



Full Board Hybrid

Monday, June 17, 2024
1:30 pm

809 Copper Ave. NW, Albuquerque, NM 87102

https://us06web.zoom.us/webinar/register/WN_q6pDAHU7QZOTvZBcYVi5WA

John Mierzwa, Chair

Krista Kelley, Chair-Elect

AGENDA

- Call to Order**
- Roll Call – Determination of Quorum**

- Carl Adams** – Albuquerque Job Corps
- Marvis Aragon** – American Indian Chamber of Commerce New Mexico
- Odes Armijo-Caster** – Luz Energy Corp.
- Joseph Bizzell** – Elite Power and Recovery Inc.
- Doug Calderwood** - NM Aging & Long-Term Services Department
- Karla Causey** – African American Greater Albuquerque Chamber of Commerce
- Danielle Casey** - Albuquerque Economic Development
- Robert Chavez** – Youth Development Inc.

- Vaadra Chavez** – Cyber Security Works
- Troy Clark** – New Mexico Hospital Association
- Bobby Getts** - NM JATC for the Electrical Industry.
- Marni Goodrich** - Yearout Mechanical Inc.
- Tracy Hartzler** – Central New Mexico Community College
- Antoinette Holmes** - NM Department of Vocational Rehabilitation
- Justin Hilliard** – City of Albuquerque, Economic Development
- Gregg Hull** – City of Rio Rancho
-

- Krista Kelley, Chair-Elect** – Motiva Corporation
- Joe LiRosi** - Toni & Guy Academy & Salon

- Roxanne Luna** – New Mexico Human Services Department
- John Mierzwa, Chair** – Ingenuity Software Labs, Inc
- Debbie Ortiz**, RDO Enterprises

- Stacy Sacco** – SACCO Connections

- 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**– Rancho Regional Chamber of Commerce
- Tom Schuch**– New Mexico Restaurant Association
- Jennifer Sinsabaugh** – New Mexico MEP

- Raymond Trujillo** – Southwest Piping Institute (Local 412)

- David Valdes** – Central New Mexico Community College

- Susan YaSenka** - University of New Mexico Valencia Campus
-

Approval of Monday, June 17, 2024 WCCNM Agenda

- Motion
- Second
- Action

Motion
Second
Action

ACTION ITEMS

- Tab 2 **Approval of WFCP-02-24, PY24 Preliminary Budget**
 Motion
 Second
 Action
- Tab 3 **Approval of Workforce Connection of Central New Mexico Service Provider Annual Contract Renewal Requests (with Risk Assessments)**
 A. Administrative Entity and Fiscal Agent Contract with the Mid-Region Council of Governments
 Motion
 Second
 Action
 B. One-Stop Operator Contract with the Mid-Region Council of Governments
 Motion
 Second
 Action
 C. Mid-Region Council of Governments Adult/Dislocated Worker Service Provider Contract
 Motion
 Second
 Action
 D. Youth Service Provider Contract with Youth Development Inc. (YDI)
 Motion
 Second
 Action
 E. Pathway Home 3 - CHANCES – Youth Development Inc.
 Motion
 Second
 Action
- Tab 4 **Approval of Legal Services Contract**
 Motion
 Second
 Action
- Tab 5 **Approval of WCCNM Chair and Nomination of Officers for PY24**
 a. Chair
 b. Chair-Elect
 c. Treasurer
 Motion
 Second
 Action
- Tab 6 **Approval of WCCNM County Representatives**
 Motion
 Second
 Action

SERVICE and TRAINING PROVIDER UPDATES

- Tab 7 **Chairman's Items**
- Tab 8 **Workforce Connection Operations Report**
- Tab 9 **WCCNM Quarterly Performance Report PY23 Q3**
- Tab 10 **Additional Grant Updates**
 Pathway Home 3 – CHANCES
 H1B Building Career Pathways for Infrastructure Fund Jobs

INFORMATIONAL UPDATES

Tab 11 **Summary of Executive Committee Meeting for May 20, 2024**

Tab 12 **WIOA Monthly Expenditure Report for May 31, 2024**

Tab 13 **WIOA Updates**

- Brief Overview of new WCCNM Local Plan 2024-2028

UPDATES

COMMITTEE REPORTS

- Establish Separate Funding Entity Ad-Hoc
- Disability Standing Committee
- Finance Standing Committee
- Operations Standing Committee
- Youth Standing Committee
- Business Engagement \ Economic Development Ad-Hoc

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, August 19, 2024

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”



MINUTES
Full Board Meeting
Hybrid Meeting
Monday, February 26, 2024
809 Copper Ave. NW, Albuquerque, NM 87102
1:30 pm

Before the meeting started Art Martinez explained that when voting takes place, we will ask for a roll call for those who don't approve and then identify the names of the members that did not respond to the "don't approve" as an affirmative vote. Additionally, prior to the affirmative roll call members that abstain from voting will respond via voice confirmation to the Board Chair and describe the reason. After the names are called for the affirmative vote, the chair will pause and ask those that do not concur with the affirmative roll call vote to voice a different vote. To ensure that a quorum remains, Ms. Nicole Giddings monitors the participants to ensure quorum is present and notes if a member is not available.

Roll Call - Determination of Quorum 1:34 pm - by Art Martinez

- ✓ **Carl Adams** – Albuquerque Job Corps
- ✓ **Marvis Aragon** – American Indian Chamber of Commerce New Mexico
- ✓ **Gregg Hull** – City of Rio Rancho
- ✓ **Krista Kelley, Chair-Elect** – Motiva Corporation

Odes Armijo-Caster – Luz Energy Corp.

Joseph Bizzell – Elite Power and Recovery Inc.

- ✓ **Doug Calderwood** – NM Aging & Long-Term Services Department
- ✓ **Karla Causey** – African American Greater Albuquerque Chamber of Commerce
- ✓ **Danielle Casey** – Albuquerque Economic Development
- ✓ **Eleanor Chavez** – NUHHCE District 1199NM

Robert Chavez – Youth Development Inc.

- ✓ **Vaadra Chavez** – Cyber Security Works
- ✓ **Troy Clark** – New Mexico Hospital Association

Kristen Gamboa – PNM

Bobby Getts – NM JATC for the Electrical Industry.

- ✓ **Marni Goodrich** – Yearout Mechanical Inc.
- ✓ **Tracy Hartzler** – Central New Mexico Community College

Antoinette Holmes – NM Department of Vocational Rehabilitation

Justin Hilliard – City of Albuquerque, Economic Development

Joe LiRosi – Toni & Guy Academy & Salon

- ✓ **Roxanne Luna** – New Mexico Human Services Department
- ✓ **John Mierzwa, Chair** – Ingenuity Software Labs, Inc
- ✓ **Debbie Ortiz**, RDO Enterprises
- ✓ **Stacy Sacco** – SACCO Connections

✓ **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** – Rancho Regional Chamber of Commerce

Tom Schuch – New Mexico Restaurant Association

- ✓ **Jennifer Sinsabaugh** – New Mexico MEP

Raymond Trujillo – Southwest Piping Institute (Local 412)

- ✓ **David Valdes** – Central New Mexico Community College

- ✓ **Susan YaSenka** – University of New Mexico Valencia Campus

Introduction of Board Members

Susan YaSenka- University of New Mexico – Valencia Campus

Approval of WCNM Full Board Agenda, February 26, 2024

Mr. Martinez asked to move Tab 4 after Tab 1

Motion for modification of the agenda: Krista Kelley

Second: Marni Goodrich

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Carl Adams				
Marvis Aragon	X			
Odes Armijo-Caster				
Joseph Bizzell				
Doug Calderwood	X			
Danielle Casey	X			
Karla Causey	X			
Eleanor Chavez	X			
Robert Chavez				
Vaadra Chavez	X			
Troy Clark	X			
Kristen Gamboa				
Bobby Getts				
Marni Goodrich	X			
Tracey Hartzler	X			
Antoinette Holmes				
Justin Hilliard				
Gregg Hull	X			
Krista Kelley	X			
Joseph LiRosi				
Roxanne Luna	X			
John Mierzwa	X			
Debbie Ortiz	X			
Stacy Sacco	X			
James Salas	X			
Waldy Salazar				
Leslie Sanchez				
Diane Saya	X			
Jerry Schalow	X			
Tom Schuch				
Jennifer Sinsabaugh	X			
Raymond Trujillo				
David Valdes	X			
Susan YaSenka	X			

Tab 1: Approval of WCCNM Full Board Minutes, October 30, 2023

**Motion: Gregg Hull
 Second: Karla Causey
 No Discussion**

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Carl Adams				
Marvis Aragon	X			
Odes Armijo-Caster				
Joseph Bizzell				
Doug Calderwood	X			
Danielle Casey	X			
Karla Causey	X			
Eleanor Chavez	X			
Robert Chavez				
Vaadra Chavez	X			
Troy Clark	X			
Kristen Gamboa				
Bobby Getts				
Marni Goodrich	X			
Tracey Hartzler	X			
Antoinette Holmes				
Justin Hilliard				
Gregg Hull	X			
Krista Kelley	X			
Joseph LiRosi				
Roxanne Luna	X			
John Mierzwa	X			
Debbie Ortiz	X			
Stacy Sacco	X			
James Salas			X	
Waldy Salazar				
Leslie Sanchez				
Diane Saya	X			
Jerry Schalow	X			
Tom Schuch				
Jennifer Sinsabaugh	X			
Raymond Trujillo				
David Valdes	X			
Susan YaSenka	X			

Moved to Tab 4

Tab 2: PY 22 WCCNM Audit Report

By Kory Hoggan, Moss Adams

- Mr. Hoggan presented the PY22 Audit Report from Moss Adams.
- He stated Moss Adams issued an unmodified opinion of the Workforce Connection of Central New Mexico’s financial practices.
- They also noted this was a smooth audit with no findings and the management of the organization is well established.
- The WCCNM financial audit was submitted to the Office of the State Auditor on December 1, 2023, and was accepted.

Tab 3: Presentation by Maxeon Solar

By Kevin Driggs & Donald Fieldenhour

- Mr. Driggs and Mr. Fieldenhour gave a presentation on Maxeon Solar and how they will benefit from the assistance of the Central Region. (for more detailed information on Tab 3 please request the zoom recording)

Moved to Tab 5

ACTION ITEMS

Tab 4 Approval of WCCNM Treasurer – Nomination Accepted by Karla Causey

- The consensus of the WCCNM Full Board to nominate Karla Causey as the Treasurer for WCCNM.

Motion: Gregg Hull

Second: Krista Kelley

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Carl Adams				
Marvis Aragon	X			
Odes Armijo-Caster				
Joseph Bizzell				
Doug Calderwood	X			
Danielle Casey	X			
Karla Causey	X			
Eleanor Chavez	X			
Robert Chavez				
Vaadra Chavez	X			
Troy Clark	X			
Kristen Gamboa				
Bobby Getts				
Marni Goodrich	X			

Tracey Hartzler	X			
Antoinette Holmes				
Justin Hilliard				
Gregg Hull	X			
Krista Kelley	X			
Joseph LiRosi				
Roxanne Luna	X			
John Mierzwa	X			
Debbie Ortiz	X			
Stacy Sacco	X			
James Salas	X			
Waldy Salazar				
Leslie Sanchez				
Diane Saya	X			
Jerry Schalow	X			
Tom Schuch				
Jennifer Sinsabaugh	X			
Raymond Trujillo				
David Valdes	X			
Susan YaSenka	X			

Moved back to Tab 2

Tab 5 **Approval of Three Member Sub-Committee to review WCCNM Property for Disposition**

Due to lack of quorum no action can be taken.

INFORMATIONAL ITEMS

Tab 6 **WCCNM Bylaws – Modified**

- Mr. Martinez, presented the WCCNM Bylaws. He stated that the CEO’s approved the bylaws at their January 9, 2024 meeting.
- The bylaws were modified on how WCCNM is handling the Standing and Ad-Hoc Committees.

Comments

Tab 7 **Chairman’s Items**

- No Discussion.

Tab 8 **Workforce Connection Operations Report**

- Daniel Sanchez, Operations Manager gave an update on the January 31, 2024, NMWC Operations Report.

Tab 9 **WCCNM Quarterly Performance Report PY23 Q2**

- Ms. Rowland gave an update on the PY23 2nd Quarter LWDB Quarterly Report.

Tab 10 **Additional Grant Updates**

Pathway Home 3 – CHANCES

- Ms. Rowland gave an update of the Chances Grant.
- We continue to monitor the program.
- Working on our last year of recruitment and training and job placement.
- The final year of the grant starts 2025 for follow-up.
- Some concerns with the GPMS Data base.

Questions & Comments

H1B Building Career Pathways for Infrastructure Fund Jobs

- Ms. Rodriguez gave an update on H1B Grant.
- A Five-year grant which was awarded on September 26, 2023.
- Anticipating serving 250 participants.
- Infrastructure Sector we are focusing on our Brodbent, Transportation and Renewable Energy.

Questions & Comments

Updates

- Tab 11
- **Establish Separate Funding Entity Ad-Hoc** – Krista Kelley, stated they have been meeting over the last few months to determine very important questions that we had related to the entity and the structure for the entity. No decisions have been made by the Separate Entity. They have narrowed it down to two different structures. We are finalizing some questions by our legal team. Once legal answers those questions then Separate Entity can meet and make a recommendation to the Board. We are moving forward just as not as fast as they had hoped.
 - **Disability Standing Committee** – Mr. Martinez, stated at the last meeting they discussed access in the One-Stop Centers that was addressed in the monitoring tool from USDOL and internet compliance.
 - **Finance Standing Committee** – Ms. Kelley, with the passing of Mr. Herb Crosby, has stepped in as the intermediate chair. We have been meeting to discuss the finance committee charter and approved it last week and approved Karla Causey as the finance committee chair.
 - **Operations Standing Committee** - Doug Calderwood gave the update. The committee met in January. Reported about the SWEPT Grant which is a pre-apprenticeship funding that will be used for our youth going to our Youth Provider,

YDI. Other reports received are the items just discussed about performance and activities within our centers and participants.

- **Youth Standing Committee** – Mr. Martinez, stated we didn't have a meeting, but we did get a finding from USDOL for the Youth Standing Committee to provide more training in their roles.
- **Business \ Engagement Ad-Hoc** – Jerry Schalow provided an update. He stated that Business Engagement and Economic Development Ad-Hoc will be combined. He stated that meeting will resume in March. Made sense to combine both Ad-hoc together.

Tab 12 **WIOA Monthly Expenditure Report for January 31, 2024**

Due to time allotment this was not discussed. Report was provided in packet.

Tab 13 **WIOA Updates**

- Mr. Martinez presented WIOA updates.
- He stated we got a response from USDOL regarding the monitoring. One finding discussed is the board needs to obtain a letter from the Governor to allow them to provide services. We will work with NMDWS and Workforce and will ask the chair to get involved when we start this process.

PUBLIC COMMENT/ADJOURNMENT

- **Public Comment** – None
- **Adjournment** – 3:33 p.m.

NOTES

Next Meeting:

Date: Monday, April 15, 2024

Time: 1:30 p.m.

Location: Mid-Region Council of Governments – Board Room

Approved at the June 17, 2024, WCCNM Full Board Meeting:

John Mierzwa, WCCNM Chair

ATTEST:

DRAFT

Workforce Connection of Central New Mexico WFCP- 02-24 PY24 Preliminary Budget

Action Requested:

Requesting approval of the Preliminary Budget for the program year PY24 year 7-1-24 to 6-30-25. This is based on the NMDWS allocation letter dated 7-01-24 and our estimate of the 2nd year carry-in from the prior program year end June 30, 2024 (PY23). All figures are estimates. Bar #1 will true to actuals.

Background:

The New Mexico Department of Workforce Solutions (NMDWS) issued the PY24 allocation which indicated an 8.46% decrease for the Central Region. The allocation presented to WCCNM are as follows: Adult \$2,055,322, Dislocated Worker \$4,339,724, Youth \$1,933,043 and Administrative in the amount of \$925,345 for a total PY24 allocation of \$9,253,434. This is a \$855,507 decrease from the prior year's \$10,108,941.

The PY24 Preliminary Budget estimates the formula carry-in from PY23 to PY24 in the amount of \$2,025,000. It is estimated with \$755,000 Adult, \$430,000 Dislocated Worker, \$555,000 Youth and \$285,000 Administrative dollars.

The PY24 Preliminary Budget has an initial request to transfer \$935,501 monies of Dislocated Worker to Adult to align with currently experienced clientele mix. This will still need approval by NMDWS. An Additional \$1,700,000 planned in November 2024.

The PY24 Preliminary Budget provides monies in the Professional Services category of: \$60,000 Board Expenses, \$20,000 Legal and \$65,000 Audit, \$297,921 in Contingency which includes the balance of that sale & no Social Security's Ticket-to-Work monies. Hopefully there will be more Social Security's TTW during PY24.

PY24 Preliminary budget continues to have the two ongoing USDOL grants, Chances and Career Pathways Infrastructure. Both bring in additional directed funding streams to serve central area, thus there are two additional service provider contracts with MRCOG and ongoing with YDI.

Policy Ramification:

Approval of Policy WFCP-02-24 will allow the WCCNM to adjust the PY24 budget by categories as reflected in the attached worksheet.

Financial Impact: PY24 WCCNM budget total is estimated to be \$14,806,785.

Financial Impact: PY24 Adult / DW Service Provider MRCOG \$1,940,000

Financial Impact: PY24 Youth Service Provider YDI WIOA Staff Costs \$1,425,000

Financial Impact: PY24 Youth Service Provider YDI Staff CHAN \$546,000

Financial Impact: PY24 WCCNM Operator MRCOG \$188,000

Financial Impact: PY24 WCCNM Special Board Projects MRCOG \$254,000

Financial Impact: PY24 WCCNM AE/FA MRCOG \$1,170,000

Financial Impact: PY24 WCCNM USDOL CHAN Chances MRCOG \$129,000

Financial Impact: PY24 WCCNM USDOL H1BP Career Pathways MRCOG \$264,000

Do Pass _____ Do Not Pass _____

MICHELLE LUJAN GRISHAM
GOVERNOR



SARITA NAIR
CABINET SECRETARY

HOWIE MORALES
LT. GOVERNOR

STATE OF NEW MEXICO
DEPARTMENT OF WORKFORCE SOLUTIONS
401 Broadway, NE
PO Box 1928
Albuquerque, NM 87103
(505) 841-8405/ FAX (505) 841-8491

July 1, 2023

John Mierzwa, Board Chair
WCC
809 Copper Ave. NW
Albuquerque, NM 87102

Dear Chairman, Mierzwa:

The New Mexico Department of Workforce Solutions (NMDWS) received the Workforce Innovation and Opportunity Act Funding allotments for Program Year (PY) 2023 and Fiscal Year (FY) 2024. NMDWS has completed the **preliminary** calculation of Local Workforce Investment Board (LWIB) allocations and is currently working on the Grant Agreements for PY23/FY24.

Presented are the PY 2023 and FY 2024 allocations by funding stream, Adult, Dislocated Worker, and Youth for your local area. These allocations are based on the TEGL 15-22 allotments for the state of New Mexico and are subject to change upon receipt of additional TEN or TEGL.

PROGRAM YEAR 2023				
Central	Adult	DW	Youth	Total
Program	442,690	991,136	2,251,261	3,685,087
Administration	49,188	110,126	250,140	409,454
Total	491,878	1,101,262	2,501,401	4,094,541
FISCAL YEAR 2024				
Central	Adult	DW		Total
Program	1,808,184	3,604,776		5,412,960
Administration	200,909	400,531		601,440
Total	2,009,093	4,005,307		6,014,400

Thank you.

WIOA Grant Analyst
NM Department of Workforce Solutions
tina.corriz@state.nm.us

“AN EQUAL OPPORTUNITY EMPLOYER”

MICHELLE LUJAN GRISHAM
GOVERNOR



SARITA NAIR
CABINET SECRETARY

HOWIE MORALES
LT. GOVERNOR

STATE OF NEW MEXICO
DEPARTMENT OF WORKFORCE SOLUTIONS
401 Broadway, NE
PO Box 1928
Albuquerque, NM 87103
(505) 841-8405/ FAX (505) 841-8491

July 1, 2024

John Mierzwa, Board Chair
WCC
809 Copper Ave. NW
Albuquerque, NM 87102

Dear Chairman, Mierzwa:

The New Mexico Department of Workforce Solutions (NMDWS) received the Workforce Innovation and Opportunity Act Funding allotments for Program Year (PY) 2024 and Fiscal Year (FY) 2025. NMDWS has completed the **preliminary** calculation of Local Workforce Investment Board (LWIB) allocations and is currently working on the Grant Agreements for PY24/FY25.

Presented are the PY 2024 and FY 2025 allocations by funding stream, Adult, Dislocated Worker, and Youth for your local area. These allocations are based on the TEGL 12-23 allotments for the state of New Mexico and are subject to change upon receipt of additional TEN or TEGL.

PROGRAM YEAR 2024				
	Adult	DW	Youth	Total
Program	404,059	935,501	1,933,043	3,272,603
Administration	44,896	103,945	214,783	363,624
Total	448,955	1,039,446	2,147,826	3,636,227
FISCAL YEAR 2025				
	Adult	DW		Total
Program	1,651,263	3,404,223		5,055,486
Administration	183,474	378,247		561,721
Total	1,834,737	3,782,470		5,617,207

Thank you.

WIOA Grant Analyst
NM Department of Workforce Solutions
tina.corriz@state.nm.us

WORKFORCE CONNECTION OF CENTRAL NEW MEXICO

PY24 Preliminary

BUDGET Effective JULY 1, 2024

	PY23	2,250,874 (195,552)	4,595,912 (256,188)	2,251,261 (318,218)	1,010,894 (85,549)		10,108,941 (855,507)		-8.46%
		ADULT	DISL WKR	YOUTH	ADMIN	ADDITIONAL	TOTAL		
WCCNM REVENUES									
PY24/FY25 Allocation		\$ 2,055,322	\$ 4,339,724	\$ 1,933,043	\$ 925,345	\$ -	\$ 9,253,434	\$	10,108,941 109.2%
PY23/FY24 Estimated Carry-in (Prior Yr PY23)		755,000	430,000	555,000	285,000	-	2,025,000		
7-1-24 Transfer Request DW to Adult- Code PY24 All DW Available		935,501	(935,501)	-	-	-	-		
Mid Year Transfer Request DW to Adult- Code FY25 DW		1,700,000	(1,700,000)	-	-	-	-		
US DOL Chances Grant 3.5 Yr \$1,999,999 (July 2022 to Dec 2025) 3rd Yr		-	-	-	-	1,422,430	1,422,430		
US DOL H1BP Career Pathways 5.0 Yr \$1,999,996 (9-30-23 to 9-30-28) 2nd Yr		-	-	-	-	1,808,000	1,808,000		
PY07 Sale Of Lease - Balance FWD		-	-	-	-	297,921	297,921		
PY24 Ticket To Work Revenue Available Year Begin		-	-	-	-	-	-		
TOTAL REVENUES		\$ 5,445,823	\$ 2,134,223	\$ 2,488,043	\$ 1,210,345	\$ 3,528,351	\$ 14,806,785		
Required Work Exp 20% of Youth				497,609					Training Basis \$ 10,068,089
WIOA EXPENSES									
Adult/Dislocated Worker Service Provider									
MRCOG		1,280,400	659,600	-	-	-	1,940,000		
Subtotal		\$ 1,280,400	\$ 659,600	\$ -	\$ -	\$ -	\$ 1,940,000		
Adult/Dislocated Wkr Client Services									
Adult/Disl Wkr Participant Services		2,914,927	1,163,683	-	-	-	4,078,610		Green Plugs
Worker's Compensation Insurance Policy		1,200	1,000	-	-	-	2,200		
Supportive Services		55,000	5,500	-	-	-	60,500		
Subtotal		\$ 2,971,127	\$ 1,170,183	\$ -	\$ -	\$ -	\$ 4,141,310		Adult DW Training 54.63%
Youth Service Provider									
Service Provider - YDI		-	-	1,425,000	-	-	1,425,000		
Subtotal		\$ -	\$ -	\$ 1,425,000	\$ -	\$ -	\$ 1,425,000		
Youth Client Services (min. 75% Out)									
Youth Participant Services YDI Work Experience		-	-	497,609	-	-	497,609		Overall Training 47.85%
Youth Transportation YDI		-	-	20,000	-	-	20,000		1,942,609
Youth Participant Services ITA's MRCOG		-	-	134,114	-	-	134,114		
Youth Supportive Services MRCOG		-	-	25,000	-	-	25,000		
Subtotal		\$ -	\$ -	\$ 676,723	\$ -	\$ -	\$ 676,723		Youth Training 27.20%
Business & Career Center Operation									
Business & Career Center Facility Operations / IFA Costs		566,400	153,000	289,000	-	-	1,008,400		
Business & Career Center Facility Operations / IFA Reimbursement		(295,200)	(110,700)	(209,100)	-	-	(615,000)		
Business & Career Center Management -MRCOG Operator		-	-	-	188,000	-	188,000		
Business & Career Center Management -MRCOG Operations/ Special Projects / Board Proj		129,540	40,640	83,820	-	-	254,000		254000
Business & Career Center Improvements		43,200	16,200	30,600	-	-	90,000		
Subtotal		\$ 443,940	\$ 99,140	\$ 194,320	\$ 188,000	\$ -	\$ 925,400		
Professional Services									
AE/FA - MRCOG		150,356	105,300	117,000	797,345	-	1,170,000	\$	1,170,000
Program Support/Board Expense		-	-	-	60,000	-	60,000		
Contractual Services - Available		-	-	-	-	-	-		
Legal Services		-	-	-	20,000	-	20,000		
Audit Services		-	-	-	65,000	-	65,000		
Contingency, \$ Ticket to Work & \$ Sale of Lease		-	-	-	-	297,921	297,921		
Carved Out Plan for Carry In - Reserved for Initial part 2nd year - July - Sep 25		600,000	100,000	75,000	80,000	-	855,000		
Subtotal		\$ 750,356	\$ 205,300	\$ 192,000	\$ 1,022,345	\$ 297,921	\$ 2,467,921		
TOTAL WIOA EXPENSES		\$ 5,445,823	\$ 2,134,223	\$ 2,488,043	\$ 1,210,345	\$ 297,921	\$ 11,576,355		
USDOL Chances Grant Expenses 3.5 Yr 7-1-22 to 12-31-25									
US DOL Chances Client Services		-	-	-	-	717,430	\$ 717,430		
US DOL Chances Contracts to Sub Recipients (\$950,000 Started) Balance		-	-	-	-	546,000	\$ 546,000		
MRCOG Admin for Chances - Staffing (\$271,879 Started) Balance		-	-	-	-	129,000	\$ 129,000		
Audit Services - Chances Portion 3.5 yrs \$30,000		-	-	-	-	30,000	\$ 30,000		
TOTAL CHANCES GRANT EXPENSES		\$ -	\$ -	\$ -	\$ -	\$ 1,422,430	\$ 1,422,430	\$	1,422,430
USDOL H1BP Career Pathways Expenses 5.0 Yr 9-30-23 to 9-30-28									
US DOL Career Pathways Client Services		-	-	-	-	1,544,000	\$ 1,544,000		
US DOL Career Pathways to Sub Recipients		-	-	-	-	-	\$ -		
MRCOG Admin for H1BP		-	-	-	-	264,000	\$ 264,000		
TOTAL H1BP GRANT EXPENSES		\$ -	\$ -	\$ -	\$ -	\$ 1,808,000	\$ 1,808,000	\$	-
TOTAL WCCNM EXPENSES		\$ 5,445,823	\$ 2,134,223	\$ 2,488,043	\$ 1,210,345	\$ 3,528,351	\$ 14,806,785		

John Mierzwa - WCCNM Chair

Dewey V. Cave, MRCOG Executive Director

June 17, 2024 Full Board Meeting

WCCNM - DWS State Initial Allocations by year

PY23 vs PY24

	PY18	PY19 Amended	PY20	PY21	PY22	PY23	PY24	Change to Prior Yr	%
Adult	2,638,218	2,612,080	2,715,244	2,409,214	2,324,135	2,250,874	2,055,322	(195,552)	-8.69%
DW	3,698,860	4,362,116	3,776,430	4,267,460	3,964,307	4,595,912	4,339,724	(256,188)	-5.57%
Youth	2,354,415	2,292,125	2,361,166	2,077,181	2,091,382	2,251,261	1,933,043	(318,218)	-14.14%
Admin	965,721	1,029,591	983,950	972,650	931,092	1,010,894	925,345	(85,549)	-8.46%
	9,657,214	10,295,912	9,836,790	9,726,505	9,310,916	10,108,941	9,253,434	(855,507)	-8.46%

WCCNM Formula

**Funding & Budget Item Comparison PY17 PY18 PY20 PY21 PY22 PY23 PY24
(PY24 July 1, 2024 to June 30, 2025)**

Total WIOA Formula Budget								
	PY21	Increase %	PY22	Increase %	PY23	Increase %	PY24	Increase %
Granted	\$ 9,726,505	-12%	\$ 9,310,916	-4%	\$ 10,108,941	3.93%	\$ 9,253,434	-8.46%
Carry-In Adult / DW	\$ 2,088,726		\$ 1,450,533		\$ 900,000		\$ 1,185,000	
Carry-In Youth	\$ 1,464,271		\$ 1,440,309		\$ 400,000		\$ 555,000	
Carry-In Admin	\$ 446,400		\$ 289,677		\$ 200,000		\$ 285,000	
Carry In Totals Per Year	\$ 3,999,397		\$ 3,180,519		\$ 1,500,000		\$ 2,025,000	
Total	\$ 13,725,902		\$ 12,491,435		\$ 11,608,941		\$ 11,278,434	
Increase % of Prior Year	0.4%		-9.0%		-15.4%		-9.7%	

WIOA Contractors								
	PY21	% to Total PY21	PY22	% to Total PY22	PY23	% to Total PY23	PY24	% to Total PY24
	Budget		Budget		Budget		Budget	
SER / MRCOG - Adult DW Srvc	\$ 314,479	2%	\$ -	0%	\$ -	0%	\$ -	0%
% to Client Specific Budget	6%		0%		0%		0%	
	\$ 1,517,140	11%	\$ 1,631,880	13%	\$ 2,096,788	18%	\$ 1,940,000	17%
% to Client Specific Budget	27%		34%		45%		47%	
YDI	\$ 1,534,770	11%	\$ 1,570,000	13%	\$ 1,580,594	14%	\$ 1,425,000	13%
% to Client Specific Budget	94%		96%		134%		211%	
MRCOG BCC Operations & AE	\$ 1,250,844	9%	\$ 1,334,115	11%	\$ 1,372,589	12%	\$ 1,424,000	13%
% to Client Specific Budget	15%		18%		20%		25%	
MRCOG Operator	\$ 169,353	1%	\$ 202,368	2%	\$ 183,720	2%	\$ 188,000	2%
% to Client Specific Budget	2%		3%		3%		3%	
Total	\$ 4,786,587	35%	\$ 4,738,364	38%	\$ 5,233,691	45%	\$ 4,977,000	44%
Increase to Prior Year %	29%		-1%		9%		5%	

Client Services WIOA Program Year								
	PY21	% to Total PY21	PY22	% to Total PY22	PY23	% to Total PY23	PY24	% to Total PY24
	Budget		Budget		Budget		Budget	
Adult / DW (Inc. Carry In)	\$ 5,683,634	41%	\$ 4,803,404	38%	\$ 4,704,095	41%	\$ 4,141,310	37%
Youth (Inc. Carry In)	\$ 1,634,134	12%	\$ 1,642,485	13%	\$ 1,175,529	10%	\$ 676,723	6%
Carved Out Reserve 2nd Yr Mo	\$ 1,125,964	8%	\$ 939,677	8%	\$ 977,402	8%	\$ 855,000	8%
Total	\$ 8,443,732	62%	\$ 7,385,566	59%	\$ 6,857,026	59%	\$ 5,673,033	50%
Increase to Prior Year %	-7%		-13%		-19%		-23%	

**Remaining Activites
WIOA Program Year**

		PY21	% to Total PY21		PY22	% to Total PY22		PY23	% to Total PY23		PY24	% to Total PY23
			Budget			Budget			Budget			Budget
BCC Operating Expenses	\$	319,982	2%	\$	415,000	3%	\$	395,000	3%	\$	483,400	4%
Board Expenses	\$	175,600	1%	\$	183,720	1%	\$	114,360	1%	\$	145,000	1%
Total	\$	495,582	4%	\$	598,720	5%	\$	509,360	4%	\$	628,400	6%
Increase to Prior Year %		-44%			21%			3%			5%	
Ck TOTAL Budget of WCCNM	\$	13,725,901	100%	\$	12,722,650	100%	\$	12,600,077	100%	\$	11,278,433	100%
				\$	12,722,650		\$	12,091,728		\$	11,278,434	
				\$	(0)							

Workforce Connection of Central New Mexico WCCNM Service Provider Annual Contract Renewal Reports

Action Requested:

Request for approval of contract renewals for PY24 (July 1, 2024 – June 31, 2025) for:

- A. MRCOG AE/FA
- B. MRCOG One-Stop Operator
- C. MRCOG AD/DW Program
- D. YDI - WIOA Youth
- E. YDI - Chances Grant

Background:

Each year, the MRCOG prepares contract renewal reports for the WCCNM Board's consideration.

Accompanying this AISS request, the MRCOG AE/FA has provided the above contract renewal reports along with Risk Assessments for each service provider.

Financial Impact:

None

Do Pass: _____

Do not Pass: _____

Legal Contract

Mid-Region Council of Governments issued RFP-2021-01 titled on call legal services on January 18, 2021

Contracts will end on April 21, 2025, but expect for a renewal and solicitation prior to the expiration date.

Cuddy & McCarthy, LLP

Partner's rate: \$225/hr

Associate's rate: \$195/hr

Paralegals rate: \$90/hr

Legal Assistants rate: \$65/hr

German Burnette & Associates, LLC

Attorney/Contractor rate: \$180/hr

Paralegals/Law Clerks rate: \$80/hr

Legal Assistants rate: \$50/hr

Clerical rate: \$0.00/hr

Copies or document reproduction \$0.15/page

IN-State Mileage: \$0.22/mile

Robles, Rael & Anaya, P.C.

Partner rate: \$175/hr

Of Counsel rate: \$175/hr

Associate Attorney rate: \$150/hr

Paralegal rate: \$65/hr

Sanchez, Mower & Desiderio, P.C.

Raymond G. Sanchez, Frederick M. Mowrer, Robert J. Desiderio: \$275/hr

Erin S. Ferreira: \$250/hr

Other attorney(s): \$125/hr

Paralegals and law clerks: \$80/hr

Stelzner, Winter Warburton, Flores & Dawes, P.A

Partners rate: \$225/hr

Associate Attorneys rate: \$195/hr

Paralegals rate: \$85/hr

Law Clerks rate: \$65/hr

Financial Impact:

\$20,000

Do Pass: _____

Do not Pass: _____

Tab 5

Workforce Connection of Central New Mexico WCCNM Chair and Nomination of Officers for PY24

Action Requested:

Approval of First Year Chair, Chair-Elect and Treasurer.

Chair— Krista Kelley
Chair Elect – Stacy Sacco
Treasurer – Karla Causey

Background:

Based on Article 6 – Officers, the Workforce Connection of Central New Mexico’s (WCCNM) Bylaws, Section 6.06 requires officers to serve a term of one year. Elected officers may only serve two consecutive terms in the same position. The bylaw further states, that the Chair-Elect will assume the position of chair at the end of the chair’s term. If Chair-Elect cannot assume the position a recommendation will be made.

Recommendation is to approve the Chair, Chair-Elect and Treasurer for a term beginning July 1, 2024 to June 30, 2025.

Financial Impact:

None

Do Pass: _____

Do not Pass: _____

Workforce Connection of Central New Mexico WCCNM County Representatives

Action Requested:

Approval of County Representatives Nomination are as follows:

Bernalillo County – Marvis Aragon, Tracy Hartzler and Stacy Sacco

Torrance County – Debbie Ortiz

Valencia County – Susan YaSenka

Sandoval County – Jerry Schalow and Krista Kelley

Background:

Based on Article 8 – Committees 8.2 Executive Standing Committee.

One WCCNM member from Bernalillo County to be elected by members of Bernalillo County;

One WCCNM member from Sandoval County to be elected by members of Sandoval County;

One WCCNM member from Valencia County to be elected by members of Valencia County;

One WCCNM member from Torrance County to be elected by members of Torrance County;

County Representatives for a term beginning July 1, 2024 to June 30, 2025.

Financial Impact:

None

Do Pass: _____

Do not Pass: _____

WORKFORCE BRIEFING

MAY 2024

ISSUE 8

PUBLISHED, JUNE 2024

Chair's Corner

SUPPORT OUR WORKFORCE, SUPPORT OUR FUTURE

Every year, WCCNM and the other 3 local workforce boards in NM help boost thousands of individuals and employers, fostering career growth and economic development. Unlike neighboring states that bolster local workforce boards with local and state funds, New Mexico relies solely on federal support, recently slashed by about 10%.

It's time for local and state agencies to deliver significant financial backing to help accelerate our workforce and employers.

I urge everyone who has benefited with WCCNM to share your positive experiences with family, peers, employers, officials, and legislators. Your voices and stories can help us drive change and secure the necessary support for the success of our workforce and economy.

John Mierzwa,
Chair, WCCNM Board
PainScan CEO

New Mexico
Workforce Connection

A Proud Partner of the American Job Center Network



PARTNER NETWORK UPDATES:

In May, several events took place across the Central Region. During Youth Apprenticeship Week, the Albuquerque office hosted a three-day event featuring multiple employers. These employers conducted both indoor and outdoor presentations. A highlight of the event was the use of TransferVR Oculus headsets, providing job seekers with an immersive experience to demo various career pathways.



On May 17th, one of our Adult Education partners, Gordon Bernell, celebrated the grand opening of their new full-service facility. The state-of-the-art building includes classrooms, mechanic shops, a chef's kitchen, and various other learning spaces designed to enhance educational experiences and expand career opportunities for students. Additionally, our WIOA team has established office hours at this new location to offer comprehensive Career Services to Gordon Bernell students.

Spring Oaks, a new business entering the Albuquerque market, sought our assistance to recruit employees and secure office space for interviews during the construction of their new facility. In response, we organized rapid hire events tailored specifically for Spring Oaks, successfully aiding them in acquiring a number of employees.



ECONOMIC NEWS:

The April 2024 Labor Market Review for New Mexico highlights an overall unemployment rate of 3.8%, maintaining the same level as March, and slightly up from the previous year's 3.6%. The Albuquerque MSA, a major focus, reported a 3.1% unemployment rate, with a total nonfarm employment increase of 4,600 jobs, marking a 1.1% growth year-over-year. This growth was primarily driven by professional and business services, manufacturing, and health services. However, the information sector faced a notable decline, losing 1,000 jobs, a 15.9% decrease.

Statewide, employment dynamics were mixed, with the public sector showing stronger growth compared to the private sector. Development plans across the state include initiatives supported by the New Mexico Economic Development Department's Job Training Incentive Program, which approved funding for creating 90 jobs across various companies. Conversely, the state experienced job losses, notably with the closure of Christy Sports locations, affecting approximately 60 employees. These developments reflect a nuanced economic environment with both opportunities and challenges in the labor market.

[Please select the following link for a comprehensive New Mexico Labor Market Review - April 2024](#)

MAY'S EVENTS:

- May 5th - 11th, Youth Apprenticeship Week (YAW)
- May 17th - Gordon Bernell Ribbon cutting.

UPCOMING EVENTS:

- **Jun 5th** - Employer connection Hiring event
- **June 13th** - Rio Rancho Hiring Event
- **June 14th** - The Village of Los Lunas's Inaugural Job Fair & Career Expo
- **June 26th** - Employer Connection Hiring Event

INDIVIDUAL SERVICES:

2,952

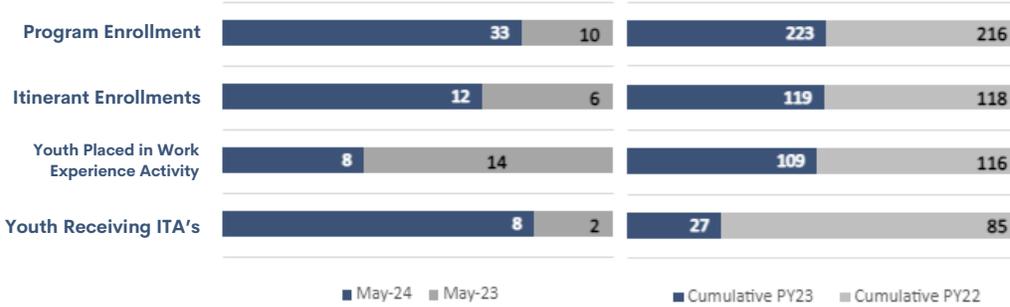
Total number of Distinct Individuals Receiving Services

739

new clients were registered in the NMWC online system

14,659

Total number of services provided to individuals



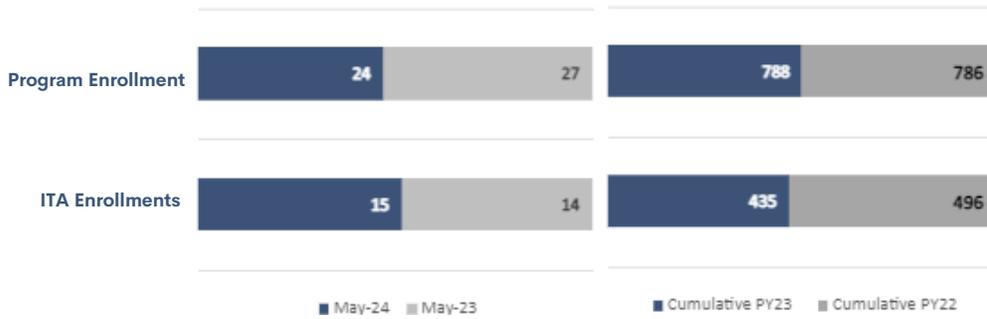
WIOA TITLE 1.B YOUTH PROGRAM

In May 2024 (PY23), the WIOA Youth Program maintained a caseload of 546. The left graph compares May 2024 with the same month in the previous program year. The right graph shows cumulative data (July 2023 to May 2024) against the previous program year (PY22). Additionally, YDI announces staff changes and ongoing collaborations. The Business Practitioner role remains open, and MIS Data Coordinator Windy Holloway is transferring. No operational issues reported, but performance reviews are underway. Youth programs are engaging in various training collaborations and outreach efforts, with upcoming projects including film industry partnerships. [Click here to explore our success stories.](#)

WIOA TITLE 1 . B ADULT & DISLOCATED WORKER PROGRAMS

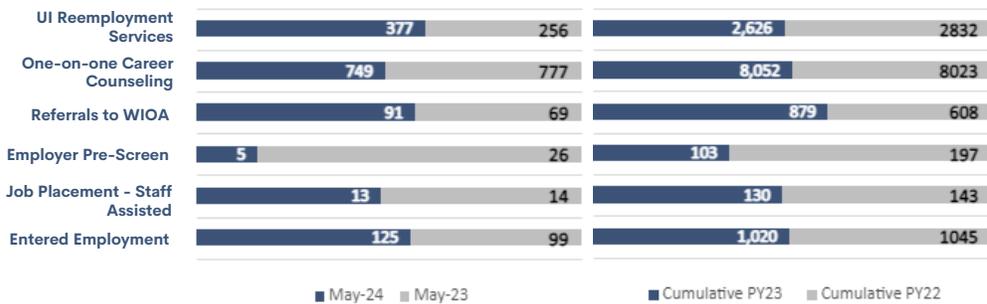
The graphs display total program participants, and ITA (Individual Training Account) enrollments. The left graph compares May 2024 with the same month in the previous program year PY22. The right graph shows cumulative data from July 2023 to May 2024 against the previous program year (PY 22).

[Click here to explore our success stories.](#)



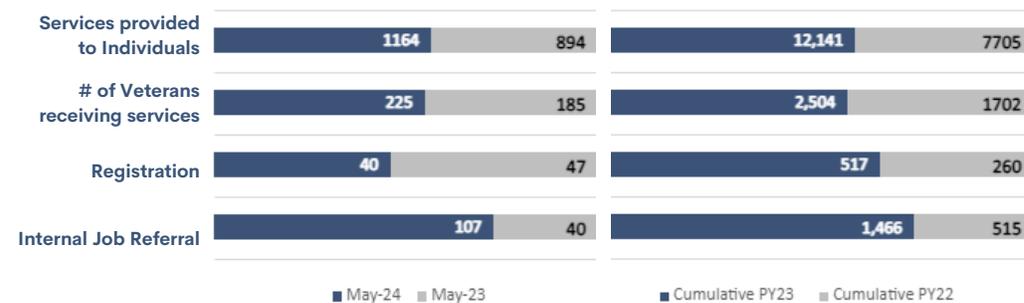
WIOA TITLE III WAGNER-PEYSER AND EMPLOYMENT & CAREER SERVICES

The graphs depict participant engagement in various job seeker services, including UI Reemployment services, one-on-one career counseling, WIOA referrals, employer pre-screen, staff-assisted job placement, and successful employment entries. The left graph compares May 2024 with the same month in the previous program year, while the right graph illustrates cumulative data from July 2023 to May 2024 against the previous program year (PY 22).



VETERANS SERVICES

The graphs illustrate comprehensive veteran services, including the total services provided, the number of veterans receiving services, registered veterans, and internally referred veterans. The left graph compares May 2024 with the same month in the previous program year, while the right graph illustrates cumulative data from July 2023 to May 2024 against the previous program year (PY 22).



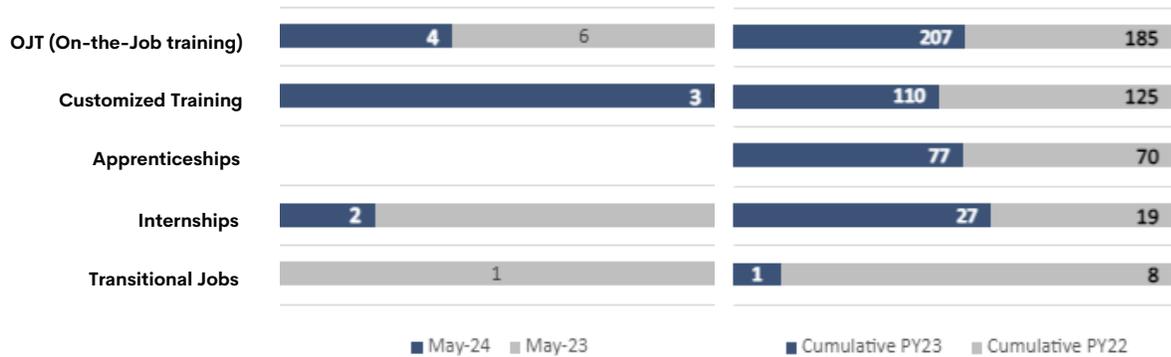
BUSINESS SERVICES:

The business team from WIOA and Wagner Peyser reached out to 276 employers in May 2024, offering a total of 1,104 services, including promotional calls, on-site visits, and job fair services. Additionally, 691 qualified candidates were referred to these employers. In total, 6,529 services were provided to employers through the WIOA and Wagner Peyser programs.



WIOA TITLE 1 . B ADULT & DISLOCATED WORKER PROGRAMS

The graphs illustrate the total services provided to businesses. The left graph compares May 2024 with the same month in the previous program year PY22. The right graph displays cumulative data from July 2023 to May 2024, contrasting it with the previous program year (PY 22).



MAY MARKETING HIGHLIGHTS

Outreach & Marketing for May 2024



The amount of social media content creation increased in May due to the more events each week than typical with additional community partner requests for videos. Video production, social media management, and graphic design services included:

- Maintaining a consistent and frequent posting schedule across six channels: Facebook, Instagram, X, YouTube, TikTok, and LinkedIn.
- **HIGHLIGHT:** Meta channel (both Instagram and Facebook) experienced significant increases in key metrics: Follower Growth, Reach, Content Engagement, and Clicks to Website after a one-year analysis (Jan. 2023 to Jan. 2024.)

May was a busy month for events as we have moved from one main hiring event in Albuquerque per month (plus a few smaller hiring events each week) to *two main hiring events per month*. May video production included services for promoting Sandoval County hiring events, The Business Services Connector, videos for Job Corps Open House, the Gordon Bernell Student Workforce Development Center Open House event, attendance at Hispano Chamber Membership training, Marketing Training for staff, and the first of a series in WIOA Success Stories social media posts. Additionally, in May, two "Hot Jobs" Reels were produced with a select focus on 1) Albuquerque Youth Summer Jobs and 2) Sandoval County Tech Careers.

WCCNM/LWDB Quarterly Report

Performance PY2023 – 3rd Quarter

(Jan1, 2024- March 31, 2024)

	Adult	Dislocated Worker	Youth
Enrolled	157	28	52
Exited	21	4	2
Carry Over	313	51	260
Served (Enrolled + Carry Over)	470	79	312

Updated and Extracted from Future Works 05/09/2024

	Participants Served		
	Adult	Dislocated Worker	Youth
Eligible Veterans	13	4	2
Individuals with a Disability	3	0	40
Displaced homemakers	0	4	0
Low-income individuals	252	35	282
Older individuals	19	7	0
Ex-offenders	18	0	7
Homeless individuals or runaway youth	1	0	6
Current or former foster care youth	0	0	0
English language learners, individuals with low levels of literacy or facing substantial cultural barriers	268	38	282
Eligible migrant and seasonal farmworkers	0	0	0
Exhausting TANF within 2 years (Part A Title IV of the Social Security Act)	0	0	0
Single parents (Including single pregnant women)	21	3	5
Long-term unemployed (27 or more consecutive weeks)	19	5	0

Updated and Extracted from WCOS 9173 on 05/09/2024

	Title I	Title II	Title III	Title IV
Enrolled	234	N/A	1586	N/A
Exited	28	N/A	204	N/A
Carry Over	614	N/A	704	N/A
Served (Enrolled + Carry Over)	848	N/A	2290	N/A

Updated and Extracted from Future Works 05/09/2024. Title II and Title IV unavailable.

	Adult			
Indicator - Numerator/Denominator	Actual	Negotiated	% Met	Meet/Exceed/Failed
Employed in Q2 Rate: 116/140	82.9%	75.5%	110%	Final Outcome TBD on Annual 9169
Employed in Q4 Rate: 123/163	75.5%	75.5%	100%	Final Outcome TBD on Annual 9169
Median Wages in Q3: 116	\$9890	\$8000.00	124%	Final Outcome TBD on Annual 9169
Credential Attainment Rate: 69/91	75.8%	64%	118.43%	Final Outcome TBD on Annual 9169
Measurable Skills Gains Rate: 129/429	30.1%	63.25%	48%	Final Outcome TBD on Annual 9169
Adult Participation Threshold: 472/850	472	850	56%	Final Outcome TBD on Annual 9169

Updated and Extracted from WCOS 9173 on 05/09/2024. *TBD = Annual Indicator, determined in Annual 9169 year-end report.

	Dislocated Worker			
Indicator - Numerator/Denominator	Actual	Negotiated	% Met	Meet/Exceed/Failed
Employed in Q2 Rate: 26/37	70.3%	68%	103.4%	Final Outcome TBD on Annual 9169
Employed in Q4 Rate: 40/52	76.9%	68.5%	112.26%	Final Outcome TBD on Annual 9169
Median Wages in Q3: 26	\$13,166.15	\$7850.00	168%	Final Outcome TBD on Annual 9169
Credential Attainment Rate: 35/42	83.3%	70%	119%	Final Outcome TBD on Annual 9169
Measurable Skills Gains Rate: 19/71	26.8%	61%	44%	Final Outcome TBD on Annual 9169
DW Participation Threshold: 80/300	80	300	27%	Final Outcome TBD on Annual 9169

Updated and Extracted from WCOS 9173 on 05/09/2024. *TBD = Annual Indicator, determined in Annual 9169 year-end report.

	Youth			
Indicator - Numerator/Denominator	Actual	Negotiated	% Met	Meet/Exceed/Failed
Employed in Q2 Rate: 73/93	78.5%	67%	117.16%	Final Outcome TBD on Annual 9169
Employed in Q4 Rate: 66/88	75%	66%	114%	Final Outcome TBD on Annual 9169
Median Wages in Q3: 71	\$7126.40	\$3700.00	193%	Final Outcome TBD on Annual 9169
Credential Attainment Rate: 15/38	39.5%	52%	76%	Final Outcome TBD on Annual 9169
Measurable Skills Gains Rate: 25/140	17.9%	51%	35.1%	Final Outcome TBD on Annual 9169
Youth Participation Threshold: 312/525	312	525	59.4%	Final Outcome TBD on Annual 9169

Extracted from WCOS 9173 on 05/09/2024. *TBD = Annual Indicator, determined in Annual 9169 year-end report.

	Title III - WP			
Indicator - Numerator/Denominator	Actual	Negotiated	% Met	Meet/Exceed/Failed
Employed in Q2 Rate: 973/1548	62.9%	58%	108.44%	Final Outcome TBD on Annual 9169
Employed in Q4 Rate: 893/1410	63.3%	58%	109.13%	Final Outcome TBD on Annual 9169
Median Wages in Q3: 973	\$7557.32	\$5574.00	136%	Final Outcome TBD on Annual 9169

Extracted from WCOS 9173 on 05/09/2024. *TBD = Annual Indicator, determined in Annual 9169 year-end report.

MINUTES



Executive Committee

Monday, May 20, 2024

1:30 pm

Mid-Region Council of Governments
809 Copper Ave. NW, Albuquerque, N M
Hybrid

Call to Order – 1:34 pm – John Mierzwa

Member

Carl Adams, Youth Standing Committee Chair

- ✓ **Doug Calderwood**, Performance & Monitoring Chair
- ✓ **Karla Causey**, Treasurer, Finance Standing Committee Chair
- ✓ **Antoinette Holmes**, Disability Standing Committee Chair
- ✓ **Honorable Gregg Hull**, CEO
- ✓ **Krista Kelley** – Chair-Elect, Sandoval County Rep
- ✓ **John Mierzwa** - Chair
- ✓ **Debbie Ortiz**- Past Chair, Torrance County Rep.
- ✓ **Stacy Sacco** - Bernalillo County Rep
- ✓ **Jerry Schalow**, Past-Chair
- ✓ **Susan Yasenka** – Valencia County Rep

Approval of Monday, May 20, 2024, Agenda

Motion: Stacy Sacco

Second: Debbie Ortiz

No Discussion

Action: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Carl Adams				
Doug Calderwood	X			
Karla Causey	X			
Antoinette Holmes	X			
Gregg Hull	X			
Krista Kelley			X	
John Mierzwa	X			
Debbie Ortiz	X			

Stacy Sacco	X			
Jerry Schalow			X	
Susan Yasenka			X	

Tab 1: Approval of WCCNM Minutes for March 18, 2024

Motion: Debbie Ortiz

Second: Mayor Gregg Hull

No Discussion

Action: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Carl Adams				
Doug Calderwood	X			
Karla Causey			X	
Antoinette Holmes	X			
Gregg Hull	X			
Krista Kelley			X	
John Mierzwa	X			
Debbie Ortiz	X			
Stacy Sacco	X			
Jerry Schalow			X	
Susan Yasenka				X

ACTION ITEMS

Tab 2	<p>Approval of MP-306 Data Validation Policy – New (with approval of MP-306, MP-305 Subject: Data Validation dated 9/25/2023 is rescinded and replaced with MP-306)</p> <p>By: Tawnya Rowland, Program Manager</p> <ul style="list-style-type: none"> ▪ Ms. Rowland, presented MP-306 Data Validation Policy. She stated, last September a Data Validation Policy was done that was required by USDOL. ▪ NMDWS has since then revised their Policy and Guidance that we received on March 18, 2024. ▪ A request was made to the Board to rescind MP-305 Data Validation Policy that was approved on September 25, 2023 and approve the New Data Validation Policy MP-306. ▪ She explained, at least once per year, the NMDSW will run a data validation report for each of the four regions. The Data Validation Report will reflect a pass or fail regarding source documents that we have captured for each of our participants.
-------	--

- Source documents are things such as transcripts, social security numbers or driver's license. These are the items the USDOL requires we obtain from participants to document they've actually done something that they've stated.
- In addition to the service providers quality assurance, their quality control process could have different names for these depending on the service provider. Asking that they incorporate a random sampling of source documents obtained for their participants within the past 4 quarters, or however frequently they want to do it.

Questions & Comments

If you would like more detailed information, please request the zoom recording.

Motion: Jerry Schalow

Second: Krista Kelley

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Carl Adams				
Doug Calderwood	X			
Karla Causey	X			
Antoinette Holmes	X			
Gregg Hull	X			
Krista Kelley	X			
John Mierzwa	X			
Debbie Ortiz	X			
Stacy Sacco	X			
Jerry Schalow	X			
Susan Yasenka	X			

Tab 3

Approval of Open Meetings Act and WCCNM Meetings Date

By: Art Martinez, WCCNM Administrator

- Mr. Martinez presented the Open Meetings Act and WCCNM Meetings Date for PY24.
- Any policy-making body of any state agency or any agency formulating public policy is required to follow the Open Meetings Act.
- Mr. Martinez also presented the PY24 WCCNM meeting dates for July 2024 through June 30, 2025.
- Full Board meetings will be scheduled on the third Monday of every other month. Executive Committee will meet every other month on the months

the Full board is not meeting, and Chief Elected Officials will be meeting three times a year.

- The meeting schedule follows the schedule established in 2003.

Motion: Gregg Hull

Second: Debbie Ortiz

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Carl Adams				
Doug Calderwood	X			
Karla Causey	X			
Antoinette Holmes	X			
Gregg Hull	X			
Krista Kelley	X			
John Mierzwa	X			
Debbie Ortiz	X			
Stacy Sacco	X			
Jerry Schalow	X			
Susan Yasenka			X	

INFORMATION & DISCUSSION ITEMS

Tab 3: WIOA Updates

- **Preliminary WIOA Allotments by NMDWS**
- Mr. Martinez stated an email was sent to the board with preliminary allotments. He explained most states are taking a cut and we will take a cut up 9.5% or 9.8%.
- Contracts will be emailed out prior to the Full Board Meeting.

Discussion

- **Future Legal Contract**
- Mid-Region Council of Governments issued RFP-2021-01 titled on call legal services on January 18, 2021.
- We can use any one of these contracts.
- Contracts will end on April 21, 2025, but expect for a renewal and solicitation prior to the expiration date.

PUBLIC COMMENT/ADJOURNMENT

Public Comments – None
Adjournment – 2:33 pm

Next Meeting: July 15, 2024, at 1:30 pm.

*A more detailed account of the meeting and discussions are available for review at the MRCOG
offices at:
809 Copper NW, Albuquerque, NM 87102*

Approved July 15, 2024

John Mierzwa, WCCNM Chair

ATTEST:

Secretary

“Equal Opportunity Program”



FINANCIAL REPORT

YEAR TO DATE
May 31, 2024

WORKFORCE CONNECTION OF CENTRAL NEW MEXICO – WCCNM

Fiscal Agent duties / MRCOG – Month of May 2024

Report:

Summary: No New Customized Training Contracts. 6 Additional OJT contracts that had been initiated in May & BCC Staff did well keeping the 145 OJT contract monthly invoicing current. May was an active month for the booking of training activities. \$383,011 just in ITA's. May's monthly training expenses were **\$648,566** in total. May's total monthly expenses were \$1,010,377 after all the IFA reimbursements.

Accounting tasks are very similar month to month with exception to Quarterly, Annual, Budget Adjustment Requests BAR's, or any tasks which strike additional work.

Key Tasks performed this month:

- April Bank Reconciliation
- IFA Billings for Quarter end 3-31-24 edited prepared multiple times. \$137,000 was paid to WCCNM by previous quarter billings.
- 2 Biweekly Checks processing Runs for vendors, staff, participants activities, service providers, Participant Payroll, Supportive Services, rents, leases, utilities. Includes payment voucher preparation, attaching/ monitoring the PO's, EFT/ check prints, uploading check issues to bank and EFT requests.
- Board Financial Report – Budget vs Actual
- Adult/ DW Service Provider Report – Budget Vs Actual
- Youth Service Provider Report – Budget vs Actual
- Monthly Status Reports by Year Code – NMDWS
- Enter into tracking files new ITA Paid contracts, to be paid OJT & IN/CT Contracts for obligations.
- Deposit IFA partners remittance checks for facility sharing reimbursements
- Recording WCCNM Books the Revenue for April 2024
- Deposit training institutions refund checks for training cancellations, drops – Post
- Scanned into PDS (Electronic PDF file storage cabinets) all issued payments, Journal Entries, Bank Rec, Cash Requests /Receipts, ITA, IN/CT & OJT Contracts.
- Payroll Tax remittances for May.
- Void stale dated checks – Reissue or void entirely
- Perform cash drawdowns for expense coverages of the WIOA, Chances, Career Pathways, Apprenticeship pieces.
- Enter into data supplied by YDI for the monitoring of Sub PY23
- Attended Executive Board Meeting 5-20-24
- Perform WCCNM Cash draw down from NMDWS, record A/R & C/R
- Perform cash draw downs each for the two USDOL Chances & H1BP Grants

Upcoming Tasks:

- DWS Monitoring of WCCNM PY21, PY22 & PY23 crap.
- Received YDI financial matters support – Sub Recipient Monitor PY23
- Work with service provider staff to prepare for year-end cleanup, current year obligations.
- Work with Operations team for IFA business and get service vendors invoices paid, partners to pay and final Quarter partner invoices created.

Budget Summary report as of May 31, 2024 financials, performed in May. May is 92% year mark.

WIOA Budget \$13,111,077 – Spent to Date \$9,061,466 net of \$350,793 reimburse of BCC's through IFA. Into Priority of Services @ 20%. Balance of WIOA portion is \$4,049,611. Get ready June will have expenditure near \$2,000,000 in the final month as May & June expenses get recorded.

USDOL Chances (\$1,999,999 July 1, 2022 to December 31, 2025) Budget remaining when entering PY23 (7-1-23) was \$1,802,676 of the original granted \$1,999,999.

Spent inception 7-1-22 to Date 5-31-24 \$512,671. = Balance \$1,487,328.

USDOL Career Pathway (\$1,999,976 Sep 30, 2023 to Sep 30, 2028) New in PY23. Spent inception to date 05-31-24 expenses of \$145,745 = Balance \$1,804,231

Ticket to Work – Budget PY23 \$34,045 Spent \$36,171 = Balance (\$2,126) – offset by the \$300,000 sale of lease.