

WORKFORCE CONNECTIONS

BOARD MEETING MINUTES

May 24, 2016

10:00 a.m.

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

Members Present

| | | |
|---------------------|---------------------|-----------------|
| Bart Patterson | Charles Perry | Janice John |
| Ken Evans | Leo Bletnitsky | Liberty Leavitt |
| Lou DeSalvio | Louis Loupias | Marvin Gebers |
| Michael Gordon | Paul Brandt (phone) | Peter Guzman |
| Renee Olson (phone) | Rob Mallery | Tobias Hoppe |
| Tommy Rowe | Valerie Murzl | |

Members Absent

| | | |
|-------------|---------------|----------------|
| Brad Deeds | Jack Martin | Jerrie Merritt |
| Mark Keller | Rebecca Henry | |

Staff Present

| | | |
|-----------------|----------------|---------------------------|
| Ardell Galbreth | Suzanne Benson | Jim Kostecki |
| Jaime Cruz | Brett Miller | Kenadie Cobbin Richardson |
| Emilio Pias | Debra Collins | Norma Fernandez |

Others Present

| | |
|--|---|
| Stephanie Garabedian, Parker Nelson Associates | Vinz Koller, SPRA (phone) |
| Jessie Oettinger, SPRA (phone) | Terry Conway, Goodwill of Southern Nevada |
| Judy Tartan, CQES student | Shane Taylor, Division of Welfare |
| Gina Garcia, Goodwill of Southern Nevada | Ron Hilke, DETR |
| Brian Harris, Las Vegas Blackbook | Brooke Shlisky, Angels of Joy |
| Gretchen Batis, CQES | Stacey Stoddard, Amada Senior Care |
| Bonita Fahy, SNRHA | Virginia T. Street, CQES student |
| Tracey Torrence, SNRHA | Nikole Mendoza, Diamond Resorts International |
| Magda Hirsch, Goodwill of Southern Nevada | Ellis Capehart, Nevada Partners, Inc. |
| Jill Hersha, LVCCLD | Chris Brown, College of Southern Nevada |
| Edward Bevilacqua, Larson Training Centers | Holly Gatzke, Lincoln Workforce |
| Stephanie Hill, The Help Me Foundation | Denise Gee, HELP of Southern Nevada |
| Jennifer Casey, FIT | Janet Blumen, FIT |
| Christina Sewell, HELP of Southern Nevada | Paula McDonald, HELP of Southern Nevada |
| Destiny Beavers, EMG | Andre Haynes, EMG |
| LaNan Pasion, Easter Seals Nevada | Julie Tate, ResCare Workforce Services |
| Trnee Stephenson, Easter Seals Nevada | Tammi Odegard, Nye Communities Coalition |
| Marcia Turner, NV System of Higher Ed (NSHE) | Bill Teel, Las Vegas Metro Police Department |
| Neal Kelso, Las Vegas Metro Police Department | April Guinsler, Easter Seals Nevada |
| Freley Hosana, College of Southern Nevada | Sharon Schroeder, Easter Seals Nevada client |
| Lynda Espinosa, Easter Seals Nevada client | Diana Rothschild, Easter Seals Nevada client |
| Flerida Franklin, Easter Seals Nevada client | Arcadio Bolanos, Academy of Human Development |
| Jon Ponder, HOPE for Prisoners | Dr. Lonnie Wright, Hospitality International Training |
| Teresa Butt, Legal Shield | 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, roll call, and pledge of allegiance

The meeting was called to order by Chair Valerie Murzl at 10:02 a.m. Staff confirmed the meeting had been properly noticed and posted in accordance with the Nevada Open Meeting Law; roll call was taken and a quorum was present.

2. INFORMATION: Welcome New Board Members

Chair Murzl introduced and welcomed new Board members, Peter Guzman, Latin Chamber of Commerce and Michael Gordon, Las Vegas Global Economic Alliance (LVGEA).

3. FIRST PUBLIC COMMENT SESSION:

Bonita Fahy, Southern Nevada Regional Housing Authority went over some talking points regarding the One-Stop Affiliate East Site RFP process:

- 1.8% difference in scoring between SNRHA and Goodwill of Southern Nevada
- SNRHA collaborated with agencies including Easter Seals Nevada (serving clients with disabilities, Assistive Technology), Olive Crest (serving foster youth), and Nevada Hospital Association (specializes in medical field)
- SNRHA is the existing One-Stop Affiliate East Site provider for youth
- SNRHA's collaboration will bring together expertise, combine knowledge, skills, experience, and resources
- Increased and improved outcomes
- Cross training of staff to work with special populations
- Multi-agency working group with common financial arrangements, sharing of administrator data, best practices, resources and joint decision making
- Existing community partnerships will remain in tact
- Allow existing case managers to continue serving clients and the community

Ms. Fahy noted that at the last Programs Committee meeting it was stated that SNRHA did not put in their RFP how many adults they will serve; however, in the narrative it was stated that they would serve 200 adults and 75 dislocated workers.

The following individuals spoke in support of SNRHA:

- Brian Harris, Las Vegas Blackbook
- Teresa Butt, Legal Shield
- Shane Taylor, Division of Welfare
- Marcia Turner, Nevada System of Higher Education
- Dr. Lonnie Wright, Hospitality International Training
- Andre Haynes, EMG
- Edward Bevilacqua, Larson Training Centers
- Stephanie Hill, The Help Me Foundation

April Guinsler, Easter Seals Nevada provided a brief history and described in depth the different programs offered at ESN, including the Assistive Technology program for individuals with disabilities. Ms. Guinsler asked the Board to consider ESN for the One-Stop Affiliate Site East.

The following individuals spoke in support of Easter Seals Nevada:

- Christopher Brown, College of Southern Nevada
- Lynda Espinoza, ESN client
- Florida Franklin, ESN client
- Diana Rothschild, ESN client
- Sharon Schroeder, assistant to April Guinsler, ESN
- M. Wesley, All Computer Needs
- Trnee Stephenson, employment specialist, ESN (read client testimonies)
- Nikole Mendoza, training manager, Diamond Resorts International (employees an ESN client)

Gretchen Batiste, owner, Center for Quality Eldercare Services (CQES) commented that all of CQES' brochures were removed from the One-Stop Center and CQES was not notified or given the chance to recover their items nor was asked to give their opinion regarding the issue. Ms. Batiste commented regarding the lengthy administrative process and procedures and stated that it in itself is a barrier to employment, especially when students already have letters of intent to hire and yet still have to go through the lengthy process.

Judy Tartan, CQES student commented that she first learned about CQES through the brochures at the One-Stop and described the lengthy administrative process (2 ½ months) that she went through to receive caregiver training, including multiple trips to the One-Stop. Ms. Tartan spoke in favor of CQES training program.

Virginia Street, CQES student commented regarding her positive experience with CQES. Ms. Street's goal is to open a group home and believes that CQES will provide her the experience and qualifications to reach her goal and highly recommends CQES as a training provider.

Brook Shlisky, co-owner, Angels of Joy commented regarding the need to improve and streamline the funding process for CQES training due to the high demand for eldercare providers. Ms. Shlisky spoke in high regard for the excellent training CQES provides.

Stacy Stoddard, owner, Amada Senior Care spoke in favor of CQES and stated that she hires CQES trainees for her growing business. She requested that the funding process be streamlined and suggested that the background checks be done at the front end to save time because some individuals cannot pass a background check.

Julie Tate, ResCare Workforce Services provided a One-Stop Center update: 8,489 jobseekers served, 622 new enrollments, 256 ITAs, 137 OJTs, 332 individuals employed, 99.5% customer service satisfaction rating, 1,012 unique visitors, 674 visitors used the resource room, 215 individuals met with a Talent Development Specialist, and 22 veterans served. Last month's job fair had 11 employers, 101 jobseekers and 10 individuals employed.

Tracey Torrence, director of supportive services, SNRHA clarified that the individuals who spoke in support of SNRHA were advocating on behalf of SNRHA's Youth and Adult and Dislocated Worker programs. She stated that although SNRHA does not target sectors anymore, they have a great partnership with Nevada Hospital Association to place more qualified individuals in the healthcare system. In the past year, SNRHA has made great strides in establishing their One-Stop Youth program. SNRHA was scheduled to receive an award for best practices for STEM but that has been postponed. Ms. Torrence asked the Board to consider adding adults to SNRHA's program.

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

A motion was made by Tommy Rowe and seconded by Charles Perry to approve the agenda as presented. Motion carried.

5. **DISCUSSION AND POSSIBLE ACTION: Approve the minutes of March 22, 2016**

Chair Murzl presented the minutes on page 11-19 of the agenda packet.

A motion was made by Charles Perry and seconded by Lou DeSalvio to approve the minutes of March 22, 2016 as presented. Motion carried.

Bart Patterson, Programs Committee Chair was not present at the last meeting and requested staff to present the items.

6. **DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to award and execute a contract 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.**

Ardell Galbreth, Executive Director provided background. Social Policy Research Associates (SPRA) scored the proposals for the One-Stop Affiliate Site – East RFP process. A summary of the scoring process, scorecards, and scores/narratives from the interview panel of subject matter experts is provided as backup on page 21-60 of the agenda packet.

Mr. Patterson requested the evaluators to comment regarding the differential in score for the fiscal narrative budget portion of Goodwill's proposal.

Jessie Oettinger, SPRA addressed the issue about whether or not Goodwill's budget and fiscal narrative addressed the question regarding the number of adults to be served. She stated that the budget template did not include the number of adult participants and therefore Goodwill received a score of three (meets all expectations).

Mr. Patterson inquired about whether or not Goodwill uses Assistive Technology. Gina Garcia, director of mission services of Goodwill Industries confirmed that they do provide Assistive Technology. Goodwill works in conjunction with BBR and has a CBT program that year to date has assessed 168 individuals. Ms. Garcia confirmed that Goodwill serves both youth and adults with disabilities. Discussion ensued.

A motion was made by Charles Perry and seconded by Lou DeSalvio to accept Programs Committee's recommendation to award and execute a contract with Goodwill of Southern Nevada as a One-Stop Affiliate Site – East to deliver WIOA employment and training services 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. Motion carried.

7. **DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to award and execute a contract 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. Galbreth provided background. Two competitive proposals were received in response to this RFP, one from Foundation for an Independent Tomorrow (FIT) and one from HOPE for Prisoners. HOPE for Prisoners is being recommended for an award today. At the next Programs Committee meeting, staff will recommend an additional \$600,000 award to FIT. A summary of the scoring process, scorecards, and scores/narratives from the interview panel of subject matter experts is provided as backup on page 62-88 of the agenda packet.

Mr. Galbreth reported on guidance received from DOL regarding funding agencies whose principal officer(s) (CEO, President, etc.) are ex-offenders. He stated that DOL wrote in an e-mail that they do not see anything particularly wrong in this matter but would like to provide additional information, which he expects to receive in the next couple of days. He further stated that staff is recommending approval of this award to HOPE for Prisoners in the amount of \$600,000 with the condition that prior to July 1, 2016 Executive Director Galbreth receives confirmation from the U.S. Department of Labor.

Peter Guzman stated that he will be voting in favor of HOPE for Prisoners and is offended and embarrassed that the Board had to go down this road. Chair Murzl echoed Guzman's comments, but is happy to find resolution and that DOL seems to be progressive, not regressive.

Charles Perry suggested that to avoid any confusion, future RFPs should specify that the highest scored proposal does not guarantee a contract award.

A motion was made by Lou DeSalvio and seconded by Charles Perry to accept with conditions, Programs Committee's recommendation to award and execute a contract 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. Condition: prior to July 1, 2016 Executive Director Galbreth receives confirmation from the U.S. Department of Labor. Motion carried.

8. **DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee’s recommendation to extend and execute a contract 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. Galbreth provided background. The sub-recipients’ scope of work is provided as backup on page 90-115 of the agenda packet.

A motion was made by Tommy Rowe and seconded by Lou DeSalvio to accept Programs Committee’s recommendation to extend and execute a contract 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.

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

9. **DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee’s recommendation to extend and execute a contract with the agencies listed below to deliver WIOA Youth services. 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 (Drop Out Recovery) | \$500,000 |
| b. Lincoln County Grants Administration (Lincoln County) | \$212,000 |
| c. Nevada Partners, Inc. (One-Stop Affiliate Site – North) | \$800,000 |
| d. Nye Communities Coalition (Nye and Esmeralda Counties) | \$350,000 |
| e. Southern Nevada Regional Housing Authority (One-Stop Affiliate Site – East) | \$800,000 |

Mr. Galbreth provided background. The sub-recipients’ scope of work is provided as backup on page 117-161 of the agenda packet.

A motion was made by Charles Perry and seconded by Tommy Rowe to accept Programs Committee's recommendation to extend and execute a contract 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> |

10. **DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to award and execute a no-cost extension to 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. Galbreth provided background. He stated that staff hopes to soon make a funding recommendation to the Programs Committee meeting for additional funds for Olive Crest. Olive Crest's letter of request for a no-cost extension is provided as backup on page 163 of the agenda packet.

A motion was made by Louis Loupias and seconded by Lou DeSalvio to accept Programs Committee's recommendation to award and execute a no-cost extension to 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.

11. **DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee'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. Patterson disclosed his relationship as chair of the Dress for Success board and abstained from any discussion and/or voting.

Mr. Galbreth provided background. The Clothing Services RFP Proposal Rating document is provided as backup on page 165 of the agenda packet.

A motion was made by Ken Evans and seconded by Lou DeSalvio to accept Programs Committee'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. Bart Patterson abstained. Motion carried.

12. INFORMATION: ADW Training by Industry Sector Report for the period July 1, 2015 through March 31, 2016.

Brett Miller, Manager, Strategic Planning & Analysis presented the ADW Training by Industry Sector report provided on page 167 of the agenda packet. He reported 962 trainings at a total of \$2,028,054.

Ken Evans inquired about the impact of the Governor's Office of Economic Development's number shift in sector councils from nine to seven sector councils. Mr. Miller replied that WC will continue to emphasize all sectors and simply the Governor is reshaping the sector councils but has not changed the designation of any sectors.

13. INFORMATION: USA Today article on Apprenticeships

Louis Loupias presented USA Today article titled Apprenticeships: "College without the debt" (p. 169-172) and provided key information regarding apprenticeships. Discussion ensued regarding program requirements and qualifications. Mr. Loupias will provide staff a PowerPoint presentation regarding the history of the apprenticeship program.

Mr. DeSalvio reported that Local 872 employs ex-offenders and they will continue to provide new opportunities for interested individuals.

Marvin Gebers reported information regarding a website www.unionapprenticeship.org with all 17 different building construction trade programs represented that employers and applicants can access for information regarding those programs, including application procedures and program requirements.

14. DISCUSSION AND POSSIBLE ACTION: Review, accept and approve reports:

Jim Kostecki, Chief Financial Officer summarized the following 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. 166). Line item budgets trued up through June 30th affecting following line item changes:

- Workforce Connections Operations Budget (p. 177)

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. 182)

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. 185)

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 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.

- Workforce Connections Operations Budget (p. 190)

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. 195)

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. 199)

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

A new Dislocated Worker funding allocation methodology is written into the state plan. If approved, WC will see an additional \$240,000 - \$250,000 in DW funding. Brief discussion ensued.

- 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. 204) shows all budget line items are green (good).

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

The Awards & Expenditures report is provided on page 206-210 of the agenda packet. Brief discussion ensued regarding the training payment process.

- 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 212 of the agenda packet. Adult contracts are tracking nicely with timely spend out as projected and Youth contracts are following overall trend with spend out a little lower than expected.

Mr. Kostecki noted that there was overlapping Youth contracts in the first quarter.

- f. Workforce Connections' Professional Services Contracts Report. *(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 represents the annual renewal of the contract and increases the maximum amount by \$170,000.00.
- ii. John Chamberlin – This is the second amendment to the original contract which provides WIOA technical assistance and strategic Board development. This amendment represents the annual renewal of the contract and increases the maximum amount by \$20,000.00.
- 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 an additional year.
- 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 represents the annual renewal of the contract and increases the maximum amount by \$32,000.00.

- 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 represents the annual renewal of the contract and increases the maximum amount by \$50,000.00.
- 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 represents the annual renewal of the contract and increases the maximum amount by \$100,000.00.
- 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 represents the annual renewal of the contract and increases the maximum amount by \$80,000.00.
- 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 represents the annual renewal of the contract and increases the maximum amount by \$25,000.00.
- 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 represents the annual renewal of the contract and increases the maximum amount by \$30,000.00.
- x. Sin City Mad Men – This represents a new contract procured under the solicited bid process for website development services. This 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 contract is for an amount not to exceed \$50,000.00.

A motion was made by Charles Perry and seconded by Lou DeSalvio to accept and approve reports as presented. Motion carried.

15. INFORMATION: Business Engagement and Communications Report

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

Kenadie Cobbin-Richardson, Director, Business Engagement & Communications summarized the Business Engagement and Communications reports provided on page 223-228. The Industry Hires

report (p. 223) shows 33 new hires for March and new employers including: Aliante Casino, Allied Flooring Services, Caesars Entertainment, I-HOP, PLI, and Shetakis Wholesalers. The Industry Hires report for the month of April (p. 225) shows 120 new hires and one new employer, Broward Factory Services. New Workforce Connections' Compact employers (p. 227) are Goodwill of Southern Nevada, Healthcare Partners Nevada, My Next Career Path Staffing, and Simon Protection Group.

A special Town Hall Meeting is scheduled on Thursday, June 2, 2016 at the Clark County Government Center to support Metro Police Department's recruitment of 360 new police and/or corrections officers. This event is in partnership with Clark County Commissioner Lawrence Weekly, Workforce Connections and Nevada Partners, Inc. The flyer is provided on page 228 of the agenda packet.

16. INFORMATION: Strategic Initiatives Report

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

Jaime Cruz, Chief Strategy Officer reported that the best practices presentation on STEM initiatives from the Southern Nevada Regional Housing Authority will be rescheduled for a later date due to time constraints today. He presented the Strategic Initiatives Report (p. 230) and Strategic Work Plan Goals Matrix (p. 231-239) and noted new strategy 3.4 to Implement a Two-Generation Strategy to break the poverty cycle in Southern Nevada.

17. 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 Development Initiatives

Mr. Galbreth presented the Executive Director's report (p. 241-242) and Statewide WIOA Funding Formula Modification Distribution update (p. 243-250). He noted recent staff-attended conferences in Las Vegas including the National Association of Job Training Assistance (NAJA) Annual Conference and National Council of La Raza Workforce Development Forum.

A motion was made by Charles Perry and seconded by Lou DeSalvio to accept and approve Executive Director's Report as presented. Motion carried.

18. SECOND PUBLIC COMMENT SESSION

Terry Conway, Goodwill of Southern Nevada thanked the Board for its support on behalf of Goodwill's president, Steve Chartrand.

Ellis Capehart, NPI thanked the Board for its continued support.

John Ponder, Hope for Prisoners thanked the Board for its support on behalf of Hope for Prisoner's board of directors, advisory committee, staff and the men and women who will be participating in this initiative.

Bonita Fahy, SNRHA thanked the Board for its continued support and allowing SNRHA to continue serving youth in Southern Nevada. Ms. Fahy inquired, in light of agenda items six and nine being approved, which clearly indicates both Goodwill and Southern Nevada Regional Housing Authority are One-Stop Affiliate Sites – East, where do we stand in that as far as their name and branding. Mr. Galbreth confirmed that staff will be in contact with both agencies.

Paula Lawrence, Dress for Success of Southern Nevada thanked the Board for appointing Dress for Success as a clothing service provider to serve women over the next year.

Paula McDonald, HELP of Southern Nevada thanked the Board for the opportunity to serve clients and allowing HELP to be a part of process of moving forward with a new model.

19. INFORMATION: Board Member Comments

Louis Loupias commented regarding other funding Foundation for an Independent Tomorrow as discussed at the recent Programs Committee meeting. Chair Murzl replied, as mentioned earlier by Executive Director Galbreth, a proposal will be coming before this board in June to fund FIT additionally.

Chair Murzl requested staff to follow-up and research the following issues brought up during today's meeting:

1. CQES brochures removed from the One-Stop Center
2. Streamlining of the enrollment and training process at the One-Stop Center
3. Administer background checks on the front end of the screening process for homecare aides

20. ADJOURNMENT

The meeting adjourned at 12:20 p.m.