



**MINUTES**  
**Workforce Connection**  
**of Central New Mexico**  
**Executive Committee**

**Thursday, June 2, 2011**  
**8:00 am**  
**Mid-Region Council of Governments**

**Call to Order – 8:14 am – Ramona Chavez, WIA Interim Administrator**

**Present**

Doug Calderwood  
Stephanie Hanosh, Chair-Elect  
Rita Gallegos Logan  
Virginia Murphy  
Senator John Sapien – Chair  
Sherry TenClay  
Honorable Jack Torres

**Quorum Established**

**Absent**

Ken Carson  
Judy LeJeune  
Jim Summers

**Approval of Thursday, June 2, 2011 Agenda**

**Motion: Rita Logan**  
**Second: Honorable Jack Torres**  
**No Discussion**  
**Action: Passed unanimously by voice vote**

**Tab 1: Approval of Minutes, Executive Committee: May 5, 2011**

**Motion: Rita Loan**  
**Second: Sherry TenClay**  
**No Discussion**  
**Action: Passed unanimously by voice vote**

**Tab 2: Monthly Expenditure Report for May 2011**

- Jan Borchardt, MRCOG Finance Manager, explained the WIA monthly expenditure report and American and Recovery and Reinvestment Act (ARRA) reports for May 2011.
- Year-to-date formula expenditures for the current period total three hundred and ninety-five thousand, nine hundred and thirty-six dollars (\$395,936) with a year-to-date expenditures of almost \$3.4 Million.
- ARRA expenditures for the current period total forty-one thousand, six hundred thirty-five dollars (\$41,635) with a year-to-date expenditures of \$610,205.

- Jerilynn Sans, WCCNM Planner stated that a request has be sent to USDOL to extend the Career Pathways Grant to August 31, 2011.

## FINAL ACTION ITEMS

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

### Passed by voice vote

- Approval of WFCP-03-11, PY11 Proposed Budget
- Approval of Second Year Term for Chair and Chair-Elect

### **Tab 3: Approval of WFCP-03-11, Proposed Budget– by Ramona Chavez, WCCNM Interim Administrator**

- Ramona Chavez outlined and discussed the PY11 Proposed Budget.
- She noted that there was a 10 percent decrease in the allocation that came to the State as a Full
- Those allocations came to the Central Region as an increase to Adult Dislocated Worker and Youth Program.
- A cut was projected for the beginning of the new program year.
- The budget is based on allocation received from the New Mexico Department of Workforce Solutions and projected carry-in.
- Ms. Chavez reported on the anticipated amounts for each category.
- The total amount of funds available for expenditure is projected to be four million, four hundred and twenty-five thousand, seven hundred and thirty-two dollars (\$4,425,732).
- The PY11 Proposed budget also includes projected carry-in funds from both the PY10 formula allocation and the American Recovery and Reinvestment Act.
- Mr. Dewey Cave, Executive Director, stated that they are trying to keep the allocations for Adult, Adult Dislocated Worker and Youth the same as last year with an exception to have a Summer Youth Program.
- Mr. Cave noted that contract negotiations will be based on funding availability.
- The Executive Committee is recommending approval of the WFCP-03-11, PY11 Proposed Budget to the WCCNM Full Board.

### **Questions and Comments Followed.**

**Motion to approve: Stephanie Hanosh**

**Second: Honorable Doug Calderwood**

**No Discussion**

**Action: Passed by voice vote**

### **Tab 4: Approval of Second Year Term for Chair and Chair-Elect– by Ramona Chavez, WCCNM Administrator**

- Ms. Chavez, explained that the bylaws state that the Officers may serve two consecutive terms in the same position.
- Is asking that Senator John Sapien, Chair and Stephanie Hanosh, Chair-elect to serve a second year term.

**Motion to approve: Rita Logan**  
**Second: Sherry TenClay**  
**No Discussion**  
**Action: Passed by voice vote**

## **INFORMATION AND DISCUSSION ITEMS**

### **Tab 5: WIA Status Updates – by Patrick Newman, WCCNM Administrator**

- Ms. Chavez stated that theirs been follow up on the leases for the Business & Carrer Centers, received three bids for the Heating & Air Conditions for the Mountain Road Office and will be finalized within the next week.
- Full Partner Meeting with State Energy Sector Partnership (SESP) between education and business partners, has been scheduled for the June 16<sup>th</sup> and will be selecting a Chair for that Committee.
- Has received an opportunity form the Northern Board to work on a Grant called the Health Career Centers for Success Project. It is an application to receive additional grant money in health care industry and will allow on the job training of participants and the posting of job orders for the centers.
- Mr. Cave made a comment on the hard work Patrick Newman provider on getting together on all leases and contracts prior to him departing.
- He noted that Jerilynn Sans will helping with some of Ramona's job duties and Lou Cimalore will be helping Jerilynn with some of the Youth Program.
- Senator John Sapien discussed on a conversation that he had with Secretary Celina Bussey, NMDWS.

### **Tab 6: Career Pathways Update – by Sherry TenClay, WCCNM Board Member**

- Ms. TenClay stated that a State Workforce Board could help with further implement Career Pathways.
- Grant has been extended to August 31, 2011.
- Employer and Participant Focus Group will be meeting next week to gather information that is needed on the Health Care Industry in the Central Region.
- The next two months to look at IBEST Integrated Basic Education Skills Training Model. It will create a foundation for skill building and retention for employers.
- Senator Sapien asked that Ms. Sans, Ms. TenClay and Ms. Logan put a letter together for Secretary Bussey.

**Discussion & Comments followed.**

## **REPORTS**

- **Administrative Reports –**
  - Art Martinez, WCCNM Site Manager noted that performance numbers are not in yet.
  - Employer Survey will send a copy.
- **Committee Reports –**

### **Training and Service Provider Committee**

- Ms. TenClay stated that the next meeting is scheduled for June 16<sup>th</sup> but will need to be canceled due to conflict in schedule.

**Youth Council**

- Ms. Sans, noted that there will be a Special Youth Council Meeting on June 14, 2011 to present the Summer Youth Work Program.

**Performance & Monitoring Committee**

- Mr. Calderwood noted that work is in place and is going well.

**PUBLIC COMMENT**

**Public Comments – Charles Lehman, New Mexico Career Development Association**

- Mr. Lehman gave brief explanation of the goods his company can provide to help improve client services for the Central NM Workforce Connection Business and Career Centers (hand out were provided).
- Mr. Sapien asked him to schedule an appointment with Ramona Chavez, to see what his company has to offer and to see if it beneficial for the Business and Career Centers.

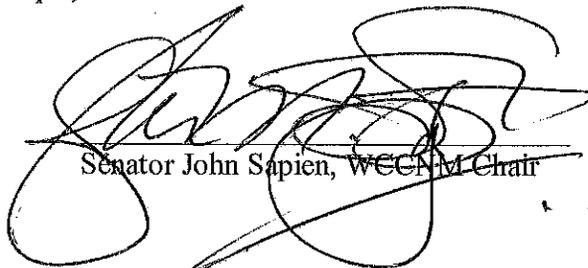
**ADJOURNMENT**

**Adjournment – 9:10 am**

**Next Meeting-**

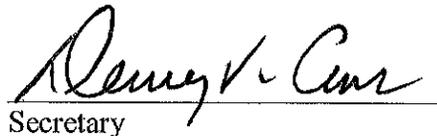
**Date:** Thursday, July 7, 2011  
**Time:** 8:00 am  
**Location:** Mid-Region Council of Governments

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



Senator John Sapien, WCCNM Chair

ATTEST:



Secretary