This amendment of \$80,000.00 represents the second annual contract renewal under the existing procurement and increases the maximum contract not to exceed amount to \$160,000.00.
- viii. Macey Prince Consulting – This is the first amendment to the original contract which provides fiscal and procurement technical assistance to Board staff and partners. This amendment of \$25,000.00 represents the second annual contract renewal under the existing procurement and increases the maximum contract not to exceed amount to \$60,000.00.
- ix. Red 7 Communications – This is the second amendment to the original contract which provides outreach services for Workforce Connections and the One-Stop delivery system. This amendment of \$30,000.00 represents the third annual contract renewal under the existing procurement and increases the maximum contract not to exceed amount to \$84,000.00.

- x. Sin City Mad Men – This represents a new contract procured under the solicited bid process for website development services. This initial contract is for an amount not to exceed \$50,000.00.
- xi. Sin City Mad Men – This represents a new contract procured under the solicited bid process for outreach collateral material design services. This initial contract is for an amount not to exceed \$50,000.00.

The Professional Services Contract report is provided on page 214-220 of the agenda packet.

A motion was made by Councilwoman Anita Wood and seconded by Councilwoman Gerri Schroder to accept and approve reports as presented. Motion carried.

14. INFORMATION: Business Engagement and Communications Report ~ Kenadie Cobbin Richardson, Director, Business Engagement & Communications

- a. In-Demand Jobs Report
- b. Pre-Screening & Referral Stats Report
- c. Workforce Connections' Compacts
- d. Metro Initiative

Kenadie Cobbin Richardson presented the Business Engagement and Communications Reports for March and April 2016 provided on page 222-227 of the agenda packet.

15. INFORMATION: Strategic Initiatives Report ~ Jaime Cruz, Chief Strategy Officer

- a. Status Update on WIOA Compliance Assurance Initiatives
- b. Status Update on Workforce Development Continual Improvement Initiatives

Jaime Cruz presented the Strategic Initiatives report (p. 229) Strategic Work Plan Goals Matrix quarterly update (p. 230-238) and reported that he will be making a presentation at the next LEO Consortium meeting.

16. DISCUSSION AND POSSIBLE ACTION: Accept and approve Executive Director's Report ~ Ardell Galbreth, Executive Director

- a. Workforce Development Area – General Update
- b. Rural Counties Employment and Training Services
- c. Staff Development and Service Providers/Workforce Development Partners Training
- d. Highlighted Workforce Initiatives

Mr. Galbreth presented the Executive Director's Report (p. 240-254) and highlighted the approval of the Statewide WIOA funding formula allocation modification. Since May 2013, WC has requested a change to the DW formula. It is estimated that the Southern Nevada Workforce Development Area may have been short changed \$2.7 million over this three year period (p. 250).

A motion was made by Councilwoman Anita Wood and seconded by Councilwoman Gerri Schroder to accept and approve Executive Director's Report as presented. Motion carried.

17. INFORMATION: LEO Consortium member comments

Commissioner Borasky reported on the Spring Mountain Raceway opening, the ARES project, and 2016 Annual NACO Conference.

Councilwoman Schroder reported on the completion of the Stephanie Street Bridge project and progress on the Union Village construction project.

Councilwoman Wood reported on the opening of the Carey Street flyover bridge extending the North 5th Street corridor and connecting Carey and Cheyenne.

Chair Weekly reported on the Riviera Casino implosion ceremony early this morning with the Las Vegas Convention and Visitors Authority, thanked WC for supporting the Clark County Summer Business Institute, announced the Father's Day Initiative this Saturday, and encouraged everyone to vote today.

18. SECOND PUBLIC COMMENT SESSION

Chair Weekly opened the floor to public comment.

April Guinsler thanked the LEO Consortium for hearing Easter Seals today and understanding the value of the services provided by Easter Seals. She stated that at the last Board meeting Easter Seals had twice as many supporters speak on behalf of the program and there was not even a third of the discussion that happened today. She will meet with SNRHA to see if Easter Seals can partner with them for the WIOA Youth program as well as contact Goodwill. Ms. Guinsler asked if Easter Seals is able to request an extension on their current program. Chair Weekly suggested she speak directly with staff after the meeting and thanked her for appearing today with the individuals that provided testimony. However, providers should not think that this is the way to change a board's mind; rather providers need to take initiative to find out what they need to do to be competitive in the bidding process.

Ardell Galbreth reported that he will be reaching out to the LEOs to schedule a meeting to address the One-Stop Affiliate Site – East contract award. Commissioner Higbee stated that he understands that staff does a great amount of work and maybe it was wrong to put this on hold but it is not personal and he appreciates the work staff does in Lincoln County and the rural areas.

Hearing no other comments, Chair Weekly closed the Public Comment Session.

19. ADJOURNMENT

The meeting adjourned at 3:30 p.m.