

**REVISED**  
**AGENDA**  
**WORKFORCE CONNECTIONS**  
**EXECUTIVE COMMITTEE**  
**FRIDAY, JUNE 7, 2019**  
**2:00 PM**

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

Voice stream link: <http://www.nvworkforceconnections.org/mis/listen.php>

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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  
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**COMMENTARY BY THE PUBLIC**

The Workforce Connections Executive Committee complies with Nevada's Open Meeting Law by taking public comment at the beginning of the meeting prior to approving the agenda, before any other action is taken, and again before the adjournment of the meeting.

As required by Nevada's Open Meeting Law, the Executive Committee 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 sessions of the agenda, we respectfully request that you observe the following:

1. Please state and spell your name 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 Committee to give all citizens an opportunity to be heard. Welcome to our meeting.

Copies of non-confidential supporting materials provided to the Committee 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 West Charleston Boulevard, Suite 150, Las Vegas, Nevada 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.**

**Executive Committee Members:** Valerie Murzl, Board Chair; Councilwoman Gerri Schroder, Local Elected Officials Consortium Chair; Jerrie Merritt, Finance & Budget Committee Chair; Jack Martin, Board Vice Chair; Peter Guzman, Programs Committee Vice Chair.

*All items listed on this agenda are for action by the Committee 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 Chair 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.  
*Valerie Murzl, Chair..... 2*
2. **FIRST PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this agenda, which is before the Committee for consideration and action today. Please clearly state and spell your name for the record. Each comment will be limited to three (3) minutes.  
*Valerie Murzl, Chair..... 4*
3. **DISCUSSION AND POSSIBLE ACTION:** Approve the agenda with inclusions of any emergency items and deletions of any items.  
*Valerie Murzl, Chair..... 5*
4. **DISCUSSION AND POSSIBLE ACTION:** Approve the minutes of the August 9, 2018 Executive Committee meeting.  
*Valerie Murzl, Chair.....6*
5. **INFORMATION:** Strategic Initiatives Update Report – Status Update on Transition of New Contracts.  
*Irene Bustamante Adams, Deputy Director & Chief Strategy Officer .....11*
6. **DISCUSSION AND POSSIBLE ACTION:** Approve staff's recommendation for a no cost contract extension with Olive Crest to provide WIOA Title I services to foster youth who are actively enrolled and/or receiving follow-up services. Upon approval by the Executive Committee and authorization by the Local Elected Officials Consortium, the contract extension period shall be July 1, 2019 through October 31, 2019.  
*Valerie Murzl, Chair.....13*
7. **DISCUSSION AND POSSIBLE ACTION:** Approve staff's recommendation for a no cost contract extension with Nevada Partners, Inc. to provide WIOA Title I services to youth who are actively enrolled and/or receiving follow-up services under the Youth Pre-Entry Workforce Development Program. Upon approval by the Executive Committee and authorization by the Local Elected Officials Consortium, the contract extension period shall be July 1, 2019 through August 31, 2019.  
*Valerie Murzl, Chair.....15*

**8. INFORMATION:** Executive Director’s Update.  
*Jaime Cruz, Executive Director* .....17

- a. Update on recent work by legal counsel.
- b. Update on the current Request for Proposals (RFP) process and funding cycle.
- c. Update on system/community partnerships.

**9. INFORMATION:** Executive Committee member comments.  
*Valerie Murzl, Chair*.....19

**10. 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 Committee. 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 for the record. Each comment will be limited to three (3) minutes.  
*Valerie Murzl, Chair*.....20

**11. 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 Committee for consideration and action today. Please clearly state and spell your name for the record. Each 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 deletions of any items.

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

Approve the minutes of the August 9, 2018 Executive Committee meeting.

## **WORKFORCE CONNECTIONS EXECUTIVE COMMITTEE**

### **MINUTES**

**August 9, 2018 | 2:00 p.m.**

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

#### **Members Present**

Commissioner Lawrence Weekly, Chair, Local Elected Officials Consortium  
Jack Martin, Vice Chair, Workforce Connections Board (phone)  
Jerrie Merritt, Chair, Finance & Budget Committee

#### **Members Absent**

Valerie Murzl, Chair, Workforce Connections Board  
Peter Guzman, Vice Chair, Programs Committee

#### **Staff Present**

Jaime Cruz, Executive Director  
Suzanne Benson, Board Administrator  
Jim Kostecki, Chief Financial Officer  
Irene Bustamante Adams, Chief Strategy Officer  
Mel Evans, Director, Workforce Development Programs  
Brett Miller, Manager, Strategic Planning & Analysis

#### **Others Present**

Jan Pieri, HR Consultant  
Ron Hilke, DETR/WISS  
Ron Painter, National Association of Workforce Boards  
Princette Bowling, KRA  
Leslie Estrada, City of Las Vegas  
Conrad Torres, Foundation for an Independent Tomorrow

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

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

The meeting was called to order by Chair Commissioner Weekly at 2:00 p.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**

None

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

*A motion was made by Jerrie Merritt and seconded by Jack Martin to approve the agenda as presented. Motion carried.*

**4) DISCUSSION AND POSSIBLE ACTION: Approve the minutes of December 12, 2017**

*A motion was made by Jerrie Merritt and seconded by Jack Martin to approve the minutes of December 12, 2017 as presented. Motion carried.*

**5) INFORMATION: Strategic Initiatives Update Report**

Irene Bustamante Adams, Chief Strategy Officer, presented the Strategic Initiatives Update Report (p. 11-12) and highlighted the following:

- On June 28, Department of Health and Human Services (DHHS) staff visited affiliated One-Stop Career Center sites with the highest childcare needs in order to identify strategic placement of staff. Workforce Connections (WC) is continuing to work with DHHS to bring childcare to the Centers most in need. DHHS is training six new staff members for placement in the Centers. One individual has completed the training and will be placed in the West Las Vegas Library, which is the most in need. The other five individuals will be placed strategically upon completion of training.
- The One-Stop operator has developed an electronic referral form for use by One-Stop system partners to track results across multiple programs. The form is undergoing user acceptance testing and will be fully implemented across the system in early August.
- WC staff visited Allentown ReEngagement Center along with Communities In Schools' (CIS) Dr. Tiffany Tyler, CEO and Cheri Ward, Executive Director. The Center is a joint initiative focused on youth dropout recovery led by the Allentown School District, CIS of the Lehigh Valley, and the Workforce Board Lehigh Valley. The goal of the trip was to bring the best practice to Las Vegas. A meeting is set with the Clark County School District and CIS in August to pursue the idea.
- WC along with College of Southern Nevada and the Governor's Office of Economic Development (GOED) participated in the launch of the WINN Fund



Healthcare Scholarships to build the entry-level pipeline within the healthcare industry. The focus is on Home Care Aid and Certified Nursing Assistant training. There are 200 scholarships available funded by GOED.

**6) INFORMATION – Staff update on preparations for upcoming Joint Workforce Connections (WC) Board and Local Elected Officials (LEO) Consortium meeting scheduled for August 28, 2018**

Jaime Cruz, Executive Director, provided an update. WC staff is planning purposeful exercises that address educating the Board members on the Workforce Innovation and Opportunity Act (WIOA) and create more interface between Board members and LEOs. Discussion ensued.

**7) INFORMATION: Executive Director's Report**

- a. Board Membership. LEO Consortium appointed six new board members at their last meeting: Guy Martin, Martin Harris Construction; Linda Gerstenberger, Dignity Health; Renee Boyce, My Next Career Staffing; Brenda Flank, Conservative Alliance for Community Growth; Duana Malone, Tech Queen Systems, LLC, and Mary Beth Sewald, Las Vegas Metro Chamber of Commerce. The economic development seat has since opened and staff will be soliciting new applications.
- b. Visit from U.S. Department of Labor. The outgoing Federal Project Officer from Region VI, John Keyon, and his replacement, Jeffrey Patton, visited WC and made introductions with staff.
- c. Visit from the National Association of Workforce Boards (NAWB). Southern Nevada was one of the three locations (Las Vegas, Riverside, and Orlando) selected by NAWB to host a strategic conversation on the Future of Work and Artificial Intelligence (AI) to begin the dialogue across the nation to help shape future policy on the impact of AI on workforce development.

Ron Painter, Chief Executive Officer, NAWB, provided an overview of the event and acknowledged Mr. Cruz and Board staff for hosting and assembling the large group of volunteers who participated in the discussion.

Discussion ensued regarding addressing the skills gap for of out-of-school youth.

Mr. Painter stated that NAWB is optimistic that the Senate will pass the Labor/Health and Human Services/Education appropriations bill when they come back from recess. The challenge will come when the two-year budget agreement expires. There will be a dramatic cutback for non-defense spending.

Jerrie Merritt thanked Mr. Painter for the exercise and acknowledged the veracity of information discussed as it pertains to the changes in the local workforce.

Jaime Cruz, Executive Director, presented the Executive Director's Report provided on page 15-16 of the agenda packet.

**8) INFORMATION: Executive Committee Members Updates**

Chair Commissioner Weekly thanked Mr. Cruz and Ms. Bustamante Adams for participating in the Service Provider's Night Out. The purpose of the event is to provide individuals an opportunity to access community services and gather information regarding employment, re-entry services, and many more, from 30 vendors. Attendees also had the opportunity to attend a semi-pro basketball game.

Ms. Bustamante Adams reported that Commissioner Weekly is hosting an event called A Warrant Clearing Clinic on Saturday, August 25 from 9 am – 2 pm at the Doolittle Center. Volunteer lawyers will be available to help individuals through the court document process at no charge. Judges will also be on the premises. Chair Weekly reported that last year 475 individuals successfully sealed their records and others scheduled appointments.

**9) SECOND PUBLIC COMMENT SESSION**

None

**10) Adjournment**

The meeting adjourned at 3:00 p.m.

**Agenda Item 5. INFORMATION:**

Strategic Initiatives Update Report – Status Update on Transition of New Contracts.

## **Strategic Initiatives Update Report June 2019**

- a) Status Update on Transition to New Contracts for Title I Services
  - 1. Workforce Connections (WC) has met with all non-funded partners to review and begin the contract closeout process.
  - 2. All participant files from Southern Nevada Regional Housing Authority (SNRHA) were transferred by April 30, 2019. WC is awaiting final invoices from SNRHA to formally closeout the contract.
  - 3. Two entities have requested no cost extension for their contracts to ensure a smooth transition for participants.
  - 4. WC held two employment opportunity workshops on May 16, 2019 to coordinate agencies that were recommended for funding to speak about their organizations and potential job opportunities for employees of agencies that were not recommended for funding.
  - 5. WC has met with all recommended funded partners to start the PY19 contract negotiation process. We have received a draft budget and scope of work from each of the entities and formal contract negotiations will take place during the month of June 2019.
  - 6. Letters of intent will be distributed no later than June 25, 2019 giving authority to provide WIOA Title I services on July 1, 2019. WC expects to have all contracts fully executed no later than July 31, 2019.

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

Approve staff's recommendation for a no cost contract extension with Olive Crest to provide WIOA Title I services to foster youth who are actively enrolled and/or receiving follow-up services. Upon approval by the Executive Committee and authorization by the Local Elected Officials Consortium, the contract extension period shall be July 1, 2019 through October 31, 2019.



May 22, 2019

Jaime Cruz  
Executive Director  
Workforce Connections  
6330 West Charleston Boulevard, Suite #150  
Las Vegas, Nevada 89146

Subject: Sub-award No. WC-16-OC-FFC-YTH-Y2-00

Dear Mr. Cruz:

Olive Crest would like to request a no cost extension for our WIOA Youth subcontract through October 31, 2019. This will allow us to continue to provide services to foster youth currently enrolled in our program and also assist with the transition of those youth to the awarded One-Stop Affiliate sites. Due to the special population we serve, we feel this transition period would assist us in preparing the foster youth for developing new relationships with WIOA funded partner's staff and better equip them to meet their continuing employment and educational goals.

We understand that no additional funding will be awarded for this contract extension and we can only utilize FY18 unspent funds to provide these services based upon our needs to spend out the remaining funding. If funding is spent prior to the October 31, 2019 date, we would respectfully request that the contract extension concludes at that time.

Thank you for your time and consideration of our request. We hope to be able to continue our partnership into the future.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Verleur", is written over a light blue horizontal line.

Donald Verleur  
Chief Executive Officer

**Agenda Item 7. DISCUSSION AND POSSIBLE ACTION:**

Approve staff's recommendation for a no cost contract extension with Nevada Partners, Inc. to provide WIOA Title I services to youth who are actively enrolled and/or receiving follow-up services under the Youth Pre-Entry Workforce Development Program. Upon approval by the Executive Committee and authorization by the Local Elected Officials Consortium, the contract extension period shall be July 1, 2019 through August 31, 2019.



May 21, 2019

Mr. Jaime Cruz  
Executive Director  
Workforce Connections  
6330 W. Charleston Blvd., Suite 150  
Las Vegas, NV 89146

Re: No Cost Extension

Dear Mr. Cruz,

Nevada Partners Inc. (NPI) is requesting a no cost extension through August 31, 2019. NPI is requesting this no cost extension to continue to assist the active and follow-up participants in our current caseload.

We have approximately 30 participants that we will place in a Work Experience at the beginning of June that will continue through July and August 2019. NPI will also be assisting eligible participants to find placements in the workforce.

Nevada Partners anticipated to fully expend the award provided to deliver Pre-Entry Programing; however, we are respectfully requesting for a no cost closeout extension through August 31, 2019 to complete these activities.

Thank you in advance for taking this request into consideration.

Sincerely,

Monica Ford  
President/Chief Executive Officer

**EXECUTIVE STAFF**

MONICA FORD  
President/Chief Executive Officer

702-924-2100

[www.NevadaPartners.org](http://www.NevadaPartners.org)  
710 West Lake Mead Blvd.  
North Las Vegas, NV 89030

Cc: Jim Kostecki, Chief Financial Officer  
MaryAnn Avendano, Senior Financial Analyst  
Faith Cannella, Senior Financial Analyst  
Alletha T. Muzorewa, Program Manager  
JoAnn Arguello, Director of Finance  
Marlon Dumont, Program Manager



**Agenda Item 8. INFORMATION:**

Executive Director's Report

- a. Update on recent work by legal counsel.
- b. Update on the current Request for Proposals (RFP) process and funding cycle.
- c. Update on system/community partnerships.

## **Executive Director's Report 06-07-2019**

- a. Update on recent work by legal counsel
  - 1. Response filed to civil action
  - 2. Response filed to OAG complaint
- b. Update on the current Request for Proposals (RFP) process and funding cycle
  - 1. Responses to dispute letters
  - 2. Requests for no-cost extensions
- c. Update on system/community partnerships
  - 1. Nevada Work Ready Communities
  - 2. Workforce Blueprint 2.0

**Agenda Item 9. INFORMATION:**

Executive Committee member comments.

**Agenda Item 10. SECOND PUBLIC COMMENT SESSION:**

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