

## WORKFORCE CONNECTIONS

### BOARD AGENDA

Tuesday, May 22, 2018

10:00 a.m.

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

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

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

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

This agenda is also available at [www.nvworkforceconnections.org](http://www.nvworkforceconnections.org)

### COMMENTARY BY THE GENERAL PUBLIC

The Board complies with Nevada's Open Meeting Law, by taking Public Comment at the beginning of the meeting prior to the Board approving the agenda and again before the adjournment of the meeting.

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

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

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

Welcome to our meeting.

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

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

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

**Board Members:** Valerie Murzl (Chair), Jack Martin (Vice Chair), Bart Patterson, Cecil Fielder, Charles Perry, Janice John, Jerrie E. Merritt, Jill Hersha, Leo Bletnitsky, Liberty Leavitt, Lou DeSalvio, Louis Loupias, Marcia Turner, Marvin L. Gebers, Michael Gordon, Peter Guzman, Rebecca Henry, and Renee L. Olson.

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

**AGENDA**

- 1. **CALL TO ORDER**, confirmation of posting, roll call and Pledge of Allegiance
- 2. **FIRST PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this agenda, which is before the 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. .... 5
- 3. **DISCUSSION AND POSSIBLE ACTION:** Approve the agenda with inclusions of any emergency items and deletion of any items ..... 6
- 4. **DISCUSSION AND POSSIBLE ACTION:** Approve Board Minutes of April 3, 2018 ..... 7
- 5. **INFORMATION:** Nevada Work Ready Communities Presentation ..... 21
- 6. **DISCUSSION AND POSSIBLE ACTION:** Election of Board Officers. The Board Chairperson will ask Board members to provide nominations for officers. Any qualifying Board member, who is nominated and seconded, will be an officer candidate. Board members will then vote on those members. The candidate for office who receives the most votes for that office prevails and will serve in that office. Each officer shall serve a term of two-years, which shall begin on July 1, 2018 and end on June 30, 2020. .... 32
  - a. Call for nominations and election of Chairperson. The Chairperson shall be elected from among Board members who represent businesses.
  - b. Call for nominations and election of Vice Chairperson

*STRATEGIC INITIATIVES ~ Irene Bustamante Adams, Chief Strategy Officer*

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- 7. **INFORMATION:** Strategic Initiatives Update Report ..... 33
  - a. Status Update on WIOA Compliance Assurance Initiatives
  - b. Status Update on Workforce Development System Continual Improvement Initiatives

*PROGRAMS ~ Mel Evans, Director, Workforce Development Programs*

- 8. DISCUSSION AND POSSIBLE ACTION:** Approve Programs Committee’s recommendation to award a new sole source contract to ResCare Workforce Services to provide WIOA Title I services to youth in Mesquite. The award amount shall not exceed \$180,000. This is a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019..... 35
- 9. DISCUSSION AND POSSIBLE ACTION:** Approve Programs Committee’s recommendation to award a new sole source contract to ResCare Workforce Services to provide WIOA Title I services to adults and dislocated workers in Mesquite. The award amount shall not exceed \$300,000. This is a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019..... 39
- 10. INFORMATION:** PY2017 Training Reports ..... 43
- a. Adult Snapshot – Programs
  - b. Youth Snapshot – Programs

*OPERATIONS ~ Jim Kostecki, Chief Financial Officer*

- 11. DISCUSSION AND POSSIBLE ACTION:** Accept and approve budget and reports
- a. PY2017 WIOA Title I Budget July 1, 2017 through June 30, 2018..... 47
  - b. PY2018 WIOA Title I Budget July 1, 2018 through June 30, 2019 (Estimated)..... 59
  - c. Budget versus Actual Finance Report (Workforce Connections Operations) for the period July 1, 2017 through March 31, 2018 (WIOA Title I) ..... 69
  - d. Awards and Expenditures Report (Status of Service Providers) ..... 71
  - e. WIOA Title I Expenditure Tracking ~ *Brett Miller, Manager, Strategic Planning & Analysis* ..... 77
- 12. DISCUSSION AND POSSIBLE ACTION:** Approve Workforce Connections’ professional services contracts and/or amendments (*Please note: upon request, any pending contract and/or amendment presented for approval may be reviewed and examined in its entirety*). ..... 79
- a. Allied Barton Security Services (Allied Universal) - This amendment #2 adds additional funding of \$225,000, for a not to exceed amount of \$420,000, and extends the contract for a second year under the existing procurement action. This contract provides funding for security services at the Charleston facility and at the North Las Vegas Libraries per the MOU with the North Las Vegas Library District. Upon approval and authorization by the Local Elected Officials Consortium, this contract shall be extended through September 30, 2019.

- b. Grant Management and Consulting Services (GMAC) - This amendment #2 adds additional funding of \$40,000 for a not to exceed amount of \$220,000 and extends the contract for an additional half year under the existing procurement action. This contract provides additional funding for the Workforce Development Practitioner Apprenticeship Program (WDPAP), which is designed for a needed capacity building initiative in our workforce system and to provide training to all partner staff. Upon approval and authorization by the Local Elected Officials Consortium, this contract shall be extended through December 31, 2018.
- c. Prism Global Management Group - This amendment #3 adds additional funding of \$72,000 for a not to exceed amount of \$288,000 and extends the contract for a fourth and final year under the existing procurement action. This contract provides funding for HR services. Upon approval and authorization by the Local Elected Officials Consortium, this contract shall be extended through September 30, 2019.

*EXECUTIVE DIRECTOR UPDATE ~ Jaime Cruz, Executive Director*

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**13. INFORMATION:** Executive Director’s Update ..... 88

**14. INFORMATION:** Board member announcements ..... 90

**15. SECOND PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and state your address for the record. Each comment will be limited to three (3) minutes. .... 91

**16. Adjournment**

**Agenda Item 2    FIRST PUBLIC COMMENT SESSION**

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

**Agenda Item 3. DISCUSSION AND POSSIBLE ACTION**

Approve the agenda with inclusions of any emergency items and deletion of any items

**Agenda Item 4. DISCUSSION AND POSSIBLE ACTION**

Approve Board Minutes of April 3, 2018

## WORKFORCE CONNECTIONS

### BOARD MEETING MINUTES

Tuesday, April 3, 2018  
10:00 a.m.

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

#### Members Present

Valerie Murzl, Chair  
Jack Martin  
Jill Hersha  
Marcia Turner  
Peter Guzman

Bart Patterson  
Janice John  
Leo Bletnitsky  
Michael Gordon (phone)  
Renee Olson (phone)

Charles Perry  
Jerrie Merritt  
Lou DeSalvio  
Paul Brandt

#### Members Absent

Cecil Fielder  
Marvin Gebers

Liberty Leavitt  
Rebecca Henry

Louis Loupias

#### Staff Present

Jaime Cruz  
Melissa Evans  
Shawonda Nance  
Faith Canella  
Debra Collins

Suzanne Benson  
Kenadie Cobbin Richardson  
Shawna Rice  
Carol Polke  
Jeannie Kuennen

Jim Kostecki  
Brett Miller  
Chris Shaw  
Jeramey Pickett  
Byron Goynes

#### Others Present

Jay Hopkins, Legal Counsel, PNA  
Ron Hilke, DETR  
Arneller Mullins, Nevada Partners, Inc.  
Janice M. Rael, Nevada Partners, Inc.  
Robyn Fields, ResCare Workforce Services  
Gina Garcia, ResCare Workforce Services  
Jennifer Casey, FIT  
Christina Jewell, HELP of Southern Nevada  
Maria Luevanos, SNRHA  
Amy Licht, Olive Crest  
Tracey Torrence, SNRHA  
Bonita Fahy, KRA  
Marlon Dumont, Nevada Partners, Inc.  
Nyeri Richards, Youth Advocate Programs  
Acqua Gollihar, KRA

Jan Pieri, HR Consultant for Workforce Connections  
Terry Conway, Goodwill of Southern Nevada  
Sonia Mendez, Office of Irene Bustamante Adams  
Princette Bowling, KRA  
Nelly Cafferata, KRA  
Anthony Gilyard, KRA  
Curtis Kelsey, FIT  
Denise Gee, HELP of Southern Nevada  
Councilwoman Gerri Schroder, City of Henderson  
Tenesha McCulloch, Goodwill of Southern Nevada  
Angela Brooking, Hope for Prisoners  
Terrence Thornton, LVGEA  
Neosha Smith, Youth Advocate Programs  
Sharon Morales, ResCare Workforce Services  
Jelani Tunstill

(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 10:14 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**

Councilwoman Gerri Schroder, City of Henderson, shared highlights from the NAWB Forum in Washington, DC on March 24-27, 2018.

Kenadie Cobbin Richardson, Workforce Connections, announced the upcoming Business Engagement Panel scheduled Thursday, April 19 at East Career & Technical Academy at Hollywood and Vegas Valley.

Terrance Thornton, Las Vegas Global Economic Alliance, shared about his positive experience working with the business engagement team at Workforce Connections.

Jelani Tunstill, WIOA participant, shared about her positive experience with the program. She is currently enrolled in a pharmacy technician program.

Ms. Colleen, recruiter, Cashman Equipment, thanked Workforce Connections' staff for assisting with business engagement and providing a connection to apprenticeships.

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

Jaime Cruz, Executive Director confirmed there were no changes to the agenda.

*A motion was made by Charles Perry and seconded by Paul Brandt to approve the agenda as presented. Motion carried.*

**4. DISCUSSION AND POSSIBLE ACTION: Approve minutes of February 27, 2018**

Chair Murzl presented the minutes provided on page 11-24 of the agenda packet.

*A motion was made by Jerrie Merritt and seconded by Charles Perry to approve minutes of February 27, 2018 as presented. Motion carried.*

**5. DISCUSSION AND POSSIBLE ACTION: Approve Strategic Initiatives Update Report**

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

Mr. Cruz presented the Strategic Initiatives Report provide on page 26 of the agenda packet.

*A motion was made by Charles Perry and seconded by Peter Guzman to approve Strategic Initiatives Update Report as presented. Motion carried.*

6. **DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to extend the current contract with KRA Corporation to provide day-to-day management of the existing comprehensive One-Stop Career Center, existing affiliate One-Stop Centers, and additional One-Stop Centers to open in Program Year 2018 throughout the Southern Nevada Workforce Development Area. The extension amount shall not exceed \$1,500,000 for a two-year not to exceed contract of \$2,275,000 that began May 1, 2017. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.**

Chair Murzl read the item.

Jim Kostecki, Chief Financial Officer, reported on the planned 10% reduction in WIOA funding for next program year due to lower unemployment numbers for the state. Nevada will see a total decrease of approximately \$3.5 million, which translates to approximately \$2.125 million for Southern Nevada. He stated that the funding recommendations on the agenda have not to exceed amounts and the contracts will not be funded at those levels due to the planned reduction in funding. Discussion ensued.

Renee Olson, DETR, stated that the numbers in the TEGE are very preliminary numbers.

Mr. Kostecki agreed that it was a planning document; however, based on feedback received at NAWB, the preliminary numbers are close to true.

Mr. Cruz provided background. One year ago, the one-stop operator selection committee comprised of the WIOA Title partners selected KRA, subsequently approved by the Board and Local Elected Officials Consortium, to oversee the comprehensive One-Stop Career Center and affiliate One-Stop Centers in the Southern Nevada Workforce Area. The Operator's role is to coordinate a seamless delivery for all WIOA Title partners in the system. This will be the second year of a potential four-year contract.

Mr. Kostecki reported KRA's expenditures. KRA received \$575,000 plus an additional \$200,000 for equipment and furniture for the One-Stop Centers at the libraries. Through January invoicing, KRA expended 40% of ADW funds and 48% of Youth funds.

Marcia Turner requested a future presentation from KRA regarding where they are spending and how it matches with their scope.

Mr. Cruz presented the One-Stop Operator Responsibilities and Scope of Work provided on page 28-38 of the agenda packet.

***A motion was made to approve staff's recommendation to extend the current contract with KRA Corporation to provide day-to-day management of the existing comprehensive One-Stop Career Center, existing affiliate One-Stop Centers, and additional One-Stop Centers to open in Program Year 2018 throughout the Southern Nevada Workforce Development Area. The extension amount shall not exceed \$1,500,000 for a two-year not to exceed contract of \$2,275,000 that began May 1, 2017. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.***

7. **DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to award a new sole source contract to Lincoln County Grants Administration to provide WIOA Title I services to youth. The award amount shall not exceed \$215,000. This was a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018, through June 30, 2019.**

Mel Evans, Director, Workforce Development Programs, framed the agenda items. Items 7 and 8 are a little different than the other agenda items, in that they are sole source awards, based upon the fact that there are only specific known entities willing to respond to requests for proposals in those rural areas. The state, on occasion, allows WC to use this method to procure services, versus using a standard RFP process.

It is the same thing with the adult and dislocated worker portion of the contracts with Lincoln and Nye counties under agenda items 17 and 18. The remainder of the contracts are requests to extend previously awarded contracts with our providers.

All of the youth contracts are grouped as well as rural and urban contracts. This format was chosen to make the review process a bit easier for the Board.

Performance metrics run from July 1, 2017, to the end of January 2018, and therefore, may not reflect the most recent activity. The metrics are provided on the pages just after each agenda item in the agenda packet in response to the Programs Committee's request to move performance metrics forward in the packet and make those more accessible.

For youth, the total amount of the contracts was reduced by \$500,000.

All service providers are represented here today, should there be any questions.

Chair Murzl read the item.

*A motion was made by Charles Perry and seconded by Paul Brandt to approve Programs Committee's recommendation to award a new sole source contract to Lincoln County Grants Administration to provide WIOA Title I services to youth. The award amount shall not exceed \$215,000. This was a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018, through June 30, 2019. Motion carried.*

8. **DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to award a new sole source contract to Nye Communities Coalition to provide WIOA Title I services to youth in Nye and Esmeralda Counties. The award amount shall not exceed \$400,000. This was a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018, through June 30, 2019.**

Chair Murzl read the item.

*A motion was made by Jack Martin and seconded by Peter Guzman to approve Programs Committee's recommendation to award a new sole source contract to Nye Communities Coalition to provide WIOA Title I services to youth in Nye and Esmeralda Counties. The award amount shall not exceed \$400,000. This was a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018, through June 30, 2019. Motion carried*

9. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with ResCare Workforce Services to provide WIOA Title I services to youth in Boulder City and Laughlin. The extension amount shall not exceed \$180,000 for a three-year not to exceed contract of \$540,000 that began October 1, 2016. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018, through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Jerrie Merritt and seconded by Jack Martin to approve Programs Committee's recommendation to extend the current contract with ResCare Workforce Services to provide WIOA Title I services to youth in Boulder City and Laughlin. The extension amount shall not exceed \$180,000 for a three-year not to exceed contract of \$540,000 that began October 1, 2016. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018, through June 30, 2019. Motion carried.*

10. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with Olive Crest to provide WIOA Title I services to foster youth. The extension amount shall not exceed \$500,000 for a two-year not to exceed contract of \$1,100,000 that began on January 1, 2017. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Jill Hersha and seconded by Charles Perry to approve Programs Committee's recommendation to extend the current contract with Olive Crest to provide WIOA Title I services to foster youth. The extension amount shall not exceed \$500,000 for a two-year not to exceed contract of \$1,100,000 that began on January 1, 2017. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

11. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with HELP of Southern Nevada to provide WIOA Title I services to dropout youth. The extension amount shall not exceed \$700,000 for a four-year not to exceed contract of \$2,583,200 that began on July 1, 2015. Upon

approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Paul Brandt and seconded by Jack Martin to approve Programs Committee's recommendation to extend the current contract with HELP of Southern Nevada to provide WIOA Title I services to dropout youth. The extension amount shall not exceed \$700,000 for a four-year not to exceed contract of \$2,583,200 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

12. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with Southern Nevada Regional Housing Authority to provide WIOA Title I services to youth. The extension amount shall not exceed \$1,000,000 for a four-year not to exceed contract of \$3,627,000 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Jerrie Merritt and seconded by Jill Hersha to approve Programs Committee's recommendation to extend the current contract with Southern Nevada Regional Housing Authority to provide WIOA Title I services to youth. The extension amount shall not exceed \$1,000,000 for a four-year not to exceed contract of \$3,627,000 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

13. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with Goodwill of Southern Nevada to provide WIOA Title I services to youth. The extension amount shall not exceed \$1,000,000 for a three-year not to exceed contract of \$2,920,000 that began on July 1, 2016. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Jack Martin and seconded by Charles Perry to approve Programs Committee's recommendation to extend the current contract with Goodwill of Southern Nevada to provide WIOA Title I services to youth. The extension amount shall not exceed \$1,000,000 for a three-year not to exceed contract of \$2,920,000 that began on July 1, 2016. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

14. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with Nevada Partners, Inc. to provide WIOA Title I services to youth. The extension amount shall not exceed \$1,000,000 for a four-year not to exceed contract of \$3,804,800 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Bart Patterson and seconded by Paul Brandt to approve Programs Committee's recommendation to extend the current contract with Nevada Partners, Inc. to provide WIOA Title I services to youth. The extension amount shall not exceed \$1,000,000 for a four-year not to exceed contract of \$3,804,800 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

15. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with ResCare Workforce Services to provide WIOA Title I services to youth. The extension amount shall not exceed \$900,000 for a two-year not to exceed contract of \$1,900,000 that began on January 1, 2017. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Jack Martin and seconded by Jill Hersha to approve Programs Committee's recommendation to extend the current contract with ResCare Workforce Services to provide WIOA Title I services to youth. The extension amount shall not exceed \$900,000 for a two-year not to exceed contract of \$1,900,000 that began on January 1, 2017. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

16. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with Youth Advocate Programs to provide WIOA Title I services to youth in Henderson with a Work-Based Learning Focus. The extension amount shall not exceed \$400,000 for a two-year not to exceed contract of \$900,000 that began on January 1, 2017. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Peter Guzman and seconded by Lou DeSalvio to approve Programs Committee's recommendation to extend the current contract with Youth Advocate Programs to provide WIOA Title I services to youth in Henderson with a Work-Based Learning Focus. The extension amount shall not exceed \$400,000 for a two-year not to*

*exceed contract of \$900,000 that began on January 1, 2017. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

17. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to award a new sole source contract to Lincoln County Grants Administration to provide WIOA Title I services to adults and dislocated workers. The award amount shall not exceed \$150,000. This was a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Paul Brandt and seconded by Jill Hersha/Jerrie Merritt to approve Programs Committee's recommendation to award a new sole source contract to Lincoln County Grants Administration to provide WIOA Title I services to adults and dislocated workers. The award amount shall not exceed \$150,000. This was a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

18. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to award a new sole source contract to Nye Communities Coalition to provide WIOA Title I services to adults and dislocated workers in Nye and Esmeralda counties. The award amount shall not exceed \$575,000. This was a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Lou DeSalvio and seconded by Charles Perry to approve Programs Committee's recommendation to award a new sole source contract to Nye Communities Coalition to provide WIOA Title I services to adults and dislocated workers in Nye and Esmeralda counties. The award amount shall not exceed \$575,000. This was a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

19. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with ResCare Workforce Services to provide WIOA Title I services to adults and dislocated workers in Boulder City and

Laughlin. The extension amount shall not exceed \$300,000 for a three- year not to exceed contract of \$660,000 that began on October 1, 2016. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Charles Perry and seconded by Lou DeSalvio to approve Programs Committee's recommendation to extend the current contract with ResCare Workforce Services to provide WIOA Title I services to adults and dislocated workers in Boulder City and Laughlin. The extension amount shall not exceed \$300,000 for a three- year not to exceed contract of \$660,000 that began on October 1, 2016. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

20. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with Foundation for an Independent Tomorrow to provide WIOA Title I services to re-entry adults. The extension amount shall not exceed \$800,000 for a four-year not to exceed contract of \$2,800,000 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Bart Patterson and seconded by Paul Brandt to approve Programs Committee's recommendation to extend the current contract with Foundation for an Independent Tomorrow to provide WIOA Title I services to re-entry adults. The extension amount shall not exceed \$800,000 for a four-year not to exceed contract of \$2,800,000 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

21. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with HOPE for Prisoners, Inc. to provide WIOA Title I services to re-entry adults. The extension amount shall not exceed \$800,000 for a three-year not to exceed contract of \$2,000,000 that began on July 1, 2016. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

Mr. Martin and Mr. Guzman disclosed that they serve on the board of Hope for Prisoners and abstained.

*A motion was made by Paul Brandt and seconded by Janice John to approve Programs Committee's recommendation to extend the current contract with HOPE for Prisoners, Inc. to provide WIOA Title I services to re-entry adults. The extension amount shall not exceed \$800,000 for a three-year not to exceed contract of \$2,000,000 that began on July 1,*



*2016. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Jack Martin and Peter Guzman abstained. Motion carried.*

22. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with HELP of Southern Nevada to provide WIOA Title I services to adults and dislocated workers. The extension amount shall not exceed \$1,500,000 for a four-year not to exceed contract of \$5,265,000 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

Mr. Merritt disclosed that she serves on the board of HELP of Southern Nevada and abstained.

*A motion was made by Bart Patterson and seconded by Jack Martin to approve Programs Committee's recommendation to extend the current contract with HELP of Southern Nevada to provide WIOA Title I services to adults and dislocated workers. The extension amount shall not exceed \$1,500,000 for a four-year not to exceed contract of \$5,265,000 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Jerrie Merritt abstained. Motion carried.*

23. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with Goodwill of Southern Nevada to provide WIOA Title I services to adults and dislocated workers. The extension amount shall not exceed \$1,200,000 for a three-year not to exceed contract of \$2,840,000 that began on July 1, 2016. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Paul Brandt and seconded by Peter Guzman to approve Programs Committee's recommendation to extend the current contract with Goodwill of Southern Nevada to provide WIOA Title I services to adults and dislocated workers. The extension amount shall not exceed \$1,200,000 for a three-year not to exceed contract of \$2,840,000 that began on July 1, 2016. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

24. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with Nevada Partners, Inc. to provide WIOA Title I services to adults and dislocated workers. The extension amount shall not exceed \$1,560,000 for a four-year not to exceed contract of \$5,485,000 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Peter Guzman and seconded by Jill Hersha to approve Programs Committee's recommendation to extend the current contract with Nevada Partners, Inc. to provide WIOA Title I services to adults and dislocated workers. The extension amount shall not exceed \$1,560,000 for a four-year not to exceed contract of \$5,485,000 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

25. DISCUSSION AND POSSIBLE ACTION: Approve Programs Committee's recommendation to extend the current contract with ResCare Workforce Services to provide WIOA Title I services to adults and dislocated workers. The extension amount shall not exceed \$3,000,000 for a four-year not to exceed contract of \$11,900,000 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.

Chair Murzl read the item.

*A motion was made by Jill Hersha and seconded by Lou DeSalvio to approve Programs Committee's recommendation to extend the current contract with ResCare Workforce Services to provide WIOA Title I services to adults and dislocated workers. The extension amount shall not exceed \$3,000,000 for a four-year not to exceed contract of \$11,900,000 that began on July 1, 2015. Upon approval by the WC Board and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019. Motion carried.*

26. INFORMATION: Update on Salvation Army contract to provide WIOA Title I services to adults, dislocated workers, and youth in Mesquite

Ms. Evans provided background. In response to WC's invitation to extend the existing contract with the Salvation Army, the organization declined. WC obtained sole source authorization from DETR and has offered a contract to ResCare, the only available and qualified entity that is willing to offer adult, dislocated worker, and youth services in that area. This item will be at the next Board meeting for discussion and possible action.

27. INFORMATION: PY2017 Fiscal and Training Reports

- a. Awards and Expenditures Report
- b. Adult Snapshot – Programs
- c. Youth Snapshot – Programs
- d. WIOA Expenditure Tracking Report

Faith Canella, Sr. Financial Analyst, presented the Awards and Expenditures report (p. 157-161) and Brett Miller, Manager, Strategic Planning & Analysis, presented the Adult and Youth Snapshots (p. 162-163), and the WIOA Expenditure Tracking Report (p. 164).

**28. DISCUSSION AND POSSIBLE ACTION: Approve Workforce Connections professional services contracts and/or amendments *(Please note: upon request, any pending contract and/or amendment presented for approval may be reviewed and examined in its entirety).***

- a. Allied Barton Security Services (Allied Universal) - This amendment #1 adds additional funding of \$25,000, for a not to exceed amount of \$195,000 with no change to the dates of the contract. The increase is needed to provide a security guard at the Alexander Library per the MOU with the North Las Vegas Library District. Term: October 1, 2017 through September 30, 2018.
- b. Integrity Imaging Solutions - This amendment #4 adds additional funding of \$30,000, for a not to exceed amount of \$135,000, and extends the contract for a fourth and final year under the existing procurement action. This contract provides funding for scanning of partner client files for retention needs. Term: July 1, 2018 through June 30, 2019.
- c. Parker Nelson & Associates - This amendment #3 adds additional funding of \$100,000, for a not to exceed amount of \$400,000, and extends the contract for a fourth and final year under the existing procurement action. This contract provides funding for Board legal counsel. Term: July 1, 2018 through June 30, 2019.
- d. Piercy Bowler Taylor & Kern - This amendment #3 adds additional funding of \$80,000, for a not to exceed amount of \$320,000, and extends the contract for a third year under the existing procurement action. This contract provides funding for annual auditing services. Term: July 1, 2018 through June 30, 2019.
- e. Macey Prince Consulting - This amendment #3 is a no cost extension, keeping the contract at a not to exceed amount of \$85,000, and extends the contract for a fourth and final year under the existing procurement action. This contract provides funding for fiscal and procurement technical assistance. Term: July 1, 2018 through June 30, 2019.
- f. Sin City Mad Men - This amendment #2 adds additional funding of \$50,000, for a not to exceed amount of \$150,000, and extends the contract for a third year under the existing procurement action. This contract provides funding for website development services. Term: July 1, 2018 through June 30, 2019.
- g. Sin City Mad Men - This amendment #2 adds additional funding of \$50,000, for a not to exceed amount of \$150,000, and extends the contract for a third year under the existing procurement action. This contract provides funding for outreach collateral material design services. Term: July 1, 2018 through June 30, 2019.
- h. W8 Group and MIH Management Solutions LLC - This request is to extend the eligibility of the two respective grant writers for potential future contracts for a second year. The total contract pool amount is to remain \$30,000 for a term of one additional year. Contracts will be executed upon need of services. Term: July 1, 2018 through June 30, 2019.

Mr. Kostecki summarized the Professional Services Contracts report provided on page 168-174 of the agenda packet and stated that the contract amounts are subject to change due to the planned 10% budget decrease.

*A motion was made by Charles Perry and seconded by Janice John to approve Workforce Connections professional services contracts and/or amendments. Motion carried.*

**29. INFORMATION: Business Engagement and Communications Report**

- a. Business Engagement and Communication Report
- b. Employer Journey Map
- c. ACT Employer Engagement Report
- d. Media Report
- e. Presentation for Nevada High School
- f. Helix Electric Apprenticeship

Kenadie Cobbin Richardson, Director, Business Engagement & Communications summarized the reports provided on page 176 - 181 of the agenda packet.

Mr. DeSalvio clarified that Helix Electric is not a recognized apprenticeship program and does not have an accreditation through the Nevada State Apprenticeship Council.

**30. INFORMATION: The Board will hold an election of Board Officers at their meeting on May 22, 2018. During this meeting, the Board Chair will ask the Board members to provide nominations for potential candidates to serve in the office of Board Chair and Vice Chair. Please note that the Board Chair shall only be elected from among those Board members who represent the business category. The Board Vice Chair may be elected from among any of the Board members.**

Chair Murzl read the item.

**31. INFORMATION: Board Member Comments**

Bart Patterson suggested having an agenda item for new business and using a consent agenda for items that go through the Committee, and requested a budget reduction plan to efficiently manage the planned 10% decrease.

Lou DeSalvio supported Mr. Patterson's recommendation for a consent agenda.

Jack Martin thanked staff for assisting with the strategic initiative meetings with the WIOA Title partners and TANF, and concurred with Mr. Patterson regarding a budget reduction plan.

Peter Guzman reiterated Mr. Martin's comments.

**32. SECOND PUBLIC COMMENT SESSION**

None

**33. Adjournment**

The meeting adjourned at 11:37 a.m.

**Agenda Item 5. INFORMATION**

Nevada Work Ready Communities Presentation



[www.nevadaworkready.org](http://www.nevadaworkready.org)

# WorkKeys Assessments



**A National Career Readiness Certificate is earned by completing the three WorkKeys<sup>®</sup> Assessments**



## APPLIED MATH

measures the ability to apply mathematic principles to problems encountered in the workplace



## GRAPHIC LITERACY

measures the ability to find, analyze and apply information presented in workplace graphics



## WORKPLACE DOCUMENTS

measures the ability to understand and apply written information presented in the workplace

*Also available in Spanish*

# Certificate Levels and Workplace Implications



Certificate level	Level score requirements	Comparison to skill levels in the ACT JobPro® database*
<b>Platinum</b>	Minimum score of <b>6</b> on each of the three assessments	Examinee demonstrates foundational skills associated with approximately <b>99%</b> of jobs in the ACT JobPro database
<b>Gold</b>	Minimum score of <b>5</b> on each of the three assessments	Examinee demonstrates foundational skills associated with at least <b>93%</b> of jobs in the ACT JobPro database
<b>Silver</b>	Minimum score of <b>4</b> on each of the three assessments	Examinee demonstrates foundational skills associated with at least <b>67%</b> of jobs in the ACT JobPro database
<b>Bronze</b>	Minimum score of <b>3</b> on each of the three assessments	Examinee demonstrates foundational skills associated with at least <b>16%</b> of jobs in the ACT JobPro database

\* Individuals may meet the requirements of a larger percentage of jobs in the ACT JobPro database—ACT's proprietary database that identifies foundational skill requirements for nearly 20,000 job titles—depending on their scores on the three individual ACT WorkKeys assessments. Individuals and employers are encouraged to consult the database for more information about skill requirements associated with specific jobs or contact ACT to set up a detailed job analysis. Learn more at [act.org/workkeys/analysis](http://act.org/workkeys/analysis).



# Benefits for Employers

- Reduces turnover
- Improves hiring outcomes
- Provides evidence of achievement beyond diploma or degree
- Existing JobPro database identifies skill levels needed for specific occupations
- Job Profiling can evaluate tasks related to specific position responsibilities and directly link required skills to WorkKeys scores

## How many US jobs are in the ACT JobPro database?

ACT JobPro currently includes skill data for:

**90%** of all US jobs as of 2010  
(about 128 million jobs)

**89%** of all projected US jobs by  
2020 (about 146 million jobs)

**89%** of all projected US  
job openings by 2020  
(about 48 million jobs)

Source: US Bureau of Labor Statistics and the  
ACT Occupational Profile Database.

# Benefits for Job-Seekers

- Proves they possess skills needed for success in the workplace
- Provides portable, nationally recognized work ready certificate
- WorkKeys system offers curriculum for job-seekers to improve their skills and earn a higher level certificate

# Benefits for Our Workforce System in Nevada

- Quantifies development of a qualified and educated workforce
- Establishes nationally validated identification of work ready skills
- Collaborative effort by workforce development, economic development, education (k-12, adult/postsecondary), city and local government

# Benefits for Educators

- Provides nationally standardized measures of achievement for CTE programs
- Supports student preparation for entry to postsecondary institutions and employment
- Silver or higher NCRC provides potential college credit hours as recommended by the American Council on Education



# Clark County WorkReady Community

Board Agenda, May 22, 2018

<https://www.workreadycommunities.org/NV>

The screenshot displays the ACT Work Ready Communities website interface. At the top, the logo for ACT Work Ready Communities is on the left, and navigation links for HOME, ABOUT WRC, FOR EMPLOYERS, NEWS, and CONTACT US are on the right. The main content area is titled "NEVADA" and includes a map of the state with Clark County highlighted in dark blue. A dropdown menu titled "Select A County" lists various Nevada counties, with Clark County selected. To the right of the map, the "ACT National Career Readiness Certificate" logo is displayed above a table of "ACT WORKKEYS NCRC LEVELS".

ACT WORKKEYS NCRC LEVELS	Count
Platinum	109
Gold	1,848
Silver	4,020
Bronze	1,454
<b>TOTAL</b>	<b>7,431</b>
JOB PROFILES COMPLETED	0
EMPLOYERS SUPPORTING	128

ACT WorkKeys NCRC Data: 01-01-2006 - 04-30-2018

# Contact Us

- Ricardo Villalobos – [Ricardo.Villalobos@csn.edu](mailto:Ricardo.Villalobos@csn.edu)
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- Jill Hersha – [hershaj@Lvcclld.org](mailto:hershaj@Lvcclld.org)
- Craig Brockett – [brockca@nv.ccsd.net](mailto:brockca@nv.ccsd.net)



[www.nevadaworkready.org](http://www.nevadaworkready.org)

**Agenda Item 6. DISCUSSION AND POSSIBLE ACTION**

Election of Board Officers. The Board Chairperson will ask Board members to provide nominations for officers. Any qualifying Board member, who is nominated and seconded, will be an officer candidate. Board members will then vote on those members. The candidate for office who receives the most votes for that office prevails and will serve in that office. Each officer shall serve a term of two-years, which shall begin on July 1, 2018 and end on June 30, 2020.

- a. Call for nominations and election of Chairperson. The Chairperson shall be elected from among Board members who represent businesses
- b. Call for nominations and election of Vice Chairperson



**Agenda Item 7. INFORMATION**

**Strategic Initiatives Update Report**

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

## **Strategic Initiatives Update Report 05/22/2018**

### a) Status Update on WIOA Compliance Initiatives

- Expect the outstanding signature from the Las Vegas Indian Center for the System MOU.
- Governor's Workforce Development Board approved our two-year update of the Unified State Plan.
- The comprehensive One-Stop Career Center and the affiliate sites information has been integrated into DHHS's 211 online nationwide information network. The network is a resource platform available to all Nevada residents.
- Workforce Connection staff visited the DHHS office to identify co-location sites on their campuses on March 19.

### b) Status Update on Workforce Development System Continual Improvement Initiatives

- Workforce Connections (WC) and Clark County-Las Vegas Library staff presented at the 2018 National Association of Workforce Boards conference on March 25. The topic was accelerating the spread of One-Stop Career Centers by collaborating with local libraries.
- WC met with the new director of the Governor's Office of Economic Development to grow our relationship and communicate our focus to align Economic Development with Workforce dollar investments.
- Vice Chairman Jack Martin led a delegation of mandated core partners and staff to visit the Texas Investment Council and the Texas Workforce Commission on April 16-18. The purpose of the trip was to learn best practices for a fully integrated system.
- WC participated on a panel for the inaugural Milliken Dialogues and Policy Summit hosted by Communities in School on April 25. The topic was successful partnership using WIOA dollars to serve out-of-school youth.
- On April 30, WC and the mandated core partners will participate in an exercise mapping the client user experience within the Clark County libraries.
- WC will participate in the Chancellor's Advisory Group. The purpose of the group is to align Education and Workforce Development.
- The Clark County Work Ready Communities team will be presenting at the Latin Chamber of Commerce luncheon on May 18. It is the launch of the employer outreach plan.
- One-Stop Career Center at the Mesquite Library will have its grand opening on Thursday, May 31 at 10 am. All board and LEOs members are invited.
- One-Stop Career Center at the Alexander Library will have its grand opening on Monday, June 11 at 10 am. All board and LEOs members are invited.

**Agenda Item 8. DISCUSSION AND POSSIBLE ACTION**

Approve Programs Committee's recommendation to award a new sole source contract to ResCare Workforce Services to provide WIOA Title I services to youth in Mesquite. The award amount shall not exceed \$180,000. This is a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.



## **Non-competitive Procurement (Sole-Source) Sole Source Certification Form**

### **I. Contracting Organization**

<b>Contractor:</b>	ResCare Workforce Services 9901 Linn Station Road, Louisville, KY 40223 Telephone: 502-420-2535	
<b>Sub-award not to exceed:</b>	Proposed Amount <b>CFDA 17.258 &amp; 17.278</b> Full term = 1-year contract \$300,000	Proposed Amount <b>CFDA 17.259</b> Full term = 1-year contract \$180,000
<b>Contract performance term:</b>	<b>07-01-2018 to 06-30-2019</b>	
<b>Services:</b>	Workforce Development Activities & Services	

### **II. Description of Action**

This sole-source procurement action is proposed to provide the Local Workforce Development Board (LWDB) - Workforce Connections (WC) with the following:  
 Provision of workforce development services under the established requirements of WIOA Title I, its associated regulations, State and Local policies and procedures for the following programs:  
**CFDA 17.258** WIOA Adult Program  
**CFDA 17.259** WIOA Youth Activities  
**CFDA 17.278** Dislocated Worker Formula Grants

### **III. Authority**

Statutory authority permitting the sole-sourcing of required services:

- A.** P.L. 113-128 Sec. 107 (d) (10) (B) \_ Selection of youth providers;
- B.** P.L. 113-128 Sec. 107 (d) (10) (D) \_ Identification of eligible providers of career services;
- C.** P.L. 113-128 Sec. 123 (b) \_ Exceptions - with respect to youth workforce investment activities;
- D.** 2 CFR part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal awards;
- E.** 20 CFR Part 680 Adult and Dislocated Worker activities under Title I of WIOA;
- F.** 20 CFR Part 681 Youth activities under Title I of WIOA;
- G.** 20 CFR Part 683 Administrative provisions under Title I of WIOA;
- H.** State Compliance Policy (SCP) 3.9 Procurement; and
- I.** WC Policy Admin-010-06 Procurement – Acquisition.

### **IV. Applicability of Authority**

- The item is available only from a single source  
 Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards - [2 CFR Part 200.320 (f) (1)]

**V. Efforts to exercise this action**

**There is a reasonable and demonstrable evidence that there is an insufficient number of entities with ready-available expertise and capacity required for serving the targeted population.**

The above determination was made after consideration of the following factors:

- A.** Availability of required services from different vendors within the area of services;
- B.** Identification of required services;
- C.** Ability to provide the best combination of qualify services and expertise;
- D.** Incumbent functions and expertise covering workforce development activities, services and workforce investment activities in rural areas;
- E.** Administrative capacity and system of controls in place to support the sub-award functions and its requirements;
- F.** Evidenced expertise proving workforce development services in rural areas;
- G.** Past experience working with WC, the knowledge of funding and compliance provisions governing the awarded funds; and
- H.** The capacity to meet WC requirements.

**VI. Assurance**

Workforce Connections certifies that the technical requirements and certifications are accurate.

**VII. Attachments:**

**Waiver Request.**



**Melissa Evans**  
**Workforce Connections**  
**Director, Workforce Development Programs**



**Date**



**Subject: Termination**

**Sub-recipient: The Salvation Army**

**Sub-award agreement: WC-16-TSA-ADW-MNV-03**

**Sub-award term: October 1, 2016 to June 30, 2018**

Item No. 4 of the above cited sub-award agreement allows each party to terminate the sub-award agreement provided that a termination of such agreement shall not be effective until 30 days after a party has served written notice upon the other party.

Only two entities originally responded to RFP to provide WIOA Title I Services in Mesquite, NV: Mesquite Works and Salvation Army.

After receipt of the TSA termination letter, Workforce Connections reached out to Mesquite Works, an entity in Mesquite, who has been working with the Salvation Army. After review of their Statement of Qualifications (SOQ), Mesquite Works does not possess the sufficient programmatic and fiscal capacity to manager WIOA funds.

After a careful assessment of the factors involved, and Consistent with the Sub-recipient's request for [termination] dated February 26, 2018 and hereto incorporated, as "Attachment A," Workforce Connections will take the necessary actions to work with the sub-recipient in the orderly transfer of project responsibilities and services, participants' records and sub-award closeout as appropriate.

**Agenda Item 9. DISCUSSION AND POSSIBLE ACTION**

Approve Programs Committee's recommendation to award a new sole source contract to ResCare Workforce Services to provide WIOA Title I services to adults and dislocated workers in Mesquite. The award amount shall not exceed \$300,000. This is a new sole source procurement approved by the Nevada Department of Employment Training and Rehabilitation (DETR) for Program Year 2018. Upon approval and authorization by the Local Elected Officials Consortium, the contract and budget period shall be July 1, 2018 through June 30, 2019.



## **Non-competitive Procurement (Sole-Source) Sole Source Certification Form**

### **I. Contracting Organization**

<b>Contractor:</b>	ResCare Workforce Services 9901 Linn Station Road, Louisville, KY 40223 Telephone: 502-420-2535	
<b>Sub-award not to exceed:</b>	Proposed Amount <b>CFDA 17.258 &amp; 17.278</b> Full term = 1-year contract \$300,000	Proposed Amount <b>CFDA 17.259</b> Full term = 1-year contract \$180,000
<b>Contract performance term:</b>	<b>07-01-2018 to 06-30-2019</b>	
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### **II. Description of Action**

This sole-source procurement action is proposed to provide the Local Workforce Development Board (LWDB) - Workforce Connections (WC) with the following: Provision of workforce development services under the established requirements of WIOA Title I, its associated regulations, State and Local policies and procedures for the following programs:

- CFDA 17.258** WIOA Adult Program
- CFDA 17.259** WIOA Youth Activities
- CFDA 17.278** Dislocated Worker Formula Grants

### **III. Authority**

Statutory authority permitting the sole-sourcing of required services:

- A.** P.L. 113-128 Sec. 107 (d) (10) (B) \_ Selection of youth providers;
- B.** P.L. 113-128 Sec. 107 (d) (10) (D) \_ Identification of eligible providers of career services;
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- D.** 2 CFR part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal awards;
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- F.** 20 CFR Part 681 Youth activities under Title I of WIOA;
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- H.** State Compliance Policy (SCP) 3.9 Procurement; and
- I.** WC Policy Admin-010-06 Procurement – Acquisition.

### **IV. Applicability of Authority**

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Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards - [2 CFR Part 200.320 (f) (1)]



**V. Efforts to exercise this action**

**There is a reasonable and demonstrable evidence that there is an insufficient number of entities with ready-available expertise and capacity required for serving the targeted population.**

The above determination was made after consideration of the following factors:

- A.** Availability of required services from different vendors within the area of services;
- B.** Identification of required services;
- C.** Ability to provide the best combination of qualify services and expertise;
- D.** Incumbent functions and expertise covering workforce development activities, services and workforce investment activities in rural areas;
- E.** Administrative capacity and system of controls in place to support the sub-award functions and its requirements;
- F.** Evidenced expertise proving workforce development services in rural areas;
- G.** Past experience working with WC, the knowledge of funding and compliance provisions governing the awarded funds; and
- H.** The capacity to meet WC requirements.

**VI. Assurance**

Workforce Connections certifies that the technical requirements and certifications are accurate.

**VII. Attachments:**

**Waiver Request.**



**Melissa Evans**  
**Workforce Connections**  
**Director, Workforce Development Programs**



**Date**



**Subject: Termination**

**Sub-recipient: The Salvation Army**

**Sub-award agreement: WC-16-TSA-ADW-MNV-03**

**Sub-award term: October 1, 2016 to June 30, 2018**

Item No. 4 of the above cited sub-award agreement allows each party to terminate the sub-award agreement provided that a termination of such agreement shall not be effective until 30 days after a party has served written notice upon the other party.

Only two entities originally responded to RFP to provide WIOA Title I Services in Mesquite, NV: Mesquite Works and Salvation Army.

After receipt of the TSA termination letter, Workforce Connections reached out to Mesquite Works, an entity in Mesquite, who has been working with the Salvation Army. After review of their Statement of Qualifications (SOQ), Mesquite Works does not possess the sufficient programmatic and fiscal capacity to manager WIOA funds.

After a careful assessment of the factors involved, and Consistent with the Sub-recipient's request for [termination] dated February 26, 2018 and hereto incorporated, as "Attachment A," Workforce Connections will take the necessary actions to work with the sub-recipient in the orderly transfer of project responsibilities and services, participants' records and sub-award closeout as appropriate.

**Agenda Item 10. INFORMATION**

PY2017 Training Reports

- a. Adult Snapshot – Programs
- b. Youth Snapshot – Programs

**workforce CONNECTIONS****Title I - ADW Snapshot****PYTD March 31, 2018**

Provider	Enrollments		Training	Placed	Wage
	Goal	Actual			
<b>PY17 Enrollment Cohort</b>					
One-Stop Career Center - ResCare	700	518	174	109	13.62
North OSAS - NPI <sup>(1)</sup>	225	209	84	49	15.97
South OSAS - HELP	175	106	36	13	13.80
East OSAS - Goodwill	115	85	46	7	12.00
Re-entry - FIT	150	95	82	56	12.38
Re-entry - Hope for Prisoners	90	91	50	27	10.61
Rural - Lincoln	25	11	3	1	10.00
Rural - Nye	100	71	29	17	12.29
Rural - Boulder City - ResCare <sup>(1)</sup>	25	18	2	1	8.25
Rural - Laughlin - ResCare <sup>(1)</sup>	12	7	1	1	20.10
Rural - Mesquite - Salvation Army <sup>(1)</sup>	44	34	0	19	10.25
Alexander Library - NPI <sup>(2)</sup>	0	6	3	0	N/A
Clark County Library - HELP <sup>(2)</sup>	0	9	2	1	10.00
Gibson Library - HELP <sup>(2)</sup>	0	1	0	1	16.50
West Las Vegas Library - NPI <sup>(2)</sup>	0	10	0	1	9.50
Green Valley Library - Goodwill <sup>(2)</sup>	0	10	0	0	N/A
Other	0	1	0	0	N/A
<b>PY17 Cohort Total</b>	<b>1,661</b>	<b>1,282</b>	<b>512</b>	<b>303</b>	<b>13.14</b>
<b>Prior Cohort<sup>(3)</sup></b>					
One-Stop Career Center - ResCare	651	651	397	482	13.74
North OSAS - NPI	370	370	173	220	14.08
South OSAS - HELP	192	192	98	84	12.26
East OSAS - Goodwill	110	110	69	60	13.79
Re-entry - FIT	110	110	94	94	14.41
Re-entry - Hope for Prisoners	91	91	70	57	12.14
Rural - Lincoln	32	32	22	14	17.91
Rural - Nye	109	109	59	79	11.50
Rural - Boulder City - ResCare	12	12	3	6	12.40
Rural - Laughlin - ResCare	0	0	0	0	N/A
Rural - Mesquite - Salvation Army	28	28	9	15	10.47
Alexander Library - NPI	0	0	0	0	N/A
Clark County Library - HELP	0	0	0	0	N/A
Gibson Library - HELP	0	0	0	0	N/A
West Las Vegas Library - NPI	0	0	0	0	N/A
Green Valley Library - Goodwill	0	0	0	0	N/A
Other	0	0	0	0	N/A
<b>PY16 Cohort Total</b>	<b>1,705</b>	<b>1,705</b>	<b>994</b>	<b>1,111</b>	<b>13.52</b>
<b>Total Served (Enrollments + Prior)</b>					
One-Stop Career Center - ResCare	1,351	1,169	571	591	13.72
North OSAS - NPI	595	579	257	269	14.42
South OSAS - HELP	367	298	134	97	12.47
East OSAS - Goodwill	225	195	115	67	13.60
Re-entry - FIT	260	205	176	150	13.65
Re-entry - Hope for Prisoners	181	182	120	84	11.65
Rural - Lincoln	57	43	25	15	17.38
Rural - Nye	209	180	88	96	11.64
Rural - Boulder City - ResCare	37	30	5	7	11.81
Rural - Laughlin - ResCare	12	7	1	1	20.10
Rural - Mesquite - Salvation Army	72	62	9	34	10.35
Alexander Library - NPI	0	6	3	0	N/A
Clark County Library - HELP	0	9	2	1	10.00
Gibson Library - HELP	0	1	0	1	16.50
West Las Vegas Library - NPI	0	10	0	1	9.50
Green Valley Library - Goodwill	0	10	0	0	N/A
Other	0	1	0	0	N/A
<b>Title I ADW Total</b>	<b>3,366</b>	<b>2,987</b>	<b>1,506</b>	<b>1,414</b>	<b>13.42</b>

**System Goal****Notes:**

- 1) Includes prorated goal for contracts which cross program years.
- 2) Goals were not set individually for these library locations.
- 3) Prior Cohort goal is set to actual.

**workforce CONNECTIONS****Title I - Youth Snapshot****PYTD March 31, 2018**

Provider	Enrollments		Work-Based Learning	Occupational Skills Training	Placement	Avg Wage
	Goal	Actual				
<b>PY17 Enrollment Cohort</b>						
North OSAS - NPI	135	96	35	7	8	10.50
South OSAS - SNRHA	115	33	3	2	13	9.73
East OSAS - Goodwill	100	68	12	17	9	10.64
OSCC - ResCare	85	76	34	2	6	11.25
Drop-out Recovery - HELP	100	53	19	5	10	9.39
Pre-Entry - NPI <sup>(1)</sup>	66	67	21	32	4	8.69
Foster Youth - Olive Crest <sup>(1)</sup>	34	60	9	0	11	9.12
Work Based Learning Pilot - YAP <sup>(1)</sup>	64	36	25	0	1	8.75
Rural - Lincoln	28	25	21	2	9	10.12
Rural - Nye	50	34	5	0	1	N/A
Rural - Boulder City - ResCare (1)	6	4	0	0	2	8.99
Rural - Laughlin - ResCare (1)	12	6	3	0	0	N/A
Rural - Mesquite - Salvation Army <sup>(1)</sup>	21	16	5	1	7	9.42
Alexander Library - NPI <sup>(2)</sup>	0	8	4	1	1	N/A
Clark County Library - SNRHA <sup>(2)</sup>	0	7	1	0	0	N/A
Gibson Library - SNRHA <sup>(2)</sup>	0	6	0	0	0	N/A
West Las Vegas Library - NPI <sup>(2)</sup>	0	10	0	0	0	N/A
Other	0	0	0	0	0	N/A
<b>PY17 Cohort Total</b>	<b>816</b>	<b>605</b>	<b>197</b>	<b>69</b>	<b>82</b>	<b>9.84</b>
<b>Prior Cohort <sup>(3)</sup></b>						
North OSAS - NPI	173	173	115	33	64	10.70
South OSAS - SNRHA	118	118	52	17	72	9.93
East OSAS - Goodwill	129	129	57	51	40	10.82
OSCC - ResCare	44	44	36	4	21	10.71
ISY and OSY - HELP	115	115	38	11	58	10.04
Pre-Entry - NPI	75	75	56	16	11	8.90
Foster Youth - Olive Crest	86	86	38	4	29	8.94
Work Based Learning Pilot - YAP	21	21	11	0	8	9.00
Rural - Lincoln	33	33	27	4	12	9.23
Rural - Nye	68	68	45	4	22	10.14
Rural - Boulder City - ResCare	5	5	11	0	1	11.69
Rural - Laughlin - ResCare	2	2	2	0	0	N/A
Rural - Mesquite - Salvation Army	21	21	8	1	6	9.04
Alexander Library - NPI	0	0	0	0	0	N/A
Clark County Library - SNRHA	0	0	0	0	0	N/A
Gibson Library - SNRHA	0	0	0	0	0	N/A
West Las Vegas Library - NPI	0	0	0	0	0	N/A
Other	0	0	0	0	0	N/A
<b>PY16 Cohort Total</b>	<b>890</b>	<b>890</b>	<b>496</b>	<b>145</b>	<b>344</b>	<b>10.00</b>
<b>System Goal</b>						
<b>Total Served (Enrollments + Prior)</b>						
North OSAS - NPI <sup>(1)</sup>	308	269	150	40	72	10.68
South OSAS - SNRHA	233	151	55	19	85	9.90
East OSAS - Goodwill	229	197	69	68	49	10.79
OSCC - ResCare	129	120	70	6	27	10.83
Drop-out Recovery - HELP	215	168	57	16	68	9.94
Pre-Entry - NPI	141	142	77	48	15	8.84
Foster Youth - Olive Crest	120	146	47	4	40	8.99
Work Based Learning Pilot - YAP	85	57	36	0	9	8.97
Rural - Lincoln	61	58	48	6	21	9.61
Rural - Nye	118	102	50	4	23	9.70
Rural - Boulder City - ResCare	11	9	11	0	3	9.89
Rural - Laughlin - ResCare	14	8	5	0	0	N/A
Rural - Mesquite - Salvation Army	42	37	13	2	13	9.24
Alexander Library - NPI	0	8	4	1	1	0.00
Clark County Library - SNRHA	0	7	1	0	0	N/A
Gibson Library - SNRHA	0	6	0	0	0	N/A
West Las Vegas Library - NPI	0	10	0	0	0	N/A
Other	0	0	0	0	N/A	N/A
<b>Title I - Youth Total</b>	<b>1,706</b>	<b>1,495</b>	<b>693</b>	<b>214</b>	<b>426</b>	<b>9.96</b>

**Notes:**

- 1) Includes prorated goal for contracts which cross program years.
- 2) Goals were not set individually for these library locations.
- 3) Prior Cohort goal is set to actual.

**Agenda Item 11. DISCUSSION AND POSSIBLE ACTION**

Accept and approve budget and reports

- a. PY2017 WIOA Title I Budget July 1, 2017 through June 30, 2018
- b. PY2018 WIOA Title I Budget July 1, 2018 through June 30, 2019  
(Estimated)
- c. Budget versus Actual Finance Report (Workforce Connections Operations) for the period July 1, 2017 through March 31, 2018 (WIOA Title I)
- d. Awards and Expenditures Report (Status of Service Providers)
- e. WIOA Title I Expenditure Tracking

a. PY2017 WIOA Title I Budget July 1, 2017 through June 30, 2018

**WORKFORCE CONNECTIONS  
 PY2017 WIOA Formula Budget  
 July 1, 2017 - June 30, 2018  
 (Revised Budget - May 1, 2018)**

Revenue by Funding Stream	Approved Budget PY2017	Proposed Budget PY2017	\$ Change	Available for LWDB Operations		Community Resource Allocations	TOTAL
				10% Admin	15% Program		
				PY2016 Adult	3,908,582		
PY2016 Dislocated Worker	1,248,151	1,248,151	-	72,500	108,750	1,066,901	1,248,151
PY2016 Youth	3,427,005	3,427,005	-	320,000	480,000	2,627,005	3,427,005
PY2017 Adult	9,595,327	9,557,709	(37,618)	955,771	1,433,656	7,168,282	9,557,709
PY2017 Dislocated Worker	3,332,520	3,294,276	(38,244)	329,428	494,141	2,470,707	3,294,276
PY2017 Youth	6,313,446	6,313,446	-	631,345	947,017	4,735,084	6,313,446
Other Revenues (Program Income and Interest)	60,025	60,025	-		25	60,000	60,025
<b>Total Revenue by Funding Stream</b>	<b>\$ 27,885,056</b>	<b>\$ 27,809,194</b>	<b>\$ (75,862)</b>	<b>\$ 2,616,544</b>	<b>\$ 3,924,839</b>	<b>\$ 21,267,811</b>	<b>\$ 27,809,194</b>
			-0.3%	Subtotal Board Operations	\$ 6,541,383		

Notes:

- PY2017 Revenues include WIOA funding in the total amount of \$19,165,431.
- Carry forward funds for PY2016 amount to \$8,583,738.
- The Department of Labor allows local boards to expend up to 10% of their total allocation for administrative costs. WC also allocates 15% of the total allocation for program management and oversight.
- WIOA funds have a two year life at the local board level and an additional year at the state level.
- Operations funding of 10% Admin and 15% Program calculations apply to PY2017 funding only. Operations on PY 2016 funding flat based on beginning of year estimates.

Community Resource Allocations	Approved Budget PY2017	Proposed Budget PY2017	\$ Change	Community Resource Allocations			TOTAL
				One-Stop Centers	One-Stop System	Service Provider Contracts	
Adult Services	10,366,327	10,338,114	(28,213)	373,400	785,750	9,178,964	10,338,114
Dislocated Worker Services	3,596,291	3,567,608	(28,683)	191,100	336,750	3,039,758	3,567,608
Youth Services	7,362,089	7,362,089	-	72,500	127,500	7,162,089	7,362,089
<b>Subtotal Community Resource Allocations</b>	<b>\$ 21,324,707</b>	<b>\$ 21,267,811</b>	<b>\$ (56,896)</b>	<b>\$ 637,000</b>	<b>\$ 1,250,000</b>	<b>\$ 19,380,811</b>	<b>\$ 21,267,811</b>

Board Operations	Approved Budget PY2017	Proposed Budget PY2017	\$ Change	Admin	Program	Total
Subtotal Operating Expenditures	6,560,349	6,541,383	(18,966)	1,761,346	4,780,037	6,541,383
<b>Total Expenditures</b>	<b>\$ 27,885,056</b>	<b>\$ 27,809,194</b>		<b>\$ 1,761,346</b>	<b>\$ 4,780,037</b>	
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 855,198</b>	<b>\$ (855,198)</b>	<b>\$ -</b>

NOTE: PY2016 funding period is available July 1, 2016 through June 30, 2018 (after two years, funds revert to the State for one additional year)  
 PY2017 funding period is available July 1, 2017 through June 30, 2019 (after two years, funds revert to the State for one additional year)



**WORKFORCE CONNECTIONS  
PY2017 WIOA Formula Budget  
July 1, 2017 - June 30, 2018  
(Revised Budget - May 1, 2018)**

<b>Board Operations</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2017</b>	<b>Proposed Budget PY2017</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries	28.00	24.00	2,630,000	2,630,000	-	526,000	2,104,000	2,630,000
7000 Accounting and Auditing			250,000	250,000	-	250,000	-	250,000
7005 Legal Fees			100,000	100,000	-	100,000	-	100,000
7010 Legal Publication Advertising			18,000	18,000	-	4,500	13,500	18,000
7020 Licenses and Permits			3,000	3,000	-	750	2,250	3,000
7025 Dues and Subscriptions			15,000	15,000	-	3,750	11,250	15,000
7030 Postage and Delivery			6,000	6,000	-	1,500	4,500	6,000
7035 Printing and Reproduction			11,000	11,000	-	2,750	8,250	11,000
7040 Office Supplies			31,500	31,500	-	7,875	23,625	31,500
7045 Systems Communications			107,000	107,000	-	26,750	80,250	107,000
7050 Training, and Seminars - Staff			50,000	50,000	-	12,500	37,500	50,000
7055 Travel and Mileage - Staff			92,000	92,000	-	23,000	69,000	92,000
7060 Utilities			30,000	30,000	-	7,500	22,500	30,000
7065 Telephone			30,000	30,000	-	7,500	22,500	30,000
7070 Facilities Rent/Lease			205,000	205,000	-	51,250	153,750	205,000
7075 Facilities Repairs and Maintenance			170,000	170,000	-	42,500	127,500	170,000
7080 Admin Support Contracts			125,000	125,000	-	125,000	-	125,000
7085A Program Support Contracts			230,000	230,000	-	-	230,000	230,000
7085B Program Support Contracts - IT/Web			165,000	165,000	-	-	165,000	165,000
7090 Non-Board Meetings and Outreach			50,000	50,000	-	12,500	37,500	50,000
7095 Board Meetings and Travel			30,000	30,000	-	7,500	22,500	30,000
7100 Insurance			50,000	50,000	-	12,500	37,500	50,000
7100-7120 Employee Fringe Benefits			950,000	950,000	-	237,500	712,500	950,000
7125 Employer Payroll Taxes			80,000	80,000	-	20,000	60,000	80,000
7130/7135 Payroll Services and Bank Fees			11,000	11,000	-	2,750	8,250	11,000
7200 Equipment - Operating Leases			57,500	57,500	-	14,375	43,125	57,500
7215/8500 Capital - Equipment and Furniture			75,000	75,000	-	18,750	56,250	75,000
8500 Capital - Tenant Improvements			20,000	20,000	-	5,000	15,000	20,000
CAP Cost Allocation to One-Stop			(60,000)	(60,000)	-	(15,000)	(45,000)	(60,000)
8900 Strategic Initiative - WIOA			128,349	109,383	(18,966)	27,346	82,037	109,383
8900 Strategic Initiative - 1st Qtr 2017			900,000	900,000	-	225,000	675,000	900,000
<b>Subtotal Board Operations</b>			<b>6,560,349</b>	<b>6,541,383</b>	<b>(18,966)</b>	<b>1,761,346</b>	<b>4,780,037</b>	<b>6,541,383</b>

**Workforce Connections  
Program Year 2017  
WIOA Formula Budget Narrative**

Workforce Connections is responsible for providing management and oversight of the Workforce Development Area's employment and training programs and services. The Board's staff provides direct support to the Workforce Development Area by carrying out the Board's operations plans. Staff responsibilities include implementing Board policies and establishing techniques and methods to achieve the Board's mission. Staff administers and oversees all internal administrative service provisions, including program administration, management analysis and administration support for the Workforce Development Board.

**Revenues:**

Workforce Innovation and Opportunity Act (WIOA) Program Year PY2017 allotted funds are in the amount of \$19,165,431. Funding is allocated among the three funding streams: Adult - \$9,557,709, Dislocated Worker - \$3,294,276, Youth - \$6,313,446.

Funding for PY2017 increased by \$959,254 (5.27%), compared to the PY2016 WIOA allocation which was \$18,206,177.

Other anticipated funding includes operating carry forward funds from PY2016 WIOA allocation of \$8,583,738 and program income/interest at \$60,025.

Total budgeted revenues for PY2017 are \$27,809,194.

**Expenditures – Community Resource Allocation:**

All funding for PY2018 was allocated and approved by the Board and Local Elected Officials.

**Administrative and Program Operating Expenditures – Board Staff:**

The Department of Labor allows local workforce development boards to expend up to 10% of their total formula funding allocation for administrative services. For programmatic operations and oversight, the board of directors has allocated 15% of the total budget allocation. Such operational and management oversight includes, but is not limited to:

- Providing technical assistance to contracted service providers
- Tracking and monitoring of participating clients and performance outcome
- Program oversight and monitoring of service provider contracts

**6500 - Salaries: \$2,630,000** – Allocated costs for administrative and program staff salaries.

**7000 - Accounting and Auditing: \$250,000** – Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support.

A-133 Audit	\$ 80,000
Auditing Services	\$ 25,000
Accounting Services	\$145,000

- 7005 Legal Fees: \$100,000** – Allocated costs for legal services in areas such as Board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies.
- 7010 Legal Publication Advertising: \$18,000** – Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.
- 7020 Licenses and Permits: \$3,000** – Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.
- 7025 Dues and Subscriptions: \$15,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
- 7030 Postage and Delivery: \$6,000** – Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.
- 7035 Printing and Reproduction: \$11,000** – Allocated costs for ancillary copying and printing costs associated with Board administration and daily operations.
- 7040 Office Supplies: \$31,500** – Allocated costs for various office supplies needed for daily operations.
- 7045 Systems Communications: \$107,000** – Allocated costs for support systems such as data backup, internet services, and web hosting for e-mail support.
- 7050 Training and Seminars (Staff): \$50,000** – Allocated costs for local and out-of-town staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.
- 7055 Travel and Mileage (Staff): \$92,000** – Allocated costs for local mileage and out-of-town staff travel for grant related matters, State and USDOL sponsored training and conferences. Mileage includes an array of programmatic and fiscal activities, local and rural areas site reviews and monitoring visits to ensure compliance with WIOA initiatives and work plans.
- 7060 Utilities: \$30,000** – Allocated costs for electric and gas.
- 7065 Telephone: \$30,000** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 7070 Rent (Offices): \$205,000** – Allocated costs for Workforce Connections’ office space for staff in support of the Board’s administrative and programmatic functions.

- 7075 Facilities Maintenance: \$170,000** – Allocated costs for equipment or facility repairs and maintenance and security guard services.
- 7080 Admin Support Contracts: \$125,000** – Allocated costs for administrative support agreements, HR consultant and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085A Program Support Contracts: \$230,000** – Allocated costs for program support training agreements.
- 7085B Program Support Contracts – IT and Web: \$165,000** – Allocated costs for temporary staffing to support program and data support activities.
- 7090 Non-Board Meetings and Outreach: \$50,000** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 7095 Board Meetings and Travel: \$30,000** – Allocated costs for facility and event related charges tied to board and committee meetings and Board travel to grant activities.
- 7100 Insurance: \$50,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ errors and omissions liability.
- 7100-7120 Employee Fringe Benefits: \$950,000** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 36% of the total salaries is used to calculate the fringe benefits.
- 7125 - Employer Payroll Taxes: \$80,000** – Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$11,000** – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
 

Bank Fees	\$6,000
Payroll Services	\$5,000
- 7200 Equipment – Operating Leases: \$57,500** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.
- 8500 Capital – Equipment and Furniture: \$95,000** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.
- CAP Cost Allocation to One-Stop: (\$60,000)** – Costs allocated to the One-Stop Center and System based on operations staff time spent and charged to those activities.
- 8900 Strategic Initiatives: \$1,009,383 – A decrease of \$18,966** – These funds are available to be allocated for future workforce initiatives approved by the Board.

**WORKFORCE CONNECTIONS  
PY2017 WIOA Formula Budget  
One-Stop Center - Charleston  
(Revised Budget - May 1, 2018)**

One-Stop Center	Authorized FTE	Actual FTE	Approved Budget PY2017	Proposed Budget PY2017	\$ Change	Admin	Program	Total
6500 Salaries			-	-	-	-	-	-
7000 Accounting and Auditing			-	-	-	-	-	-
7005 Legal Fees					-			-
7010 Legal Publication Advertising					-			-
7020 Licenses and Permits					-		-	-
7025 Dues and Subscriptions			1,000	1,000	-		1,000	1,000
7030 Postage and Delivery			6,000	6,000	-		6,000	6,000
7035 Printing and Reproduction			4,000	4,000	-		4,000	4,000
7040 Office Supplies			23,000	23,000	-		23,000	23,000
7045 Systems Communications			35,000	35,000	-		35,000	35,000
7050 Training, and Seminars - Staff			-	-	-		-	-
7055 Travel and Mileage - Staff			-	-	-		-	-
7060 Utilities			30,000	30,000	-		30,000	30,000
7065 Telephone			3,000	3,000	-		3,000	3,000
7070 Facility Rent/Lease			155,000	155,000	-		155,000	155,000
7075 Facilities Repairs and Maintenance			105,000	105,000	-		105,000	105,000
7080 Admin Support Contracts			-	-	-	-	-	-
7085A Program Support Contracts			-	-	-		-	-
7085B Program Support Contracts - IT/Web					-			-
7090 Non-Board Meetings and Outreach			2,000	2,000	-		2,000	2,000
7095 Board Meetings and Travel					-			-
7100 Insurance			15,000	15,000	-		15,000	15,000
7100-7120 Employee Fringe Benefits			-	-	-		-	-
7125 Employer Payroll Taxes			-	-	-		-	-
7130/7135 Payroll Services and Bank Fees			-	-	-	-	-	-
7200 Equipment - Operating Leases			48,000	48,000	-		48,000	48,000
7215/8500 Capital - Equipment and Furniture			10,000	10,000	-		10,000	10,000
GASB Depreciation			100,000	100,000	-		100,000	100,000
CAP Cost Allocation to One-Stop			50,000	50,000	-		50,000	50,000
8900 Strategic Initiative - WIOA			50,000	50,000	-		50,000	50,000
<b>Subtotal One-Stop Center</b>			<b>637,000</b>	<b>637,000</b>	<b>-</b>	<b>-</b>	<b>637,000</b>	<b>637,000</b>

**Workforce Connections  
Program Year 2017  
WIOA One-Stop Center Budget Narrative-Adjustment Requests**

- 6500 - Salaries: \$0** – Allocated costs for administrative and program staff salaries.
- 7000 - Accounting and Auditing: \$0** – Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support.
- 7025 Dues and Subscriptions: \$1,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
- 7030 Postage and Delivery: \$6,000** – Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.
- 7035 Printing and Reproduction: \$4,000** – Allocated costs for monthly ancillary copying and printing costs associated with Board administration and daily operations.
- 7040 Office Supplies: \$23,000** – Allocated costs for program support training agreements and security guard costs.
- 7045 Systems Communications: \$35,000** – Allocated costs for support systems such as data backup, internet services, and web hosting for e-mail support.
- 7060 Utilities: \$30,000** – Allocated costs for electric and gas.
- 7065 Telephone: \$3,000** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 7070 Rent (Offices): \$155,000** – Allocated costs for Workforce Connections’ office space for service provider staff in support of the comprehensive One-Stop career center.
- 7075 Facilities Maintenance: \$105,000** – Allocated costs for equipment, security and facility repairs and maintenance.
- 7080 Admin Support Contracts: \$0** – Allocated costs for administrative support agreements, HR consultant and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085A Program Support Contracts: \$0** – Allocated costs for program support training agreements.
- 7090 Non-Board Meetings and Outreach: \$2,000** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.

- 7100 Insurance: \$15,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ errors and omissions liability.
- 7100-7120 Employee Fringe Benefits: \$0** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 36% of the total salaries is used to calculate the fringe benefits.
- 7125 Employer Payroll Taxes: \$0** – Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$0** – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
- 7200 Equipment – Operating Leases: \$48,000** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.
- 8500 Capital – Equipment and Furniture: \$10,000** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.
- CAP Cost Allocation to One-Stop: \$50,000** – Costs allocated to the One-Stop Center based on operations staff time spent and charged to those activities.
- 8900 Strategic Initiatives: \$50,000** – These funds are available to be allocated for future workforce initiatives approved by the Board.

**WORKFORCE CONNECTIONS**  
**PY2017 WIOA Formula Budget**  
**One-Stop System**  
**(Revised Budget - May 1, 2018)**

One-Stop System	Authorized FTE	Actual FTE	Approved Budget PY2017	Proposed Budget PY2017	\$ Change	Admin	Program	Total
6500 Salaries	5.00	5.00	425,000	425,000	-	12,750	412,250	425,000
7000 Accounting and Auditing			-	-	-	-	-	-
7005 Legal Fees			-	-	-	-	-	-
7010 Legal Publication Advertising			1,000	1,000	-		1,000	1,000
7020 Licenses and Permits			20,000	20,000	-		20,000	20,000
7025 Dues and Subscriptions			3,500	3,500	-		3,500	3,500
7030 Postage and Delivery			-	-	-		-	-
7035 Printing and Reproduction			4,000	4,000	-		4,000	4,000
7040 Office Supplies			10,000	10,000	-		10,000	10,000
7045 Systems Communications			20,000	20,000	-		20,000	20,000
7050 Training, and Seminars - Staff			10,000	10,000	-		10,000	10,000
7055 Travel and Mileage - Staff			20,000	20,000	-		20,000	20,000
7060 Utilities			-	-	-		-	-
7065 Telephone			6,000	6,000	-		6,000	6,000
7070 Facility Rent/Lease			-	-	-		-	-
7075 Facilities Repairs and Maintenance			20,000	20,000	-		20,000	20,000
7080 Admin Support Contracts			15,000	15,000	-	15,000	-	15,000
7085A Program Support Contracts			50,000	50,000	-		50,000	50,000
7085B Program Contracts - IT/Web			15,000	15,000	-		15,000	15,000
7085C Program Contracts - Workforce Dev.			100,000	100,000	-		100,000	100,000
7090 Non-Board Meetings and Outreach			90,000	90,000	-		90,000	90,000
7095 Board Meetings and Travel			-	-	-		-	-
7100 Insurance			19,000	19,000	-		19,000	19,000
7100-7120 Employee Fringe Benefits			153,000	153,000	-		153,000	153,000
7125 Employer Payroll Taxes			13,000	13,000	-		13,000	13,000
7130-7135 Payroll Services and Bank Fees			1,500	1,500	-	1,500	-	1,500
7200 Equipment - Operating Leases			-	-	-		-	-
7500 Participant Training			-	-	-		-	-
7215/8500 Capital - Equipment and Furniture			97,000	97,000	-		97,000	97,000
8510 Capital - Tenant Improvements			15,000	15,000	-		15,000	15,000
CAP Cost Allocation to One-Stop			10,000	10,000	-		10,000	10,000
8900 Strategic Initiative - WIOA			-	-	-		-	-
8900 Strategic Initiative - 1st Qtr 2016			132,000	132,000	-		132,000	132,000
<b>Subtotal One-Stop System</b>			<b>1,250,000</b>	<b>1,250,000</b>	<b>-</b>	<b>29,250</b>	<b>1,220,750</b>	<b>1,250,000</b>



**Workforce Connections  
Program Year 2017  
WIOA One-Stop System Budget Narrative-Adjustment Requests**

- 6500 - Salaries: \$425,000** – Allocated costs for program staff salaries.
- 7000 - Accounting and Auditing: \$0** – Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support.
- 7005 Legal Fees: \$0** – Allocated costs for legal services in areas such as board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies.
- 7010 Legal Publication Advertising: \$1,000** – Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.
- 7020 Licenses and Permits: \$20,000** – Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.
- 7025 Dues and Subscriptions: \$3,500** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
- 7035 Printing and Reproduction: \$4,000** – Allocated costs for monthly copier per copy charges and other ancillary copying and printing costs associated with Board administration and daily operations.
- 7040 Office Supplies: \$10,000** – Allocated costs for program support training agreements and security guard costs.
- 7045 Systems Communications: \$20,000** – Allocated costs for support systems such as data backup, internet services, and web hosting for e-mail support.
- 7050 Training and Seminars (Staff): \$10,000** – Allocated costs for local and out-of-town staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.
- 7055 Travel and Mileage (Staff): \$20,000** – Allocated costs for local mileage and out-of-town staff travel for grant related matters, State and USDOL sponsored training and conferences. Mileage includes an array of programmatic and fiscal activities, local and rural areas site reviews and monitoring visits to ensure compliance with WIOA initiatives and work plans.
- 7065 Telephone: \$6,000** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 7075 Facilities Maintenance: \$20,000** – Allocated costs for equipment, security and facility repairs and maintenance.

- 7080 Admin Support Contracts: \$15,000** – Allocated costs for administrative support agreements, HR consultant and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085A Program Support Contracts: \$50,000** – Allocated costs for program support training agreements.
- 7085B Program Support Contracts – IT and Web: \$15,000** – Allocated costs for temporary staffing to support program and data support activities.
- 7085C Program Support Contracts – Workforce Dev. Academy: \$100,000** – Allocated costs for temporary staffing to support program and data support activities.
- 7090 Non-Board Meetings and Outreach: \$90,000** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 7100 Insurance: \$19,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ errors and omissions liability.
- 7100-7120 Employee Fringe Benefits: \$153,000** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 36% of the total salaries is used to calculate the fringe benefits.
- 7125 Employer Payroll Taxes: \$13,000** – Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$1,500** – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
- 8500 Capital – Equipment and Furniture, Tenant Improvements: \$112,000** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.
- 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.
- 8900 Strategic Initiatives: \$132,000** – These funds are available to be allocated for future workforce initiatives approved by the Board.

b. PY2018 WIOA Title I Budget July 1, 2018 through June 30, 2019 (Estimated)

**WORKFORCE CONNECTIONS  
 PY2018 WIOA Formula Budget  
 July 1, 2018 - June 30, 2019  
 (Revised Budget - July 1, 2018)**

Revenue by Funding Stream	Approved Budget PY2017	Proposed Budget PY2018	\$ Change	Available for LWDB Operations		Community Resource Allocations	TOTAL
				10% Admin	15% Program		
PY2017 Adult	3,908,582	3,900,000	(8,582)	390,000	585,000	2,925,000	3,900,000
PY2017 Dislocated Worker	1,248,151	1,050,000	(198,151)	105,000	157,500	787,500	1,050,000
PY2017 Youth	3,427,005	2,250,000	(1,177,005)	225,000	337,500	1,687,500	2,250,000
PY2018 Adult	9,557,709	8,665,794	(891,915)	866,579	1,299,869	6,499,346	8,665,794
PY2018 Dislocated Worker	3,294,276	2,692,913	(601,363)	269,291	403,937	2,019,685	2,692,913
PY2018 Youth	6,313,446	5,682,102	(631,344)	568,210	852,315	4,261,577	5,682,102
Other Revenues (Program Income and Interest)	60,025	60,025	-		25	60,000	60,025
<b>Total Revenue by Funding Stream</b>	<b>\$ 27,809,194</b>	<b>\$ 24,300,834</b>	<b>\$ (3,508,360)</b>	<b>\$ 2,424,080</b>	<b>\$ 3,636,146</b>	<b>\$ 18,240,608</b>	<b>\$ 24,300,834</b>
			-12.6%	Subtotal Board Operations \$ 6,060,226			

Notes:

1. PY2018 **ESTIMATED** Revenues include WIOA funding in the total amount of \$17,040,809.
2. **ESTIMATED** Carry forward funds for PY2017 amount to \$7,200,000.
3. The Department of Labor allows local boards to expend up to 10% of their total allocation for administrative costs. WC also allocates 15% of the total allocation for program management and oversight.
4. WIOA funds have a two year life at the local board level and an additional year at the state level.

Community Resource Allocations	Approved Budget PY2017	Proposed Budget PY2018	\$ Change	Community Resource Allocations			TOTAL
				One-Stop Centers	One-Stop System	Service Provider Contracts	
Adult Services	10,338,114	9,454,346	(883,768)	378,300	-	9,076,046	9,454,346
Dislocated Worker Services	3,567,608	2,837,185	(730,423)	193,200	-	2,643,985	2,837,185
Youth Services	7,362,089	5,949,077	(1,413,012)	72,500	-	5,876,577	5,949,077
<b>Subtotal Community Resource Allocations</b>	<b>\$ 21,267,811</b>	<b>\$ 18,240,608</b>	<b>\$ (3,027,203)</b>	<b>\$ 644,000</b>	<b>\$ -</b>	<b>\$ 17,596,608</b>	<b>\$ 18,240,608</b>

Board Operations	Approved Budget PY2017	Proposed Budget PY2018	\$ Change	Admin	Program	Total
Subtotal Operating Expenditures	6,541,383	6,060,226	(481,157)	1,546,057	4,514,169	6,060,226
<b>Total Expenditures</b>	<b>\$ 27,809,194</b>	<b>\$ 24,300,834</b>		<b>\$ 1,546,057</b>	<b>\$ 4,514,169</b>	
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 878,023</b>	<b>\$ (878,023)</b>	<b>\$ -</b>

NOTE: PY2017 funding period is available July 1, 2017 through June 30, 2019 (after two years, funds revert to the State for one additional year)  
 PY2018 funding period is available July 1, 2018 through June 30, 2020 (after two years, funds revert to the State for one additional year)

**WORKFORCE CONNECTIONS  
PY2018 WIOA Formula Budget  
July 1, 2018 - June 30, 2019  
(Revised Budget - July 1, 2018)**

<b>Board Operations</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2017</b>	<b>Proposed Budget PY2018</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries	26.00	24.00	2,630,000	2,300,000	(330,000)	460,000	1,840,000	2,300,000
7000 Accounting and Auditing			250,000	110,000	(140,000)	110,000	-	110,000
7005 Legal Fees			100,000	100,000	-	100,000	-	100,000
7010 Legal Publication Advertising			18,000	18,000	-	4,500	13,500	18,000
7020 Licenses and Permits			3,000	10,000	7,000	2,500	7,500	10,000
7025 Dues and Subscriptions			15,000	15,000	-	3,750	11,250	15,000
7030 Postage and Delivery			6,000	6,000	-	1,500	4,500	6,000
7035 Printing and Reproduction			11,000	11,000	-	2,750	8,250	11,000
7040 Office Supplies			31,500	30,000	(1,500)	7,500	22,500	30,000
7045 Systems Communications			107,000	100,000	(7,000)	25,000	75,000	100,000
7050 Training, and Seminars - Staff			50,000	40,000	(10,000)	10,000	30,000	40,000
7055 Travel and Mileage - Staff			92,000	70,000	(22,000)	17,500	52,500	70,000
7060 Utilities			30,000	30,000	-	7,500	22,500	30,000
7065 Telephone			30,000	30,000	-	7,500	22,500	30,000
7070 Facilities Rent/Lease			205,000	213,000	8,000	53,250	159,750	213,000
7075 Facilities Repairs and Maintenance			170,000	200,000	30,000	50,000	150,000	200,000
7080 Admin Support Contracts			125,000	112,000	(13,000)	112,000	-	112,000
7085A Program Support Contracts			230,000	261,000	31,000	-	261,000	261,000
7085B Program Support Contracts - IT/Web			165,000	130,000	(35,000)	-	130,000	130,000
7090 Non-Board Meetings and Outreach			50,000	125,000	75,000	31,250	93,750	125,000
7095 Board Meetings and Travel			30,000	30,000	-	7,500	22,500	30,000
7100 Insurance			50,000	70,000	20,000	17,500	52,500	70,000
7100-7120 Employee Fringe Benefits			950,000	830,000	(120,000)	207,500	622,500	830,000
7125 Employer Payroll Taxes			80,000	70,000	(10,000)	17,500	52,500	70,000
7130/7135 Payroll Services and Bank Fees			11,000	11,000	-	5,000	6,000	11,000
7200 Equipment - Operating Leases			57,500	45,000	(12,500)	11,250	33,750	45,000
7215/8500 Capital - Equipment and Furniture			75,000	85,000	10,000	21,250	63,750	85,000
8500 Capital - Tenant Improvements			20,000	20,000	-	5,000	15,000	20,000
CAP Cost Allocation to One-Stop			(60,000)	(60,000)	-	(15,000)	(45,000)	(60,000)
8900 Strategic Initiative - WIOA			109,383	148,226	38,843	37,057	111,169	148,226
8900 Strategic Initiative - 1st Qtr 2018			900,000	900,000	-	225,000	675,000	900,000
<b>Subtotal Board Operations</b>			<b>6,541,383</b>	<b>6,060,226</b>	<b>(481,157)</b>	<b>1,546,057</b>	<b>4,514,169</b>	<b>6,060,226</b>

**Workforce Connections  
Program Year 2018  
WIOA Formula Budget Narrative**

Workforce Connections is responsible for providing management and oversight of the Workforce Development Area's employment and training programs and services. The Board's staff provides direct support to the Workforce Development Area by carrying out the Board's operations plans. Staff responsibilities include implementing Board policies and establishing techniques and methods to achieve the Board's mission. Staff administers and oversees all internal administrative service provisions, including program administration, management analysis and administration support for the Workforce Development Board.

**Revenues:**

Workforce Innovation and Opportunity Act (WIOA) Program Year PY2018 **estimated** allotted funds are in the amount of \$17,040,809. **Estimated** funding is allocated among the three funding streams: Adult - \$8,665,794, Dislocated Worker - \$2,692,913, Youth - \$5,682,102.

**Estimated** funding for PY2018 decreased by \$2,124,622 (-11.09%), compared to the PY2017 WIOA allocation which was \$19,165,431.

Other anticipated funding includes **estimated** operating carry forward funds from PY2017 WIOA allocation of \$7,200,000 and program income/interest at \$60,025.

Total budgeted revenues for PY2018 are \$24,300,834.

**Expenditures – Community Resource Allocation:**

All funding for PY2018 was allocated and approved by the Board and Local Elected Officials.

**Administrative and Program Operating Expenditures – Board Staff:**

The Department of Labor allows local workforce development boards to expend up to 10% of their total formula funding allocation for administrative services. For programmatic operations and oversight, the board of directors has allocated 15% of the total budget allocation. Such operational and management oversight includes, but is not limited to:

- Providing technical assistance to contracted service providers
- Tracking and monitoring of participating clients and performance outcomes
- Program oversight and monitoring of service provider contracts

- 6500 - Salaries: \$2,300,000 – A decrease of \$330,000 –** Allocated costs for administrative and program staff salaries.
- 7000 - Accounting and Auditing: \$110,000 – A decrease of \$140,000 –** Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support.
- |                     |           |
|---------------------|-----------|
| A-133 Audit         | \$ 80,000 |
| Accounting Services | \$ 30,000 |
- 7005 Legal Fees: \$100,000 –** Allocated costs for legal services in areas such as Board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies.
- 7010 Legal Publication Advertising: \$18,000 –** Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.
- 7020 Licenses and Permits: \$10,000 – An increase of \$7,000 –** Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.
- 7025 Dues and Subscriptions: \$15,000 –** Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
- 7030 Postage and Delivery: \$6,000 –** Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.
- 7035 Printing and Reproduction: \$11,000 –** Allocated costs for ancillary copying and printing costs associated with Board administration and daily operations.
- 7040 Office Supplies: \$30,000 – A decrease of \$1,500 –** Allocated costs for various office supplies needed for daily operations.
- 7045 Systems Communications: \$100,000 – A decrease of \$7,000 –** Allocated costs for support systems such as data backup, internet services, and web hosting for e-mail support.
- 7050 Training and Seminars (Staff): \$40,000 – A decrease of \$10,000 –** Allocated costs for local and out-of-town staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.
- 7055 Travel and Mileage (Staff): \$70,000 – A decrease of \$22,000 –** Allocated costs for local mileage and out-of-town staff travel for grant related matters, State and USDOL sponsored training and conferences. Mileage includes an array of programmatic and fiscal activities, local and rural areas site reviews and monitoring visits to ensure compliance with WIOA initiatives and work plans.
- 7060 Utilities: \$30,000 –** Allocated costs for electric and gas.

- 7065 Telephone: \$30,000** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 7070 Rent (Offices): \$213,000 – An increase of \$8,000** – Allocated costs for Workforce Connections’ office space for staff in support of the Board’s administrative and programmatic functions.
- 7075 Facilities Maintenance: \$200,000 – An increase of \$30,000** – Allocated costs for equipment or facility repairs and maintenance and security guard services.
- 7080 Admin Support Contracts: \$112,000 – A decrease of \$13,000** – Allocated costs for administrative support agreements, HR consultant and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085A Program Support Contracts: \$261,000 – An increase of \$31,000** – Allocated costs for program support training agreements.
- 7085B Program Support Contracts – IT and Web: \$130,000 – A decrease of \$35,000** – Allocated costs for temporary staffing to support program and data support activities.
- 7090 Non-Board Meetings and Outreach: \$125,000 – An increase of \$75,000** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 7095 Board Meetings and Travel: \$30,000** – Allocated costs for facility and event related charges tied to board and committee meetings and Board travel to grant activities.
- 7100 Insurance: \$70,000 – An increase of \$20,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ errors and omissions liability.
- 7100-7120 Employee Fringe Benefits: \$830,000 – A decrease of \$120,000** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 36% of the total salaries is used to calculate the fringe benefits.
- 7125 Employer Payroll Taxes: \$70,000 – A decrease of \$10,000** – Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$11,000** – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
- |                  |         |
|------------------|---------|
| Bank Fees        | \$6,000 |
| Payroll Services | \$5,000 |
- 7200 Equipment – Operating Leases: \$45,000 – A decrease of \$12,500** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.



**8500 Capital – Equipment and Furniture: \$105,000 – An increase of \$10,000 –** Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.

**CAP Cost Allocation to One-Stop: (\$60,000) –** Costs allocated to the One-Stop Center and System based on operations staff time spent and charged to those activities.

**8900 Strategic Initiatives: \$1,048,226 – An increase of \$38,843 –** These funds are available to be allocated for future workforce initiatives approved by the Board.

**WORKFORCE CONNECTIONS  
PY2018 WIOA Formula Budget  
One-Stop Center - Charleston  
(Revised Budget - July 1, 2018)**

<b>One-Stop Center</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2017</b>	<b>Proposed Budget PY2018</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries			-	-	-	-	-	-
7000 Accounting and Auditing			-	-	-	-	-	-
7005 Legal Fees					-			-
7010 Legal Publication Advertising					-			-
7020 Licenses and Permits					-		-	-
7025 Dues and Subscriptions			1,000	1,000	-		1,000	1,000
7030 Postage and Delivery			6,000	6,000	-		6,000	6,000
7035 Printing and Reproduction			4,000	4,000	-		4,000	4,000
7040 Office Supplies			23,000	25,000	2,000		25,000	25,000
7045 Systems Communications			35,000	35,000	-		35,000	35,000
7050 Training, and Seminars - Staff			-	-	-		-	-
7055 Travel and Mileage - Staff			-	-	-		-	-
7060 Utilities			30,000	30,000	-		30,000	30,000
7065 Telephone			3,000	3,000	-		3,000	3,000
7070 Facility Rent/Lease			155,000	160,000	5,000		160,000	160,000
7075 Facilities Repairs and Maintenance			105,000	105,000	-		105,000	105,000
7080 Admin Support Contracts			-	-	-	-	-	-
7085A Program Support Contracts			-	-	-		-	-
7085B Program Support Contracts - IT/Web					-			-
7090 Non-Board Meetings and Outreach			2,000	2,000	-		2,000	2,000
7095 Board Meetings and Travel					-			-
7100 Insurance			15,000	15,000	-		15,000	15,000
7100-7120 Employee Fringe Benefits			-	-	-		-	-
7125 Employer Payroll Taxes			-	-	-		-	-
7130/7135 Payroll Services and Bank Fees			-	-	-	-	-	-
7200 Equipment - Operating Leases			48,000	48,000	-		48,000	48,000
7215/8500 Capital - Equipment and Furniture			10,000	10,000	-		10,000	10,000
GASB Depreciation			100,000	100,000	-		100,000	100,000
CAP Cost Allocation to One-Stop			50,000	50,000	-		50,000	50,000
8900 Strategic Initiative - WIOA			50,000	50,000	-		50,000	50,000
<b>Subtotal One-Stop Center</b>			<b>637,000</b>	<b>644,000</b>	<b>7,000</b>	<b>-</b>	<b>644,000</b>	<b>644,000</b>

**Workforce Connections  
Program Year 2018  
WIOA One-Stop Center Budget Narrative-Adjustment Requests**

- 6500 - Salaries: \$0** – Allocated costs for administrative and program staff salaries.
- 7000 - Accounting and Auditing: \$0** – Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support.
- 7025 Dues and Subscriptions: \$1,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
- 7030 Postage and Delivery: \$6,000** – Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.
- 7035 Printing and Reproduction: \$4,000** – Allocated costs for monthly ancillary copying and printing costs associated with Board administration and daily operations.
- 7040 Office Supplies: \$25,000 – An increase of \$2,000** – Allocated costs for program support training agreements and security guard costs.
- 7045 Systems Communications: \$35,000** – Allocated costs for support systems such as data backup, internet services, and web hosting for e-mail support.
- 7060 Utilities: \$30,000** – Allocated costs for electric and gas.
- 7065 Telephone: \$3,000** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 7070 Rent (Offices): \$160,000 – An increase of \$5,000** – Allocated costs for Workforce Connections’ office space for service provider staff in support of the comprehensive One-Stop career center.
- 7075 Facilities Maintenance: \$105,000** – Allocated costs for equipment, security and facility repairs and maintenance.
- 7080 Admin Support Contracts: \$0** – Allocated costs for administrative support agreements, HR consultant and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085A Program Support Contracts: \$0** – Allocated costs for program support training agreements.
- 7090 Non-Board Meetings and Outreach: \$2,000** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.

- 7100 Insurance: \$15,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ errors and omissions liability.
- 7100-7120 Employee Fringe Benefits: \$0** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 36% of the total salaries is used to calculate the fringe benefits.
- 7125 Employer Payroll Taxes: \$0** – Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$0** – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
- 7200 Equipment – Operating Leases: \$48,000** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.
- 8500 Capital – Equipment and Furniture: \$10,000** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.
- CAP Cost Allocation to One-Stop: \$50,000** – Costs allocated to the One-Stop Center based on operations staff time spent and charged to those activities.
- 8900 Strategic Initiatives: \$50,000** – These funds are available to be allocated for future workforce initiatives approved by the Board.

c. Budget versus Actual Finance Report (Workforce Connections Operations) for the period July 1, 2017 through March 31, 2018 (WIOA Title I)

**WORKFORCE CONNECTIONS**

For the Period : July 1, 2017 through June 30, 2018

PY 2017 WIOA Formula Expenses  
Administrative and Program Operating Budget

Line Item Number	% OF PROGRAM YEAR COMPLETED												
	Budget				Actual Expenses			Budget Authority Remaining			75% % Expended from Budget		
	Operating Expenses	Admin	Program	Total	Admin	Program	Total	Admin	Program	Total	Admin	Program	Total
6500s/8047	Salaries	526,000	2,104,000	2,630,000	404,607	1,153,829	1,558,436	121,393	950,171	1,071,564	76.92%	54.84%	59.26%
7000	Accounting and Auditing	250,000	0	250,000	143,523	0	143,523	106,477	0	106,477	57.41%	0.00%	57.41%
7005	Legal Fees	100,000	0	100,000	9,781	0	9,781	90,219	0	90,219	9.78%	0.00%	9.78%
7010	Legal Publication Advertising	4,500	13,500	18,000	0	226	226	4,500	13,274	17,774	0.00%	1.67%	1.26%
7020	Licenses and Permits	750	2,250	3,000	0	0	0	750	2,250	3,000	0.00%	0.00%	0.00%
7025	Dues and Subscriptions	3,750	11,250	15,000	927	3,622	4,549	2,823	7,628	10,451	24.73%	32.19%	30.33%
7030	Postage & Delivery	1,500	4,500	6,000	378	1,325	1,703	1,122	3,175	4,297	25.21%	29.44%	28.38%
7035	Printing and Reproduction	2,750	8,250	11,000	548	4,831	5,380	2,202	3,419	5,620	19.94%	58.56%	48.91%
7040	Office Supplies	7,875	23,625	31,500	3,434	14,574	18,008	4,441	9,051	13,492	43.60%	61.69%	57.17%
7045	System Communications	26,750	80,250	107,000	9,096	43,804	52,900	17,654	36,446	54,100	34.00%	54.58%	49.44%
7050	Training and Seminars	12,500	37,500	50,000	994	18,469	19,463	11,506	19,031	30,537	7.95%	49.25%	38.93%
7055	Travel and Mileage (Staff)	23,000	69,000	92,000	2,558	43,142	45,700	20,442	25,858	46,300	11.12%	62.52%	49.67%
7060	Utilities	7,500	22,500	30,000	4,932	14,793	19,725	2,568	7,707	10,275	65.76%	65.75%	65.75%
7065	Telephone	7,500	22,500	30,000	614	12,596	13,210	6,886	9,904	16,790	8.19%	55.98%	44.03%
7070	Rent	51,250	153,750	205,000	37,306	111,788	149,094	13,944	41,962	55,906	72.79%	72.71%	72.73%
7075	Facilities Maintenance	36,250	108,750	145,000	23,382	93,127	116,509	12,868	15,623	28,491	64.50%	85.63%	80.35%
7080/7085	Support Contracts	125,000	395,000	520,000	65,106	96,483	161,589	59,894	298,517	358,411	52.08%	24.43%	31.07%
7090	Non-Board Meetings & Outreach	12,500	37,500	50,000	149	9,543	9,692	12,351	27,957	40,308	1.19%	25.45%	19.38%
7095	Board Meetings and Travel	7,500	22,500	30,000	2,940	9,807	12,748	4,560	12,693	17,252	0.00%	43.59%	42.49%
7100	Insurance	12,500	37,500	50,000	12,733	45,464	58,197	-233	-7,964	-8,197	101.86%	121.24%	116.39%
7120	Employee Fringe Benefits	237,500	712,500	950,000	120,280	430,646	550,927	117,220	281,854	399,073	50.64%	60.44%	57.99%
7125	Employer Payroll Taxes	20,000	60,000	80,000	9,144	29,601	38,744	10,856	30,399	41,256	45.72%	49.33%	48.43%
7130/7135	Payroll Services and Bank Fees	5,000	6,000	11,000	3,124	1,948	5,072	1,876	4,052	5,928	62.48%	32.46%	46.11%
7200	Equipment - Operating Leases	14,375	43,125	57,500	6,431	19,281	25,712	7,944	23,844	31,788	44.74%	44.71%	44.72%
8048	Indirect Costs to One-Stop	-15,000	-45,000	-60,000	0	0	0	-15,000	-45,000	-60,000	0.00%	0.00%	0.00%
8500	Equipment and Furniture	23,750	71,250	95,000	11,014	60,222	71,237	12,736	11,028	23,763	46.38%	84.52%	74.99%
8900	Strategic Initiative (Operations)	263,337	790,012	1,053,349	0	0	0	263,337	790,012	1,053,349	0.00%	0.00%	0.00%
	<b>Total</b>	<b>1,768,337</b>	<b>4,792,012</b>	<b>6,560,349</b>	<b>873,002</b>	<b>2,219,122</b>	<b>3,092,124</b>	<b>895,335</b>	<b>2,572,890</b>	<b>3,468,225</b>	<b>49.37%</b>	<b>46.31%</b>	<b>47.13%</b>

Legend	
Correct Now	
Watch	
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d. Awards and Expenditures Report (Status of Service Providers)

**Workforce Connections  
Awards and Expenditures  
Program Year 2016/2017 Adult/Dislocated Worker Programs  
March 31, 2018**

Amounts for Providers reflect invoiced allowable expenditures through March 2018. Starred lines only reflect expenditures through February 2018.

Providers highlighted in red are on high risk status.

Providers highlighted in pink have an active pink paper.

**WIOA PY16 One-Stop Operator**

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
KRA Corporation	5/1/17-6/30/18	\$ 402,500	\$ 227,957	\$ 28,665	\$ 256,622	63.76%	\$ 145,878
<b>Total</b>		<b>\$ 402,500</b>	<b>\$ 227,957</b>	<b>\$ 28,665</b>	<b>\$ 256,622</b>	<b>63.76%</b>	<b>\$ 145,878</b>

**WIOA PY17 One-Stop Career Centers and Affiliate Sites**

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Goodwill of Southern Nevada - East	7/1/17-6/30/18	\$ 462,300	\$ 192,987	\$ 80,717	\$ 273,703	59.20%	\$ 188,597
HELP of Southern Nevada - South	7/1/17-6/30/18	\$ 900,000	\$ 464,529	\$ 75,359	\$ 539,888	59.99%	\$ 360,112
Nevada Partners, Inc. - North	7/1/17-6/30/18	\$ 913,700	\$ 385,534	\$ 120,610	\$ 506,144	55.40%	\$ 407,556
ResCare Workforce Services - West	7/1/17-6/30/18	\$ 1,800,000	\$ 961,728	\$ 259,425	\$ 1,221,153	67.84%	\$ 578,847
<b>Total</b>		<b>\$ 4,076,000</b>	<b>\$ 2,004,778</b>	<b>\$ 536,111</b>	<b>\$ 2,540,889</b>	<b>62.34%</b>	<b>\$ 1,535,111</b>

**WIOA PY16/PY17 Special Populations**

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Foundation for an Independent Tomorrow - Re-Entry	7/1/17-6/30/18	\$ 495,200	\$ 341,339		\$ 341,339	68.93%	\$ 153,861
HOPE for Prisoners - Pre & Post Entry	7/1/17-6/30/18	\$ 365,000	\$ 317,318		\$ 317,318	86.94%	\$ 47,682
<b>Total</b>		<b>\$ 860,200</b>	<b>\$ 658,657</b>	<b>\$ -</b>	<b>\$ 658,657</b>	<b>76.57%</b>	<b>\$ 201,543</b>

**WIOA PY16/PY17 Rural**

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Lincoln County - Rural	7/1/17-6/30/18	\$ 89,250	\$ 59,450	\$ 653	\$ 60,103	67.34%	\$ 29,147
Nye Communities Coalition - Rural	7/1/17-6/30/18	\$ 345,200	\$ 184,633	\$ 83,711	\$ 268,344	77.74%	\$ 76,856
ResCare Workforce Services - Laughlin/Boulder City	10/1/16-6/30/18	\$ 213,500	\$ 139,221	\$ 27,399	\$ 166,620	78.04%	\$ 46,880
The Salvation Army - Mesquite	10/1/16-6/30/18	\$ 181,073	\$ 101,875	\$ 37,214	\$ 139,089	76.81%	\$ 41,984
<b>Total</b>		<b>\$ 829,023</b>	<b>\$ 485,179</b>	<b>\$ 148,977</b>	<b>\$ 634,156</b>	<b>76.49%</b>	<b>\$ 194,867</b>

<b>Total PY16/PY17 Adult/DW</b>		<b>\$ 6,167,723</b>	<b>\$ 3,376,571</b>	<b>\$ 713,754</b>	<b>\$ 4,090,325</b>	<b>66.32%</b>	<b>\$ 2,077,398</b>
			83%	17%			

**Note: This page represents the portion of the contract that the service provider controls and pays directly and submits invoices monthly for reimbursement. This includes staff and related costs, overhead and supportive services.**



**Workforce Connections  
Awards and Expenditures  
Program Year 2016/2017 Adult/Dislocated Worker Programs  
April 19, 2018**

Providers highlighted in red are on high risk status.

Providers highlighted in pink have an active pink paper.

**WIOA PY17 One-Stop Career Centers and Affiliate Sites**

Provider	Contract Dates	Training Budget	Adult Obligations	DW Obligations	Total Obligations	% Spent	Remaining Balance
Goodwill of Southern Nevada - East	7/1/17-6/30/18	\$ 377,700	\$ 173,592	\$ 101,486	\$ 275,078	72.83%	\$ 102,622
HELP of Southern Nevada - South	7/1/17-6/30/18	\$ 600,000	\$ 207,495	\$ 61,349	\$ 268,843	44.81%	\$ 331,157
Nevada Partners, Inc. - North	7/1/17-6/30/18	\$ 636,300	\$ 368,335	\$ 78,294	\$ 446,629	70.19%	\$ 189,671
ResCare Workforce Services - West	7/1/17-6/30/18	\$ 1,200,000	\$ 699,229	\$ 100,100	\$ 799,329	66.61%	\$ 400,671
<b>Total</b>		<b>\$ 2,814,000</b>	<b>\$ 1,448,651</b>	<b>\$ 341,228</b>	<b>\$ 1,789,879</b>	<b>63.61%</b>	<b>\$ 1,024,121</b>

**WIOA PY16/PY17 Special Populations**

Provider	Contract Dates	Training Budget	Adult Obligations	DW Obligations	Total Obligations	% Spent	Remaining Balance
Foundation for an Independent Tomorrow - Re-Entry	7/1/17-6/30/18	\$ 304,800	\$ 206,411		\$ 206,411	67.72%	\$ 98,389
HOPE for Prisoners - Pre & Post Entry	7/1/17-6/30/18	\$ 235,000	\$ 158,327		\$ 158,327	67.37%	\$ 76,673
<b>Total</b>		<b>\$ 539,800</b>	<b>\$ 364,738</b>	<b>\$ -</b>	<b>\$ 364,738</b>	<b>67.57%</b>	<b>\$ 175,062</b>

**WIOA PY16/PY17 Rural**

Provider	Contract Dates	Training Budget	Adult Obligations	DW Obligations	Total Obligations	% Spent	Remaining Balance
Lincoln County - Rural	7/1/17-6/30/18	\$ 60,750	\$ 27,015	\$ 2,195	\$ 29,210	48.08%	\$ 31,540
Nye Communities Coalition - Rural	7/1/17-6/30/18	\$ 229,800	\$ 71,703	\$ 35,299	\$ 107,002	46.56%	\$ 122,798
ResCare Workforce Services - Laughlin/Boulder City	10/1/16-6/30/18	\$ 146,500	\$ 23,260	\$ 7,530	\$ 30,790	21.02%	\$ 115,711
The Salvation Army - Mesquite	10/1/16-6/30/18	\$ 133,927	\$ 43,232	\$ 15,700	\$ 58,932	44.00%	\$ 74,995
<b>Total</b>		<b>\$ 570,977</b>	<b>\$ 165,210</b>	<b>\$ 60,724</b>	<b>\$ 225,934</b>	<b>39.57%</b>	<b>\$ 345,043</b>

<b>Total PY16/PY17 Adult/DW</b>		<b>\$ 3,924,777</b>	<b>\$ 1,978,599</b>	<b>\$ 401,952</b>	<b>\$ 2,380,551</b>	<b>60.65%</b>	<b>\$ 1,544,226</b>
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83%

17%

**Note: This page represents the portion of the contract that is for training including items such as On the Job Training (OJT) and Occupational Skills Training. These costs are obligated by the service provider but payment is made by Workforce Connections.**

**Workforce Connections  
Awards and Expenditures  
Program Year 2016/2017 Youth Programs  
March 31, 2018**

Amounts for Providers reflect invoiced allowable expenditures through March 2018. Starred lines only reflect expenditures through February 2018.

Providers highlighted in red are on high risk status.

Providers highlighted in pink have an active pink paper.

**WIOA PY16 One-Stop Operator**

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
KRA Corporation	5/1/17-6/30/18	\$ 172,500	\$ 15,846	\$ 101,959	\$ 117,805	68.29%	\$ 54,695
<b>Total</b>		<b>\$ 172,500</b>	<b>\$ 15,846</b>	<b>\$ 101,959</b>	<b>\$ 117,805</b>	<b>68.29%</b>	<b>\$ 54,695</b>

**WIOA PY17 One-Stop Career Centers and Affiliate Sites**

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
Goodwill of Southern Nevada - East	7/1/17-6/30/18	\$ 710,000	\$ 29,570	\$ 454,262	\$ 483,832	68.15%	\$ 226,168
Nevada Partners, Inc. - North	7/1/17-6/30/18	\$ 975,250	\$ 114,501	\$ 495,297	\$ 609,798	62.53%	\$ 365,452
ResCare Workforce Services - OSCC	1/1/17-6/30/18	\$ 952,000	\$ 132,903	\$ 483,291	\$ 616,194	64.73%	\$ 335,806
So. NV Regional Housing Authority - East	7/1/17-6/30/18	\$ 902,500	\$ 135,019	\$ 273,984	\$ 409,003	45.32%	\$ 493,497
<b>Total</b>		<b>\$ 3,539,750</b>	<b>\$ 411,993</b>	<b>\$ 1,706,833</b>	<b>\$ 2,118,827</b>	<b>59.86%</b>	<b>\$ 1,420,923</b>
			19%	81%			

**WIOA PY16/PY17 Youth Rural**

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
Lincoln County	7/1/17-6/30/18	\$ 204,800	\$ 47,508	\$ 87,342	\$ 134,850	65.84%	\$ 69,950
Nye Communities Coalition	7/1/17-6/30/18	\$ 389,500	\$ 90,590	\$ 200,024	\$ 290,615	74.61%	\$ 98,885
ResCare Workforce Services - Laughlin/Boulder City	10/1/16-6/30/18	\$ 340,080	\$ 37,742	\$ 162,303	\$ 200,046	58.82%	\$ 140,034
The Salvation Army - Mesquite	10/1/16-6/30/18	\$ 273,152	\$ 55,467	\$ 85,751	\$ 141,219	51.70%	\$ 131,934
<b>Total</b>		<b>\$ 1,207,532</b>	<b>\$ 231,307</b>	<b>\$ 535,422</b>	<b>\$ 766,729</b>	<b>63.50%</b>	<b>\$ 440,803</b>
			30%	70%			

**WIOA PY16/17 Special Populations**

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
HELP of So. Nevada - Dropout Recovery	7/1/17-6/30/18	\$ 725,000		\$ 402,636	\$ 402,636	55.54%	\$ 322,365
HELP of So. Nevada - Earn While You Learn	4/1/17-6/30/18	\$ 100,000		\$ 6,673	\$ 6,673	6.67%	\$ 93,327
Nevada Partners, Inc. - Pre-Entry Youth	1/1/18-12/31/18	\$ 599,156		\$ 110,806	\$ 110,806	18.49%	\$ 488,350
Olive Crest - Foster Youth	1/1/17-6/30/18	\$ 570,419	\$ 83,247	\$ 422,302	\$ 505,549	88.63%	\$ 64,870
Youth Advocate Programs - WBL Pilot	1/1/17-6/30/18	\$ 478,500	\$ 28,456	\$ 300,170	\$ 328,626	68.68%	\$ 149,874
<b>Total</b>		<b>\$ 2,473,075</b>	<b>\$ 111,703</b>	<b>\$ 1,242,587</b>	<b>\$ 1,354,290</b>	<b>54.76%</b>	<b>\$ 1,118,785</b>
			8%	92%			

<b>Total PY16-PY17 Youth</b>		<b>\$ 7,392,857</b>	<b>\$ 770,849</b>	<b>\$ 3,586,802</b>	<b>\$ 4,357,651</b>	<b>58.94%</b>	<b>\$ 3,035,206</b>
			18%	82%			

**Note: This page represents the portion of the contract that the service provider controls and pays directly and submits invoices monthly for reimbursement. This includes staff and related costs, overhead and supportive services (which includes work experience (WEX)).**

**Workforce Connections  
Awards and Expenditures  
Program Year 2016/2017 Youth Programs  
April 19, 2018**

Providers highlighted in red are on high risk status.

Providers highlighted in pink have an active pink paper.

**WIOA PY17 One-Stop Career Centers and Affiliate Sites**

Provider	Contract Dates	Training Budget	Youth In-School		Youth Out-Of-School		% Spent	Remaining Balance
			Obligations	Obligations	Obligations	Obligations		
Goodwill of Southern Nevada - East	7/1/17-6/30/18	\$ 250,000	\$ -	\$ 146,724	\$ 146,724	58.69%	\$ 103,276	
Nevada Partners, Inc. - North	7/1/17-6/30/18	\$ 24,750	\$ -	\$ 19,682	\$ 19,682	79.52%	\$ 5,068	
ResCare Workforce Services - OSCC	1/1/17-6/30/18	\$ 48,000	\$ -	\$ 11,578	\$ 11,578	24.12%	\$ 36,422	
So. NV Regional Housing Authority - East	7/1/17-6/30/18	\$ 97,500	\$ -	\$ 17,316	\$ 17,316	17.76%	\$ 80,184	
<b>Total</b>		<b>\$ 420,250</b>	<b>\$ -</b>	<b>\$ 195,300</b>	<b>\$ 195,300</b>	<b>46.47%</b>	<b>\$ 224,950</b>	
			0%	100%				

**WIOA PY16/PY17 Youth Rural**

Provider	Contract Dates	Training Budget	Youth In-School		Youth Out-Of-School		% Spent	Remaining Balance
			Obligations	Obligations	Obligations	Obligations		
Lincoln County	7/1/17-6/30/18	\$ 7,200	\$ -	\$ 3,491	\$ 3,491	48.48%	\$ 3,710	
Nye Communities Coalition	7/1/17-6/30/18	\$ 10,500	\$ -	\$ 8,754	\$ 8,754	83.37%	\$ 1,746	
ResCare Workforce Services - Laughlin/Boulder City	10/1/16-6/30/18	\$ 19,920	\$ -	\$ 1,550	\$ 1,550	7.78%	\$ 18,370	
The Salvation Army - Mesquite	10/1/16-6/30/18	\$ 41,848	\$ -	\$ 12,886	\$ 12,886	30.79%	\$ 28,962	
<b>Total</b>		<b>\$ 79,468</b>	<b>\$ -</b>	<b>\$ 26,681</b>	<b>\$ 26,681</b>	<b>33.57%</b>	<b>\$ 52,788</b>	
			0%	100%				

**WIOA PY16/17 Special Populations**

Provider	Contract Dates	Training Budget	Youth In-School		Youth Out-Of-School		% Spent	Remaining Balance
			Obligations	Obligations	Obligations	Obligations		
HELP of So. Nevada - Dropout Recovery	7/1/17-6/30/18	\$ 75,000		\$ 42,668	\$ 42,668	56.89%	\$ 32,333	
Nevada Partners, Inc. - Pre-Entry Youth	1/1/18-12/31/18	\$ 50,844		\$ 12,000	\$ 12,000	23.60%	\$ 38,844	
Olive Crest - Foster Youth	1/1/17-6/30/18	\$ 29,581	\$ -	\$ 25,053	\$ 25,053	84.69%	\$ 4,528	
Youth Advocate Programs - WBL Pilot	1/1/17-6/30/18	\$ 21,500	\$ 2,400	\$ 4,649	\$ 7,049	32.79%	\$ 14,451	
<b>Total</b>		<b>\$ 176,925</b>	<b>\$ 2,400</b>	<b>\$ 84,370</b>	<b>\$ 86,770</b>	<b>49.04%</b>	<b>\$ 90,155</b>	
			3%	97%				
<b>Total PY16-PY17 Youth</b>		<b>\$ 676,643</b>	<b>\$ 2,400</b>	<b>\$ 306,350</b>	<b>\$ 308,750</b>	<b>45.63%</b>	<b>\$ 367,893</b>	
			1%	99%				

**Note: This page represents the portion of the contract that is for training including items such as On the Job Training (OJT) and Occupational Skills Training. These costs are obligated by the service provider but payment is made by Workforce Connections.**

**Workforce Connections  
Awards and Expenditures  
Program Year 2014/2015/2016 Direct Programs  
March 31, 2018**

Amounts for Internal Programs reflect expenditures as of March 2018.

**Direct Grants**

<b>Program</b>	<b>WC FTE</b>	<b>Contract Dates</b>	<b>Contract Award</b>	<b>Total Expended</b>	<b>% Spent</b>	<b>Remaining Balance</b>
Youth Build PY15 - WC	1.00	10/1/15-1/31/19	1,100,000	\$ 995,550	90.50%	104,450
AARP	0.10	7/1/14-12/31/18	300,000	\$ 243,956	81.32%	56,044
CEP - HELP of Southern Nevada	0.00	4/1/16-6/30/18	100,000	\$ 6,807	6.81%	93,193
<b>Total</b>	<b>1.10</b>		<b>1,500,000</b>	<b>1,246,312</b>	<b>83.09%</b>	<b>253,688</b>

e. WIOA Title I Expenditure Tracking

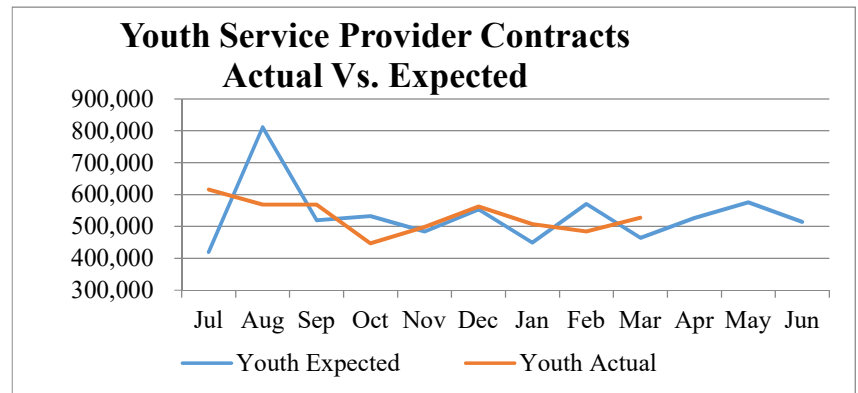
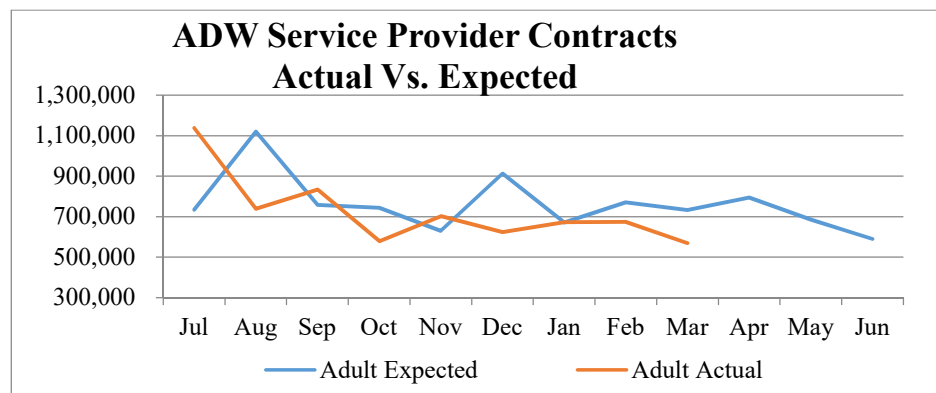
**workforce CONNECTIONS**  
**WIOA Title I Expenditure Tracking**  
**YTD PY17 - July 1, 2017 through March 31, 2018**

**Spending Plan (July 1, 2017 through June 30, 2018)**

Budget Line Item	PY17 Budget			PY17 Funding to be Used 1Q PY18		
	ADW	Youth	Total	ADW	Youth	Total
<b>WC Operations</b>	<b>4,163,021</b>	<b>2,378,362</b>	<b>6,541,383</b>	<b>1,141,149</b>	<b>1,063,195</b>	<b>2,204,344</b>
<b><u>Community Resource Allocations</u></b>						
One-Stop Center and System	1,687,000	200,000	1,887,000	532,342	63,111	595,453
Service Provider Contracts	12,218,722	7,162,089	19,380,811	3,075,488	742,092	3,817,580
<b>Subtotal Community Resource Allocations</b>	<b>13,905,722</b>	<b>7,362,089</b>	<b>21,267,811</b>	<b>3,607,830</b>	<b>805,203</b>	<b>4,413,033</b>
<b>Total Budget</b>	<b>18,068,743</b>	<b>9,740,451</b>	<b>27,809,194</b>	<b>4,748,979</b>	<b>1,868,398</b>	<b>6,617,377</b>

**YTD Actuals Vs. Expected**

Approved Awards	ADW			Youth		
	YTD Actual	YTD Expected	Inc / (Dec)	YTD Actual	YTD Expected	Inc / (Dec)
WC Operations	2,341,020	2,266,404	74,616	751,103	986,375	(235,272)
One-Stop Center and System	751,793	865,993	(114,201)	113,853	102,667	11,186
Service Provider Contracts	6,531,794	7,074,180	(542,386)	4,779,051	4,803,994	(24,942)
<b>Total Budget</b>	<b>9,624,606</b>	<b>10,206,577</b>	<b>(581,971)</b>	<b>5,644,007</b>	<b>5,893,035</b>	<b>(249,028)</b>



**Agenda Item 12. DISCUSSION AND POSSIBLE ACTION**

Approve Workforce Connections' professional services contracts and/or amendments (*Please note: upon request, any pending contract and/or amendment presented for approval may be reviewed and examined in its entirety*).

- a. Allied Barton Security Services (Allied Universal) - This amendment #2 adds additional funding of \$225,000, for a not to exceed amount of \$420,000, and extends the contract for a second year under the existing procurement action. This contract provides funding for security services at the Charleston facility and at the North Las Vegas Libraries per the MOU with the North Las Vegas Library District. Upon approval and authorization by the Local Elected Officials Consortium, this contract shall be extended through September 30, 2019.
- b. Grant Management and Consulting Services (GMAC) - This amendment #2 adds additional funding of \$40,000 for a not to exceed amount of \$220,000 and extends the contract for an additional half year under the existing procurement action. This contract provides additional funding for the Workforce Development Practitioner Apprenticeship Program (WDPAP), which is designed for a needed capacity building initiative in our workforce system and to provide training to all partner staff. Upon approval and authorization by the Local Elected Officials Consortium, this contract shall be extended through December 31, 2018.
- c. Prism Global Management Group - This amendment #3 adds additional funding of \$72,000 for a not to exceed amount of \$288,000 and extends the contract for a fourth and final year under the existing procurement action. This contract provides funding for HR services. Upon approval and authorization by the Local Elected Officials Consortium, this contract shall be extended through September 30, 2019.

## Local Workforce Development Board Workforce Connections Professional Services Contracts

Agenda Item	Contractor	Funding Source	Amount	Term	
				Start Date	End Date
12a	Allied Universal	A/DW/Y	\$225,000	10/1/2018	9/30/2019
Description: This amendment #2 adds additional funding of \$225,000.00, for a not to exceed amount of \$420,000.00, and extends the contract for a second year under the existing procurement action. This contract provides funding for security services at the Charleston facility and at the North Las Vegas Libraries per the MOU with the North Las Vegas Library District.					
12b	Grant Management and Consulting Services (GMAC)	A/DW/Y	\$40,000	7/1/2018	12/31/2018
Description: This amendment #2 adds additional funding of \$40,000.00, for a not to exceed amount of \$220,000.00, and extends the contract for an additional half year under the existing procurement action. This contract provides additional funding for the Workforce Development Practitioner Apprenticeship Program (WDPAP) which is designed for a needed capacity building initiative in our workforce system and to provide training to all partner staff.					
12c	Prism Global Management Group	A/DW/Y	\$72,000	10/1/2018	9/30/2019
Description: This amendment #3 adds additional funding of \$72,000.00, for a not to exceed amount of \$288,000.00, and extends the contract for a fourth and final year under the existing procurement action. This contract provides funding for HR services.					
Description:					
Description					



**WORKFORCE CONNECTIONS & ONE-STOP CAREER CENTER  
PROFESSIONAL SERVICES CONTRACTS  
As of 5/22/18**

<b>Contractor/Consultant Scope of Work Summary</b>	<b>Amount of Contract</b>	<b>Procurement Method &amp; WISS/State Approval**</b>	<b>Renewal Status</b>	<b>Term of Contract</b>
<p><b>ALLIED UNIVERSAL One-Stop Center &amp; WC Administrative Offices Security Services</b></p> <p><b>Amendment #1 Additional Funding</b></p> <p><b>Amendment #2 Contract Renewal</b></p>	<p><b>\$170,000.00</b></p> <p><b>\$25,000.00</b></p> <p><b>\$225,000.00</b></p>	<p><b>Competitive [State Procurement Process]</b></p>	<p><b>Pending Board Approval</b></p>	<p><b>10/1/2017 to 9/30/2018</b></p> <p><b>10/1/2018 to 9/30/2019</b></p>
<p><b>JOHN CHAMBERLIN WIOA Training, Technical Assistance &amp; Board Strategic Planning</b></p> <p><b>Amendment #1 Contract Renewal</b></p> <p><b>Amendment #2 Contract Renewal</b></p> <p><b>Amendment #3 Contract Renewal</b></p>	<p><b>\$24,500.00</b></p> <p><b>\$24,500.00</b></p> <p><b>\$20,000.00</b></p> <p><b>No Cost Extension</b></p>	<p><b>Competitive</b></p>	<p><b>Active</b></p>	<p><b>9/1/2014 to 8/31/2015</b></p> <p><b>9/1/2015 to 6/30/2016</b></p> <p><b>7/1/2016 to 6/30/2017</b></p> <p><b>7/1/2017 to 6/30/2018</b></p>

<b>Contractor/Consultant Scope of Work Summary</b>	<b>Amount of Contract</b>	<b>Procurement Method &amp; WISS/State Approval**</b>	<b>Renewal Status</b>	<b>Term of Contract</b>
<p><b>Grant Management and Consulting Services (GMAC)</b> <b>Workforce Development Practitioner Apprenticeship Program</b></p> <p><b>Amendment #1 Contract Renewal</b></p> <p><b>Amendment #2 Contract Renewal</b></p>	<p><b>\$100,000.00</b></p> <p><b>\$80,000.00</b></p> <p><b>\$40,000.00</b></p>	<p><b>Competitive</b></p>	<p><b>Pending Board Approval</b></p>	<p><b>9/1/2016 to 8/31/2017</b></p> <p><b>9/1/2017 to 6/30/2018</b></p> <p><b>7/1/2018 to 12/31/2018</b></p>
<p><b>INTEGRITY IMAGING SOLUTIONS</b> <b>Client Files Scanning Project</b></p> <p><b>Amendment #1 Additional Funding</b></p> <p><b>Amendment #2 No Cost Extension</b></p> <p><b>Amendment #3 Contract Renewal</b></p> <p><b>Amendment #4 Contract Renewal</b></p>	<p><b>\$60,000.00</b></p> <p><b>\$15,000.00</b></p> <p><b>\$0</b></p> <p><b>\$30,000.00</b></p> <p><b>\$30,000.00</b></p>	<p><b>Competitive</b></p>	<p><b>Active</b></p>	<p><b>5/26/2015 to 6/30/2016</b></p> <p><b>7/1/2016 to 6/30/2017</b></p> <p><b>7/1/2017 to 6/30/2018</b></p> <p><b>7/1/2018 to 6/30/2019</b></p>

<b>Contractor/Consultant Scope of Work Summary</b>	<b>Amount of Contract</b>	<b>Procurement Method &amp; WISS/State Approval**</b>	<b>Renewal Status</b>	<b>Term of Contract</b>
<b>JANTEC</b> <b>Temporary Employment Services for Workforce Connections</b>  <b>Amendment #1 Contract Renewal</b>  <b>Amendment #2 Contract Renewal</b>  <b>Amendment #3 Contract Renewal</b>	<b>26.79% Overhead Cost for Referrals</b>	<b>Competitive</b>	<b>Active</b>	<b>2/14/2015 to 2/13/2016</b>  <b>2/14/2016 to 2/13/2017</b>  <b>2/14/2017 to 2/13/2018</b>  <b>2/14/2018 to 2/13/2019</b>
<b>JANI-KING of LAS VEGAS</b> <b>Cleaning &amp; Maintenance of Administrative Offices &amp; One-Stop</b>	<b>\$50,000.00</b>	<b>Competitive</b>	<b>Active</b>	<b>12/1/2017 to 11/30/2018</b>
<b>JOY HUNTSMAN</b> <b>Back to Work 50+</b>  <b>Amendment #1 Additional Funding</b>	<b>\$31,250.00</b>  <b>\$7,750.00</b>	<b>Sole Source Partner Under AARP Grant</b>	<b>Active</b>	<b>2/1/2018 to 12/31/2018</b>
<b>TAKA KAJIYAMA</b> <b>ETPL Development/Maintenance</b>  <b>Amendment #1 Contract Extension</b>	<b>\$50,000.00</b>  <b>No Cost Extension</b>	<b>Sole Source State Approved</b>	<b>Active</b>	<b>7/1/2017 to 12/31/2017</b>  <b>1/1/2018 to 6/30/2018</b>

<b>Contractor/Consultant Scope of Work Summary</b>	<b>Amount of Contract</b>	<b>Procurement Method &amp; WISS/State Approval**</b>	<b>Renewal Status</b>	<b>Term of Contract</b>
<p><b>PARKER, NELSON &amp; ASSOCIATES</b> <b>Board Legal Council</b></p> <p><b>Amendment #1</b> <b>Contract Renewal</b></p> <p><b>Amendment #2</b> <b>Contract Renewal</b></p> <p><b>Amendment #3</b> <b>Contract Renewal</b></p>	<p><b>\$100,000.00</b></p> <p><b>\$100,000.00</b></p> <p><b>\$100,000.00</b></p> <p><b>\$100,000.00</b></p>	<p><b>Competitive</b></p>	<p><b>Active</b></p>	<p><b>5/27/2015 to 6/30/2016</b></p> <p><b>7/1/2016 to 6/30/2017</b></p> <p><b>7/1/2017 to 6/30/2018</b></p> <p><b>7/1/2018 to 6/30/2019</b></p>
<p><b>PIERCY BOWLER TAYLOR &amp; KERN</b> <b>A-133 AUDITING SERVICES for Program Year 2014</b></p> <p><b>Amendment #1</b> <b>Contract Renewal</b></p> <p><b>Amendment #2</b> <b>Contract Renewal</b></p> <p><b>Amendment #3</b> <b>Contract Renewal</b></p>	<p><b>\$80,000.00</b></p> <p><b>\$80,000.00</b></p> <p><b>\$80,000.00</b></p> <p><b>\$80,000.00</b></p>	<p><b>Competitive</b></p>	<p><b>Active</b></p>	<p><b>6/1/2015 to 6/30/2016</b></p> <p><b>7/1/2016 to 6/30/2017</b></p> <p><b>7/1/2017 to 6/30/2018</b></p> <p><b>7/1/2018 to 6/30/2019</b></p>

<b>Contractor/Consultant Scope of Work Summary</b>	<b>Amount of Contract</b>	<b>Procurement Method &amp; WISS/State Approval**</b>	<b>Renewal Status</b>	<b>Term of Contract</b>
<p><b>MACEY PRINCE CONSULTING</b> <b>Fiscal &amp; Procurement Technical Assistance</b></p> <p><b>Amendment #1 Contract Renewal</b></p> <p><b>Amendment #2 Contract Renewal</b></p> <p><b>Amendment #3 Contract Renewal</b></p>	<p><b>\$35,000.00</b></p> <p><b>\$25,000.00</b></p> <p><b>\$25,000.00</b></p> <p><b>No Cost Extension</b></p>	<p><b>Competitive</b></p>	<p><b>Active</b></p>	<p><b>9/1/2015 to 6/30/2016</b></p> <p><b>7/1/2016 to 6/30/2017</b></p> <p><b>7/1/2017 to 6/30/2018</b></p> <p><b>7/1/2018 to 6/30/2019</b></p>
<p><b>PRISM GLOBAL MANAGEMENT GROUP</b> <b>HR Services</b></p> <p><b>Amendment #1 Contract Renewal</b></p> <p><b>Amendment #2 Contract Renewal</b></p> <p><b>Amendment #3 Contract Renewal</b></p>	<p><b>\$72,000.00</b></p> <p><b>\$72,000.00</b></p> <p><b>\$72,000.00</b></p> <p><b>\$72,000.00</b></p>	<p><b>Competitive</b></p>	<p><b>Pending Board Approval</b></p>	<p><b>10/1/2015 to 9/30/2016</b></p> <p><b>10/1/2016 to 9/30/2017</b></p> <p><b>10/1/2017 to 9/30/2018</b></p> <p><b>10/1/2018 to 9/30/2019</b></p>

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
<p><b>RED 7 COMMUNICATIONS</b> <b>One-Stop and WC Outreach Services</b></p> <p><b>Amendment #1</b> <b>Contract Renewal</b></p> <p><b>Amendment #2</b> <b>Contract Renewal</b></p> <p><b>Amendment #3</b> <b>Contract Renewal</b></p>	<p><b>\$24,000.00</b></p> <p><b>\$30,000.00</b></p> <p><b>\$30,000.00</b></p> <p><b>\$30,000.00</b></p>	<p><b>Competitive</b></p>	<p><b>Active</b></p>	<p><b>7/1/2014</b> <b>to</b> <b>6/30/2015</b></p> <p><b>7/1/2015</b> <b>to</b> <b>6/30/2016</b></p> <p><b>7/1/2016</b> <b>to</b> <b>6/30/2017</b></p> <p><b>7/1/2017</b> <b>to</b> <b>6/30/2018</b></p>
<p><b>SIN CITY MAD MEN</b> <b>Website Development Services</b></p> <p><b>Amendment #1</b> <b>Contract Renewal</b></p> <p><b>Amendment #2</b> <b>Contract Renewal</b></p>	<p><b>\$50,000.00</b></p> <p><b>\$50,000.00</b></p> <p><b>\$50,000.00</b></p>	<p><b>Competitive</b></p>	<p><b>Active</b></p>	<p><b>6/1/2016</b> <b>to</b> <b>6/30/2017</b></p> <p><b>7/1/2017</b> <b>to</b> <b>6/30/2018</b></p> <p><b>7/1/2018</b> <b>to</b> <b>6/30/2019</b></p>
<p><b>SIN CITY MAD MEN</b> <b>Outreach Collateral Material Design Services</b></p> <p><b>Amendment #1</b> <b>Contract Renewal</b></p> <p><b>Amendment #2</b> <b>Contract Renewal</b></p>	<p><b>\$50,000.00</b></p> <p><b>\$50,000.00</b></p> <p><b>\$50,000.00</b></p>	<p><b>Competitive</b></p>	<p><b>Active</b></p>	<p><b>6/1/2016</b> <b>to</b> <b>6/30/2017</b></p> <p><b>7/1/2017</b> <b>to</b> <b>6/30/2018</b></p> <p><b>7/1/2018</b> <b>to</b> <b>6/30/2019</b></p>

<b>Contractor/Consultant Scope of Work Summary</b>	<b>Amount of Contract</b>	<b>Procurement Method &amp; WISS/State Approval**</b>	<b>Renewal Status</b>	<b>Term of Contract</b>
<b>SOCIAL POLICY RESEARCH ASSOCIATES</b> <b>RFP Evaluation Services</b> <b>Amendment #1</b> <b>Evaluate Additional RFP's</b>  <b>Amendment #2 &amp; #3</b> <b>Contract Renewal</b>  <b>Amendment #4</b> <b>Contract Renewal</b>  <b>Amendment #5</b> <b>Contract Renewal</b>	<b>\$20,000.00</b>  <b>\$20,000.00</b>  <b>\$35,000.00</b>  <b>\$30,000.00</b>  <b>\$25,000.00</b>	<b>Competitive</b>	<b>Active</b>	<b>4/13/2015 to 4/12/2016</b>  <b>4/13/2016 to 4/12/2017</b>  <b>4/13/2017 to 4/12/2018</b>  <b>4/13/2018 to 6/30/2019</b>
<b>GRANT WRITER POOL</b> <b>Research and Assistance in Grant Writing</b>  <b>W8 Group</b>  <b>MIH Management Solutions LLC</b>  <b>Eligibility Extension</b>	<b>\$20,000.00</b>  <b>\$10,000.00</b>	<b>Competitive</b>	<b>Pending Contract</b>	<b>7/1/2017 to 6/30/2018</b>  <b>7/1/2018 to 6/30/2019</b>

**\*\*All noted Professional Services contracts & the procurement process has been previously reviewed & approved by DETR and are in compliance with DETR's Policy 3.1 which states: Professional services with state prior authorization for the costs of outside professional services rendered by individuals or organizations are allowable. The procurement of noncompetitive proposals (sole source) may be used when the awarding agency (DETR) authorizes noncompetitive proposals; 29 CFR 97.36 (d)(4)(i)(c)**

**Agenda Item 13. INFORMATION**

Executive Director's Update



## **Executive Director's Report 5-22-2018**

a) Fiscal Compliance

- One-Stop System budget was eliminated moving forward commencing Program Year 2018
- Anticipated reduction in Title I funds has been accounted for in the Board Operations Budget for Program Year 2018

b) System Integration

- Explored Texas integration model in Austin with Board members and leadership from WIOA partner programs
- Convening key stakeholders for a series of strategic conversations over the next few months to shape the alignment of investments
  - Leadership from Education, Economic Development and Workforce Development partners scheduled for June 4, 2018
  - Leadership from WIOA partner programs scheduled for July 9, 2018 plus additional tactical meetings in August and September
- Results from the strategic conversations will be presented to Board and LEO Consortium members at joint meeting and full day strategic retreat for Board and LEO members on August 28, 2018

**Agenda Item 14. INFORMATION**

Board member announcements

**Agenda Item 15. SECOND PUBLIC COMMENT SESSION**

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