MINUTES
Workforce Connection
of Central New Mexico
Full Board Meeting
Monday, October 22, 2018
New Mexico Workforce Connection
809 Copper Ave. NW, Albuquerque, NM 87102
1:30 pm

Roll Call - Determination of Quorum - by Art Martinez

Meeting started at 1:39 pm due to no quorum and moved to Tab 2

Present
- Beth Barela
- Paige Briggs
- Celina Bussey
- Manuel Casias
- Carol Culver
- Reyes Gonzales
- Victoria Hernandez
- Michael Herrick
- Krista Kelley
- Doug Majewski
- John Mierzwa
- Laura Musselwhite
- Debbie Ortiz, Chair
- James Salas
- Diane Saya, Treasurer
- Jerry Schalow, Vice-Chair
- Carolyn VanderGiesen
- Isaac Zamora

Absent
- Odes Armijo-Caster
- Doug Calderwood
- Herb Crosby
- Marni Goodrich
- Richard Holcomb
- Gregg Hull
- Paul Kress
- John Lahoff
- Ralph Mims
- Teri Norris
- Stacy Sacco
- Melodee Saiz
- Waldy Salazar
- Leslie Sanchez
- Bob Walton
Call to Order: Quorum established 1:55 pm – Debbie Ortiz, Chair, Moved back to Approval of the Agenda

Approval of Monday, October 22, 2018, Agenda

Motion: Jerry Schalow
Second: Diane Saya
No Discussion
Action: Passed unanimously by voice vote

Tab 1 Approval of Minutes, Full Board, August 20, 2018

Motion: Laura Musselwhite
Second: Isaac Zamora
No Discussion
Action: Passed unanimously by voice vote

Introduction of New Board Member, Celina Bussey, CNM and Beth Barela, Manpower of NM

INFORMATION & DISCUSSION ITEMS

Tab 2 WIOA Monthly Expenditure Report for September 30, 2018

by Jesse Turley, Workforce Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, provided the WIOA monthly expenditure report as of September 30, 2018.
- Year-to-date formula and other funding sources, Ticket to Work and USDOL Tech Grar expenditures for the current period, totaled one million seven hundred sixty-two thousand, one hundred eighty-three dollars ($1,762,183), with a total year-to-date expenditure totaling $8,895,841.

Questions and Comments Followed

Tab 3 Business and Career Center Update/Dashboard/TechHire

by Joy Forehand, Operation Manager & Tawnya Rowland TechHire Program Director, & Lloyd Aragon, WIOA Manager

- Mr. Aragon presented the Dashboard as of September 30, 2018.
- Ms. Forehand gave an update on the Business & Career Centers as of September 30 2018.
- She also gave a brief overview of the economic outlook for the region and discussed all the recruiting events that have taken place.
- Performance is still not available in the VOSS system; the State is working on getting those updated.
- Ms. Forehand gave an update on TechHire.
**Tab 4  **Approval of Customized Training, Operational Policy # OP-401, Change 4

by Lloyd Aragon, WIOA Manager

- Mr. Aragon presented the Customized Training Policy.
- He stated the policy needed to be updated to comply with WIOA.
- Customized Training is for both hiring of new or recent employees.
- He highlighted the definitions and the background of a Customized Training Contract and what changes were made.

Questions followed

**Motion:** Richard Holcomb  
**Second:** Krista Kelley  
**No Discussion**  
**Action:** Passed unanimously by voice vote

**Tab 5  **Approval of Incumbent Worker Training, Operational Policy # OP-433, New

by Lloyd Aragon, WIOA Manager

- Mr. Aragon presented the Incumbent Worker Training Policy.
- This is a new policy that is required under WIOA. It will provide direction the Central Region’s Service Provider regarding permissible use of adult and dislocated worker funds for training activities associated with Incumbent Worker.
- Mr. Aragon also highlighted the definitions and the background of Incumbent Worker Training.

Questions

**Motion:** Jerry Schalow  
**Second:** Carolyn VanderGiesen  
**No Discussion**  
**Action:** Passed unanimously by voice vote

**Tab 6  **Approval of Modification of WIOA Local Plan

by Lloyd Aragon, WIOA Manager

- Mr. Aragon presented the Modification of the WIOA Local Plan.
- He explained, a few years ago WCCNM had met with members of the board, staff, and partners; the four-year plan was then put to together and approved. Every two-years modifications must be made to the plan.
- The Modification of the four-year plan serves to continue the development, alignment, and integration service delivery strategies and to support the State’s vision and strategic and operational goals.
- He noted, on November 2, 2018, it will be submitted to the New Mexico Department of Workforce Solutions for approval.
Questions & Comments

Motion: Doug Majewski  
Second: Isaac Zamora  
Discussion  
Action: Passed unanimously by voice vote

Tab 7  Approval of Youth Development Inc., Contract Amendment

by Art Martinez, Workforce Administrator

- Mr. Martinez presented the Contract Amendment for YDI.
- He explained the request for the increase is due to increased demand for youth services and substantial increases in negotiated youth performance measures and service expectations.
- The increase will be to hire four employees one for each county in the Central Region.
- He noted the current contract amount of $866,800 will increase to $1,056,800 which is a 13.7% increase for the PY18 contract.

Questions & Comments

Krista Kelley recused herself from the vote.

Motion: Paige Briggs  
Second: Doug Majewski  
Comments  
Action: Passed unanimously by voice vote

Tab 8  Approval of WFCP-03-18, PY18 Bar#1

by Jesse Turley, Workforce Accounting Manager

- Mr. Turley presented BAR #1 for PY18.
- This is based on the NMDWS formula allocation letter dated 7/1/18 for year PY18 beginning July 1, 2018 and our now known carry-in amounts of the prior year 2nd year monies of the year ended June 30, 2018 (PY17), and a new PY17/FY18 prior year modification #1 adding $37,452.
- Continuing with the preliminary PY18/FY19 budget is the New Mexico Department of Workforce Solutions (NMDWS) grant to WCCNM in the amount of $9,657,214. It is detailed in categories as follows: Adult $2,638,218, Dislocated Worker $3,698,860, Youth $2,345,415 and the Administrative in the amount of $965,721. This is a $2,260,270 increase; 30.6% from the previous Program Year 2017’s regular formula allocation of $7,396,944.
- BAR #1 adjusts the SER Contract for Adult/Dislocated Worker to $1,214,085 and YDI Contract for Youth to $1,056,800. It also increases the MRCOG contract to $810,000, The HIB TechHire adjusts down to $3,548,049, with the Ticket to Work increase to $42,211.
- PY18 budget total is $14,394,224.
Questions & Comments Followed

Motion: Jerry Schalow
Second: Carolyn VanderGiesen
No Discussion
Action: Passed unanimously by voice vote

REPORTS/UPDATES

Committee Reports

- Training and Service Provider Committee
  - No Report

- Performance and Monitoring Committee
  - No Report

- Youth Council Committee
  - No Report.

WIOA Status Updates

by Art Martinez, WCCNM Administrator

- Mr. Martinez provided an update on workforce activities
- He stated we got the NMDWS Monitoring Report back and we will be responding by November 5, 2018.
- An affiliate site will be opening in Rio Rancho near the Observer and will provide Adult/Dislocated Worker and Youth Services.
- Board Chair Debbie Ortiz expressed the need to put together an Ad-Hoc Committee Learn to Work/Work to Learn. This committee will review items such as internship, apprenticeship and outreach to individual with lower paying wages.
- Members who showed interest were Diane Saya and Celina Bussey.

PUBLIC COMMENT/ADJOURNMENT

- Public Comment – None
- Adjournment – 3:33 p.m.

NOTES

Next Meeting:
Date: December 17, 2018
Time: 1:30 p.m.
Location: Mid-Region Council of Governments – Board Room
Approved at the December 10, 2018 WCCNM Full Board Meeting:

Debbie Ortiz, WCCNM Chair

ATTEST:

Secretary

“Equal Opportunity Program”