

MINUTES
Workforce Connection
of Central New Mexico
Full Board Meeting
Monday, October 19, 2015
New Mexico Workforce Connection
809 Copper Ave. NW, Albuquerque, NM 87102
1:30 pm

Call to Order: 1:36 pm –Odes Armijo-Caster, Chair

Roll Call - Determination of Quorum - by Jerilynn Sans

Present

- Odes Armijo-Caster
- Paul Baca
- Doug Calderwood
- Reyes Gonzales
- Samuel Kolapo
- Paul Kress
- Diane M. Lacen
- Patricia Lincoln
- Rita Logan Gallegos
- Ralph Mims
- Virginia Murphy
- Leslie Sanchez
- Randy Sanchez
- Mike Swisher
- Sherry TenClay
- Juanita Trad
- Bob Walton
- Isaac J. Zamora

Non-Voting Member

- Rosa Auletta, Youth Council, Chair

Absent

- Marni Goodrich
- Stephanie Hanosh
- Victoria Hernandez
- Michelle Jones
- Debbie Ortiz
- Alex Romero
- Paul Sanchez
- Jamie Silva-Steele
- Honorable Jack Torres
- Carolyn VanderGiesen

Quorum Established

Approval of Monday, October 19, 2015 Agenda

Motion: Randy Sanchez
Second: Reyes Gonzales
No Discussion
Action: Passed unanimously by voice vote

Tab 1: Approval of Minutes, Full Board: June 15, 2015

Motion: Mike Swisher
Second: Paul Kress
No Discussion
Action: Passed unanimously by voice vote

ACTION ITEMS

Tab 2 Approval of WFCP-06-14-PY14 Final BAR #3

by Jesse Turley, Workforce Accounting Manager

- Mr. Turley outlined and discussed PY14 Final BAR #3.
- He noted this is the last BAR to align the budget to the actual results ending June 30, 2015.
- He explained that the PY14 total budget was \$6,041,629, which included carry-in. The actual expenditure for PY14 was \$4,823,833.
- Mr. Turley explained that this BAR updates the budget categories for the actuals spent in PY14 and will give an actual carry-in for PY15. Carry-in is a requirement to meet the first three months of the new-year until October 1st.

Questions and Comments Followed.

Motion: Mike Swisher
Second: Paul Kress
No Discussion
Action: Passed unanimously by voice vote

Tab 3 Approval of WFCP-03-15 PY15 BAR #1

by Jesse Turley, Workforce Accounting Manager

- Mr. Turley presented BAR #1 for PY15.
- BAR #1 updates formula carry-in from the preliminary estimated amount of \$1,300,000 to the actual amount of \$1,217,795, with a breakdown of Adult \$330,213, Dislocated Worker \$239,113, Youth \$578,869 and Administrative \$69,600 dollars.

Questions and Comments Followed.

Motion: Paul Baca
Second: Patricia Lincoln
No Discussion
Action: Passed unanimously by voice vote

Tab 4 Approval of Local Board Re-designation of Youth Council as Standing Committee

by Jerilynn Sans, Workforce Administrator

- Ms. Sans presented the Local Board Re-designation of Youth Council as a Standing Committee.
- She explained that language was taken from TEGl 23-14 and the provisions of the Workforce innovation and Opportunity Act (WIOA) which allows for this change.
- WIOA and the TEGl states that Youth Councils are no longer required under WIOA as they were under WIA, but it does permit Local Boards to designate an existing Youth Council as a youth standing committee.
- She stated that it was discussed with the Youth Council requesting the re-designation of a youth standing committee; the Committee will continue to discuss youth items and activities and make recommendations to the board.
- If approved, the re-designation will be reflected in upcoming Bylaw and CEO Agreement amendments.

Questions and Comments Followed.

Motion: Sherry TenClay

Second: Samuel Kolapo

No Discussion

Action: Passed unanimously by voice vote

Tab 5 Approval of Definition of Basic Skills Deficiency for Adult Program Policy

by Jerilynn Sans, Workforce Administrator

- Ms. Sans presented the Definition of Basic Skills Deficiency for the Adult Program under the Workforce Innovation and Opportunity Act (WIOA).
- She explained under WIOA there are new priorities of service for Adults which is defined as an adult who is unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual's family, or in society.
- After review of the proposed Act, local boards were directed by NMDWS to develop and define their own local basic skills deficiency definition.
- The definition proposed for adults for the Central Region is based on WorkKeys scores. The Basic Skills Deficiency determination/definition for Adults will be at or below a Four (4) in Reading for Information or Applied Mathematics or both.
- She stated that she had discussion with InnovateEducatE and Adult Basic Literacy to come up with this definition.

Questions and Comments Followed.

Motion: Mike Swisher made a motion to apply this policy retro-active to July 1, 2015

Second: Paul Kress

No Discussion

Action: Passed unanimously by voice vote

Tab 6 Acceptance of Amendments to the WCCNM Program, Policy and Procedures Manual

by Lloyd Aragon, Workforce Manager

a. GP-106 Requirements for the WIOA Youth Program

b. GP-107 Requirements and Eligibility for WIOA Adult and Dislocated Worker Programs

c. OP-419 ITA Policy

- Mr. Aragon presented Policies: GP-106- Requirements for WIOA Youth Program, GP-107- Requirements and Eligibility for WIOA Adult and Dislocated Worker Programs and OP-419 ITA Policy.
- He explained each policy individually and that the amendments to these policies will follow TEGL's and WIOA guidance.

Questions and Comments Followed.

Motion: Sherry TenClay

Second: Ralph Mims

No Discussion

Action: Passed unanimously by voice vote

Tab 7 Approval to Rescind Policies as Listed:

by Lloyd Aragon, Workforce Manager

Policies to Rescind

Rescission of AP-206 WIA Youth Council

Rescission of OP-408 Self-Sufficiency Wage Goal

Rescission of TP-501 On-the-Job Training Waiver

Rescission of TP-502 On-the-Job Guidelines for ARRA and NEG

Rescission of TP-503 ARRA Work Readiness

- Mr. Aragon presented polices to be rescinded.
- He stated that AP-206 Youth Council Policy is no longer needed as Youth Councils are eliminated under WIOA. Policy OP-408 Self-Sufficiency is no longer needed as NMDWS will now write these into each region's grant agreement.
- Policy TP-505 On-the-Job-Training Wavier is eliminated under WIOA
- Policies TP-502 On-the-Job Guidelines for ARRA and NEG and TP-503 ARRA Work Readiness are no longer in operation.

Questions and Comments Followed.

Motion: Randy Sanchez

Second: Samuel Kolapo

No Discussion

Action: Passed unanimously by voice vote

Tab 8 WCCNM County Representative Election for Sandoval County

- Ms. Sans explained to the board that a Sandoval County Representative is still needed.
- No members were present from Sandoval County.
- This item will be moved to the December meeting.

INFORMATION & DISCUSSION ITEMS

Tab 9 WIOA Monthly Expenditure Report for May 31, 2015

by Jesse Turley, Workforce Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, explained the WIA monthly expenditure report for September 30, 2015.
- Year-to-date formula expenditures for the current period as of September 30, 2015, totaled three hundred seventeen thousand, two hundred and ten dollars (\$317,210), with year-to-date expenditures totaling \$1,106,327.

Questions and Comments Followed.

Tab 10 Business and Career Center Update/Dashboard

by Lloyd Aragon, Workforce Manager

- Mr. Aragon presented the WCCNM Dashboard for September 30, 2015.
- He gave an update on the Business & Career Centers for the month of September 2015.
- He also presented on the economic outlook for the region and discussed all the recruiting events that have been taking place at the Business & Career Centers.
- He also presented the 4th Quarter PY14 Performance, and explained that the Central Region is meeting and/or exceeding most measures, but is not meeting the Average Wage measure for the Adult category.

Questions and Comments Followed.

Tab 11 Valle Connection Project Discussion – by Sherry TenClay

Tab 12 December Meeting Discussion

by Jerilynn Sans, Workforce Administrator

- Ms. Sans stated that our next regular scheduled meeting is the week of Christmas. It is suggested to move the meeting to December 14, 2015.

Tab 13 WIOA Status Update

by Jerilynn Sans, Workforce Administrator

- Ms. Sans gave an update on workforce activities.
- NMDWS will conduct their Data Validation and PY14 Monitoring Review the week of the October 26, 2015.
- The Regions are continuing to meet with NMDWS regarding WIOA changes and the development of the new plan.
- YouthWorks! Summer program has come to an end. We did allow them to finish up their hours until the second week in October. The goal was for 150 participants to be enrolled; 144 participants did get enrolled.
- Recruiting Events and Job Fairs continue to be a huge success at the New Mexico Workforce Connection office on Mountain Rd and in other counties.
- The annual National Association of Workforce Boards forum is scheduled for March 12-15, 2016. Nicole Ortiz will be sending out an email asking who is interested in attending.
- We have been working with our legal counsel to review the current Bylaws and CEO agreement. Changes will need to be made to align with WIOA before July 1, 2016.
- Dewey Cave, MRCOG Executive Director, announced that Thaddeus Lucero will be retiring in November. He thanked him for his service here at the MRCOG.

Questions & Comments Followed

REPORTS

Tab 13 Committee Reports

- **Training and Service Provider Committee, Sherry TenClay**
 - o Ms. TenClay stated that the committee discussed Health Care Positions and why they are so hard to fill.
 - o Committee received a brief explanation of On-the-Job Training and Customized Training.
 - o Next meeting is scheduled for October 21, 2015 at 2:00 pm.

- **Performance and Monitoring Committee, Doug Calderwood**
 - o Doug Calderwood stated there was no report at this time.
 - o Next meeting scheduled November 11, 2015 at 2:30 pm but will have to be rescheduled.

- **Youth Council Committee, Rosa Auletta –**
 - o Rosa Auletta, congratulated YDI on the Summer Works Program.
 - o She discussed the new WIOA change and now the Youth Council will be a standing committee and will meet quarterly.

PUBLIC COMMENT/ADJOURNMENT

- **Public Comment – None**

- **Adjournment – 3:11 p.m.**

NOTES

Next Meeting:

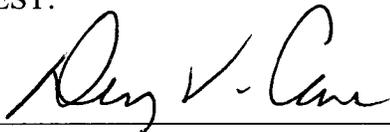
Date: Monday, December 14, 2015
Time: 1:30 p.m.
Location: Mid-Region Council of Governments – Board Room

Approved at the February 22, 2016 WCCNM Full Board Meeting:



Odes Armijo-Caster, WCCNM Chair

ATTEST:



Secretary

“Equal Opportunity Program”