

## **WORKFORCE CONNECTIONS**

### **BOARD MEETING MINUTES**

**August 23, 2016  
10:00 a.m.**

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

#### **Members Present**

|                 |                     |               |
|-----------------|---------------------|---------------|
| Bart Patterson  | Bill Regenhardt     | Jack Martin   |
| Janice John     | Jerrie Merritt      | Ken Evans     |
| Liberty Leavitt | Louis Loupias       | Marvin Gebers |
| Michael Gordon  | Paul Brandt (phone) | Peter Guzman  |
| Rob Mallery     |                     |               |

#### **Members Absent**

|               |                |               |
|---------------|----------------|---------------|
| Charles Perry | Leo Bletnitsky | Lou DeSalvio  |
| Mark Keller   | Rebecca Henry  | Renee Olson   |
| Tobias Hoppe  | Tommy Rowe     | Valerie Murzl |

#### **Staff Present**

|                 |                |                           |
|-----------------|----------------|---------------------------|
| Ardell Galbreth | Suzanne Benson | Ricardo Villalobos        |
| Jaime Cruz      | Jim Kostecki   | Kenadie Cobbin Richardson |
| Brett Miller    | Chris Shaw     |                           |

#### **Others Present**

|   |   |
|---|---|
| Madelin Arazoza, The Salvation Army       | Stephanie Garabedian, Legal Counsel, Parker Nelson Assoc. |
| Janice M. Rael, Nevada Partners, Inc.     | Yvette Thomas, Nevada Partners, Inc.                      |
| Brittani Gray, Nevada Partners, Inc.      | Bonita Fahy, So. Nevada Regional Housing Authority        |
| Anita Yang, ResCare Workforce Services    | Lynn Hoffman, ResCare Workforce Services/OSCC             |
| Amy Licht, Olive Crest                    | E. Lavonne Lewis, The Salvation Army                      |
| Michael Vu, ResCare Workforce Services    | Angela Phillips, Olive Crest                              |
| Christina Sewell, HELP of Southern Nevada | Paula McDonald, HELP of Southern Nevada                   |
| Monica Ford, 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 Jack Martin at 10:07 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. FIRST PUBLIC COMMENT SESSION**

Chair Martin opened the public comment session and read the statement into the record: "Members of the public may now comment on any manner 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."

**Tracy Green**, a participant of Nevada Partners and student of Build Nevada, shared about her positive experience with the program.

**Gabrielle Moncrease**, a client of HELP of Southern Nevada, shared about her positive experience with the program.

**Eric Massey**, a former resident of Spring Mountain Youth Camp and client of Nevada Partners shared about his positive experience with the program.

Hearing no further comments, Chair Martin 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 confirmed no changes to the agenda.

*A motion was made by Ken Evans and seconded by Louis Loupias to approve the agenda as presented. Motion carried.*

**4. DISCUSSION AND POSSIBLE ACTION: Approve the minutes of June 28, 2016**

Provided on page 9-17 of the agenda packet.

*A motion was made by Michael Gordon and seconded by Marvin Gebers to approve the minutes of June 28, 2016 as presented. Motion carried.*

**5. INFORMATION: Welcome new Board member Bill Regenhardt**

Mr. Regenhardt is the president of Regis 702 Consulting in Las Vegas, adjunct faculty at College of Southern Nevada, and a former long-time Workforce Connections Board member under the Workforce Investment Act.

**6. PRESENTATION: Success in the New Economy video**

The Success in the New Economy video, available at: <https://www.youtube-nocookie.com/embed/eEXBIO1-aEY?list=PL9IU4D6EoaV7OpD7b7TiUQeGZVTSowGhd> explained the misalignment of higher education and the workforce and the importance of having both education and technical skills to succeed in the new economy.

Bart Patterson stated that research shows that the value of a college education has never been higher than it is right now and although technical skills is important, skills change over one's career, and college provides a base and analytical skills that are not acquired just through technical training. He stated that the Brookings Institute report on the economy shows that most jobs, particularly in Nevada, are being created with degree credentials and Nevada has a shortfall in terms of degreed individuals in the next decade.

**7. DISCUSSION AND POSSIBLE ACTION: Strategic Initiatives Report**

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

Jaime Cruz, Chief Strategy Officer presented the Strategic Initiatives report (p. 21) and new tactics added to Goal 1 of the Strategic Work Plan Goals Matrix (p. 23):

Tactic 5 - Establish additional One-Stop Career Centers that serve Youth, Adult and Dislocated Workers under one roof. WC is in the process of relocating services to local libraries. Site visits have been done at various local libraries, the library in Mesquite, NV and soon the library in Laughlin, NV.

Tactic 6 – Establish regional partnerships in areas with jurisdictional synergies. WC is pursuing a partnership with the Mohave/La Paz Counties Board in Arizona, which includes Bullhead City and the town of Littlefield, to serve employers and job seekers.

*A motion was made by Peter Guzman and seconded by Jerrie Merritt to accept the Strategic Initiatives Report as presented. Motion carried.*

**8. DISCUSSION AND POSSIBLE ACTION: Accept and approve Local Plan**

Mr. Cruz presented WC's Four-Year Local Plan for Southern Nevada's Workforce Development Area effective July 1, 2016 through June 30, 2020 provided on page 33-164 of the agenda packet. The Local Plan was posted for a 30-day public comment period in April and has since been approved by DETR. Upon approval by this Board and the Local Elected Officials Consortium, the Plan will go through a final approval process of the Governor's Workforce Development Board.

*A motion was made by Louis Loupias and seconded by Bill Regenhardt to accept and approve Local Plan. Motion carried.*

**9. INFORMATION: Sub Recipient Contracts List for Agenda Items 10-14**

Bart Patterson, Programs Committee Chair, presented the Sub Recipient Contracts List provided on page 166 of the agenda packet.

**10. DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee recommendation to award and execute a contract with The Salvation Army to deliver WIOA services in Mesquite, Nevada. Upon approval, The Salvation Army will deliver WIOA services to adults and dislocated workers in an amount not to exceed \$180,000 and WIOA youth services in an amount not to exceed \$180,000. The total award amount shall not exceed \$360,000 for the first twelve (12) months. Upon approval by the WC Board and ratification by the Local Elected Officials Consortium, the contract period shall be October 1, 2016 through June 30, 2018.**

Ricardo Villalobos, Director, Workforce Development Programs provided background. The Salvation Army has a ten year history serving individuals in Mesquite with established partnerships in the community and has previous experience serving WIA clients. Under this contract, Salvation Army staff will be located at the Mesquite Library and serve WIOA clients. The Salvation Army's scope of work and budget is provided on page 168-196 of the agenda packet.

*A motion was made by Peter Guzman and seconded by Jerrie Merritt to accept Programs Committee recommendation to award and execute a contract with The Salvation Army to deliver WIOA services in Mesquite, Nevada. Upon approval, The Salvation Army will deliver WIOA services to adults and dislocated workers in an amount not to exceed \$180,000 and WIOA youth services in an amount not to exceed \$180,000. The total award amount shall not exceed \$360,000 for the first twelve (12) months. Upon approval by the WC Board and ratification by the Local Elected Officials Consortium, the contract period shall be October 1,*

*2016 through June 30, 2018. Michael Gordon disclosed his relationship with the Salvation Army and abstained. Motion carried.*

11. **DISCUSSION AND POSSIBLE ACTION: Accept Program Committee's recommendation to enter into a sole-source contract with ResCare Workforce Services to deliver WIOA services in Boulder City and/or Laughlin, Nevada. Upon approval, ResCare Workforce Services will deliver WIOA services to adults and dislocated workers in an amount not to exceed \$180,000 and WIOA youth services in an amount not to exceed \$180,000. The total award amount shall not exceed \$360,000 for the first twelve (12) months. Upon approval by the WC Board and ratification by the Local Elected Officials Consortium, the contract period shall be October 1, 2016 through June 30, 2018.**

Mr. Villalobos provided background. After an unsuccessful RFP process, two incumbent providers were considered for the designated WIOA service provider based out of the Boulder City Library, whereby staff is recommending ResCare Workforce Services because of their ability to leverage its current infrastructure and support staff, a proven track record of recruiting new partnerships, and support of this Board's philosophy, program design and initiatives. ResCare's scope of work is provided on page 198-212 of the agenda packet.

*A motion was made by Jack Martin and seconded by Peter Guzman to accept Program Committee's recommendation to enter into a sole-source contract with ResCare Workforce Services to deliver WIOA services in Boulder City and/or Laughlin, Nevada. Upon approval, ResCare Workforce Services will deliver WIOA services to adults and dislocated workers in an amount not to exceed \$180,000 and WIOA youth services in an amount not to exceed \$180,000. The total award amount shall not exceed \$360,000 for the first twelve (12) months. Upon approval by the WC Board and ratification by the Local Elected Officials Consortium, the contract period shall be October 1, 2016 through June 30, 2018. Motion carried.*

Mr. Villalobos noted that once the LEO Consortium ratifies the Board's approval of this sole source contract, it will need final approval by the state.

12. **DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to award and execute a no-cost extension for Nevada Partners, Inc. to ensure continuation of WIOA pre-apprenticeship activities to adults and dislocated workers. Upon approval by the WC Board and ratification by the Local Elected Officials Consortium, the current contract will be extended with a contract period of October 1, 2015 through December 31, 2016.**

Mr. Villalobos provided background. This program helps individuals with remediation needs and provides them a work experience in the field giving them a higher chance to be accepted into an apprenticeship program. Nevada Partner's letter of request and justification for a no-cost extension is provided on page 214 and scope of work for the Build Nevada Pre-Apprenticeship program is provided on page 215-218 of the agenda packet.

*A motion was made by Ken Evans and seconded by Jerrie Merritt to accept Programs Committee's recommendation to award and execute a no-cost extension for Nevada Partners, Inc. to ensure continuation of WIOA pre-apprenticeship activities to adults and dislocated workers. Upon approval by the WC Board and ratification by the Local Elected Officials Consortium, the current contract will be extended with a contract period of October 1, 2015 through December 31, 2016. Motion carried.*

13. **DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to award and execute a no-cost extension to Nevada Partners, Inc. to ensure continuation of WIOA pre-entry youth services at Department of Juvenile Justice System's Spring Mountain Youth Camp. Upon approval by the WC Board and ratification by the Local Elected Officials Consortium, the current contract will be extended with a contract period of October 1, 2015 through December 31, 2016.**

Chair Martin disclosed that he is the Director of the Department of Juvenile Justice System (DJJS) and abstained from discussion and voting.

Mr. Villalobos provided background and stated that no funding will go directly to DJJS. This extension will continue services for one additional quarter to adjudicated out-of-school youth. Nevada Partner's letter of request and justification for a no-cost extension is provided on page 220 and scope of work on page 222-226 of the agenda packet.

Louis Loupias stated that he visited Nevada Partner's training program and was happy to see that all the youth had brand new, high quality Georgia Pacific work boots and hard hats. He further stated that his employers hire felons, including his best employer Las Vegas Paving which has a much diversified workforce, but more participation is needed from other employers to help make this program successful.

Liberty Leavitt requested statistics on how many of these youth will enroll in high school versus adult education.

*A motion was made by Peter Guzman and seconded by Ken Evans to accept Programs Committee's recommendation to award and execute a no-cost extension to Nevada Partners, Inc. to ensure continuation of WIOA pre-entry youth services at Department of Juvenile Justice System's Spring Mountain Youth Camp. Upon approval by the WC Board and ratification by the Local Elected Officials Consortium, the current contract will be extended with a contract period of October 1, 2015 through December 31, 2016. Jack Martin abstained. Motion carried.*

14. **DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to award and execute a no-cost extension for St. Jude's Ranch for Children to ensure continuation of WIOA youth services in Boulder City and Laughlin, Nevada. Upon approval by the WC Board and ratification by the Local Elected Officials Consortium, the current contract will be extended with a contract period of July 1, 2015 through December 31, 2016.**

Mr. Villalobos provided background. St. Jude's letter of request for a no-cost extension is provided on page 228 and scope of work on page 229-231 of the agenda packet.

*A motion was made by Jack Martin and seconded by Ken Evans to accept Programs Committee's recommendation to award and execute a no-cost extension for St. Jude's Ranch for Children to ensure continuation of WIOA youth services in Boulder City and Laughlin, Nevada. Upon approval by the WC Board and ratification by the Local Elected Officials Consortium, the current contract will be extended with a contract period of July 1, 2015 through December 31, 2016. Motion carried.*

**15. DISCUSSION AND POSSIBLE ACTION: Accept Programs Committee's recommendation to release the following Request for Proposals (RFP) to deliver WIOA youth services for the following populations:**

- a. WIOA Youth services to foster care and former foster care youth with an amount not to exceed \$500,000
- b. WIOA Youth services pilot in partnership with the Nevada Department of Employment, Training and Rehabilitation with an amount not to exceed \$200,000

Mr. Villalobos provided background and presented the RFP summaries for the above services provided on page 233-237 of the agenda packet. The planned start date for these services is March 1, 2017.

*A motion was made by Jerrie Merritt and seconded by Louis Loupias to approve Programs Committee's recommendation to release the above RFPs (15a and 15b). Motion carried.*

**16. INFORMATION: Director's Report ~ Ricardo Villalobos, Director, Workforce Development Programs**

- a. WIOA Youth Services in the One-Stop Career Center
- b. WIOA Youth Services in Henderson with work-based training focus

Mr. Villalobos reported that to mitigate any potential legitimate grievances, two RFPs will be re-released, Youth Services in the One-Stop and Youth Services in Henderson with work-based training focus, due to a formula error in the scoring process presented at the Bidder's Conference. RFP summaries for these services is provided on page 239-243 of the agenda packet.

He reported on his recent site visits at Foundation for an Independent Tomorrow's adult re-entry program, Southern Nevada Regional Housing Authority's youth one-stop affiliate site, Department of Juvenile Justice Services and Spring Mountain Youth Camp, stating that all visits were positive, informative and encouraging.

Brief discussion ensued regarding the requirement of a STEM focus in WIOA programs.

**17. INFORMATION: PY2015 Training Reports**

Brett Miller, Manager, Strategic Planning & Analysis presented the ADW and Youth Snapshots and ADW Trainings by Industry Sector graphs provided on page 245-247 of the agenda packet.

Mr. Villalobos reported on the implementation of system-wide customer satisfaction surveys as required by WIOA.

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

Jim Kostecki, Chief Financial Officer provided an overview of the following reports:

- a. PY2016 WIOA Formula Budget July 1, 2016 through June 30, 2017 (p. 250-261)

The budget reflects an increase to PY16 Dislocated Worker allocation in the amount of \$240,449 (p. 250) based on the new formula in the approved portion of the State's Plan.

- b. Awards and Expenditures Report – Monthly Update (p. 263-266). This report reflects invoices through May.
- c. WIOA Expenditure Tracking Report – July 1, 2015 through May 31, 2016 Actuals vs. Expected Expenditures – Adult, Dislocated Worker and Youth. Brett Miller provided a brief overview of the report provided on page 269 of the agenda packet.
- d. Workforce Connections' Professional Services Contracts. (p. 271-277)
  1. Coverall Health Based Cleaning System Services & Supplies - This is the third amendment to the original contract which provides janitorial services at Workforce Connection's main office and One-Stop Career Center. This amendment amount of \$45,000.00 represents the annual renewal of the contract and increases the maximum amount to \$168,412.00
  2. CST Project Consulting – This is the second amendment to the original contract which provides fiscal consulting projects as needed to support Board staff. This amendment adds additional funds of \$54,000.00 for a not to exceed amount of \$299,160.00. The term remains the same. The contract is in the second year of a potential four year procurement.
  3. Grant Management and Consulting Services (GMAC) – This is the initial contract (\$100,000.00) under a competitive procurement action to design, establish and execute a Workforce Development Practitioner Apprenticeship Program (WDPAP) for the Workforce Connections One-Stop delivery system. Contract is provided on page 278-299 of the agenda packet.
  4. Prism Global Management Group – This is the first amendment to the original contract which provides human resource services. This amendment represents the annual renewal of the contract and increases the maximum amount by \$72,000.00 to an amount not to exceed \$144,000.00.

***A motion was made by Bart Patterson and Bill Regenhardt to accept and approve reports as presented. Motion carried.***

#### **19. INFORMATION: Business Engagement and Communication Reports**

- a. BEST In-Demand Jobs Report – July
- b. BEST Pre-Screening & Referral Stats Report - July
- c. YTD Media Report
- d. Video: <https://youtu.be/bNjt33c0fa8>
- e. Tesla Hiring Event Flyer

Kenadie Cobbin Richardson, Director, Business Engagement & Communications presented the Business Engagement & Communication reports provided on page 301-308 of the agenda packet. She reported the CDL as being the third highest certification requested in Southern Nevada and 632

current job postings that require a CDL. A video featuring clips of some of the BEST initiatives followed the report.

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

- 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

Ardell Galbreth presented the Executive Director's report provided on page 310 of the agenda packet and highlighted the following:

- Initiative for local workforce development practitioners skills training
- MGM Resorts 10<sup>th</sup> Annual Women's Leadership Conference on August 8-9
- Collaboration with Mohave/La Paz Workforce Development Board for comprehensive employment and training service delivery across Nevada – Arizona state lines
- MOUs with Las Vegas-Clark County Library District and United Way of Southern Nevada for co-locating employment and training services

***A motion was made by Jerrie Merritt and seconded by Ken Evans to accept and approve Executive Director's report as presented. Motion carried.***

**21. INFORMATION: Board Member Comments**

Peter Guzman recommended that the Board go green and use iPads instead of printing paper agenda packets. Discussion ensued. Chair Martin requested staff to include this matter on the next Board meeting agenda.

Bart Patterson requested that any recommended actions by this Board to the LEOs that are not approved by the LEOs be included as an agenda item at the subsequent Board meeting so the Board members are aware of what is transpiring. He asked staff to consider the reporting structure and presentation of agenda items (i.e., explore consent agenda) to streamline the process and information presented at the various Committees and Board.

Kenadie Cobbin Richardson announced the Las Vegas Global Economic Alliance (LVGEA) 2016 Annual Dinner at the Aria Resort on September 29<sup>th</sup>. Board members were asked to RSVP to Suzanne by August 25th. Michael Gordon added that the guest speaker is Gabe Klein author of Smart Cities.

Liberty Leavitt appreciated Goodwill and HELP of Southern Nevada for inviting her to tour their organizations and announced CCSD's Reclaim Your Future Walk on September 10th. Ms. Leavitt will provide flyers to Suzanne for distribution.

Mr. Villalobos reminded service providers of the LEO Consortium meeting on September 13, 2016 and encouraged those who are being recommended for funding to attend the meeting.



**22. SECOND PUBLIC COMMENT SESSION**

Chair Martin opened the public comment session and read the statement into the record: “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.”

**Monica Ford, NPI** thanked the Board for this partnership that allows NPI to continue serving those who are most in need. Addressing Ms. Leavitt’s previous comments, she stated that there are a total of 103 enrollments in the pre-entry program of which approximately 70 are 16 years old with whom NPI program staff will work with to re-engage them with education. Ms. Ford extended an invitation to all Board members to tour NPI’s campus.

**E. Lavonne Lewis, Salvation Army** thanked the Board for providing employment and training opportunities for people in Southern Nevada as well as the contract award to The Salvation Army. Ms. Lewis extended an invitation to all Board members to tour Salvation Army’s Mesquite office.

Hearing no further comments, Chair Martin closed the public comment session.

**23. ADJOURNMENT**

The meeting adjourned at 11:55 a.m.