

**ADULT & DISLOCATED WORKER PROGRAM COMMITTEE
AGENDA**

Wednesday, October 12, 2011
9:30 AM

workforce **CONNECTIONS**

Conference Room
7251 W. Lake Mead Blvd., Suite 200
Las Vegas, NV 89128

This meeting has been properly noticed and posted in the following locations:

City of North Las Vegas, 2200 Civic Center Dr., North Las Vegas, NV
City of Las Vegas, City Clerk's Office, 400 Stewart Avenue, Las Vegas, NV
Clark County, County Clerk's Office 500 S. Grand Central Parkway, Las Vegas, NV
Esmeralda County Courthouse, 233 Crook Street, Goldfield, NV
Henderson City Hall, 240 Water Street, Henderson, NV
City Hall, Boulder City, 401 California Ave., Boulder City, NV
workforce **CONNECTIONS**, 7251 W. Lake Mead Blvd., Las Vegas, NV
Nevada JobConnect, 3405 S. Maryland Pkwy., Las Vegas, NV
Lincoln County 181 Main Street Courthouse, Pioche, NV
Nye County School District, 484 S. West St., Pahrump, NV
Pahrump Chamber of Commerce, 1302 S. Highway 160, Pahrump, NV

This Agenda is also available on the *workforce* CONNECTIONS internet website at
www.nvworkforceCONNECTIONS.org

COMMENTARY BY THE GENERAL PUBLIC

This Board complies with Nevada's Open Meeting Law, by taking Public Comment at the beginning of the meeting immediately after the Board approves the Agenda and before any other action is taken and again before the adjournment of the meeting." The Board also has discretion to take Public Comment after any item on the agenda, after the item has been discussed by the Board, but before the Board takes action on the item.

Each person participating in Public Comment will be limited to three minutes of comment. If any member of the Board wishes to extend the length of a comment, then the Board member may do so through a majority vote of the Board.

The Board chair has the right to end any Public Comment which: (1) is not related to any matter within the authority of the Board; or (2) is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, making personal attacks, or interfering with the rights of other speakers. ***Members of the public: please comply with the requests of the Board chair and do not be disruptive, otherwise you may be removed.***

Auxiliary aids and services are available upon request to individuals with disabilities by notifying Dianne Tracy, in writing at 7251 W. Lake Mead, #200, Las Vegas, NV 89128; or by calling (702) 638-8750; or by fax (702) 638-8774. The TTY/TDD access number is (800) 326-6868 / Nevada Relay 711. A sign language interpreter may also be made available with twenty-four (24) hour advance notice. An Equal Opportunity Employer/Program.

NOTE: MATTERS IN THIS AGENDA MAY BE TAKEN OUT OF ORDER.

Adult & Dislocated Worker Program Committee members: Valerie Murzl, Chair; Daniel Rose, Vice-Chair; Hannah Brown; Mark Keays; Charles Perry and Maggie Arias-Petrel.

All items listed on this Agenda are for action by the Adult and Dislocated Worker Program Committee unless otherwise noted. Action may consist of any of the following: approve, deny, condition, hold or table. Public Hearings may be declared open by the Chairperson, as required for any of the items on this Agenda designated for discussion or possible action or to provide direction and recommendations to workforce CONNECTIONS.

AGENDA

1. Call to order, confirmation of posting and roll call.
2. **ACTION:** Approve the agenda with inclusions of any emergency items and deletion of any items.
3. **FIRST PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this Agenda, which is before this Committee for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes.
4. **INFORMATION:** Funded Partner Contract Update.....1
5. **ACTION:** Direct staff to implement a “tag-on procurement” under WIA regulations in order to maintain continuity of services for SNMIC’s Healthcare 20/20 program. A “tag on procurement” tags on to other state or LWIB procurement actions.....2
6. **SECOND PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and state address for the record. Each comment will be limited to three (3) minutes.
7. Adjournment

**ADULT AND DISLOCATD WORKERS
PY 11 FUNDED PARTNER CONTRACT STATUS**

The following ADW contracts have been executed:

GREEN

BCA - \$500,000
LCCCF - \$600,000
NPI - \$600,000
GOODWILL - \$600,000
GNJ - \$600,000

HEALTHCARE

FIT - \$600,000
LCCCF - \$600,000
NPI- \$600,000

ADW Contracts to be executed by WC on 10/12/2011:

GREEN

SNVRHA - \$175,000

HEALTHCARE

SNVRHA - \$175,000

RURAL

NYE CC - \$750,000

Awaiting funded partner review of contract

HEALTHCARE

CCSD/DESERT ROSE - \$500,000 (Letter of Intent has been extended to 10/31/2011 to allow additional time for review by CCSD staff)

ADW Funded Partner not continuing

HEALTHCARE

SNMIC

September 30, 2011

Ann Lynch, Chairman of SNMIC Board of Directors
Douglas Geinzer, CEO
Southern Nevada Medical Industry Coalition
P.O. Box 531101
Henderson, NV 89053-1101

Dear Ms. Lynch and Mr. Geinzer:

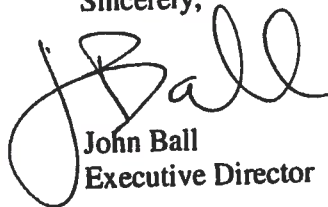
Please accept this communication as an extension of your current *letter of intent* from workforceCONNECTIONS (wC) to deliver employment and training services. This extension commences October 1, 2011 and runs through October 31, 2011. You are authorized to continue delivering services to participants as of October 1, 2011.

Going forward, however, SNMIC's Healthcare 20/20 program has been placed on *high risk* status by wC staff. A separate letter will be forwarded to SNMIC that will fully explain the reasons behind the decision to place SNMIC on high risk status and the restrictions on SNMIC that will be implemented as a result of this status determination.

Please keep in mind that as the Southern Nevada Medical Industry Coalition expends funds under this extended intent letter, those expenditures must be in accordance with OMB A-122, Nevada State Compliance Policy 3.13, 20CFR 667-268, and must be within the parameters of the most recently approved version of the PY11 contract budget.

workforceCONNECTIONS will work closely with SNMIC's Healthcare 20/20 staff to assist in resolving the issues indicated in the forthcoming high risk letter.

Sincerely,


John Ball
Executive Director

Cc: Heather DeSart, Workforce Connections, Deputy Director - Programs
Ardell Galbreth, Workforce Connections, Deputy Director - Operations
MaryAnn Avendano, Workforce Connections, Finance Manager

September 30, 2011

Ann Lynch, Chairman of SNMIC Board of Directors
Douglas Geinzer, CEO
SNMIC, Healthcare 20/20
101 Convention Center Drive, 7th Floor
Las Vegas, NV. 89109

Dear Ms. Lynch and Mr. Geinzer:

This correspondence is to inform you that, effective immediately, SNMIC's Healthcare 20/20 program has officially been placed on **High Risk** (29 CFR 97.12) status according to the following workforceCONNECTIONS (wC) high risk designation clauses:

- Contractor exhibits that it is not financially stable or has a management system that does not meet the management standards set forth in 29 CFR 97.12.
- The contractor's overall fiscal operations exhibit that it is not implementing a reasonable program.
- The contractor's management staff has not exhibited the required knowledge to effectively operate the program.

These determinations were made as a result of the following concerns:

- Questioned costs discovered during invoice desk reviews
- Ongoing cash management issues despite extensive technical assistance
- Failure to retain qualified fiscal staff to maintain sound fiscal infrastructure
- Ongoing resistance to technical assistance given by wC staff

According to wC's clauses regarding restrictions on high risk contractors, wC reserves the right to "withhold authority to proceed to the next phase of the project until receipt of evidence of acceptable performance." The following programmatic restrictions are effective immediately:

- SNMIC will not enroll any new participants into the Healthcare 20/20 program.
- SNMIC will not initiate any new participant training activities with currently enrolled participants.

wC also reserves the right to “require additional and more detailed financial reports” and “establish additional prior funding approvals.” The following fiscal restrictions are effective immediately:

- All contract expenditures must be approved by wC program and/or fiscal staff prior to payment.
- Advance payments will be released bi-weekly on payroll weeks for approved contract expenditures only.

The following corrective actions **must** be taken before SNMIC’s Healthcare 20/20 program will be removed from this high risk designation and a contract will be executed:

- Upon formal notification by wC, SNMIC will submit requested documentation regarding all questioned costs in order to determine the allowability of such costs.
Requested SNMIC Completion Date: October 14, 2011
- SNMIC will use non-federal funds to reimburse wC for any costs determined to be unallowable as a result of this review, if the amounts have already been paid by wC.
Requested SNMIC Completion Date: October 28, 2011
- Upon formal notification by wC, SNMIC will submit requested documentation regarding all PY10 and PY11 sub-contracts in order to close the PY10 monitoring finding, determine the allowability of such PY10 costs, and demonstrate compliance with applicable procurement regulations for PY11 contracts.
Requested SNMIC Completion Date: October 28, 2011
- Upon formal notification by wC, SNMIC will submit requested information regarding all current active enrolled participants.
Requested SNMIC Completion Date: October 14, 2011
- Upon formal notification by wC, SNMIC will submit a listing of all board members with contact information.
Requested SNMIC Completion Date: October 14, 2011
- SNMIC will hire and retain at least a part-time (20 hours per week or more) dedicated fiscal staff person.
Requested SNMIC Completion Date: October 14, 2011
- SNMIC will have the contracted CPA perform a segregation of duties analysis regarding SNMIC’s fiscal functions and processes and submit a written evaluation to wC staff
Requested SNMIC Completion Date: October 21, 2011
- SNMIC will hire and retain one full-time (40 hours per week) case manager/nurse educator with a Registered Nurse (RN) credential
Requested SNMIC Completion Date: October 21, 2011
- SNMIC’s board of directors will retain management staff that exhibits the required knowledge and leadership to effectively manage and operate the Healthcare 20/20 program as well as demonstrate a willingness to implement and comply with technical assistance and guidance given by wC staff in a positive and professional manner.
Requested SNMIC Completion Date: October 28, 2011

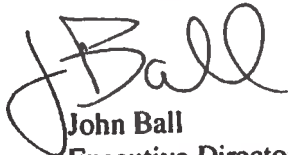
- SNMIC will revise its latest submitted PY11 budget incorporating the requested changes.

Requested SNMIC Completion Date: October 14, 2011

SNMIC's intent letter to provide Adult and Dislocated Worker services under the Healthcare 20/20 program has been extended to October 31, 2011 as outlined in a separate document. This extension has been granted in order to complete the corrective actions listed above. Should SNMIC be unwilling or unable to complete the outlined corrective actions, wC will not execute a contract with SNMIC for PY11 Adult and Dislocated Worker services and will begin the closeout process.

wC staff are hopeful that these issues can be successfully resolved so that SNMIC's Healthcare 20/20 program can continue to provide valuable employment and training services to further southern Nevada's healthcare industry. If you have any questions regarding this notification, please don't hesitate to contact us at (702) 638-8750.

Sincerely,


John Ball
Executive Director

cc: SNMIC Board of Directors
Heather DeSart – Workforce Connections, Deputy Director – Programs
Ardell Galbreth – Workforce Connections, Deputy Director – Operations
MaryAnn Avendano – Workforce Connections, Finance Manager
Tom Fitzgerald – Nevadaworks, CEO
Dennis Perea – DETR, Interim Director