

MINUTES
Workforce Connection
of Central New Mexico
Full Board Meeting
Monday, February 23, 2015
New Mexico Workforce Connection
501 Mountain Rd. NE, Albuquerque, NM 87102
1:30 pm

Call to Order: 1:33 pm –Odes Armijo-Caster, Chair

Roll Call - Determination of Quorum - by Jerilynn Sans

Present

- Odes Armijo-Caster
- Paul Baca
- Diane Burke
- Doug Calderwood
- Reyes Gonzales
- Victoria Hernandez
- Michelle Jones
- Mindy Koch
- Paul Kress
- Diane M. Lacen
- Rita Gallegos Logan
- Virginia Murphy
- Alex O. Romero
- Leslie Sanchez
- Paul Sanchez
- Randy Sanchez
- Sherry TenClay
- Honorable Jack Torres
- Bob Walton
- Isaac J. Zamora

Non-Voting Member

- Rosa Auellta, Youth Council, Chair

Absent

- Steve Anaya
- Celina Bussey
- Barbara Garcia
- Marni Goodrich
- Stephanie Hanosh
- Patricia Lincoln
- Ralph Mims
- Debbie Ortiz
- Norman Ration
- Jamie Silva-Steele
- Mike Swisher
- Carolyn VanderGiesen

Quorum Established

Approval of Monday, February 23, 2015 Agenda

Motion: Randy Sanchez
Second: Paul Kress
No Discussion
Action: Passed unanimously by voice vote

Tab 1: Approval of Minutes, Full Board: December 15, 2014

Motion: Doug Calderwood
Second: Michelle Jones
No Discussion
Action: Passed unanimously by voice vote

Tab 2: Presentation by SER Jobs for Progress – by Bernadette Armijo

ACTION ITEMS

Tab 3 Acceptance of PY13 Audit Report

by Jim Thompson, Moss Adams, LLP

- Mr. Thompson presented the PY13 Audit Report from Moss-Adams, LLP.
- He noted that Moss Adams issued an unmodified opinion of the Workforce Connection of Central New Mexico's financial practices.
- Mr. Thompson also noted that this was a smooth audit with no audit findings and the management of the organization was prepared.
- The annual financial audit required by the New Mexico State Auditor and the Single Audit Act was submitted to the Office of the State Auditor on December 1, 2014, and was accepted on January 15, 2015.
- A draft of the Annual Financial Statements and Independent Auditor's Report for the year ending June 30, 2014 was discussed at an exit conference with members of the WCCNM Board and MRCOG staff on November 20, 2014.
- Mr. Thompson and Mr. Cave thanked staff for all their hard work.
- Moss-Adams, LLP is recommending the acceptance of the PY13 Audit Report.

Motion: Paul Kress
Second: Isaac J. Zamora
No Discussion
Action: Passed unanimously by voice vote

Tab 4 Approval of WFCP-05-14, PY14 BAR #2

by Jesse Turley, WIA Accounting Manager

- Mr. Turley gave a brief explanation of the BAR #2 for PY14.
- He noted this BAR updates the Adult/DW Client Services line to transfer the full 50% of allowable monies from DW to Adult.
- He explained \$842,608 is being transferred, but \$350,000 was already requested and was put in the preliminary budget. BAR #2 moves the additional \$492,608.
- He also explained the move of \$25,000 Admin monies from the Professional Services category of Contingency to the Client Services Line to be spent on training.

- These changes will allow the budget to reflect where the clients are being served.

Motion: Alex Romero

Second: Randy Sanchez

No Discussion

Action: Passed unanimously by voice vote

Tab 5 Approval of 2015 Youth Summer Work Experience Plan

by Jerilynn Sans, Workforce Administrator

- Ms. Sans presented the 2015 Youth Summer Work Experience Plan to the Board.
- The Summer Program is aiming to serve 150 new participants (60 in Bernalillo, 35 in Valencia, 35 Sandoval and 20 in Torrance). 300 hours of Work Experience will be allowed for each participant, with the focus of participation on graduating seniors or individuals who are getting there GED.
- Staff is working with MRCOG communication and marketing team for this effort with the outreach focused on high schools, colleges and other community based organizations.
- Recruitment for the Summer Program will begin April 1, 2015 for new enrollments only.
- All youth will go through an Employability Skills Training. Once work experience hours are completed, staff will work to get them co-enrolled in the adult program if applicable.
- Wages for the Summer Program will be \$10.00 an hour with incentives that are already available through WIA.

Questions & Comments.

Motion: Mindy Koch

Second: Reyes Gonzales

No Discussion

Action: Passed unanimously by voice vote

INFORMATION & DISCUSSION ITEMS

Tab 6 WIA Monthly Expenditure Report for January 31, 2015

by Jesse Turley, WIA Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, explained the WIA monthly expenditure report for January 31, 2015.
- Year-to-date formula expenditures for the current period as of January 31, 2015, totaled four hundred eighteen thousand, seven-hundred and forty-two dollars (\$416,742), with year-to-date expenditures totaling \$2,488,121.

Questions and Comments Followed.

Tab 7 Business and Career Center Update/Dashboard

by Art Martinez, Workforce Operations Manager and Lloyd Aragon, Workforce Manager

- Mr. Aragon presented the Dashboard for January 2015.
- The Youth program continues to enroll participants in work experience and ITA's, providing valued services to eligible youth.
- He presented the 2nd Quarter PY14 Performance, and explained that the Central Region is meeting and/or exceeding all measures, except for Average Wage measure for Adult.
- Mr. Martinez gave an update on the Business & Career Centers for the Month of January 2015.
- He also gave an update on the economic outlook for the region, WIA Adult/Dislocated Worker activities and success stories.

Questions and Comments Followed.

Tab 8 WIA Status Update

by Jerilynn Sans, Workforce Administrator

- Ms. Sans gave an update on workforce activities.
- Staff, Board Members and identified providers will be heading to the NAWB Conference at the end of March.
- All four Workforce Regions have been meeting with NMDWS to discuss WIOA regulations. We do know the board make-up will change; Youth Program will be changing to 75% out-of-school and 25% in-school, and 14-24 years of age will apply. Youth Council requirements will be going away.
- Final Rules & Regulations were projected to be published on January 18, 2015, but all we have heard from USDOL, is that it will be available in the spring of 2015.
- New Mexico Workforce Connection has partnered with Innovate Educate to pilot their new interactive website on our Bernalillo County Office computers.
- NMDWS will be coming to conduct there PY13 Audit in late March.
- Lloyd Aragon and Nicole Ortiz will be conducting the local PY14 audit review at the end of March.
- Partnering for Success Job Fair is tentatively scheduled for April 10, 2015, from 10 – 2pm.
- Staff have met with some fellows from Code for America. They received a grant to help eight states to help build systems.

Questions & Comments Followed

REPORTS

▪ Committee Reports

- **Training and Service Provider Committee, Sherry TenClay**
 - Ms. TenClay stated that the Committee has been meeting regularly each month since November and will continue every month until otherwise noted.
 - At the January meeting, YDI presented to the committee and SER presented to the committee this month. The discussion was to get a better understanding of both providers and see where the committee can provide support.
 - Next meeting is scheduled for April 23, 2015 at 2:00 pm.
- **Performance and Monitoring Committee, Doug Calderwood**
 - Mr. Calderwood stated that the Committee did not meet last month as there were no new items to discuss.
 - The next meeting is scheduled for March 11, 2015 at 2:30 pm.
- **Youth Council Committee, Rosa Auletta –**
 - Ms. Auletta stated that the Council met on February 20, 2015 to review and approve the Youth Summer Work Experience Plan.
 - The next meeting is scheduled for March 17, 2015 at 4:00 pm.

PUBLIC COMMENT/ADJOURNMENT

- **Public Comment – None**
- **Adjournment – 3:22 p.m.**

NOTES

Next Meeting:

Date: Monday, April 20, 2015

Time: 1:30 p.m.

Location: Mid-Region Council of Governments – Board Room

Approved at the April 20, 2015 WCCNM Full Board Meeting:



Odes Armijo-Caster, WCCNM Chair

ATTEST:



Secretary

“Equal Opportunity Program”