



REPORT OF INDEPENDENT AUDITORS  
AND FINANCIAL STATEMENTS

**WORKFORCE CONNECTION  
OF CENTRAL NEW MEXICO**

June 30, 2019

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# WORKFORCE CONNECTION OF CENTRAL NEW MEXICO

Official Roster

June 30, 2019

<u>Directors</u>	<u>Position</u>
Debbie Ortiz	Chair
Jerry Schalow	Chair-Elect
Diane Saya	Treasurer
Marvis Aragon	Board Member
Odes Armijo – Caster	Board Member
Beth Barela	Board Member
Celina Bussey	Board Member
Doug Calderwood	Board Member
Manuel Casias	Board Member
Herb Crosby	Board Member
Carol Culver	Board Member
Reyes Gonzales	Board Member
Marni Goodrich	Board Member
Victoria Hernandez	Board Member
Michael Herrick	Board Member
Richard Holcomb	Board Member
Honorable Greg Hull	Board Member
Hank Humiston	Board Member
Krista Kelley	Board Member
Valarie Lopez	Board Member
Doug Majweski	Board Member
Vaadra Martinez	Board Member
John Mierzwa	Board Member
Ralph Mims	Board Member
Laura Musselwhite	Board Member
Stacey Sacco	Board Member
James Salas	Board Member
Waldy Salazar	Board Member
Leslie Sanchez	Board Member
Raymond Trujillo	Board Member
Carolyn VanderGiesen	Board Member
Bob Walton	Board Member
Isaac Zamora	Board Member

## **Report of Independent Auditors**

Board of Directors  
Workforce Connection of Central New Mexico  
Mr. Brian S. Colón, Esq.  
New Mexico State Auditor

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the general fund, and the general fund budgetary comparison for Workforce Connection of Central New Mexico (WCCNM) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise WCCNM's basic financial statements as listed in the table of contents.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of WCCNM as of June 30, 2019, and the respective changes in financial position and respective budgetary comparisons for the general fund, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise WCCNM's basic financial statements. The schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated November 25, 2019 on our consideration of WCCNM's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of WCCNM's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering WCCNM's internal control over financial reporting and compliance.

*Mess Adams LLP*

Albuquerque, New Mexico  
November 25, 2019

# **State of New Mexico**

## **Workforce Connection of Central New Mexico**

### **Management's Discussion and Analysis**

#### **Year Ended June 30, 2019**

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The management's discussion and analysis for Workforce Connection of Central New Mexico (WCCNM) provides an overview of WCCNM's mission and function, recent program opportunities, and a brief discussion of the basic financial statements and the significant differences in information they provide. As presented throughout the financial statements, there are references to both PY and FY. The references to PY mean the Program Year, which is the State fiscal year with a June 30th year-end. The references to FY indicate the Federal year from October through June 30th. Program Year (PY) 2018 is Fiscal Year 2019, July 1, 2018 through June 30, 2019.

#### **WCCNM'S Mission and Function**

WCCNM is the local Workforce Development Board in the four-county region of central New Mexico (which includes Bernalillo, Sandoval, Tarrant and Valencia Counties). WCCNM was established July 1, 2000, under the authority of the New Mexico Workforce Development Act [Chapter 50, Article 14 NMSA 1978] and the federal Workforce Investment Act of 1998 and now the 2014 reauthorized Workforce Innovation Opportunity Act (WIOA). The local Workforce Development Boards in New Mexico are governmental entities, and therefore are placed under greater scrutiny than non-governmental workforce boards in other states.

WCCNM coordinates regional training efforts under the renamed Workforce Innovation & Opportunity Act (WIOA), formerly mentioned the Workforce Investment Act (WIA), to assure the availability of high-quality training opportunities that will assist qualifying workers with developing marketable skills and provide employers with well-trained workers. Training opportunities are offered at postsecondary and other educational institutions. The WCCNM also partners with local businesses to provide On-the-Job training, Customized/Incumbent trainings & internships.

The major goal of WCCNM is to establish a business-driven integrated employment and training system, meeting employer and job seeker needs in central New Mexico. This is accomplished by maintaining a Business and Career Center system to guide qualifying customers to employment and training opportunities; supporting a Youth Standing Committee, previously Youth Council, to oversee a provider system that assists young people in the region in completing their education and achieving initial work experience competencies; and devising means to better meet the workforce needs of area employers.

The vision of the WCCNM is an integrated employment and training system that increases employment, job retention, occupational skills and earnings of the area's workforce; reduces welfare dependency; enhances productivity and competitiveness of area business and industry, and encourages lifelong learning for worker preparation and development. The WCCNM Board continues with its service strategy, which is to develop and implement strategies for Board-selected priority industries at different tier levels of the select businesses, and following through with service requests from and service delivery for priority industries and businesses in priority industries.

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**Year Ended June 30, 2019**

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A Business and Career Center is located in each of the WCCNM's four counties. For each Business and Career Center location, the WCCNM has developed and maintains a Business strategy for each location.

WCCNM's role and responsibilities include developing the four-year, previously five-year local Workforce Development Plan; selecting the Administrative Entity/Fiscal Agent, Operator, Adult/Dislocated Worker Service Provider, and Youth Services Provider; overseeing program monitoring; and developing the budget for implementing the WIOA program within the central region of New Mexico. In PY16 WCCNM was required to put out to bid via a Request for Proposal and select a Business & Career Center (One-Stop) Operator, as directed by USDOL. This was performed in PY16 and MRCOG was selected and a new separate contract was carved out for this function. Further, there are mandates that all WIOA required partners (whether co-located or not) contribute to the Business and Career Centers, often called One Stops & American Job Centers.

### **Recent Program Opportunities**

*Workforce Innovation & Opportunity Act.* WCCNM is the local board responsible for administering the federal WIOA program in central New Mexico. WIOA funding provided to the WCCNM board during PY18/FY19 included Adult, Dislocated Worker, Youth and Administrative funds. In PY18, WCCNM, contracted with SER Jobs for Progress to serve as the Adult/Dislocated Worker Services Provider and Youth Development, Inc. (YDI) to serve as the Youth Services Provider & Mid Region Council of Governments (MRCOG) for Administrative Entity / Fiscal Agent & Business Career Center Operator.

*US DOL – TechHire Grant:* During WCCNM's PY16 year, WCCNM applied for and was granted an additional \$4,000,000 (to be expended within four years) to serve our state for establishing training curriculum and job skill developments needed to fill a void in US Labor markets. According to US Employers, there is a void regarding Information Technology specialists that can meet the demands of employers thus IT jobs have been outsourced to other countries for personnel skills not obtainable in the US. This grant was effective July 1, 2016 and the \$4,000,000 is for four years, ending June 30, 2020.

*New Mandates for Business and Career Centers Partners:* A mandated component for WCCNM is to establish a financial plan/operating budget, including terms and conditions, to fund the services and operating costs of the WCCNM's American Job Center network. The goal of the operating budget is to develop a funding mechanism that:

- Establishes and maintains the local workforce delivery system at a level that meets the needs of the job seekers and businesses in the local area;
- Reduces duplication and maximizes program impact through the sharing of services, resources, and technologies among Partners (thereby improving each program's effectiveness);
- Reduces overhead costs for any one partner by streamlining and sharing financial, procurement, and facility costs; and

# State of New Mexico

## Workforce Connection of Central New Mexico

### Management's Discussion and Analysis

#### Year Ended June 30, 2019

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- Ensures that costs are appropriately shared by WCCNM's American Job Center Partners by determining contributions based on the proportionate use of the one-stop centers and relative benefits received. This requires that all funds are spent solely for allowable purposes in a manner consistent with the applicable authorizing statutes and all other applicable legal requirements, including the Uniform Guidance.

WCCNM's Partners consider the one-stop operating budget the master budget that is necessary to maintain the WCCNM's American Job Center network. It includes the following cost categories, as required by WIOA and its implementing regulations:

- Infrastructure costs (also separately outlined in the Infrastructure Funding Agreement (IFA),
- Career services, and
- Shared services.

All costs must be allocated according to Partners' proportionate use and relative benefits received, and reconciled on a quarterly basis against actual costs incurred and adjusted accordingly. The one-stop operating budget is expected to be transparent and negotiated among Partners on an equitable basis to ensure costs are shared appropriately. All Partners must negotiate in good faith and seek to establish outcomes that are reasonable and fair.

#### Financial Highlights

The WCCNM's PY18 allocation of \$9,694,66 of Adult, Dislocated Worker, Youth, and Administrative funds was \$2,297,722 (31%) higher compared to the PY17 allocation of \$7,396,944. Specifically, Adult funds increased by \$745,774, Dislocated Worker funds increased by \$997,611, Youth funds increased by \$324,566, and Administrative funds increased by \$229,771. Additionally, WCCNM elected to transfer an allowable 65% \$2,404,259 from the Dislocated Worker funding stream to the Adult funding stream to meet service needs.

Formula grants have a two-year life. Carry-in funds are unspent/unforfeited funds brought in from the previous year. The WCCNM PY18 budget consisted of carry-in funds of \$1,570,113, the PY18 allocation of \$9,694,666, the US DOL direct TechHire grant of \$2,769,433, retained PY07's \$300,000 Sale of Lease in fund balance and Non-Federal Ticket to Work Revenue of \$60,012, totaling \$14,394,224.

#### OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the WCCNM's basic financial statements. The WCCNM's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

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**Workforce Connection of Central New Mexico**  
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**Year Ended June 30, 2019**

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### **Government-Wide Financial Statements**

The government-wide financial statements are designed to provide readers with a broad overview of the WCCNM's finances, in a manner similar to a private-sector business. The statement of net position presents information on all of the WCCNM's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the WCCNM is improving or deteriorating. The statement of activities presents information showing how the WCCNM's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods, such as depreciation expense. All of WCCNM's activities are reported under governmental-type activities and there are no component units.

### **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The WCCNM, like other state and local governments, used fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The WCCNM's general fund is a governmental fund. Governmental fund financial statements focus on near-term inflow and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

### **Governmental Activities**

Program revenues for the year ended June 30, 2019 (PY18), with the exception to Ticket to Work and PY07's Sale of Lease, were entirely federal revenues that were reimbursements to the WCCNM for administering the Workforce Innovative Opportunity Act program.

Revenues received during PY18 were \$11,305,414 compared to revenues of the previous PY17 year of \$7,528,605, a \$3,776,808 increase in activities or 50.2%%. The US DOL TechHire Revenues included here were \$1,054,265.

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**Year Ended June 30, 2019**

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Table 1 presents the changes in the WCCNM's employment services activities compared to last year.

Table 1  
Changes in the WCCNM's  
WIOA Activities

	6/30/2019	6/30/2018
Core services	\$ 2,180,258	\$ 1,850,889
Intensive services - career center expense	1,940	1,934
Training services	5,441,397	3,252,536
Youth services	1,534,843	831,261
Supportive services	259,234	56,245
Administration	833,477	654,224
NM TechHire H-1B	1,054,265	778,615
Other SS ticket to work	13,052	7,233
	<u>\$ 11,318,466</u>	<u>\$ 7,432,937</u>
Total assets		

Overall, WIOA expenses increased by \$3,776,808, which is due in part to the \$1,054,265 US DOL TechHire grant impact of third year rearing up, and the remaining part is mainly due to WIOA training activities funding increase of 31%.

**Budgetary Highlights**

WCCNM's initial budget and all budgetary revisions are approved by the WCCNM Board. In addition, WCCNM Board Policy WFCP-14-04 gives the Administrative Entity/Fiscal Agent the authority to move up to 25 percent of funds between program categories within funding streams, with the additional allowability to transfer up to 100% between Adult and Dislocated Worker funds based on an approval from NMDWS.

The PY18 approved total operating budget of \$14,394,224 increased by \$2,230,362 or 18.3% compared to PY17's \$12,163,862. This net \$2,230,362 increase includes \$1,570,113 additional WIOA funding, but more carry in for PY18 of \$693,455, a reduction of the new US DOL TechHire grant of the portion spent in years PY16 and PY17 of \$1,230,566 and the Social Security's Ticket to Work revenue gain in PY17 of \$7,220. Ticket to Work monies are non-Federal dollars included in the WCCNM's total budget.

WCCNM's WIOA formula portion of the PY18 operating budget was expended at \$10,251,149 of the available \$11,264,779. (This is part of the \$14,394,224 total budget), or approximately 91% of WIOA available budget; whereas in the previous year, 2018, approximately 81% of budget was spent. Unspent, unforfeited monies, or commonly called carry-in dollars, are required to sustain an even flow of availability while traversing program years. Uncertain variables exist associated with the particular types of customers who come in to be serviced between July 1, beginning of PY and October 1, when Federal dollars are accessible. The PY18 difference between WIOA budget and actual expenses was \$1,014,318, which becomes the actual carry-in for PY19. No WIOA monies were forfeited.

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**Management's Discussion and Analysis**  
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In PY18, US DOL TechHire 4-year grant was expended at approximately 26%, \$1,054,265 of \$4,000,000. As of June 30, 2019, accumulative TechHire grant expenditures total \$2,284,830 or 57% of the 4 year \$4,000,000 leaving \$1,715,170 in place for the final year, PY19.

Main reasons for the PY18 carryover funds to be placed into PY19:

- Unspent administrative monies totaled \$278,871 because the WCCNM Board did not utilize the carved-out administrative funds set aside for any desired Contracted Services. Further, Legal Expenses were minimal, and large amount of Business & Career Center improvements money budgeted for admin were not needed.
- The Adult/ Dislocated Worker carry-in of \$539,513 was due in part to requests made by AE for the service provider to assist in budget traversing into the new year. Even so \$304,697 of this is spoken for in OJT trainings contracts which cross years and has been paid in PY19, the following year \$312,652 of this is Dislocated worker monies. These clients are typically the hardest to obtain and serve and this year was no exception. New outreach strategies are being implemented by direction of AE to service provider to increase efforts.
- The Youth carry-in of \$196,023 was due to service provider staff turnover and vacancies there translated into them not billing out their contract in full.
- Mid-Region Council of Governments (MRCOG) staff monitor the grant balances by customer types to ensure leaving enough funding to cover the transition period from July 1 to October 1, the new federal fiscal year. It is prudent for the WCCNM to ensure that carryover monies are available to ensure businesses and job seekers will still continually be served in the first quarter of the program year, and priority of service is always active under WIOA.
- Central New Mexico allocation (WCCNM's formula allocation) is based on the State's demographics of our counties, business needs, prior year utilization of grant monies and other State determined factors. This formula allocation also means that large amounts of dislocated worker funds may be available for transfer into the adult fund or for carryover into the new program year.
- WCCNM's grant defines the term of time as two years knowing that there are delays in setting up the state of New Mexico purchasing orders each year and the fact that the larger portion of the monies is with the Fiscal Year (FY) or the bulk of Federal monies are accessible October 1st each year rather than the Program Year (PY) State monies that are accessible in theory with the start of the new year, July 1st.

**Total Assets**

Total assets as of June 30, 2019 amounted to \$1,295,029. These total assets consisted of cash (\$859,006), receivables (\$318,748) and net capital assets (\$117,274). The WCCNM's change in assets for PY18 was a 19% increase of \$244,002. The increase was due to cash increasing \$357,590, an increase in net capital assets of \$15,951, and a decrease in receivables of \$230,862. Changes in cash and accounts receivable were simply the result of the timing of receiving June's draw requests.

# State of New Mexico

## Workforce Connection of Central New Mexico

### Management's Discussion and Analysis

#### Year Ended June 30, 2019

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#### Net Position

During the year ended June 30, 2019, WCCNM's net position increased by \$17,352 due to a \$15,951 increase in net capital assets and a \$1,401 increase for Ticket to Work, resulting in an ending net position of \$474,299 as of June 30, 2019.

#### Fund Balance

WCCNM's unassigned governmental fund balance at June 30, 2018 was \$355,624. The current year increase of \$1,401, which was primarily due to Ticket to Work. Ending balance at June 30, 2019 totaled \$357,025. The WCCNM had no restricted funds at any time during the year.

#### Capital Assets

Capital assets consist primarily of office equipment (furniture, servers, software licenses, telephone & copiers). Depreciation expense of \$42,180 was recorded during the year ended June 30, 2019. Capital assets purchased in PY18 totaled \$58,131.

#### Total Liabilities

WCCNM's total liabilities as of June 30, 2019 amounted to \$820,729 and consisted of accounts payable (\$784,009) and accrued wages (\$36,720). The WCCNM had no debt, either current or long-term, at June 30, 2019, or at any time during the year.

#### Currently Known Facts, Conditions and Decisions

The following are currently known facts, conditions and decisions for the year ended June 30, 2019:

- The 2020 year or PY19 funding level is \$10,295,912 versus the 2019 year's aforementioned \$9,694,666 formula-funded levels. Actual Carry-In of 2019 PY18 unspent/forfeiture monies into PY19 were \$1,014,318 reported in the initial budget, versus the preliminary estimate of \$869,000. The difference of \$145,318 was primarily unspent contracted monies that the WCCNM's three service providers did not incur.
- A new building lease in Sandoval County was entered into as part of WCCNM's pilot program of establishing satellite business and career centers in remote rural locations. This outreach program is attempting to service clients in areas where clients might not otherwise visit the business and career centers due to the long distances from their homes. If successful, WCCNM will expand its satellite locations to other remote rural areas within the four counties that WCCNM serves. A relocation of our office in Sandoval County is currently in process. The WCCNM location in the Town of Bernalillo is moving to 4061 Ridge Rock Rd, Rio Rancho NM 87124. The move is intended to better locate services to the client base and to add additional office space.

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**Management's Discussion and Analysis**  
**Year Ended June 30, 2019**

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**Request for Information**

This financial report is designed to provide a general overview of the WCCNM's finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to Executive Director, WCCNM/MRCOG, 809 Copper Avenue NW, Albuquerque, NM 87102.

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Statement of Net Position**

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	June 30, 2019
<b>ASSETS</b>	
Current assets	
Cash and cash equivalents	\$ 859,006
Accounts receivable	85,430
Grants receivable	<u>233,318</u>
Total current assets	<u>1,177,754</u>
Noncurrent assets	
Capital assets, net	<u>117,274</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 1,295,028</u></u>
<b>LIABILITIES</b>	
Current liabilities	
Accounts payable	\$ 784,009
Accrued expenses	<u>36,720</u>
Total current liabilities	<u>820,729</u>
<b>NET POSITION</b>	
Net investment in capital assets	117,274
Unrestricted	<u>357,025</u>
Total net position	<u>474,299</u>
<b>TOTAL LIABILITIES AND NET POSITION</b>	<u><u>\$ 1,295,028</u></u>

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Statement of Activities**

	Year Ended June 30, 2019		
	Expenses	Program Operating Grants and Contributions	Net (Expense) Revenue and Changes in Net Position for Governmental Activities
<b>FUNCTIONS/PROGRAMS</b>			
Employment services			
Workforce Investments Act program	\$ 10,235,198	\$ 10,251,149	\$ 15,951
H-1B job training grant	1,054,265	1,054,265	-
Other	13,052	14,453	1,401
	<u>\$ 11,302,515</u>	<u>\$ 11,319,867</u>	
<b>CHANGE IN NET POSITION</b>			17,352
<b>NET POSITION</b>			
Beginning of year			456,947
End of year			\$ 474,299

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**Workforce Connection of Central New Mexico**  
**Balance Sheet – Governmental Fund**

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	June 30, 2019
<b>ASSETS</b>	
Cash and cash equivalents	\$ 859,006
Accounts receivable	85,430
Grant receivable	<u>233,318</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 1,177,754</u></u>
<b>LIABILITIES</b>	
Accounts payable	784,009
Accrued expenses	<u>36,720</u>
Total liabilities	<u>820,729</u>
<b>FUND BALANCE</b>	
Unassigned	<u>357,025</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<u><u>\$ 1,177,754</u></u>
<b>RECONCILIATION</b>	
Fund balance	\$ 357,025
Amount reported for governmental activities in the statement of net position is difference because:	
Net capital assets used in governmental activities are not financial resources, and therefore, are not reported in the governmental fund	<u>117,274</u>
<b>NET POSITION OF GOVERNMENTAL ACTIVITIES</b>	<u><u>\$ 474,299</u></u>

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**

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	<u>Year Ended June 30, 2019</u>
<b>REVENUES</b>	
Intergovernmental - federal	\$ 11,305,414
Other	<u>14,453</u>
Total revenues	<u>11,319,867</u>
<b>EXPENDITURES</b>	
Current - employment services	
Workforce Investment Act program	
Adult	\$ 5,009,396
Dislocated worker	1,703,956
Youth	2,704,320
Administration	833,477
H-1B job training grant	1,054,265
Other	<u>13,052</u>
Total expenditures	<u>11,318,466</u>
<b>CHANGE IN FUND BALANCE</b>	1,401
<b>FUND BALANCE</b>	
Beginning of year	<u>355,624</u>
End of year	<u><u>\$ 357,025</u></u>
<b>RECONCILIATION</b>	
Change in fund balance	\$ 1,401
Amount reported for governmental activities in the statement of activities are different because:	
Purchase of capital assets	58,131
Depreciation expensed in the statement of activities	<u>(42,180)</u>
<b>CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES</b>	<u><u>\$ 17,352</u></u>

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance –**  
**Budget and Actual – Governmental Fund – Workforce Investment Act**

	Year Ended June 30, 2019			Variance Favorable (Unfavorable)
	Original Budget	Final Budget	Actual	
<b>REVENUES</b>				
Intergovernmental - federal	\$ 14,431,240	\$ 14,034,213	\$ 11,305,414	\$ (2,728,799)
Other	355,832	360,012	14,453	(345,559)
Total revenues	<u>14,787,072</u>	<u>14,394,225</u>	<u>11,319,867</u>	<u>(3,074,358)</u>
<b>EXPENDITURES</b>				
Current - employment services				
Workforce Investment Act program				
Adult	3,149,218	5,236,259	5,009,396	226,863
Dislocated worker	4,458,860	2,016,608	1,703,956	312,652
Youth	2,954,415	2,900,343	2,704,320	196,023
Administration	1,254,446	1,378,295	833,477	544,818
H-1B job training grant	2,970,133	2,502,708	1,054,265	1,448,443
Other	-	360,012	13,052	346,960
Total expenditures	<u>14,787,072</u>	<u>14,394,225</u>	<u>11,318,466</u>	<u>3,075,759</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-	-	1,401	1,401
<b>FUND BALANCE</b>				
Beginning of year	-	-	355,624	355,624
End of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 357,025</u>	<u>\$ 357,025</u>

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Notes to Financial Statements**

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**Note 1 – Summary of Significant Account Policies**

**Description of Entity**

Workforce Connection of Central New Mexico (WCCNM) was organized pursuant to Section 117 of Public Law 105-220 (Workforce Investment Act of 1998 or WIA) and New Mexico State Legislative Law, Chapter 260, dated April 7, 1999, to set policy for the portion of the statewide workforce investment system within the local area serviced by the Board. WCCNM sets policy for Bernalillo, Sandoval, Torrance and Valencia Counties in the State of New Mexico.

The basic activities authorized by the State of New Mexico (50-14-5, NMSA, 1978) to be carried out by the local board are as follows:

- a. Advise the state board on issues relating to regional and local workforce development needs;
- b. Develop and submit to the state board and governor a local five-year workforce plan that shall be updated and revised annually in accordance with the requirements of the federal Workforce Investment Act of 1998;
- c. Designate or certify one-stop program operators in accordance with the federal Workforce Investment Act of 1998;
- d. Terminate, for cause, the eligibility of the one-stop operator;
- e. Select and provide grants to youth activity providers in accordance with the Workforce Investment Act of 1998;
- f. Identify eligible training and intensive service providers in accordance with Workforce Investment Act of 1998;
- g. Develop a budget subject to approval of the chief elected official;
- h. Develop and negotiate local performance measurements as described in the Workforce Investment Act of 1998 with the chief elected official and the governor;
- i. Assist in development of an employment statistics system;
- j. Ensure linkages with economic development activities;
- k. Encourage employer participation and assist employers in meeting hiring needs;
- l. In partnership with the chief elected official, conduct oversight of local programs of youth activities authorized pursuant to the federal Workforce Investment Act of 1998 and employment and training activities authorized pursuant that act, and the one-stop delivery system in the local area;
- m. Establish as a subgroup, a youth council, appointed by the local board in cooperation with the chief elected official, and
- n. Prior to submission of the local plan, provide information regarding the following:
  - i. The local plan
  - ii. Membership
  - iii. Designation and certification of one-stop operators and
  - iv. The award of grants or contracts to eligible providers of youth activities.

# State of New Mexico

## Workforce Connection of Central New Mexico

### Notes to Financial Statements

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#### **Note 1 – Summary of Significant Account Policies (continued)**

The local board is appointed in conformity with criteria established by the governor. The WCCNM's board is required to be made up of at least 51% of its members coming from the private sector and includes representation of education, labor, government, economic development and community-based organizations and others as appropriate and is appointed by the local chief elected official.

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include potential component units in the reporting entity is made by applying the criteria set forth in GAAP. The basic, but not the only criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the election of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity is conducted within the geographic boundaries of the WCCNM and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the Board is able to exercise oversight responsibility. Based on the application of these criteria, management determined there are no component units included in the reporting entity.

#### **Basis of Accounting**

*Government-Wide Financial Statements* – The Statement of Net Position and the Statement of Activities are prepared using the economic resources measurement focus and the accrual basis of accounting, which incorporates long-term assets. WCCNM does not have long-term liabilities. This is the same approach used in preparation of proprietary fund financial statements, but differs from the manner in which governmental fund financial statements are prepared. Therefore, governmental fund financial statements include reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds. Internal activities are eliminated, and the government-wide financial statements do not include any fiduciary funds or component units the entity may have. Since WCCNM administers only federal programs, WCCNM does not employ indirect cost allocation. Direct expenses are those that are specifically associated with the program and, therefore, identifiable to a particular function.

*Governmental Fund Statements* – Governmental funds are accounted for using the modified accrual basis of accounting and the current financial resources measurement focus. Under this basis, revenues are recognized in the accounting period in which they become measurable and available. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Notes to Financial Statements**

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**Note 1 – Summary of Significant Account Policies (continued)**

**Net Position**

Net position includes the following:

*Net Investment in Capital Assets* – The component of net position that reports the difference between capital assets less both the accumulated depreciation and the outstanding balance of debt, excluding unspent proceeds, that is directly attributable to the acquisition, construction or improvement of capital assets.

*Restricted* – Net Position reported as restricted when constraints placed on net position use is either externally imposed by law through constitutional provisions or enabling legislation. WCCNM has no restricted net position as of June 30, 2019.

*Unrestricted* – The difference between the assets and liabilities that is not reported in net position invested in capital assets or restricted net position.

**Fund Balances**

Fund balance classifications are based primarily on the extent to which WCCNM is bound to honor constraints on the use of the resources reported in each governmental fund as well as establishes additional note disclosures regarding fund balance classification policies and procedures. WCCNM has only one fund for the year ended June 30, 2019.

In the fund-level financial statements, fund balance reserves represent those portions of fund equity not available for appropriation or expenditure or legally segregated for a specific future use. WCCNM classifies governmental fund balances as follows:

- Non-spendable – Fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints.
- Restricted – Fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as grantors or amounts constrained due to enabling legislation.
- Committed – Fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority (WCCNM's Board of Directors) and does not lapse at year-end.
- Assigned – Fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund balance may be assigned by the management.
- Unassigned – Positive fund balances within the General Fund which have not been classified within the above mentioned categories and negative fund balances in other governmental funds.

# State of New Mexico

## Workforce Connection of Central New Mexico

### Notes to Financial Statements

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#### **Note 1 – Summary of Significant Account Policies (continued)**

The WCCNM requires restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as a grant agreement requiring matching spending. WCCNM does not currently have a minimum fund balance policy.

#### **Program Revenues**

WCCNM has received program-specific operating grants from the U.S. Department of Labor passed through the New Mexico Department of Workforce Solutions. These revenues are program revenues for the carrying out of program activities of the Workforce Investment Act (WIA) grant cluster.

#### **GAAP Presentation**

The financial statements of WCCNM are prepared in accordance with accounting principles generally accepted in the United States of America. WCCNM's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements. WCCNM has no proprietary funds or component units.

#### **Cash and Cash Equivalents**

Cash and cash equivalents consist of short-term highly liquid investments, which are readily convertible into cash within ninety (90) days of purchase.

#### **Revenue Recognition**

The governmental fund types for financial statement purposes follow the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues and other governmental fund financial resources are recognized in the accounting period in which they become susceptible to accrual; then they become both measurable and available to finance expenditures of the fiscal period.

"Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The government considers property taxes and other taxes as available if they are collected within sixty days after year end. WCCNM did not receive any type of tax revenue during the year ended June 30, 2019.

Non-exchange transactions occur when a government either gives value to another party without directly receiving equal value in exchange or receives value from another party without directly giving equal value in exchange. There are four types of non-exchange transactions: derived tax revenues (income and motor fuel taxes) imposed non-exchange revenues (property tax, fines and penalties and property forfeitures) government mandated non-exchange transaction revenues (federal programs that state or local governments are mandated to perform), and voluntary non-exchange transactions (grants, entitlements, and donations by nongovernmental entities, including private donations). WCCNM recognizes non-exchange transactions in the financial statement as income unless it is not measureable (reasonable estimate), if any.

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Notes to Financial Statements**

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**Note 1 – Summary of Significant Account Policies (continued)**

Revenues from grants that are restricted for specific uses are recognized as revenues when the related costs are incurred and all eligibility requirements imposed by the grantor are met. Other miscellaneous revenues are recognized when received since they generally are not measurable until received in cash. It is WCCNM's policy to utilize restricted resources first when applying resources to expenses before using unrestricted funds.

**Expenditure Recognition**

The measurement focus of governmental fund accounting is based on decreases in net financial resources (expenditures) rather than expenses. Most expenditures are measurable and are recorded when the related fund liability is incurred. However, principal and interest on long-term debt, which has not matured, are recognized when paid. WCCNM did not have any long-term debt as of June 30, 2019.

Expenditures are recorded when the related fund liability is incurred. Expenditures charged to federal programs are recorded utilizing the cost principles prescribed or permitted by the various funding sources.

**Fund Accounting**

The accounts of WCCNM are organized on a basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue and expenditures. WCCNM only has a general fund.

**Capital Assets**

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. General capital assets are long-lived assets of WCCNM as a whole. When purchased, such assets are recorded as expenditures in the governmental funds and are capitalized on the government-wide financial statements. The valuation bases for general capital assets is historical cost, or where historical cost is not available, estimated historical cost based on replacement cost. Sub-grantees purchasing equipment by sub-grants made by WCCNM to other agencies are accounted for in capital assets. Purchased fixed assets are valued at historical cost. Donated fixed assets are valued at their estimated fair value on the date of donation. The minimum capitalization threshold is any individual item with a total cost greater than \$5,000 per Section 12-6-10 NMSA 1978.

Depreciation of capital assets is computed and recorded by the straight-line method. A half-year's depreciation is taken on additions in the first year of acquisition and followed by a full year's going forward. Depreciable capital assets consist of furniture, software and equipment with estimated useful service lives of 3-10 years.

# State of New Mexico

## Workforce Connection of Central New Mexico

### Notes to Financial Statements

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#### **Note 1 – Summary of Significant Account Policies (continued)**

##### **Budgets**

The New Mexico Department of Workforce Solutions Board provides WCCNM with a breakdown of the funds allocated for adult, dislocated worker, youth and state set aside to that region each year. Those allocations are based upon the New Mexico Department of Workforce Solutions Board's approved state plan. WCCNM prepares a budget based upon the Federal Rules of Government Distributions by the State Workforce Development Board to be approved by WCCNM's Board. Any adjustments to the State Board's allocations made by WCCNM must be first approved by the New Mexico Department of Workforce Solutions Board. Any adjustments to WCCNM's budget must be approved by WCCNM's Board. Budgets are figured on the modified accrual basis of accounting. The legal level of budgetary control is at the total fund level. Any federal funds that have been used for any purpose not within the purposes of the WIA program, shall be reimbursed to the State Workforce Investment Board.

##### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

##### **Upcoming Accounting Standard**

The GASB has issued GASB No. 87 *Leases*, which will be effective for the year ending June 30, 2021. GASB No. 87 requires recognition of certain lease assets and liabilities for leases that were previously classified as operating leases and recognition of inflows of resources or outflows of resources based on the payment provisions of the lease contract. Under the Statement, a lessee will recognize a lease liability and an intangible right-to-use lease asset, and a lessor will recognize a lease receivable and a deferred inflow of resources. Management is evaluating the effect that the implementation of this Statement will have on WCCNM's financial statements.

#### **Note 2 – Deposit and Investments**

Due to restriction on WIA funds by the granting agency, monies deposited into the account of WCCNM and any program revenues earned by WCCNM, funds are not allowed to be invested. In accordance with Section 6-10-17, NMSA, 1978 Compilation, deposits of public money are required to be collateralized. Pledged collateral is required in amounts in one half of the amount of public money in each account. Securities, which are obligations of the United States, State of New Mexico, its agencies, institutions, counties, municipalities or other subdivisions are accepted as security at market value.

No security is required for the deposit of public money that is insured by the Federal Deposit Insurance Corporation, or the National Credit Union Administration. Deposits as of June 30, 2019 were held at a commercial bank. Cash and cash equivalents are carried at cost, which approximates market value. At June 30, 2019, WCCNM's deposit bank balance was \$1,015,228. Custodial credit risk is the risk that in the event of a bank failure, WCCNM's deposits may not be returned to it. WCCNM's deposit policy is to collateralize one half of the uninsured public money in each account.

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Notes to Financial Statements**

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**Note 2 – Deposit and Investments (continued)**

Account Name	Type	Bank Balance	Book Balance
U.S. Bank checking account	Demand deposits	\$ 1,015,228	<u>\$ 859,006</u>
Less FDIC coverage		<u>250,000</u>	
Uninsured balance		<u>\$ 765,228</u>	
50% collateral requirement		<u>\$ 382,614</u>	
Pledged collateral in the bank's name held FNMA Pool AE9299 CUSIP #31419LKM4 maturing 11/1/2015, market value to be used		1,266,170	
FNMA pool MA2773, Cusip #3148CCK8 maturing 10/1/2036, market value to be used		<u>832,552</u>	
Total collateral		<u>2,098,722</u>	
(Under) over collateralized		<u>\$ 1,716,108</u>	

The following schedule is presented to comply with the requirements of New Mexico State Statute 12-6-5 NMSA, 1978 as interpreted by the New Mexico State Auditor's Rule, State of NM Administrative Code 2.2.2.10 N(3):

Bank	Bank Balance	Outstanding Checks	Outstanding Deposits	Book Balance
U.S. Bank: Checking	<u>\$ 1,015,228</u>	<u>\$ 156,222</u>	<u>\$ -</u>	<u>\$ 859,006</u>

**Note 3 – Receivables**

Grants receivable represent amounts due from the New Mexico Department of Workforce Solutions, fiscal/administrative agent for the State Workforce Development Board, for costs incurred for the WIA program at year end. Accounts receivable in the amount of \$85,430 represent reimbursements for resource sharing agreements. All receivables are deemed to be fully collectible and therefore no allowance for doubtful accounts has been provided.

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Notes to Financial Statements**

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**Note 4 – Operating Leases**

WCCNM has entered into various leasing agreements for office space with lease terms expiring through August 2021. During the year ended June 30, 2019, lease expense totaled \$89,471.

As of June 30, 2019, remaining obligations on the outstanding leases are as follows:

Year Ended		
<u>June 30,</u>		
2020	\$	48,056
2021		<u>21,513</u>
	\$	<u><u>69,569</u></u>

**Note 5 – Capital Assets**

The following is a summary of changes in capital assets for the fiscal year ended June 30, 2019.

	<u>June 30, 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>June 30, 2019</u>
Furniture and equipment	\$ 234,935	\$ 58,131	\$ -	\$ 293,066
Accumulated depreciation	<u>(133,612)</u>	<u>(42,180)</u>	<u>-</u>	<u>(175,792)</u>
	<u>\$ 101,323</u>	<u>\$ 15,951</u>	<u>\$ -</u>	<u>\$ 117,274</u>

Current year depreciation expense totaled \$42,180 and was allocated in the statement of activities. All of WCCNM's capital assets have been purchased under government contracts and are restricted as to their use as designated by granting agencies.

**Note 6 – Risk Management**

The WCCNM is exposed to various risks of loss related to torts, theft of, damage to and destruction of assets, errors and omissions and natural disasters for which its fiscal agent MRCOG carried commercial insurance in the name of WCCNM. Settled claims have not exceeded this commercial coverage in the past year.

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Notes to Financial Statements**

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**Note 7 – Related Entity Transactions**

Members of WCCNM's Board of Directors include community leaders who are involved in and concerned with providing opportunities for employment in the areas services by WCCNM. The area partners, one stop providers, and training providers are required to have representation on the WCCNM Board in accordance with New Mexico State Statutes, 1978, 15-14-4 D.

WCCNM and Mid-Region Council of Governments of New Mexico (MRCOG), a related governmental entity, have entered into a Professional Services Agreement contract, for up to \$900,062 per year, through which MRCOG provides personnel, insurance, documentation, administration, monitoring, oversight and other fiscal services. In addition, WCCNM contracted with MRCOG to provide these services in support of its H-1B Job Training Grant from July 1, 2016 to June 30, 2020 at a cost of \$1,656.548 over the four-year period. WCCNM does not have employees and relies on MRCOG's financial system and control structure. WCCNM also contracts with SER Jobs for Progress, Inc. to manage and operate the four local area business and career centers. WCCNM contracts with a local non-profit, Youth Development, Inc., to provide youth services in those area business and career centers.

During the year ended June 30, 2019, purchases for goods and services were made by WCCNM with companies or organizations in which various board members are associated with. The following schedule summarizes purchases from related organizations and associations:

Board Member	Relationship	Purpose	Amount
Ralph Mims	Village of Los Lunas	OJT training	\$ 34,001
Celina Bussey	CNM & CNM Ingenuity-Tuition	ITA/ ISA's training	\$ 754,675
Michael Herrick	Matterform Media Inc.	OJT training	\$ 7,140
John Mierzwa	Ingenuity Software Labs	OJT training	\$ 7,713
Laura Musselwhite	UNM & UNM-Valencia	ITA/ ISA's training	\$ 797
Isaac Zamora	Zamora Business Accounting PC	OJT training	\$ 8,630
Doug Majweski	The Hartman & Majweski Design	OFT training	\$ 60,659
Jerry Schalow	Rio Rancho Regional Chamber of Commerce	OJT training	\$ 2,279

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Notes to Financial Statements**

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**Note 7 – Related Entity Transactions (continued)**

In addition, during 2019, WCCNM received funds from organizations in which board members are associated with. The following schedule summarizes the receipts from related organizations:

Board Member	Relationship	Purpose	Amount
Waldy Salazar	NM Department of Workforce Solutions	Grant expenses	\$ 34,011
Waldy Salazar	NM Department of Workforce Solutions	Resource sharing	\$ 247,456
Celina Bussey	CNM Community College	Resource sharing	\$ 11,295
Carol Culver	CNM ABE	Resource sharing	\$ 292
Reyes Gonzales	DVR	Resource sharing	\$ 19,369
Victoria Hernandez	Human Services	Resource sharing	\$ 11,671
Melodee Saiz	Job Corps	Resource sharing	\$ 1,594
Doug Calderwood	NM Aging Long Term Services Administrator	Resource sharing	\$ 32

## **Compliance**

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**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Schedule of Expenditures of Federal Awards**  
**Year Ended June 30, 2019**

Federal Grantor/Program Title	Federal CFDA Number	Identifying Grant Number	Passed through to Subrecipients	Grant Award Expended
U.S. Department of Labor passed through the New Mexico Department of Workforce Solution				
WIOA Cluster				
WIOA Adult Program				
Program year 2017/fiscal year 2018	17.258	18-001-PY17	\$ 25,916	\$ 193,781
Program year 2018/fiscal year 2019	17.258	19-001-PY18	280,643	4,815,615
WIOA Dislocated Worker Program				
Program year 2017/fiscal year 2018	17.278	18-001-PY17	286,625	722,007
Program year 2018/fiscal year 2019	17.278	19-001-PY18	397,783	981,949
WIOA Youth Program				
Program year 2017/fiscal year 2018	17.259	18-001-PY17	97,404	545,928
Program year 2018/fiscal year 2019	17.259	19-001-PY18	729,930	2,158,392
WIOA Administration				
Program year 2017/fiscal year 2018				
Adult	17.258	18-001-PY17	-	19,335
Dislocated worker	17.278	18-001-PY17	-	72,041
Youth	17.259	18-001-PY17	-	54,472
Program year 2018/fiscal year 2019				
Adult	17.258	19-001-PY18	-	416,211
Dislocated worker	17.278	19-001-PY18	-	84,869
Youth	17.259	19-001-PY18	-	186,549
WIA Cluster total			1,818,301	10,251,149
U.S. Department of Labor direct funding				
H-1B job training grant			358,175	1,054,265
Total Expenditures of Federal Awards			\$ 2,176,476	\$ 11,305,414
Subrecipient Payments				
Youth Development Incorporated			\$ 990,967	
SER Jobs for Progress, Inc.			827,334	
Mid-Region Council of Governments			358,175	
Total Subrecipient Payments			\$ 2,176,476	

*See Notes to Schedule of Expenditures of Federal Awards.*

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Notes to Schedule of Expenditures of Federal Awards**  
**Year Ended June 30, 2019**

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**Note 1 – Basis of Presentation**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of WCCNM under programs of the federal government for the year ended June 30, 2019. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the WCCNM, it is not intended to and does not present the financial position, changes in net position or cash flows of the WCCNM.

**Note 2 – Summary of Significant Accounting Policies**

Expenditures reported on the schedule of expenditures of federal awards are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts, if any, shown on the schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available.

**Note 3 – Outstanding Loans and Subrecipients**

WCCNM does not receive non-cash assistance or have outstanding loans. Payments to subrecipients are as follows:

<u>Organization</u>	<u>Amount</u>
Youth Development Incorporated	\$ 990,967
SER Jobs for Progress, Inc.	827,334
Mid-Region Council of Governments	827,334
	<u>\$ 2,645,635</u>

**Note 4 – Indirect Costs**

WCCNM does not use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**Report of Independent Auditors on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards***

Board of Directors  
Workforce Connection of Central New Mexico  
Brian S. Colón, Esq.  
New Mexico State Auditor

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, general fund, and the general fund budgetary comparison for Workforce Connection of Central New Mexico (WCCNM) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise WCCNM's basic financial statements, and have issued our report thereon dated November 25, 2019.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered WCCNM's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of WCCNM's internal control. Accordingly, we do not express an opinion on the effectiveness of WCCNM's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether WCCNM's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Mess Adams LLP*

Albuquerque, New Mexico  
November 25, 2019

## **Report of Independent Auditors on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance**

Board of Directors  
Workforce Connection of Central New Mexico  
Mr. Brian S Colón, Esq.  
New Mexico State Auditor

### **Report on Compliance for Each Major Federal Program**

We have audited the Workforce Connection of Central New Mexico's (WCCNM's), compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of WCCNM's major federal programs for the year ended June 30, 2019. WCCNM's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

#### ***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

#### ***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of WCCNM's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about WCCNM's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of WCCNM's compliance.

#### ***Opinion on Each Major Federal Program***

In our opinion, WCCNM complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

## **Report on Internal Control Over Compliance**

Management of WCCNM is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered WCCNM's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of WCCNM's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Mess Adams LLP*

Albuquerque, New Mexico  
November 25, 2019

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Schedule of Prior Year Audit Findings**  
**Year Ended June 30, 2019**

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None

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Schedule of Findings and Questioned Costs**  
**Year Ended June 30, 2019**

**Section I – Summary of Auditor’s Results**

**Financial Statements**

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP: *Unmodified*

Internal control over financial reporting:

- Material weakness(es) identified?  Yes  No
- Significant deficiency(ies) identified?  Yes  None reported

Noncompliance material to financial statements noted?  Yes  No

**Federal Awards**

Internal control over major federal programs:

- Material weakness(es) identified?  Yes  No
- Significant deficiency(ies) identified?  Yes  None reported

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?  Yes  No

Identification of major federal programs and type of auditor’s report issued on compliance for major federal programs:

<i>CFDA Numbers</i>	<i>Name of Federal Program or Cluster</i>	<i>Type of Auditor’s Report Issued on Compliance for Major Federal Programs</i>
17.258; 17.259;17.278	Workforce Innovation and Opportunity Act Cluster	Unmodified

Dollar threshold used to distinguish between type A and type B programs: \$ 750,000

Auditee qualified as low-risk auditee?  Yes  No

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Notes to Schedule of Findings and Questioned Costs(continued)**  
**Year Ended June 30, 2019**

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**Section II – Financial Statement Findings**

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No matters reported.

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**Section III – Federal Award Findings and Questioned Costs**

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No matters reported.

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**Findings in Accordance with 2.2.2 NMAC**

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No matters reported.

**State of New Mexico**  
**Workforce Connection of Central New Mexico**  
**Exit Conference**  
**Year Ended June 30, 2019**

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**Exit Conference**

An exit conference was held on November 25, 2019, to discuss the annual financial report. The exit conference was attended by the following individuals:

Workforce Connection of Central New Mexico:

Dewey Cave	Executive Director
Honorable Gregg Hull	Board Member
Arthur Martinez	Workforce Administrator
Amy Myer, CPA	MRCOG Senior Finance Manager
Jesse D. Turley	Accounting Manager

Moss Adams LLP:

Kory Hoggan	Partner
Michael McGinley	Assurance Manager

**A. Preparation of Financial Statements**

The financial statements were prepared with the assistance of Moss Adams LLP from the books and records of WCCNM. The financial statements and related footnotes remain the responsibility of management.