



WORKFORCE CONNECTION  
of Central New Mexico

# Workforce Connection of Central New Mexico Full Board Virtual

Monday, August 17, 2020  
1:30 pm

809 Copper Ave. NW, Albuquerque, NM 87102

*Jerry Schalow, Chair*

*John Mierzwa Chair-Elect*

## AGENDA

- Call to Order**
- Roll Call – Determination of Quorum**
  
- Marvis Aragon** – American Indian Chamber of Commerce New Mexico
- Odes Armijo-Caster** – Luz Energy Corp
- Beth Barela, Treasurer** – Manpower of New Mexico
- Deborah L. Breitfeld** – New Mexico Technology Council
- Celina Bussey** – Deloitte
- Doug Calderwood** - NM Aging & Long Term Services Department
- Theresa Carson** – African American Greater Albuquerque Chamber of Commerce
- Herb Crosby** – AVTEC, Inc.
- Reyes Gonzales** - NM Department of Vocational Rehabilitation
- Marni Goodrich** - Yearout Mechanical Inc.
- Tracy Lynn Hartzler** – Central New Mexico Community College
- Victoria Hernandez** - New Mexico Human Services
- Gregg Hull** – City of Rio Rancho
- Hank Humiston** – New Mexico JATC for Electrical Industry
- Krista Kelley** – Motiva Corporation
- Joe LiRosi** - Presbyterian Healthcare Service
- Valarie Lopez** - Presbyterian Healthcare Service
  
- Vaadra Martinez** – RiskSense
- John Mierzwa, Chair-Elect** – Ingenuity Software Labs, Inc
- Ralph L. Mims** – Village of Los Lunas
- Laura Musselwhite** - University of New Mexico Valencia Campus
- Nora Nixon** – Central New Mexico Community College
- Debbie Ortiz**, RDO Enterprises
- Stacy Sacco** – SACCO Connections
- Melodee Saiz** – Albuquerque Job Corps
- James Salas** – New Mexico Commission for the Blind
- Waldy Salazar** – New Mexico Department of Workforce Solutions
- Leslie Sanchez** – Dual Language Education of New Mexico
- Diane Saya** – Bottom Line Funding NM, LLC
- Jerry Schalow, Chair**– Rio Rancho Regional Chamber of Commerce
- Raymond Trujillo** – UA Local 412 Plumbers & Pipefitters Training Center
- Carolyn VanderGiesen** - New Mexico Association of Community Partners
- Bob Walton** - Albuquerque Economic Development
- Bobbie Williams** – NM Energy Manufacturing, Consortium and Institute

### Approval of Monday, August 17, 2020, Agenda

- Motion
- Second
- Action

### Tab 1 Approval of Minutes, Full Board, June 15, 2020

- Motion
- Second
- Action

## ACTION ITEMS

- Tab 2    **Approval of WFCP-03-20, PY19 BAR #1**  
          Motion  
          Second  
          Action
- Tab 3    **Approval of OP-419, Individual Training Account - Change 9**  
          Motion  
          Second  
          Action
- Tab 4    **Approval of WCCNM Legal Services Award Recommendation and Subsequent Contract for PY20**  
          Motion  
          Second  
          Action

## INFORMATION & DISCUSSION ITEMS

- Tab 5    **WIOA Monthly Expenditure Report for June 30, 2020**
- Tab 6    **Updates**  
**Workforce Operations and Workforce Connection Center(s) Update –**  
**TechHire NM -**  
**Dashboard –**  
**Four Year Plan**

## REPORTS/UPDATES

### Committee Reports

- Training and Service Provider Committee
- Performance and Monitoring Committee
- Youth Standing Committee
- Economic Development Ad-Hoc Committee
- Disability Standing Committee

### WIOA Status Updates

## PUBLIC COMMENTS/ADJOURNMENT

**Public Comments** – Anyone who wishes to address the Board must register with the Program Coordinator of the Board

### Adjournment

## NOTES

### Next Meeting:

Date:           Monday, October 20, 2020  
Time:           1:30 p.m.  
Location:       Mid-Region Council of Governments

*Anyone requiring special accommodations please notify the MRCOG office at 247-1750 seven (7) days prior to the meeting*

*“Equal Opportunity Program”*

# Amended MINUTES

Tab 1

## Workforce Connection

of Central New Mexico

## Full Board Meeting

Monday, June 15, 2020

809 Copper Ave. NW, Albuquerque, NM 87102

1:30 pm

### Roll Call - Determination of Quorum - by Art Martinez

#### Present

- Beth Barela
- Doug Calderwood
- Theresa Carson
- Reyes Gonzales
- Marni Goodrich
- Tracy Lynn Hartzler
- Victoria Hernandez
- Hank Humiston
- Krista Kelley
- Joseph LiRosi
- Valarie Lopez
- Doug Majewski
- Vaadra Martinez
- John Mierzwa
- Ralph Mims
- Laura Musselwhite
- Nora Nixon
- Debbie Ortiz
- Stacy Sacco
- Melodee Saiz
- Leslie Sanchez
- Diane Saya, Treasurer
- Jerry Schalow, Vice-Chair
- Raymond Trujillo
- Carolyn VanderGiesen
- Bob Walton

#### Absent

- Marvis Aragon
- Odes Armijo Caster
- Celina Bussey
- Herb Crosby
- Michael Herrick
- Richard Holcomb
- Gregg Hull
- James Salas
- Waldy Salazar
- Isaac Zamora

**Approval of Monday June 15, 2020 Agenda**

**Motion: Doug Majewski  
 Second: Valarie Lopez  
 No Discussion  
 Action: Passed unanimously by voice vote**

<b>Yes</b>	<b>Abstain</b>	<b>No Vote</b>
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
<b>Melodee Saiz</b>		
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 1 Approval of Minutes, Full Board, December 2, 2019

Motion:Carolynn VanderGiesen  
 Second: Beth Barela  
 No Discussion  
 Action: Passed unanimously by voice vote

Yes	Abstain	No Vote
Beth Barela		
	Doug Calderwood	
		Theresa Carson
Reyes Gonzales		
Marni Goodrich		
	Tracey Hartzler	
Victoria Hernandez		
Hank Humiston		
Joseph LiRosi		
Krista Kelley		
Valarie Lopez		
Vaadra Martinez		
Doug Majewski		
John Mierzwa		
Ralph L. Mims		
Laura Musselwhite		
	Nora Nixon	
Debbie Ortiz		
Stacy Sacco		
Melodee Saiz		
Leslie Sanchez		
Diane Saya		
Jerry Schalow		
Raymond Trujillo		
Carolyn VanderGiesen		
Bob Walton		

**ACTION ITEMS**

**Tab 2 Approval of WFCP-01-20, PY20 Preliminary Budget**

by Jesse Turley, Accounting Manager

Mr. Turley outlined and discussed the PY20 preliminary budget.

- The budget is based on the allocation received from the New Mexico Department of Workforce Solutions and projected carry-in amounts.
- He stated the allocations are as follows: Adult (\$2,715,244), Dislocated Worker (\$3,776,430), Youth (\$2,361,166), and Admin (\$983,650) for a total PY20 allocation of \$10,295,912.
- The 4.46% decrease from the previous program year.
- The proposed budget also includes a projected carry-in amount from PY19 of \$2,665,000, plus the PY19 H1B TechHire grant of \$185,000, the total PY proposed budget is \$13,332,493.

**Questions**

**Motion: Raymond Trujillo**

**Second: Jerry Schalow**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 3 **Approval of R-01-20, Open Meetings Act Resolution**

by Art Martinez, WCCNM Administrator

- Mr. Martinez stated that the Open Meetings Act Resolution must be approved every program year to remain in compliance with statutory regulations.
- Any policy-making body of any state agency or any agency formulating public policy is required to follow the Open Meetings Act.

**Motion: Krista Kelly**

**Second: Valarie Lopez**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 4 **Approval of WFCP-02-20, WCCNM Meeting Dates**

by Art Martinez, WCCNM Administrator

- Mr. Martinez presented the PY19 WCCNM Meeting Dates for July 2020 through June 2021.
- Full Board meetings will be scheduled on the third Monday of every other month. Executive Committee will be scheduled as needed.
- The meeting schedule follows the schedule established in 2003.

**Motion: Valarie Lopez**  
**Second: Waldy Salazar**  
**No Discussion**  
**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
	<b>Doug Calderwood</b>	
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
		<b>Melodee Saiz</b>
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 5 **Approval of WCCNM Chair and Nomination of Officers for PY20**

by Art Martinez, WCCNM Administrator

- a. **Chair** – Jerry Schalow assumed Chair responsibilities per bylaws, Section 6.06.
- b. **Chair-Elect** – Nomination for Chair-Elect was John Mierzwa.
- c. **Treasurer** – Nomination for Treasurer was Beth Barela
- d. **County Representative’s-** Nominations were Diana Saya; Bernalillo, Debbie Ortiz; Torrance, Laura Musslewhite; Valencia and Krista Kelley; Sandoval

**Motion: Robert Walton**

**Second: Reyes Gonzales**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

**Approval to Amend and Extend Administrative Entity and Fiscal Agent Contract with the Mid-Region Council of Governments**

by Art Martinez, WCCNM Administrator

- Mr. Martinez stated the Mid-Region Council of Governments has been the Administrative Entity and Fiscal Agent for the WCCNM since 2003. Subsequent contract extensions followed eventually becoming a government-to-government contract. Then in 2017 through RFP process the Mid-Region Council of Governments was selected for the WIOA Administrative Entity and Fiscal Agent.
- The recommendation is to extend the contract with MRCOG for an additional one-year term beginning July 1, 2020 and ending June 30, 2021.
- A budget increase is required to support additional PY20 revenue provided by NMDWS and allocations from WIOA formula funds to support the following special projects.

**Motion: Jerry Schalow**

**Second: Krista Kelley**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 7 **Approval to Amend and Extend One-Stop Operator Contract with the Mid-Region Council of Governments**

by Art Martinez, Workforce Administrator

- Mr. Martinez presented the One-Stop Operator Contract with the Mid-Region Council of Governments.
- Per the RFP, initial contract was approved for one-year with options to extend for three additional one-year terms. Upon approval, the term of the Amendment to the Agreement shall be one-year beginning on July 1, 2020 and ending on June 30, 2021.
- Mr. Martinez noted this is the fourth year on this contract and will have to go out for RFP.
- An additional increase in funding is required to address additional infrastructure costs and annual salary increase.

**Motion: Valarie Lopez**

**Second: Ray Trujillo**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 8 **Approval to Amend and Extend Youth Development Inc. (YDI) Youth Service Provider Contract**

by Art Martinez, Workforce Administrator

- Mr. Martinez presented the Youth Development Inc. (YDI) Service Provider Contract Extension.
- He explained the initial contract was approved for one-year with options to extend for three additional one-year terms. Upon approval, the term of the Amendment to the Agreement shall be one-year beginning on July 1, 2020 and ending on June 30, 2021.
- Mr. Martinez noted this is the fourth year on this contract and will have to go out for RFP.
- Award continuations are contingent upon successful performance and the continued availability of funds.

**Motion: Beth Barela**

**Second: Reyes Gonzales**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 9 **Approval to Amend and Extend SER Jobs for Progress Inc. Adult/Dislocated Worker Service Provider Contract**

by Art Martinez, Workforce Administrator

- Mr. Martinez presented the SER Jobs for Progress Inc. Adult/Dislocated Worker Service Provider Contract Extension.
- He explained that the initial contract was approved for one-year with options to extend for three additional one-year terms. Upon approval, the term of the Amendment to the Agreement shall be one-year beginning on July 1, 2020 and ending on June 30, 2021.
- Mr. Martinez noted this is the fourth year on this contract and will have to go out for RFP.
- Award continuations are contingent upon successful performance and the continued availability of funds.

**Motion: Doug Calderwood**

**Second: Valarie Lopez**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

**Tab 10 WIOA Monthly Expenditure Report for May 31, 2020**

by Jesse Turley, Workforce Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, provided reporting for the WIOA Monthly expenditure report as of May 31, 2020.
- Year-to-date formula and other funding sources, Ticket to Work and USDOL Tech Grant expenditures for the current period, totaled \$425,042 with a total year-to-date expenditure totaling \$9,619,319.

**Questions and Comments Followed**

**Tab 6 Business and Career Center Update/Dashboard/TechHire**

by Joy Forehand, Operation Manager & Tawnya Rowland TechHire Program Director, & Lloyd Aragon, WIOA Manager

- Ms. Forehand gave an update on the Business & Career Centers for June 31, 2020.
- She also gave a brief overview of the economic outlook for the region and how the centers are handling services dues to COVID-19
- Ms. Rowland gave an update on TechHire.
- Mr. Aragon presented the Dashboard for of May 31, 2020.
- He also presented the Performance Measures for the 3<sup>rd</sup> Quarter in the Central Region.

**REPORTS/UPDATES**

**Committee Reports**

- **Training and Service Provider Committee**
  - Mr. Bob Walton explained this committee reviews applications from providers who would like to get onto our Eligible Training Provider List (ETPL).
  - He stated the committee wants to make sure the providers offer quality training for participants.
  - He also stated to the Board, the committee is in need of additional committee members.
- **Performance and Monitoring Committee**
  - No Report

- **Youth Council Committee**
  - o Melodee Saiz, stated the committee met on June 9<sup>th</sup>, discussed financial update and training.
- **Economic Development**
  - o No Report.
- **Disability Standing Committee**
  - o Reyes Gonzales stated that the committee has been formed and had their first meeting. The next meeting take place in May.

### WIOA Status Updates

By Art Martinez, WCCNM Administrator

- o Mr. Martinez provided an update on workforce activities
- o He noted that the four-year plan is due September 15, 2020. Will be asking members to be part of an Ad-hoc Committee.
- o NMDWS received a 3-million-dollar grant to assist in the Economic Development to help assist business and job seekers.

### PUBLIC COMMENT/ADJOURNMENT

- **Public Comment – None**
- **Adjournment – 3.21 p.m.**

### NOTES

**Next Meeting:**

**Date:** August 17, 2020

**Time:** 1:30 p.m.

**Location:** Mid-Region Council of Governments – Board Room

**Approved at the August 17, 2020 WCCNM Full Board Meeting:**

\_\_\_\_\_  
Jerry Schalow, WCCNM Chair

ATTEST:

\_\_\_\_\_  
Secretary

*“Equal Opportunity Program”*

**Workforce Connection of Central New Mexico  
WFCP- 03-20  
PY20 Bar # 1**

Action Requested:

Requesting approval of the Preliminary Budget for the PY20 year. This is based on the NMDWS allocation letter dated 5-28-20 and our actual 2<sup>nd</sup> year carry-in from the prior program year end June 30, 2020 (PY19).

Background:

The New Mexico Department of Workforce Solutions (NMDWS) issued the PY20 allocation of \$9,836,490.

The PY20 Bar # 1 trues up with the actual formula carry-in from PY19 to PY20 in the amount \$2,652,596 of the prelims estimated \$2,665,000. It is \$993,171 Adult, \$317,428 Dislocated Worker, \$913,076 Youth and \$428,921 Administrative dollars.

The PY20 Bar # 1 Corrects SER Jobs for Progress contract preliminary figure of \$1,336,700 to \$1,400,929 negotiated contract.

The PY20 Bar #1 corrects the placement of the Workers Comp line item from Youth Work Experience column over to Adult / DW's columns to cover for only Internships, Transitional Jobs that SER services.

The PY20 Bar # 1 negotiated the YDI Youth Service Provider to manage the Work Experience for the Youth program. They remain with the same \$1,080,861 staff contract, but also have \$1,231,135 additional dollars in their contract to manage & expend on youth work experience payroll costs. The remaining Youth Training dollars available serviced by MRCOG is \$518,974 expected for youth ITA's & \$125,000 for supportive services and incentives.

PY20 Bar # 1 adjusts the Ticket To Work monies available for WCCNM board down from the prelim \$56,000 to \$55,204.

The PY20 Bar #1 adjusts the amount of TechHire NM remaining funds available for 6 months ending December 31, 2020 up from the prelim \$185,200 to \$195,244.

Budget adjustment Ramification:

Approval of WFCP-03-20 will allow the WCCNM to adjust the PY20 budget down by a net of \$3,156. Please see categories as reflected in the attached worksheet.

Financial Impact: PY20 WCCNM Bar # 1 budget totals \$13,329,337

Financial Impact: PY20 WCCNM Bar # 1 budget Adult / DW Service Provider SER \$1,400,929

Financial Impact: PY20 WCCNM Bar # 1 budget Youth Service Provider YDI \$2,311,996. \$1,231,135 of it is client services.

Financial Impact: PY20 WCCNM Bar # 1 budget AE/FA Operator/Operations MRCOG \$1,300,000.

Do Pass \_\_\_\_\_ Do Not Pass \_\_\_\_\_ WCCNM Full Board 8-17-20

**WORKFORCE CONNECTION OF CENTRAL NEW MEXICO**  
**PY20 Bar # 1**  
**BUDGET Effective JULY 1, 2020**

	<u>ADULT</u>	<u>DISL WKR</u>	<u>YOUTH</u>	<u>ADMIN</u>	<u>ADDITIONAL</u>	<u>TOTAL</u>
<b>REVENUES</b>						
PY20/FY21 Allocation Preliminary	\$ 2,715,244	\$ 3,776,430	\$ 2,361,166	\$ 983,650	\$ -	\$ 9,836,490
PY19/FY20 Actual Formula Carry-in (Prior Yr)	993,171	317,429	913,076	428,921	-	2,652,596
PY20/FY21 Transfer DW to Adult 0%	-	-	-	-	-	-
PY18 DWS Project Graduate ABQ - PY20 Portion	-	-	-	63,755	-	63,755
PY19 DWS Project DWS Apprenticeship Proj PY20 Portion	-	-	-	226,048	-	226,048
PY16 to PY20 H1B TechHire Estimate Remaining	-	-	-	10,000	185,244	195,244
PY07 Sale Of Lease	-	-	-	-	300,000	300,000
PY20 Ticket To Work Revenue Available Year Begin	-	-	-	-	55,204	55,204
<b>TOTAL REVENUES</b>	<b>\$ 3,708,415</b>	<b>\$ 4,093,859</b>	<b>\$ 3,274,242</b>	<b>\$ 1,712,374</b>	<b>\$ 540,448</b>	<b>\$ 13,329,337</b>
<b>EXPENSES</b>						
<b>Adult/Dislocated Worker Service Provider</b>						
Service Provider - SER Jobs for Progress	700,465	700,465	-	-	-	1,400,929
<b>Subtotal</b>	<b>\$ 700,465</b>	<b>\$ 700,465</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,400,929</b>
<b>Adult/Dislocated Wkr Client Services</b>						
Adult/Disl Wkr Participant Services	2,042,895	2,910,333	-	-	-	4,953,228
Worker's Compensation Insurance Policy	12,013	18,019	-	-	-	30,032
Supportive Services	65,000	25,000	-	-	-	90,000
<b>Subtotal</b>	<b>\$ 2,119,908</b>	<b>\$ 2,953,352</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,073,260</b>
<b>Youth Service Provider</b>						
Service Provider - YDI	-	-	1,080,861	-	-	1,080,861
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,080,861</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,080,861</b>
<b>Youth Client Services (min. 75% Out)</b>						
Youth Participant Services YDI Work Experience	-	-	1,231,135	-	-	1,231,135
Youth Participant Services ITA's MRCOG	-	-	518,974	-	-	518,974
Youth Supportive Services	-	-	125,000	-	-	125,000
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,875,109</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,875,109</b>
<b>Business &amp; Career Center Operation</b>						
Business & Career Center Facility Operation	276,000	114,000	210,000	-	-	600,000
Business & Career Center Facility Operations Reimbursement	(132,500)	(32,500)	(85,000)	-	-	(250,000)
Business & Career Center Management -MRCOG Operator Staff	-	-	-	149,183	-	149,183
Business & Career Center Management -MRCOG Operations Staff	8,400	8,400	4,200	39,000	-	60,000
Business & Career Center -Graduate ABQ	-	-	-	63,755	-	63,755
Business & Career Center - DWS Apprenticeship Proj	-	-	-	226,048	-	226,048
Business & Career Center Management Reimbursement	(26,000)	(12,000)	(17,000)	(45,000)	-	(100,000)
Business & Career Center Improvements	-	-	-	583,129	-	583,129
<b>Subtotal</b>	<b>\$ 125,900</b>	<b>\$ 77,900</b>	<b>\$ 112,200</b>	<b>\$ 1,016,115</b>	<b>\$ -</b>	<b>\$ 1,332,115</b>
<b>Professional Services</b>						
AE/FA - MRCOG	112,142	112,142	56,071	520,659	-	801,014
Program Support/Board Expense	-	-	-	60,000	-	60,000
Contractual Services - Available	-	-	-	50,000	-	50,000
Legal Services	-	-	-	20,000	-	20,000
Audit Services	-	-	-	35,600	-	35,600
Contingency, \$Ticket to Work & Sale Of Lease	-	-	-	-	355,204	355,204
Carved Out Plan Carry In - Reserved for Initial part 2nd year - July - Sep	650,000	250,000	150,000	-	-	1,050,000
<b>Subtotal</b>	<b>\$ 762,142</b>	<b>\$ 362,142</b>	<b>\$ 206,071</b>	<b>\$ 686,259</b>	<b>\$ 355,204</b>	<b>\$ 2,371,818</b>
<b>H1B TechHire Grant (07-01-16 to 12-31-20) PY20 = Final Year 1/2 Yr Ext</b>						
AE/FA - MRCOG Grant 07-01-20 to 12-31-20	-	-	-	10,000	135,000	145,000
Program Support - Travel, Advertising, Supplies & Rent	-	-	-	-	244	244
Contractual Services	-	-	-	-	-	-
Client Training	-	-	-	-	50,000	50,000
Other	-	-	-	-	-	-
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 185,244</b>	<b>\$ 195,244</b>
<b>TOTAL EXPENSES</b>	<b>\$ 3,708,415</b>	<b>\$ 4,093,859</b>	<b>\$ 3,274,241</b>	<b>\$ 1,712,374</b>	<b>\$ 540,448</b>	<b>\$ 13,329,337</b>

Jerry Schalow, WCCNM Chair

Dewey V. Cave, MRCOG Executive Director

WORKFORCE CONNECTION OF CENTRAL NEW MEXICO

PY20 BAR # 1

August 17, 2020 WCCNM Full Board Meeting

	PREVIOUS BUDGET PY20 Prelim	BUDGET ADJUSTMENT BAR # 1	REVISED BUDGET PY20
<b>1 Adult/ Dislocated Service Provider</b>			
Service Provider - Adult	\$ 668,350	\$ 32,115	\$ 700,465
Service Provider - Disl Wkr	668,350	32,115	700,465
<b>Subtotal</b>	<b>\$ 1,336,700</b>	<b>\$ 64,229</b>	<b>\$ 1,400,929</b>
<b>2 Adult/Dislocated Wkr Client Services</b>			
Participant Services - Adult	\$ 2,043,852	\$ (957)	\$ 2,042,895
Participant Services - Disl Wkr	2,993,038	(82,705)	2,910,333
Participant Services - Adult Workpersons Comp	\$ -	\$ 12,013	\$ 12,013
Participant Services - Disl Wkr Workpersons Comp	-	18,019	18,019
Participant Services - Adult Support Services	\$ 65,000	\$ -	\$ 65,000
Participant Services - Disl Wkr Support Services	25,000	-	25,000
<b>Subtotal</b>	<b>\$ 5,126,890</b>	<b>\$ (53,630)</b>	<b>\$ 5,073,260</b>
<b>3 Youth Service Provider</b>			
Service Provider - Youth	\$ 1,080,861	\$ -	\$ 1,080,861
<b>Subtotal</b>	<b>\$ 1,080,861</b>	<b>\$ -</b>	<b>\$ 1,080,861</b>
<b>4 Youth Client Services</b>			
Participant Services - Youth Work Exp YDI	1,722,034	(490,899)	1,231,135
Participant Services - Youth ITA's -MRCOG	-	518,974	518,974
Participant Services - Youth Supportive Services	125,000	-	125,000
Participant Services - Youth Workers Comp	\$ 30,000	\$ (30,000)	\$ -
<b>Subtotal</b>	<b>\$ 1,877,034</b>	<b>\$ (1,925)</b>	<b>\$ 1,875,109</b>
<b>5 Business &amp; Career Center Facility Operation</b>			
Business & Career Center Operation - Adult	\$ 276,000	\$ -	\$ 276,000
Business & Career Center Operation - Disl Wkr	114,000	-	114,000
Business & Career Center Operation - Youth	210,000	-	210,000
<b>Subtotal</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ 600,000</b>
<b>6 Business &amp; Career Center Facility Reimbursement</b>			
Business & Career Center Operation - Adult	\$ (132,500)	\$ -	\$ (132,500)
Business & Career Center Operation - Disl Wkr	(32,500)	-	(32,500)
Business & Career Center Operation - Youth	(85,000)	-	(85,000)
<b>Subtotal</b>	<b>\$ (250,000)</b>	<b>\$ -</b>	<b>\$ (250,000)</b>
<b>7 Business &amp; Career Center MRCOG - Operator</b>			
Business & Career Center Operation - Admin	149,183	-	149,183
<b>Subtotal</b>	<b>\$ 149,183</b>	<b>\$ -</b>	<b>\$ 149,183</b>
<b>8 Business &amp; Career Center MRCOG - Operations Staff</b>			
Business & Career Center Operation - Adult	\$ 8,400	\$ -	\$ 8,400
Business & Career Center Operation - Disl Wkr	8,400	-	8,400
Business & Career Center Operation - Youth	4,200	-	4,200
Business & Career Center Operation - Admin	39,000	-	39,000
<b>Subtotal</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ 60,000</b>
<b>9 Business &amp; Career Center MRCOG - Graduate ABQ Project Staff</b>			
Business & Career Center Project Operation - Admin	63,755	-	63,755
<b>Subtotal</b>	<b>\$ 63,755</b>	<b>\$ -</b>	<b>\$ 63,755</b>
<b>10 Business &amp; Career Center MRCOG - DWS Apprenticeship Project Staff</b>			
Business & Career Center Operation - Admin	226,048	-	226,048
<b>Subtotal</b>	<b>\$ 226,048</b>	<b>\$ -</b>	<b>\$ 226,048</b>
<b>11 Business &amp; Career Management Reimbursement</b>			
Business & Career Center Operation - Adult	\$ (26,000)	\$ -	\$ (26,000)
Business & Career Center Operation - Disl Wkr	(12,000)	-	(12,000)
Business & Career Center Operation - Youth	(17,000)	-	(17,000)
Business & Career Center Operation - Admin	(45,000)	-	(45,000)
<b>Subtotal</b>	<b>\$ (100,000)</b>	<b>\$ -</b>	<b>\$ (100,000)</b>
<b>12 Business &amp; Career Center Improvements</b>			
Business & Career Center Operation - Admin	604,208	(21,079)	583,129
<b>Subtotal</b>	<b>\$ 604,208</b>	<b>\$ (21,079)</b>	<b>\$ 583,129</b>
<b>13 Professional Services - AE/FA MRCOG Staff</b>			
AE/FA - MRCOG - Adult	\$ 112,142	\$ -	\$ 112,142
AE/FA BCC Operator - MRCOG - Adisl Wkr	112,142	-	112,142
AE/FA BCC Operator - MRCOG - Youth	56,071	-	56,071
AE/FA BCC Operator - MRCOG - Admin	520,659	-	520,659
<b>Subtotal</b>	<b>\$ 801,014</b>	<b>\$ -</b>	<b>\$ 801,014</b>
<b>14 Professional Services</b>			
Program Support/Board Expense - Admin	\$ 60,000	\$ -	\$ 60,000
Contract Services - Admin	50,000	-	50,000
Legal Services - Admin	20,000	-	20,000
Audit Services - Admin	35,600	-	35,600
Contingency - SS TTW	56,000	(795)	55,205
Contingency - Sale of Lease	300,000	-	300,000
<b>Subtotal</b>	<b>\$ 521,600</b>	<b>\$ (795)</b>	<b>\$ 520,805</b>
<b>15 2nd year Monies - Planned Carryin</b>			
<b>Subtotal</b>	<b>\$ 1,050,000</b>	<b>\$ -</b>	<b>\$ 1,050,000</b>
<b>16 NM TechHire H1B1 Grant (7-1-16 to 6-30-20) 4Yr</b>			
Program	\$ 175,200	10,044	185,244
Admin	10,000	-	10,000
<b>Subtotal</b>	<b>\$ 185,200</b>	<b>\$ 10,044</b>	<b>\$ 195,244</b>
<b>17 Total</b>	<b>\$ 13,332,493</b>	<b>\$ (3,156)</b>	<b>\$ 13,329,337</b>

Jerry Schalow, Board Chair

August 17, 2020 - WCCNM Full Board Meeting

Dewey V. Cave, MRCOG Executive Director

## Workforce Connection of Central New Mexico WIOA Individual Training Accounts Policy

### **Action Requested:**

Recommendation to approve by the WCCNM Full Board WIOA Individual Training Accounts (ITA) Policy, Operational Policy No. OP – 419, Change 9, with an effective date of August 17th, 2020. Change 9 modifies the ITA requirements for distant learning and cost limits for short-term training which includes stackable credentials.

### **Background:**

The Workforce Innovation and Opportunity Act (WIOA) allows for training services provided to eligible Title 1 Adults, Dislocated Workers and Out-of-School Youth through the use of ITAs. ITAs shall be used for classroom training, with limited exceptions listed in Sec. 134(c)(3)(G) and expanded in §680.320, and may include apprenticeship training or other training options. The ITAs may also be used as appropriate for out-of-school youth, ages 16 to 24, utilizing the WIOA Title I Youth program funds.

***WIOA Individual Training Accounts (ITA) Policy, Operational Policy No. OP – 419, Change 9 increases the costs limit for short-term training programs, approved by the Training and Service Provider Standing Committee, that offer in-demand stackable credentials with reimbursement of up to \$15,000. The cost limit of up to \$9,000 reimbursement for other training programs remains and is not affected by this change. Additional modifications remove limits and requirements for participants to enroll in distant learning training opportunities.***

### **Financial Impact:**

Increased costs for Individual Training Accounts.

Do Pass: \_\_\_\_\_

Do not Pass: \_\_\_\_\_

Approved August 17th, 2020



**Operational Policy NO. OP- 419, Change 98**

**Subject:** Individual Training Accounts

**Effective:** PY2019PY2020, 08/17/2020

**PURPOSE.** The purpose of this policy is to provide direction to Workforce Connection of Central New Mexico (WCCNM) on Individual Training Accounts (ITAs).

**REFERENCES.**

- Title I of the Workforce Innovation and Opportunity Act (WIOA), July 22, 2014, Sections 108 and 134(c) (3)
- Training and Employment Guidance Letter WIOA No. 19-16 Operating Guidance for the Workforce Innovation and Opportunity Act
- Training and Employment Guidance Letter WIOA No. 41-14 Training and Employment Guidance Letter
- Office of Management and Budget (OMB), Uniform Guidance at 2 CFR §200
- WIOA Final Rules - U.S. Department of Labor (Title I): §680.200- 230, §680.300-350 and 681.550

**BACKGROUND.**

The Workforce Innovation and Opportunity Act (WIOA) allows for training services provided to eligible Title 1 Adults, Dislocated Workers and Out-of-School Youth through the use of ITAs. ITAs shall be used for classroom training, with limited exceptions listed in Sec. 134(c)(3)(G) and expanded in §680.320, and may include apprenticeship training or other training options. The ITAs may also be used as appropriate for out-of-school youth, ages 16 to 24, utilizing the WIOA Title I Youth program funds.

**DEFINITIONS.**

- **Eligible Training Provider List (ETPL)** are organizations deemed eligible by the state to provide training services to WIOA Adult and Dislocated Worker program participants. The name of the eligible training provider, the type of entity the type of training entity of ETPs are defined in 20 CFR part 680.410 and includes:  
(a) an institution of higher education that provides a program that leads to a

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recognized postsecondary credential;  
(b) programs registered under the "National Apprenticeship Act";  
(c) a public or private provider of training services.

- **High-Priority Occupation (HPO)** is an in-demand occupation that has higher skill needs and is likely to provide a self-sufficient wage. Statistical data, regional expertise and local area inputs are combined to determine whether or not an occupation meets the high-priority criteria.
- **Individual Training Account (ITA)** A payment agreement established on behalf of an eligible individual needing training for employment with an approved established training provider on the Eligible Training Provider List.
- **In-Demand Industry Sector** is an industry sector that has a substantial current or potential impact (including jobs that lead to economic self-sufficiency and opportunities for advancement) on the state, regional, or local economy, which contributes to the growth or stability of other supporting businesses, or the growth of other industry sectors.
- **In-Demand Occupation** is an occupation that currently has or is projected to have a number of positions (including positions that lead to economic self-sufficiency and opportunities for advancement) in an industry sector so as to have a significant impact on the state, regional, or local economy, as appropriate.
- **On-the-Job Training (OJT)** means training by an employer that is provided to a paid participant while engaged in productive work in a job that:
  - (a) Provides knowledge or skills essential to the full and adequate performance of the occupation;
  - (b) Provides reimbursement to the employer for the costs of providing the training and additional supervision related to the training; and
  - (c) Is limited in duration as appropriate to the occupation for which the participant is being trained.

*Note: The determination of whether an industry sector or occupation is in-demand in a local area is made by the WCCNM, as appropriate, and as defined by Central Region Board policy OP-418.*

## **POLICY:**

### **A. General ITA Requirements**

ITAs shall be issued only to individuals who have been determined in need of training services to obtain employment and who are eligible for WIOA services. ITAs are not considered an entitlement. WIOA Eligibility STAG, Revised July 1, 2015.

ITAs shall be issued to meet the workforce needs of employers for a skilled labor force by preparing individuals to gain higher skills through training and employment leading to economic Self-Sufficiency. Operational Policy NO. OP – 430.

Section 134(c)(3)(E) of WIOA establishes a priority requirement with respect to funds allocated to a local area for adult employment and training activities. Also see Priority of Service Operational Policy NO. OP-404.

Under Title 1 of WIOA, training services are typically provided by ETP's who receive payment through an ITA. Eligible individuals may select training services from the ETPL, in consultation with a case manager. The workforce delivery system will refer the individual to training and establish a payment agreement on behalf of a participant with the training provider.

***Only those training providers that are on the State's ETPL are able to establish an ITA for payment.***

#### **B. Informed Customer Choice**

Training services, whether accessed by ITAs, or under contract, must be provided in a manner that maximizes informed consumer choice in selecting an eligible training service provider in accordance with the goals and objectives outlined in the client's individual employment plan (IEP). Customers are to receive assistance with career choices; however, the ultimate decision rests with the customer. Priority consideration shall be given to programs that lead to recognized post-secondary credentials that are aligned with in-demand industries sectors or occupations in the local area, as identified by the local board.

#### **c. Coordinating ITAs with Other Sources of Funding**

WIOA funding for training is limited to participants who are either unable to obtain grant assistance from other sources to pay the costs of their training; or require assistance beyond that available under other grant assistance. Each local board, through the workforce center, must consider the availability of other sources of grants to pay for training costs so that WIOA funds are used to supplement other funding sources. They must coordinate funding for ITAs with funding from other Federal, State, local, or private job training programs or sources, including Federal Pell grants, to assist the individual in obtaining training services. In making the funding determination, WCCNM should take into account the full cost of participating in training services, including the cost of support services and other appropriate costs. A WIOA participant may enroll in WIOA-funded training while an application for a Pell Grant is pending as long as the workforce center has made arrangements with the training

provider and the WIOA participant regarding allocation of the Pell Grant, if it is subsequently awarded.

**D. ITAs in Conjunction with On the Job Training (OJT) and Apprenticeship**

ITAs may be provided to individuals in conjunction with On the Job Training funds when appropriate, and the ITA may be used before, during, or after an OJT.

ITAs can be used to support participants enrolled in apprenticeship programs by providing services listed:

1. Pre-apprenticeship training- Basic skills preparation; under WIOA funds can be used to fund pre- apprenticeship programs that provide basic skills, work experiences, and other support to help participants obtain the skills needed to be placed into an apprenticeship.
2. Related Instruction - Related classroom instruction component of an apprenticeship program, as long as the apprenticeship program or the education/training provider is on the ETPL. Under WIOA, all Registered Apprenticeship programs sponsors are automatically eligible to be on the ETPL.

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**E. ITA Requirements and Limits - §680.310**

The WCCNM imposes requirements and limits on ITAs such as:

1. Individual needs based on the individual's employment plan, such as the participant's occupational choice or goal and the level of training needed to succeed in that goal;
2. A limit on the maximum amount of an ITA in a five (5) year period: shall be limited for up to \$9,000 per participant or up to \$15,000 per participant for programs offering stackable credentials and approved by the WCCNM's Training and Service Provider Standing Committee;
3. Customers entering into and/or continuing an ITA must maintain a 2.0 grade point average or demonstrate progress to ensure a timely completion of training;
4. Customers must apply each year/or semester for Student Financial Aid/Pell Grant;
5. Customer must maintain a course load sufficient to complete the program within the standard time frame (at least 6 semester hours), barring unusual circumstances which must be approved by the WCCNM Administrative Entity.
6. WCCNM-funded ITA training cannot be duplicated; therefore, for any individual, a class cannot be paid for more than once with WIOA funding.

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5.7. An individual may select training that costs more than the maximum amount available for ITAs under a State or local board policy when other sources of funds are available to supplement the ITA. These other sources may include: Pell Grants; scholarships; severance pay; and other sources.

6.8. Requirement for Online/Distance Courses:

All Service Provider staff and customers must follow all the requirements noted above pertaining to the ITA process.

All Service Provider staff and customers will jointly decide upon the recommended/desired training that best fits the customer, while considering the deciding factors.

All online/distance training programs must be approved by the Administrative Entity (~~MRCOG~~) and placed on the Eligible Training Provider List, with all costs outlined.

~~Customers seeking only online/distance training programs will NOT be eligible for transportation, temporary shelter, and childcare supportive services through the WCCNM.~~

WIOA service providers must ensure that participants have sufficient access (hardware, software and network etc.) to ensure a successful training outcome. WIOA Support Services may be provided to ensure sufficient access on a case-by-case basis.

~~Customers seeking online/distance training programs must demonstrate to the WIOA staff they have access to a computer and are able to effectively access the recommended online program, separate from the Workforce Connection One-Stop.~~

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**F. Exceptions to the ITA**

Contract for service may be used instead of ITAs, only when one or more of the following five exceptions apply and the local area has fulfilled the consumer choice requirements:

- a. When the services provided are on-the-job training (OJT), customized training, incumbent worker training or transitional jobs.
- b. Where WCCNM determines there are an insufficient number of eligible providers in the local area to accomplish the purpose of an ITA. The determination process must include a public comment period for interested providers of at least 30 days, and be described in the Local Plan.
- c. When the WCCNM determines that there is a training services program of demonstrated effectiveness offered in the area by a community-based organization or another private organization to serve individuals with barriers to employment. The WCCNM must develop criteria to be

used in determining demonstrated effectiveness, particularly as it applies to the individuals with barriers to employment to be served. The criteria may include:

- (i) Financial stability of the organization;
  - (ii) Demonstrated performance in the delivery of services to individuals with barriers to employment through such means as program completion rate; attainment of skills, certificates or degrees the program is designed to provide; placement after training in unsubsidized employment; and retention in employment; and
  - (iii) How the specific program relates to the workforce investment needs identified in the local plan.
- d. When WCCM determines that it would be most appropriate to contract with an institution of higher education (see WIOA sec. 3(28)) or other provider of training services in order to facilitate the training of multiple individuals in in-demand industry sectors or occupations, provided that the contract doesn't not limit consumer choice.
- e. When the WCCNM is considering entering into a Pay-for Performance contract, and the local board ensures that the contract is consistent with §683.510.

**G. Documentation**

Local areas must document that a training program was on the ETPL in approved status for WIOA funding at the time that training is approved.

The Administrative Entity must contain a copy of the ITA commitment or agreement document and supporting source documentation, signed by the participant and training vendor, that identifies at a minimum the amount of funding, the school and program, as well as the term of the ITA.

**H. Internal Procedures**

Developed and maintained separately with Administrative Entity and Service Providers.

**Applicability:**

WCCNM Board and Service Providers

Note: Customers enrolled in an ITA prior to the effective date of this policy will be allowed to continue with the provisions and funding amounts under the previous ITA policy.

**Inquiries:**

WIOA Manager at 505-724-3629

This Policy has received approval by the Workforce Connection of Central New Mexico Board and rescinds any policy previously in effect.

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WCCNM Board Chair

## Workforce Connection of Central New Mexico WCCNM Legal Services Contract

### Action Requested:

Approval to act upon the selection for WCCNM Legal Services contract.

### Background:

WCCNM released a Request for Proposal for legal services to the Board. Responsive proposals were evaluated on the factors specified in the RFP and were assigned a point value by the WCCNM Evaluation Committee, made up of MRCOG staff. The evaluation committee hereby recommends to the WCCNM Full Board for consideration and final decision of RFP Legal Services contract under the Workforce Innovation and Opportunity Act of Central New Mexico to German, Burnette and Associates LLC.

### Financial Impact:

Up to \$20,000 per year. Hourly costs for services have been reduced.

Do Pass: \_\_\_\_\_

Do not Pass: \_\_\_\_\_

**WORKFORCE CONNECTION**

OF CENTRAL NEW MEXICO

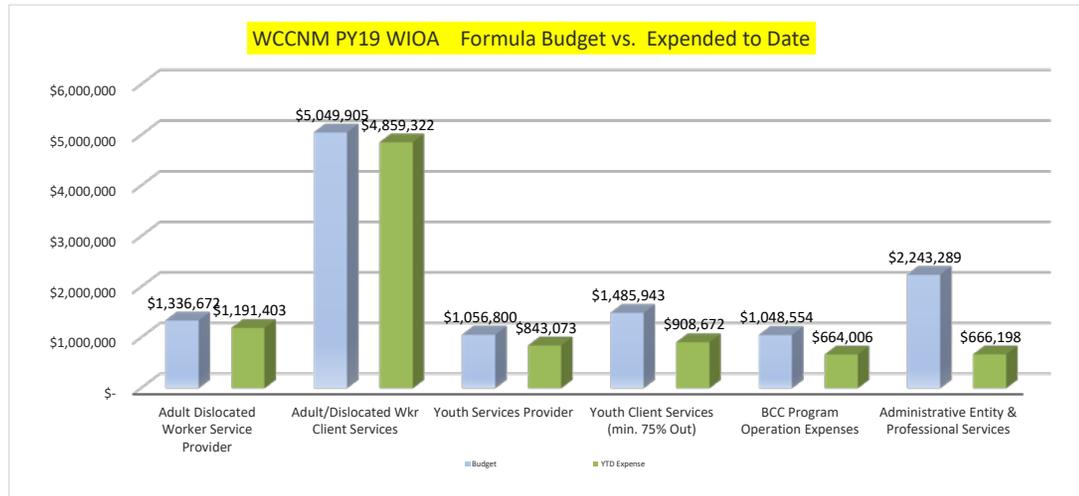
**FINANCIAL REPORT**

YEAR TO DATE  
**June 30, 2020**

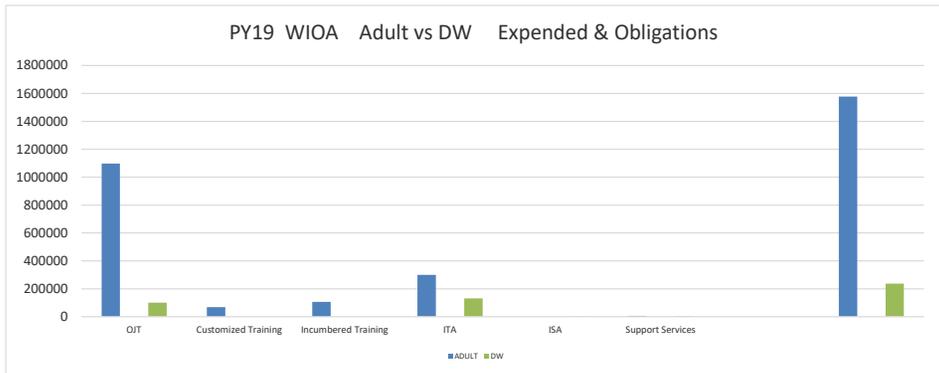
**WORKFORCE CONNECTION  
OF CENTRAL NEW MEXICO  
WCCNM  
PROGRAM YEAR 2019  
BUDGET TO ACTUAL COMPARISON  
As of June 30, 2020  
100% Year**

		Budget	Current Period	74.7% Year to Date	0.0% Encumbrance	Unspoken For 25.3% Variance
1	<b>Adult Dislocated Worker Service Provider</b>					
	Service Provider - SER Jobs for Progress	1,336,672	161,565	1,191,403	-	145,269
	Subtotal	\$ 1,336,672	\$ 161,565	\$ 1,191,403	\$ -	\$ 145,269
2	<b>Adult/Dislocated Wkr Client Services</b>					
	Adult/Disl Wkr Participant Services	4,999,905	364,605	4,772,501	-	227,404
	Adult/Disl Wkr Supportive Services	50,000	5,801	86,822	-	(36,822)
	Subtotal	\$ 5,049,905	41% \$ 370,406	\$ 4,859,322	\$ -	\$ 190,583
3	<b>Youth Services Provider</b>					
	Service Provider - YDI	1,056,800	188,017	843,073	-	213,727
	Subtotal	\$ 1,056,800	\$ 188,017	\$ 843,073	\$ -	\$ 213,727
4	<b>Youth Client Services (min. 75% Out)</b>					
	Youth Participant Services	1,248,708	28,983	771,871	-	476,837
	Youth Supportive Services	225,000	22,144	124,566	-	100,434
	Worker's Compensation Insurance Policy	12,235	-	12,235	-	-
	Subtotal	\$ 1,485,943	12% \$ 51,128	\$ 908,672	\$ -	\$ 577,271
5	<b>BCC Program Operation Expenses</b>					
	Business & Career Center Facility Operation	450,000	192,597	746,901	-	(296,901)
	Business & Career Center Facility Reimbursemet	(308,000)	(268,411)	(394,653)	-	86,653
	Business & Career Ctr Mgmt - MRCOG Operator	148,213	27,549	141,887	-	6,326
	Business & Career Ctr Mgmt - MRCOG Operations Staff	181,508	7,328	63,671	-	117,837
	Business & Career Ctr Mgmt - MRCOG Project Grad ABQ	122,590	12,851	52,827	-	69,763
	Business & Career Ctr Mgmt - MRCOG Project DWS Apprenticeship	150,000	20,522	72,693	-	77,307
	Business & Career Ctr Mgmt - MRCOG Operations Staff Reimbursements	(122,000)	(78,240)	(127,297)	-	5,297
	Business & Career Center Improvements	426,243	2,736	107,976	-	318,267
	Subtotal	\$ 1,048,554	\$ (83,069)	\$ 664,006	\$ -	\$ 384,548
6	<b>Administrative Entity &amp; Professional Services</b>					
	AE/Fiscal Agent - MRCOG	697,689	119,835	584,719	-	112,970
	Program Support/Board Expense	80,000	10,462	43,607	-	36,393
	Contractual Services	50,000	117	873	-	49,127
	Contingency & Sale Of Lease	300,000	-	-	-	300,000
	Legal Services	20,000	1,003	5,549	-	14,451
	Audit Services	35,600	-	31,450	-	4,150
	Carved Out - Reserve for 2nd Year Carry In	1,060,000	-	-	-	1,060,000
	Subtotal	\$ 2,243,289	\$ 131,417	\$ 666,198	\$ -	\$ 1,577,091
7	<b>Total WIOA</b>	<b>TOTAL WIOA FORMULA BUDGET PY19</b>				
		\$ 12,221,163	\$ 819,463	\$ 9,132,675	\$ -	\$ 3,088,488
	<b>OTHER FUNDING:</b>					
8	<b>Social Security - Ticket To Work</b>					
	Social Security TTW - PY18 Balance Available Carry Forward	\$ 61,525	TTW Mo Growth / Net Exp	YTD		\$ 61,525
	Additional TTW Current Year PY19 Earnings		\$ -	1,908	\$ -	\$ 1,908
	Total Current Year PY19 Expended		626	8,228	-	8,228
	Subtotal		\$ (626)	\$ (6,320)	\$ -	\$ 55,205
						TTW Balance
9	<b>US DOL Tech Grant</b>					
	HIB Tech Grant (7-1-16 to 12-31-20): 4.5 Year Grant. PY19 is Year 4					
	<b>Training:</b> Participant Services	777,019	92,246	1,110,742	-	(333,723)
	Travel	3,000	-	589	-	2,411
	Software	-	-	119	-	(119)
	Marketing & Other	-	-	-	-	0
	Supplies	4,500	-	609	-	3,891
	Employer Outreach	-	-	5,134	-	(5,134)
	Facility Cost	17,500	14,923	23,839	-	(6,339)
	<b>Professional Services:</b> Contracted Services	153,684	7,188	28,498	-	125,186
	MRCOG / AE & Program Staff	759,467	67,381	350,398	-	409,069
	Subtotal	\$ 1,715,170	\$ 181,737	\$ 1,519,927	\$ -	\$ 195,243
10	<b>TOTAL WCCNM Budget PY19</b>	<b>\$ 13,997,858</b>	<b>\$ 1,001,827</b>	<b>\$ 10,658,922</b>	<b>\$ -</b>	<b>\$ 3,338,936</b>

WIOA Portion:	Budget	YTD Expense	Encumbered	Obligated
Adult Dislocated Worker Service Provider	\$ 1,336,672	\$ 1,191,403	\$ -	-
Adult/Dislocated Wkr Client Services	\$ 5,049,905	\$ 4,859,322	\$ -	-
Youth Services Provider	\$ 1,056,800	\$ 843,073	\$ -	-
Youth Client Services (min. 75% Out)	\$ 1,485,943	\$ 908,672	\$ -	-
BCC Program Operation Expenses	\$ 1,048,554	\$ 664,006	\$ -	-
Administrative Entity & Professional Services	\$ 2,243,289	\$ 666,198	\$ -	-
	<b>\$ 12,221,163</b>	<b>\$ 9,132,675</b>	<b>\$ -</b>	<b>\$ 3,088,488</b>





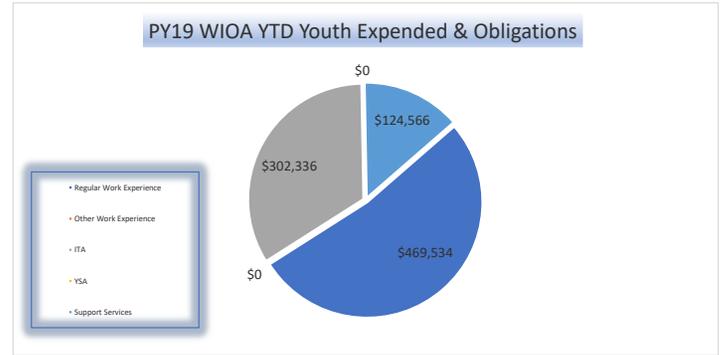


	Adult	DW	
OJT	1,260,626	189,831	
Customized Training	61,609	0	
Incumbered Training	273,209	0	
ITA	2,288,711	644,564	
Career Ctr Exp - Formerly ISA's	3,655	2,790	
Internship Work Exp	44,172	3,333	
Support Services	74,480	12,342	
	4,006,463	852,860	4,859,322
	82%	18%	
Ck	4,859,322		
Ck	4,859,322		
Diff	0		

Data:  
 Regular Work Experience  
 Other Work Experience  
 ITA  
 YSA  
 Support Services

469,534  
 -  
 302,336  
 -  
 124,566

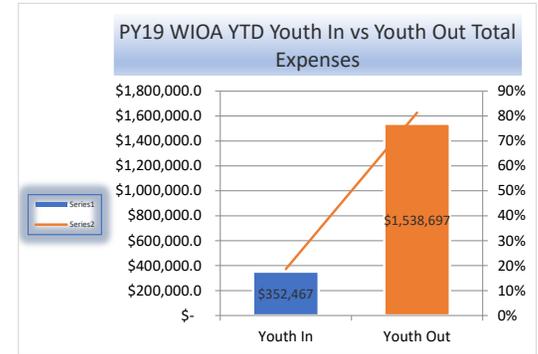
Check \$ 896,437  
 Diff \$ 896,437 (0)



Data:  
 Youth In  
 Youth Out

\$ 352,466.5 19% 18.64%  
 \$ 1,538,697.0 81% 81.36%

Check 1,891,164  
 Off Financials \$ 1,891,164  
 Not Board Report



**WORKFORCE CONNECTION**

OF CENTRAL NEW MEXICO

**Reports**

**Business and Career Center Update**

**TechHire**

**Dashboard**

**Performance**

**Four Year Plan**

**YEAR TO DATE**

**July 31, 2020**

Workforce Connection of Central NM  
**WIOA Dashboard - PARTICPANT SERVICES**  
 PY19  
 Month of :

June 2020

100.00%

To 6-30-20	TRAINING Budget	Total Exp & Oblig	Budget Balance	# Clients Served	AVG COST PER PARTICIPANT			
FORMULA	%Training to Total WCCNM Budget	% to Training Budget	% to Training Budget	% to All Categories				
	56.00%	\$ 6,523,613	\$ 5,755,760	88.23%	\$ 767,853	11.77%	2,273	
ADULT / DW	4,999,905	4,862,618	97.25%	224,109	4.48%	1,357	59.70%	\$3,583
INDIVIDUAL CAREER SEVICES (Formerly -INTENSIVE SERVICES)		6,445	0.13%			6	0.26%	\$1,074
INDIVIDUAL TRAINING ACCOUNTS		2,936,570	58.73%			537	23.63%	\$5,468
\$304,697 ON THE JOB TRAININGS From PY18		1,450,457	29.01%			467	20.55%	\$3,106
CUSTOMIZED TRAINING		61,609	1.23%			49	2.16%	\$1,257
INCUMBENT WORKER TRAINING	Max 20% Yr = \$1,504,797	273,209	5.46%			247	10.87%	\$1,106
TRAINING OBLIGATED CURRENT YR PAID NEXT YR	56,106							
Adult / DW Internship		47,505	0.95%			51	2.24%	
SUPPORTIVE SERVICES ADULT / DW	50,000	86,822	173.64%	-36,822	-73.64%	292	12.85%	\$297
YOUTH TRAINING ITA's & Work Exp	1,248,708	768,576	61.55%	480,132	38.45%	289	12.71%	\$2,659
SUPPORTIVE SERVICES YOUTH	225,000	124,566	55.36%	100,434	44.64%	335	14.74%	\$372
<b>TOTAL</b>	<b>\$ 6,523,613</b>	<b>\$ 5,755,760</b>	<b>88.23%</b>	<b>\$ 767,853</b>	<b>11.77%</b>	<b>\$ 2,273</b>	<b>100.00%</b>	<b>\$2,532</b>

**CERTIFICATIONS**

On the Job Training	OJT cont.	OJT Cont.	Customized Training	ITA	ITA Cont.
Account Manager	Construction Administration	HRIS Administrator/Generalist	ABC New Mexico Chapter Electrical Apprentice	Accounting	Paralegal Study
Accountant/Assistant Business Manager	Construction Carpenter	Human Resources Assistant	AGC - New Mexico - Project Manager Develop	Alternative Teacher	Photoaic
Administration & Logistics Manager	Construction Equipment Operator/Labore	HVAC Metal Duct Worker	APP 3530: SEL-3530 Real Time Automation Con	Automotive Technician	Practical Nursing
Administrative Assistant/Bookkeeper	Curriculum Coordinator/Lead Teacher	ILR Draftsman/Platte Facilitator	BILT North American Design Technology Summ	Ayurvedic Health Counselor	Radiologic Technician
Analyst I .NET Programmer	Customer Service Rep.	Independent Insurance Agent	Bluebeam Extreme Conference	Bio Technology	Registered Nurse
Analyst I Web Developer	Director of Technical Services	Injection Molding Production Supervisor	Boiler Operator Class	Business Administration	Respiratory Therapist
Analytical Chemist	District Manager	Inspectors, Testers, Sorters, Samplers and Weighers	Canon Self Maintenance Training/UV Flatbed	Ayurvedica Studies	Security IT
Animal Control/Kennel Worker	Education Site Manager	Instructional Assistant/Library Assistant	Caselle Professional Services Training	Bio Technology	Social Worker
Apprentice Technician	Electrician Apprentice	Insurance Customer Service Agent	Championing the Brand Experience	CDL Truck Driver	Sociology
Art Director	Environmental Graphic Designer I	Junior Digital Research Analyst	Cicerone Certified Beer Server Certification Trai	Clinical Laboratory Assistant	Sterile Processing Tech
Assembler II	Estimator and Project Manager	Junior Marketing Specialist	COMP TIA A+ Certification Training	Culinary Arts	Surgical Technician
Assistant Director	Event Manager	Landing Gear Technician Final Assembly	DBT Therapy Training	Dental Assistant	Treating Practitioner
Assistant Property Manager	Executive Administrative Assistant	Market/Communications and Event Coordinator	DPLEak Containment Testing Training	Dental Hygienist	Veterinary Assistant
Assistant Teacher	Executive Assistant	Medical Secretary	EUICI Course: SCADA 101 - Fundamentals with a	Diagnostic Medical Sonography	Welding
Basic Lab Technician	Fabricating Shop Foreman	Network IT Specialist	Front Office Operations Training (FOOT Training)	Electrical Lineman	
Beginning Field Technician	Facilities Manager	Payroll Specialist	Kiddie Academy Corporate Life Essential Trainin	Electrical Lineworker W/CDL	
Billing/Claims Specialist	Facility & Maintenance Manager	Plumbing Apprentice	Light Duty RAI Class	Diagnostic Medical Sonography	
Bookkeeping Accounting and Auditing Clerk	Field Maintenance	Police Officer	Master Municipal Clerk Academy	EMT	
Brand Consistency Manager	Financial Managers, Branch or Department	Power Supply Engineer	Nexstar HVAC Install and HVAC Sales	Geographic Information Tech	
Business & Retail Operations Administrator	Front Desk Administrator	Service Writer	NIGP - The Institute for Public Procurement An	Massage Therapist	
Business Development Manager	Front Office Manager	Shop Generator Technician	Paulson Advanced Processing Seminar	Medical Assistant	
Business Operations Specialist	Front Office Manager/AGM	Shop Manager	Permaculture Design	Medical Billing & Coding	
Business Systems Administrator	General Manager	Social and Human Service Assistant	SAGE RTU Training	Medical Office Admin	
Cabinetmaker	General Manager	Solar Roof Foreman	The Central New Mexico Law Enforcement Acad	Network System Admin	
CAD Technician	General Office Clerk	Traffic Control Supervisor	TONI&GUY Creative Painting Concepts with acc	Nursing	
Catalyst Manufacturing	Health Care Social Worker	Uncertified Police Officer	Veeder Root TLS-450		
Commercial Insurance Sales	Heavy and Tractor-Trailer Truck Driver	Welder/Fabricator	Viewpoint User Conference		

On the Job Training (OJT)	# of Contracts	# of Participants	\$ Paid To Date
Bernalillo	145	276	\$785,895
Sandoval	40	89	\$244,564
Torrance	33	43	\$163,407
Valencia	33	59	\$256,592
Encumbered Mixed Ctys	0	0	\$0
<b>Total</b>	<b>251</b>	<b>467</b>	<b>\$1,450,457</b>

Custom Trng & Encumb	# of Contracts	# of Incumbent Workers	# of CT Participants	\$ Paid To Date
Bernalillo	70	203	34	\$271,899
Sandoval	13	22	8	\$37,279
Torrance	0	0	0	\$0
Valencia	12	22	7	\$25,641
Encumbered Mixed Ctys	0	0	0	\$0
<b>Total</b>	<b>95</b>	<b>247</b>	<b>49</b>	<b>\$334,819</b>

Individual Training Accounts - Adult / DW (ITA)	\$ Paid To Date	Career Services	\$ Paid To Date
Bernalillo	\$1,925,668	Bernalillo	\$4,445
Sandoval	\$455,328	Sandoval	\$2,000
Torrance	\$93,891	Torrance	\$0
Valencia	\$461,683	Valencia	\$0
Encumbered Mixed Ctys	\$0		\$0
<b>Total</b>	<b>\$2,936,570</b>		<b>\$6,445</b>

Youth ITA's	\$ Paid To Date
Bernalillo	\$118,968
Sandoval	\$48,728
Torrance	\$52,829
Valencia	\$81,811
Encumbered Mixed Ctys	\$0
<b>Total</b>	<b>\$302,336</b>

Adult / DW Work Experience	\$ Paid To Date	Adult / DW Supp Se	\$ Paid To Date
Bernalillo	\$41,140	Bernalillo	\$41,166
Sandoval	\$3,543	Sandoval	\$15,408
Torrance	\$0	Torrance	\$4,465
Valencia	\$2,823	Valencia	\$25,783
Encumbered Mixed Ctys	\$0	Encumbered Mixed	\$0
<b>Total</b>	<b>\$47,505</b>	<b>Total</b>	<b>\$86,822</b>

Youth Work Experience	\$ Paid To Date	Youth Supp Services	\$ Paid To Date
Bernalillo	\$185,896	Bernalillo	\$21,436
Sandoval	\$61,658	Sandoval	\$35,498
Torrance	\$81,277	Torrance	\$26,055
Valencia	\$137,409	Valencia	\$41,577
Encumbered Mixed Ctys	\$0	Encumbered Mixed Ctys	\$0
<b>Total</b>	<b>\$466,239</b>	<b>Total</b>	<b>\$124,566</b>

## Performance – 4<sup>th</sup> Quarter

	<b>Adult</b>			
	Actual	Negotiated	% Met	Meet/Exceed/Failed
Employed in Q2 Rate:	85.6%	82.50%	103.75%	Exceeds
Median Wages in Q2:	\$8,019.50	\$8,580.00	93.46%	Meets
Employed in Q4 Rate:	74.5%	77.00%	96.75%	Meets
Credential Attainment Rate:	63.2%	65.00%	97.23%	Meets
Measurable Skills Gains Rate:	40.8%	0%	NA	NA

Extracted from WCOS on 8/13/2020

	<b>Dislocated Worker</b>			
	Actual	Negotiated	% Met	Meet/Exceed/Failed
Employed in Q2 Rate:	76.2%	77.00%	98.96%	Meets
Median Wages in Q2:	\$8,504.74	\$8,300.00	102.46%	Exceeds
Employed in Q4 Rate:	87.0%	69.00%	126.0%	Exceeds
Credential Attainment Rate:	71.4%	60.00%	119.0%	Exceeds
Measurable Skills Gains Rate:	36.8%	0%	NA	NA

Extracted from WCOS on 8/2/13/2020

	<b>Youth</b>			
	Actual	Negotiated	% Met	Meet/Exceed/Failed
Employed in Q2 Rate:	71.7%	72.50%	98.89%	Meets
Median Wages in Q2:	NA	0%	NA	NA
Employed in Q4 Rate:	67.2%	71.00%	94.64%	Meets
Credential Attainment Rate:	54.5%	58.30%	93.48%	Meets
Measurable Skills Gains Rate:	11.9%	0%	NA	NA

Extracted from WCOS on 8/13/2020

# Economic Recovery Support: IT Sector Strategies & Entrepreneurship Training Components

*Proposal submitted by the Workforce Connection of Central New Mexico*

## Partners

- Workforce Connection of Central New Mexico (WCCNM)
- CNM
- CNM Ingenuity (CNMI)
- City of Albuquerque (CABQ)
- Central Region's Local Governments \ Chief Elected Officials

## Funding Request

**\$2,167.682**

## Overview

The Albuquerque metropolitan statistical area (MSA) and the State of New Mexico have been dramatically impacted by COVID-19. The hardest hit sectors include food services, hospitality, and the arts, recreation and entertainment industries—all disproportionately staffed by women and people of color. In the most recent *Labor Market Review*, relative to the prior year, leisure and hospitality jobs were down 44% and retail was down 9.5% (New Mexico Department of Workforce Solutions, April 2020). The Central Region is at a critical juncture with projections of a long-lasting depression and industry associations' projections that many of these jobs may never come back.

The Workforce Connection of Central New Mexico (WCCNM) will increase access and opportunities for employment, education, training, and support services to individuals who are dislocated from employment and those that were self-employed, contract, gig and other workers not eligible for regular unemployment benefits with the launch of the new federal and temporary Pandemic Unemployment Assistance (PUA) program. The WCCNM has an opportunity to provide data-driven marketing and outreach to these individuals not traditionally served by WIOA services. Furthermore, the WCCNM will leverage significant prior investments in our newly developed website and employer mapping tool for additional participant and employer outreach / marketing.

A key component of New Mexico's and the Central Region's economic recovery will be through supporting and investing in information technology, **local** entrepreneurship, and existing small businesses which are core to increasing economic resiliency and driving job creation. The WCCNM strongly believes that now is the time for a partnership amongst the region's local governments, education, economic development, and the workforce system in a significant way to help lead our community to economic recovery through investing in entrepreneurs and funding short-term training opportunities for in-demand information technology (IT) occupations.

Based on a forecast comparing occupation demand growth to the local population growth and the projected educational attainment of those residents, there will be a potential average annual "computer occupations" shortage for the Albuquerque MSA of 66 positions paying an average of \$79,600/year over the next 10 years (JobsEQ®, Data as of 2020Q1 except wages which are as of 2019). As part of the WCCNM's IT/tech sector strategy, this project will help meet the demand to increase supply for the

IT/tech talent pipeline needed to not only close the occupation gap but become a more competitive landscape for future tech expansions and relocations.

Project partners are seeking WIOA COVID-19 Dislocated Worker funding for the majority of these efforts. The WCCNM may pursue additional funding options to further assist small businesses including WIOA Rapid Response funding and community-based support. WCCNM strives for long-term sustainability of the project efforts by allocating appropriate WIOA formula funds in support of the Central Region's IT sector strategy with future enhancements including apprenticeships.

## **Goals**

- Provide “cradle to launch” efforts (outreach, training, relationship post-training) for displaced workers by envisioning a path forward through entrepreneurship and technology training for jobs in more stable technology sectors and one that has potential to cross geographical boundaries to promote commerce;
- Provide training resources to help small businesses pivot and increase competitiveness;
- Promote efforts from training to employment should be fast paced (6 months or less) and position individuals for career growth; and,
- Develop programs with an emphasis on increased partner collaboration and sustainability.

Together, we will help build and support the future economic base of New Mexico.

## **Role of WCCNM**

- Serve as project funding grant recipient and provide funding for eligible participants and COVID-19 affected businesses
- Primary in outreach efforts to identify eligible participants
- Co-Primary to help identify and make connections for post training resources (e.g. new employer partners)

## **Role of Central Region Local Governments**

- Co-Primary in outreach efforts to identify participants
- Secondary to help identify and make connections for post training resources (e.g. new employer partners)
- Facilitate relationship with Square

## **Role of CNM/CNMI**

- Primary in all aspects of training and relationships/resources post training
- Secondary in outreach efforts to identify participants

## **CNMI as the Training Partner and Partner Organizations**

CNM Ingenuity (CNMI) is a trusted community partner that provides best-in-class training and programming, networks of continuous learning, a portfolio of strategic events, intentional employer engagement, assistance with capital, and additional resources that create opportunities. CNMI has built a suite of offerings that allows learners and entrepreneurs to define and chart their own unique paths to success. For example, an individual participating in a bootcamp who has an idea for their own company can go through one of CNMI’s business incubator/accelerator programs and begin developing products at the FUSE Makerspace—all while using CNMI’s networking resources and events that connect learners to businesses and community leaders to build awareness and a client base.

The breadth of services allows participants to seamlessly remain under the CNMI’s umbrella leading to increased success, and reduced navigation barriers. This project and the partners further remove barriers by offering tuition assistance and providing wrap around services for participants such as coaching, equipment, community resources, and access to emergency assistance. With additional supports to retain accessibility, CNMI currently offers services to hundreds more individuals in New Mexico, in particular to those who have been laid off as a result of Covid-19 or who are looking to retrain into a stable industry and pursuing a career path that leads to a sustainable career and increased wages.

Experience has shown that hands on work experience\internships helps distinguish CNMI's participants and give them a "leg up." To this end, CNMI created multiple opportunities within to help participants build out a portfolio, including the Technology Solutions Labs Technical Residents. Finally, close ties to the state's largest community college means a pathway to a degree program with credit for prior learning to accelerate progress for those interested in pursuing a formal degree. This project proposes paid internships to assist participants gain the benefits as described above within the Technical Solutions Labs.

CNM/CNMI have been identified for this project and the WCCNM proposal for WIOA COVID-19 Dislocated Worker funding, and this training provider will be able to facilitate the training of many individuals in in-demand IT/tech occupations across multiple industries. It is important to note that this project will not limit customer choice. Training services in the Central Region are provided in a manner that maximizes and supports informed customer choice.

### **Geographic Area**

The partners in this proposal have historically served the Central Region of NM. This will be the primary focus; however, there is interest in serving a broader geography and in exploring a "Hub and Spoke" expansion model throughout the state.

CNMI has continued to build out its technology-assisted options and now have many ways of reaching across the state. In response to COVID-19, CNMI has successfully moved its programming online and created modified operations plans for spaces like the FUSE Makerspace to ensure it can continue serving our community safely. In addition, Deep Dive Accelerators, the licensing arm of Deep Dive Coding, was launched on July 1<sup>st</sup>. This will enable CNMI to provide access and enrollment support and services to partner schools and organizations throughout the state.

CNMI has past success with a "Hub and Spoke" model. A recent example includes the FUSE Makerspace—with generous support from Intel, CNM Ingenuity's FUSE Makerspace partnered with San Juan Community College and ENMU-Roswell to provide coordinated support, funding and consulting to support the launch of their own Makerspaces and provide initial community programming curriculum, instruction and supplies.

### **Recommended Training Components**

**ActivateNM and IGNITE Business Accelerators-** As part of CNMI, **ActivateNM**, a hybrid pre-accelerator and incubator; **IGNITE!**, a main street accelerator help founders to develop early-stage businesses and invests in them with knowledge, resources, and connections. These accelerators can also be leveraged for business looking to pivot and/or change their business models based on the Help businesses pivot/change their business models impacts of COVID-19.

***WIOA Customized Training and Individual Training Accounts. COVID-19 Dislocated Worker funds \$150,000***

### **Technology Solutions Labs**

**Internship Opportunities with Technology Solutions Labs** -Technology Solutions Labs powered by CNM Ingenuity has two primary areas of focus:

- 1) Provide hands on work experience on real-world technical projects (work to learn) for underrepresented aspiring entrepreneurs in New Mexico who have recently completed a Deep Dive bootcamp.
- 2) Provide technology solutions at a reduced price to small businesses to assist these companies in remaining competitive and viable. Examples of technology solutions include HR training

videos, product videos, 3D modeling, animation, digital media and sales materials, and IoT devices to name a few.

In addition to paid interns within CNMI's Technology Solutions Labs, internship opportunities may also be accessed by businesses within the region.

***WIOA paid internships will be provided. COVID-19 Dislocated Worker funds \$175,000***

### **Pitch Competitions**

**Balloon Pitch and Ski Lift Pitch-** These strategic events provide the opportunity for small businesses with early customer validation, scalability, and high-growth potential a unique opportunity to pitch to different investors in an effort to sell those investors on their company idea.

The 2020 Ski Lift Pitch had over \$100 million worth of capital represented by the investors. The event is designed to create funding opportunities and to showcase New Mexico as an emerging startup hub and showcase the beauty of the state to outside investors.

***WIOA Individualized Career Services for eligible training participants. COVID-19 Dislocated Worker funds \$75,000***

### **Tuition Assistance –**

***WIOA Individual Training Accounts COVID-19 Dislocated Worker funds \$1,320,620 with an additional \$200,000 to be dedicated as participant supportive services.***

**Deep Dive Coding Bootcamps-** Our award-winning Deep Dive Coding program offers immersive bootcamps to prepare career changers and displaced workers with the skills necessary become a tech entrepreneur or to obtain a technology job. We currently have six bootcamps (Full Stack Web Development, Java + Android, Digital Media, Internet of Things (IoT) Coding and Hardware Design, Data Science, and UI/UX (launching later this summer). Bootcamp Tuition Assistance will help low-income students to afford the cost of the program, allowing them the opportunity to tap into the resources and credentials offered by the bootcamps to find better, more stable work.

**Facebook Digital Marketing Certificate Program-** This program is perfect for small business owners, marketing professionals in need of digital skills, and those seeking new workforce development/job skills. The six courses in the series include Foundations and Strategy of Marketing, Marketing Content Strategy and Branding, Marketing Analytics and Performance, Social Media Marketing, Search and Display Advertising and Email Marketing.

**Salesforce Administrator Career Certificate-** The job market demand for candidates with hands-on experience using Salesforce systems and demonstration of in-depth Salesforce knowledge is strong and growing. Participants in this program will be prepared to use Salesforce skills for jobs including: CRM/Salesforce Administrator, Sales Representative, Account Executive, and Sales Manager.

**Sales Readiness-** Over seven (7) weeks, participants will participate in fourteen modules of sales, career preparation, and technology. The course provides a comprehensive sales

education and introduction to sales technology and career roles for which students show measurable affinity. Participants master research, qualifying the prospects, applying negotiation tactics, and calculating a compelling ROI. Participants will be able to demonstrate knowledge of customer relationship management CRM technology, sales goal planning, critical thinking, articulation, and communication skills. All modules are instructor-led and interactive via an online eLearning platform.

**Deep Dive Coding Licensing-** This funding will enable us to subsidize the cost of a license for a New Mexico educational institution or organization in need that has limited funding resources. The license will allow them to offer immersive tech training to offer our Full Stack curriculum (our most popular and versatile course) and help scale the ability to reskill displaced workers. Funding for the license would offset the licensing cost to the new partner.

***Funding options to be determined.***

### **E-commerce Platform Opportunities (To be developed)**

Leveraging the City's existing relationship with Square, CNMI will work to develop workshops for small businesses to understand, build, manage and maintain e-commerce platforms. CNMI's FUSE Makerspace currently offers an **Etsy Entrepreneur Workshop** which can be offered as well.

***WIOA Internships, Customized and Incumbent Worker training. COVID-19 Dislocated Worker funds \$50,000***

### **Select CNM Ingenuity Success Metrics**

In only five years, CNM Ingenuity's bootcamp training programs have graduated nearly 600 students, many of whom are women, people of color, working parents, and others who previously thought a career in IT was out of their reach. The average wage increase for a training graduate is 47% and an astounding 87% of graduates have met their career goals within six months (fully 95% within one year).

Thirty-five (35) companies have been formed by graduates of our Deep Dive Coding bootcamps since 2014. Our FUSE Makerspace supported 84 small businesses and startups last year and sees an average of 150 members per month. CNM Ingenuity's work has generated an estimated \$17 million in increased wages and \$44 million in total wages in the past five years, which has a multiplier effect in the community through increased taxes and decreased reliance on the social safety net.



### Stackable Funding Options

CNM Ingenuity and WCCNM are committed to offering stackable pathways to ensure the greatest possible outcome for displaced workers. Below are two examples of potential stackable paths. We respectfully request an increase in funding per individual from \$8,995 to \$14,000.

#### Stackable Pathways

Example 1	
Data Science Bootcamp	\$9,995
ActivateNM or IGNITE Accelerator	\$2,500
Sales Readiness Training	\$1,400
<b>Total</b>	<b>\$13,895</b>

Example 2	
Java + Android App Development	\$8,995
Facebook Digital Marketing Certificate	\$2,995
<b>Total</b>	<b>\$11,990</b>

### Current CNMI Training Schedule

\*Note this can easily be modified and customized to meet training demands

#### Full Stack Web Development (10 weeks)

- October 5, 2020
- January 11, 2021

#### Java & Android (12 weeks)

- September 21, 2020
- January 11, 2021

#### Digital Media (12 weeks)

- September 21, 2020
- January 11, 2021

#### Data Science (10 weeks, M-T)

- January 11, 2021

#### Data Science (24 weeks, Friday only)

- July 10, 2020
- January 8, 2021

#### Data Science Modules (1-2 weeks)

- October 12, 2020
- November 9, 2020
- December 14, 2020
- 2021 Schedule TBD

#### IoT Coding and Hardware Design (10 weeks)

- October 5, 2020

**UX/UI (User Experience and User Interface) (Part Time Evenings)**

- Summer- TBD
- Fall- TBD

**Salesforce Administrator Career Certificate**

- Fall- TBD

**Facebook Digital Marketing Certificate Program**

- Fall- TBD

**Professional Sales Readiness**

- September 2020

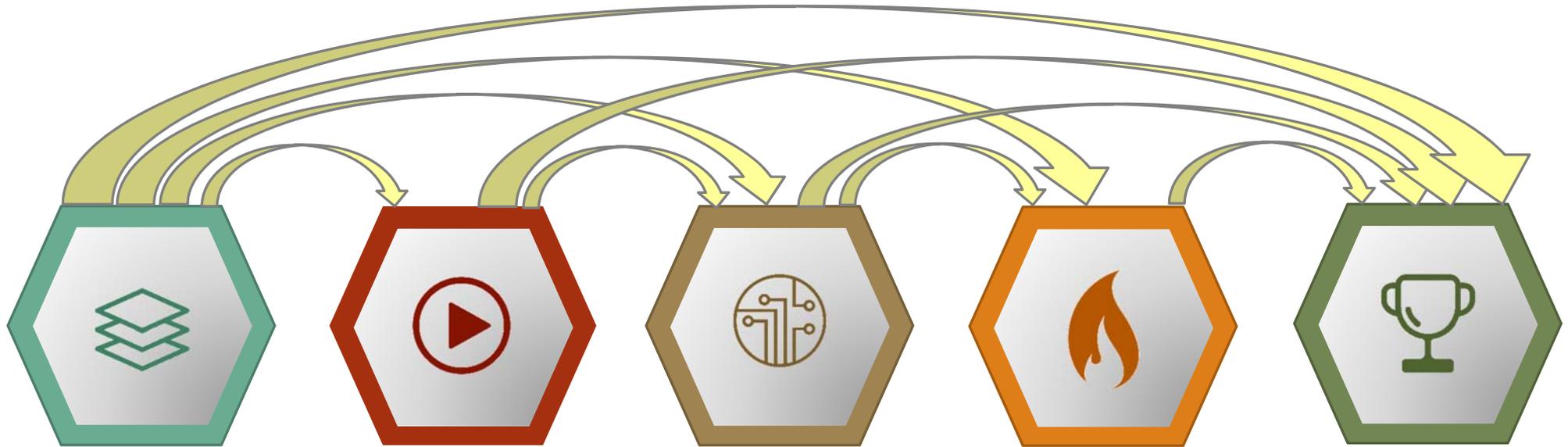
**ActivateNM Accelerator**

- September 2020
- Spring 2021

**IGNITE**

- Fall 2020
- Spring 2021

# Economic Recovery Support: IT Sector Strategies & Entrepreneurship Training Components



## Training & Stackable Credentials

Upcoming Training Opportunities & Bootcamps:

- Full Stack Web Development (10 weeks)
- Java & Android (12 weeks)
- Digital Media (12 weeks)
- Data Science (10 weeks, M-T)
- IoT Coding and Hardware Design (10 weeks)
- UX/UI (User Experience and User Interface) (Part Time Evenings)
- Salesforce Administrator Career Certificate
- Professional Sales Readiness

WIOA Title I.B DW Funding Stream: Individual Training Account

## ActivateNM

Activate New Mexico (ActivateNM) is a hybrid pre-accelerator and incubator program for early stage tech startups looking to pilot and grow their business in New Mexico.

WIOA Title I.B DW Funding Stream: Entrepreneurial Training (Individual Training Account) or Customized Training

## Technology Solutions Lab Technical Residents/ Entrepreneurs in Training

Technical residents are alumni of the CNMI Deep Dive Bootcamps who are hired to provide technology solutions for local businesses.

WIOA Title I.B DW Funding Stream: Internship under Individual Career Service

## IGNITE Community Accelerator

The IGNITE 10-Week Program provides entrepreneurs with the business skills needed to move their companies forward, faster. The goal of the program is to provide training and support to entrepreneurs who are in the early stages of developing their business.

WIOA Title I.B DW Funding Stream: Customized Training or Individual Training Account

## Balloon Pitch & Ski Lift Pitch Competitions

This strategic events provide the opportunity for small businesses with early customer validation, scalability, and high-growth potential a unique opportunity to pitch to different investors in an effort to sell those investors on their company idea.

WIOA Title I.B DW Funding Stream: Entrepreneurial Training or Customized Training