

MINUTES
Workforce Connection
Of Central New Mexico
Full Board Meeting
Monday, June 18, 2012
Mid-Region Council of Governments
809 Copper NW, Albuquerque, NM 87102
1:30 pm

Call to Order: 1:35 pm – Stephanie Hanosh, Chair-Elect

Roll Call - Determination of Quorum - by Ramona Chavez

Present

- **William Alberti**
- **Odes Armijo-Caster**
- **Diane Burke**
- **Celina Bussey**
- **Doug Calderwood**
- **Manuel Casias**
- **Reyes Gonzales**
- **Stephanie Hanosh**
- **Kyle Lee**
- **Patricia Lincoln**
- **Kathy McCormick**
- **Virginia Murphy**
- **Eric Renz-Whitmore**
- **Dr. Emily Salazar**
- **Paul Sanchez**
- **Randy Sanchez**
- **Senator John Sapien**
- **Sherry TenClay**

Absent

- **Steve Anaya**
- **Paul Baca**
- **Robert Davey**
- **Paul Kress**
- **Rita Gallegos Logan**
- **Brian Rashap**
- **Norman Ration**
- **Mike Swisher**
- **Honorable Jack Torres**

Quorum Established

Approval of Monday, June 18, 2012 Agenda

Motion: Patricia Lincoln
Second: Doug Calderwood
No Discussion
Action: Passed unanimously by voice vote

Tab 1: Approval of Minutes, Full Board: April 16, 2012

Motion: Kathy McCormick
Second: Manuel Casias
No Discussion
Action: Passed unanimously by voice vote

FINAL ACTION ITEMS

There was 8 action items to discuss and vote on – All items were passed unanimously by voice vote.

Passed by voice vote

- Approval of WFCP-01-11, PY11 Proposed Budget
- Approval of WFCP-02-12, WCCNM Meeting Dates
- Approval of WFCP-03-12, Approval of C-O-P-D Interpreter Services for PY12
- Approval of R-01-12, Open Meetings Act Resolution
- Approval to extend SER Jobs for Progress Inc. Adult/Dislocated Worker contract for PY12 (July 1, 2012 to June 30, 2013) Pursuant to PART 1, 1.1.1 Solicitation in the PY10 RFP.
- Approval to extend Youth Development Inc. (YDI) Youth Contract for PY12 (July 1, 2012 to June 30, 2013) Pursuant to PART 1, 1.1.1 Solicitation in the PY10 RFP.
- Approval to extend the Mid-Region Council of Governments contract as the Administrative Entity/Program Operator/Fiscal Agent for an additional year pursuant to Section 12.A.Termination.
- Approval of WCCNM Chair and Nomination of Officers for PY12

Tab 2 Approval of WFCP-01-12, PY12 Proposed Budget

by Thaddeus Lucero, MRCOG Director of Planning & General Services

- Mr. Lucero outlined and discussed the PY12 proposed budget.
- The budget is based on allocation received from the New Mexico Department of Workforce Solutions and projected carry-in amounts.
- He stated that our allocations for this program year are roughly \$5.1, with an increase from last program year. We also have a carry-in of \$726,700, for a total budget of \$5,827,638.
- Mr. Cave, MRCOG Executive Director, stated that we were fortunate with the allocation amount for this year and the carry-in amount from the previous year.
- Mr. Lucero also explained the American Recovery and Reinvestment Act (ARRA) which includes the State Energy Sector Partnership Grant (SESP)

Motion: Randy Sanchez
Second: Sherry TenClay
No Discussion
Action: Passed unanimously by voice vote

Mr. Lucero thanked the Workforce Staff for all their hard work and dedication.

Tab 3 Approval of WFCP-02-12, WCCNM Meeting Dates

by Thaddeus Lucero, MRCOG Director of Planning & General Services

- Ms. Lucero presented the PY12 WCCNM Meeting Dates for July 2012 through June 2013.
- Executive meetings are scheduled on the first Thursday of each month and Full Board meetings will be scheduled on the third Monday of every other month. Youth Council meetings are scheduled to meet the second Tuesday of every other month.
- The meeting schedule attached to Tab 3 follows the established schedule.

Motion: Sherry TenClay
Second: Diane Burke
No Discussion
Action: Passed unanimously by voice vote

Tab 4 Approval of WFCP-03-12, Approval of C-O-P-D Interpreter Services for PY12 (July 1, 2012 to June 30, 2013)

by Jerilynn Sans, WIA Manager

- Jerilynn Sans presented and explained the Community Outreach Program for the Deaf (COPD) Agreement.
- COPD had been providing quality interpreter services to WCCNM participants since August 2004.
- The WCCNM is required by federal legislation to provide services to all persons, no matter their race, color, national origin, gender, sexual orientation, age or disability.
- It is recommended to approve an open purchase agreement with COPD, with the financial impact is not to exceed three thousand dollars (\$3,000).

Motion: Doug Calderwood
Second: Emily Salazar
No Discussion
Action: Passed unanimously by voice vote

Tab 5 Approval of R-01-12, Open Meetings Act Resolution

by Thaddeus Lucero, MRCOG Director of Planning & General Services

- 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: Patricia Lincoln

Second: Kathy McCormick
No Discussion
Action: Passed unanimously by voice vote

Tab 6 Approval to extend SER Jobs for Progress Inc. Adult/Dislocated Worker contract for PY12 (July 1, 2012 to June 30, 2013) Pursuant to PART 1, 1.1.1 Solicitation in the PY10 RFP.

by Thaddeus Lucero, MRCOG Director of Planning & General Services

- Mr. Lucero presented and explained the SER, Jobs for Progress Inc. Adult/Dislocated Worker Contract.
- Pursuant to the initial solicitation for an Request for Proposal (RFP) allowed the WCCNM to extend the Contract for SER for two additional one year terms, subject to funding availability and contract negotiations
- The term of this contract will be for one year, beginning July 1, 2012 and ending June 30, 2013.
- This will be the last extension to the RFP; in 2013 a RFP will be released for these services.

Motion: Doug Calderwood
Comments followed
Second: Sherry TenClay
No Discussion
Action: Passed unanimously by voice vote

Tab 7 Approval to extend Youth Development Inc. (YDI) Youth Contract for PY12 (July 1, 2012 to June 30, 2013) Pursuant to PART 1, 1.1.1 Solicitation in the PY10 RFP.

by Thaddeus Lucero, MRCOG Director of Planning & General Services

- Mr. Lucero presented and explained the Youth Development Inc. (YDI) Youth Contract.
- Pursuant to the initial solicitation for an Request for Proposal (RFP) allowed the WCCNM to extend the Contract YDI for two additional one year terms, subject to funding availability and contract negotiations
- The term of this contract will be for one year, beginning July 1, 2012 and ending June 30, 2013.
- This will be the last extension to the RFP; in 2013 a RFP will be released for these services.

Motion: Patricia Lincoln
Second: Reyes Gonzales
No Discussion
Action: Passed unanimously by voice vote

Tab 8 Approval to extend the Mid-Region Council of Governments contract as the Administrative Entity/Program Operator/Fiscal Agent for an additional year pursuant to Section 12.A.Termination.

by Thaddeus Lucero, MRCOG Director of Planning & General Services & Dewey Cave, MRCOG Executive Director

- Mr. Lucero presented and explained the MRCOG Professional Services contract.
- The WCCNM entered into an Administrative and Fiscal Agent contract with the MRCOG in July 2003, with contract extensions having been approved for the years following.
- Unless the Agreement is otherwise terminated, the term of the Agreement will begin July 1, 2012, and end on June 30, 2013.
- We are requesting approval of for the Administrative Entity/Fiscal Agent contract to continue between WCCNM and the Mid-Region Council of Governments.

Motion: Virginia Murphy

Second: Manuel Casias

Questions & Comments followed

Action: Passed unanimously by voice vote

Ms. Hanosh welcomed Secretary Bussey to the Board.

(Senator Sapien was not in attendance at this point in the meeting; therefore, the agenda moved to Tab 10)

Tab 10 NMDWS/Workforce Up-date

by Secretary Celina Bussey, NMDWS

- Secretary Buseey, NMDWS gave update on State initiatives.
- Questions & Comments followed.**

(Agenda moved back to tab 9)

Tab 9 Approval of WCCNM Chair and Nomination of Officers for PY12

- Stephanie Hanosh, Chair-Elect automatically takes responsibility of Chair.
- Senator Sapien opened the floor for nominations for Chair-Elect & Treasurer.

Chair-Elect

- John Sapien nominated Odes Armijo for Chair Elect.
- Second by Emily Salazar
- There were no other nominations.

Treasurer

- John Sapien nominated Steven Anaya for Treasurer.
- Second by Pat Lincoln
- There were no other nominations.

- Senator Sapien directed Board members to break out into county groups to elect county representatives to the Executive Committee.

County Representative's

- Bernalillo County – Manuel Casias
- Sandoval County – Need more representation
- Valencia County – No one present, Mr. Sapien will make some phone calls
- Torrance County – Patricia Lincoln

DISCUSSION ITEMS

Tab 11 WIA Monthly Expenditure Report for May 2012

by Jesse Turley, WIA Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, explained the WIA monthly Expenditure report and the American and Recovery and Reinvestment Act (ARRA) reports for May 2012.
- Year-to-date formula expenditures, for the current period total three hundred and eighty-one thousand, one hundred and twenty-four dollars (\$381,124) with year-to-date expenditures totaling over \$3.7 million.
- ARRA expenditures, for the current period total eighty-nine thousand, seven hundred and fifty-five dollars (\$89,755) with year-to-date expenditures totaling \$539,040.

Questions and Comments Followed.

Tab 12 Business and Career Center Update

by Jerilynn Sans, WIA Manager & Art Martinez, WIA Site Manager

- Ms. Sans gave an update on the performance measures for the third quarter for PY11. All performance measures are being met and exceeded. Out of the nine there are three for adult, three dislocated worker and three for youth; we are meeting four and exceeding five of the measures.
- She explained that she had been involved in some meetings regarding mining industries looking to hire Veterans.
- A job-fair is scheduled at the Crown Plaza for July 20, 2012 to aid Veteran's in finding jobs within the mining industry.
- Mr. Martinez gave update on the Business & Career Centers for the Month of May.
- He stated that there has been a slight increase in activity with people coming to the Business & Career Centers.
- He stated the Business & Career Center in Rio Rancho lease agreement was above market value and staff will be negotiating a new contract to save on cost.

Questions and Comments followed.

Tab 13 WIA Status Update

by Thaddeus Lucero, MRCOG Director of Planning & General Services

- Mr. Lucero presented the Dash Board per the request of Steve Anaya.
- He also noted that we received a Grant extension for SESP until May 31, 2013.
- Staff will release a Request for Proposal for Legal Services on June 14, 2012

REPORTS

▪ Committee Reports

- **Training and Service Provider Committee**
 - Ms. TenClay stated that the Committee met in May. The meeting was to review the ETPL portion of new state policy.
 - Next meeting is July 17, 2012.
- **Performance and Monitoring Committee, Doug Calderwood**
 - Mr. Calderwood stated that the Committee met on May 16, 2012 and went over all performance measurers and reports.
 - The Committee also previewed of the new Dash Board
 - Next meeting is scheduled for June 11, 2012.
- **State Energy Sector Partnership, Odes Armijo-Caster**
 - Mr. Armijo-Caster that there was some miss communication with the meeting date so they did not meet.
 - Ms. Diane Burke gave update on SESP.
 - The Solar Center of Excellence training is going well.
 - There is a no cost extension, as mentioned previously.

PUBLIC COMMENT/ADJOURNMENT

- **Public Comment – None**

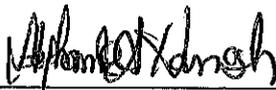
- **Adjournment – 3:48 p.m.**

NOTES

Next Meeting:

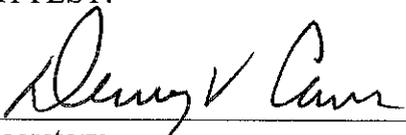
Date: Monday, August 20, 2012
Time: 1:30 p.m.
Location: Mid-Region Council of Governments – Board Room

Approved at the August 20, 2012 WCCNM Full Board Meeting:



Stephanie Hanosh, WCCNM Chair

ATTEST:



Secretary