

*Workforce***CONNECTIONS**

**BOARD  
AGENDA**

**September 25, 2012  
10:00 a.m.**

***Culinary Academy of Las Vegas  
710 W. Lake Mead Blvd.  
Parlors C & D  
North Las Vegas, NV 89030***

Voice Stream Link: <http://www.nvworkforceconnections.org/mis/listen.php>

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  
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., Ste. 200, 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 at [www.nvworkforceconnections.org](http://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.

As required by Nevada's Open Meeting Law, the (Board, Committee or Council) may only consider items posted on the agenda. Should you wish to speak on any agenda item or comment on any other matter during the Public Comment Session of the agenda; we respectfully request that you observe the following:

1. Please state your name and home address for the record
2. In fairness to others, groups or organizations are requested to designate one spokesperson
3. In the interest of time, please limit your comments to three (3) minutes. You are encouraged to give brief, non-repetitive statements to insure that all relevant information is presented.

It is the intent of the (Board, Committee or Council) to give all citizens an opportunity to be heard.

Welcome to our meeting.

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) hours advance notice.

An Equal Opportunity Employer/Program.

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

Board members: Hannah Brown, Chair; Valerie Murzl, Vice-Chair; Bill Regenhardt; Charles Perry; Commissioner Butch Borasky; Commissioner William Kirby; Commissioner Lawrence Weekly; Commissioner George T. Rowe; Councilman Bob Coffin; Councilwoman Anita Wood; Councilwoman Peggy Leavitt; Councilwoman Gerri Schroder; Dan Gouker; Dan Rose; Dennis Perea; Dr. David Lee; Maggie Arias-Petrel; Mark Edgel; Michelle Bize; Mujahid Ramadan; Pat Maxwell; Sonja Holloway; Vida Chan Lin; William Bruninga; Willie J. Fields

*All items listed on this Agenda are for action by the Board 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. **DISCUSSION AND POSSIBLE 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 Board 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
4. **DISCUSSION AND POSSIBLE ACTION**: Approve the Board Meeting Minutes of August 28, 2012..... 5
5. **ADULT & DISLOCATED WORKER UPDATE ~ Valerie Murzl, Chair**
  - a. **DISCUSSION AND POSSIBLE ACTION**: Accept staff's recommendation to rescind \$50,000 from Nye Communities Coalition's Program Year 2011/12 contract and utilize those funds in conjunction with an additional \$50,000 in Workforce Connections WIA Formula Funds to execute a \$100,000 contract with Lincoln County School District for the purpose of administering training and employment services to Adult and Dislocated Workers in Lincoln County. The dates of the contract shall be October 1, 2012 to June 30, 2013 ..... 20
  - b. **INFORMATION**: Funded Partner Demographics Report ..... 22
6. **YOUTH COUNCIL UPDATE ~ Sonja Holloway, Chair**
  - a. **INFORMATION**: Youth Council Meeting Minutes of August 8, 2012..... 24
  - b. **DISCUSSION AND POSSIBLE ACTION**: Approve the Youth Council's recommendation of the Summer School Remaining Expenditure Strategy for the Program Year 2012 Summer Component/Year-Round Programs to incorporate an educational budget line item which specifically contributes to attainment of a high school diploma and/or GED. .... 29

**7. OPERATIONS UPDATE:**

- a. REVIEW, DISCUSS, and ACCEPT:**..... 31
  - i. PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and PY2012 Budget Narrative (No change since last report) ..... 32
  - ii. Budget vs. Actual Finance Report (Workforce Connections’ Operations) for the Period July 1, 2011 through June 30, 2012 (Formula WIA) ..... 39
  - iii. PY2011/2012 Awards & Expenditures Report – Monthly Update ..... 40
  - iv. Adult & Dislocated Worker and Youth Funding Plans ..... 43
  - v. Audit Findings Report ..... 45
  - vi. Standing Professional Services Contracts ..... 49
- 8. INFORMATION:** WIA One-Stop System Partners Feedback ~ Maggie Mendez, One-Stop Manager ..... 52
- 9. EXECUTIVE DIRECTOR UPDATE ~ Ardell Galbreth**
  - a. INFORMATION:** Nevada Waiver Denial – September 2012..... 58
  - b. INFORMATION:** Southern Nevada Workforce Investment Area Industry Sectors Report ..... 62
- 10. 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 your address for the record. Each comment will be limited to three (3) minutes ..... 65
- 11. Adjournment**

<b>3. FIRST PUBLIC COMMENT SESSION</b>
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**4. DISCUSSION AND POSSIBLE ACTION:**

Approve the Board Meeting Minutes of August 28, 2012

*workforce***CONNECTIONS**

**BOARD MEETING  
MINUTES**

**August 28, 2012  
10:00 a.m.**

**Culinary Academy of Las Vegas  
710 W. Lake Mead Blvd.  
Parlors C&D  
North Las Vegas, NV 89030**

**Members Present**

Bill Regenhardt	Charles Perry	Commissioner Bill Kirby
Commissioner Lawrence Weekly	Commissioner Tommy Rowe	Councilman Bob Coffin
Councilwoman Peggy Leavitt	Councilwoman Anita Wood	Councilwoman Gerri Schroder
Dennis Perea (Phone)	Dr. David Lee	Hannah Brown
Maggie Arias-Petrel	Mark Edgel	Mujahid Ramadan
Pat Maxwell	Sonja Holloway	Valerie Murzl
Vida Chan Lin	William Bruninga (Phone)	Willie J. Fields

**Members Absent**

Commissioner Butch Borasky	Dan Gouker	Dan Rose
Michelle Bize		

**Staff Present**

Ardell Galbreth	Suzanne Potter	Jim Kostecki
Carol Turner	Heather DeSart	Rick Villalobos
Clentine January	Byron Goynes	Madelin Arazoza
Chris Shaw	Tom Dang	Maggie Mendez
Janice Greer	Dianne Tracy	Stacy Rainwater
Kim Colagioia	Kenadie Cobbin-Richardson	Deb Collins

**Others Present**

Scott Marquis, Legal Counsel	Ann Marie Colin, FIT
Vincent Miller, Goodwill	LaTanya Runnells, Nevada Partners, Inc.
Otto Merida, Latin Chamber of Commerce	Thresea Kaufman, Nevada Hospital Assoc.
Kate Grey, St. Rose Dominican Hospitals	Paula Fama, Nevada State College
Stacy Howell, FIT	Dr. Tiffany Tyler, Nevada Partners, Inc.
Suzanne Burke, Southern Nevada Children First	Michael Simmons, GNJ
Monique Harris, Southern Nevada Children First	Helicia Thomas, GNJ
Denise Gee, HELP of Southern Nevada	Renee Cantu, Latin Chamber Foundation
Tracey Torrence, SNRHA	Derrick Berry, DETR
Marco Valera, Rep. Joe Heck's Field Representative (NV)	

(It should be noted that not all attendees may be listed above)

1. Call to order, confirmation of posting, and roll call

The meeting was called to order by Chair Hannah Brown at 10:00 a.m. Staff confirmed the meeting had been properly posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.

2. DISCUSSION AND POSSIBLE ACTION – Approve the agenda with inclusions of any emergency items and deletion of any items

*A motion was made to approve the agenda as presented by Commissioner Tommy Rowe and seconded by Charles Perry. Motion carried.*

3. FIRST PUBLIC COMMENT SESSION

**Otto Merida, President & CEO, Latin Chamber of Commerce**

In reference to item 8b regarding the Spanish Immersion course, Mr. Merida stated that the immersion program through Nevada State College is a very important program that allows nurses in Southern Nevada to be more competitive in the job market. Most of the nurses that completed the Spanish immersion course at the University of Guadalajara are now employed. Mr. Merida restated the importance of the program and asked the Board to continue the program.

**Sandy Colin-Pelton, Founder of Señoritas of Excellence, Señoritas of Distinction**

Ms. Pelton is on the Board of Directors for St. Rose De Lima Hospital and Independent Nevada Doctors Insurance Exchange. Being involved in the medical community in Nevada, where there is a shortage of doctors and nurses, Ms. Pelton's main concern is the quality of healthcare services in Nevada. The program with the University of Guadalajara was started seven years ago during which time Señoritas of Excellence, Señoritas of Distinction donated free scholarships for doctors to learn about the culture and language. The University created a curriculum and a Mexican airline donated the airfare. Two doctors from St. Rose successfully completed the two week program.

**Doug Geinzer, CEO, Southern Nevada Medical Industry Coalition (SNMIC)**

Mr. Geinzer reported his account of events concerning Workforce Connections and its "wrong-doings" including the agencies refusal to sign a contract with SNMIC, placing SNMIC on high risk status, and denying to rescind SNMIC's high risk status.

Mr. Geinzer distributed a package of nine documents in which he explained was SNMIC's "appeal to the State of Nevada to appeal the appeal of not believing SNMIC appealed." Geinzer stated that SNMIC has appealed over and over and over again.

Mr. Geinzer stated that he personally was accused of mishandling \$40,000 in public funds, which he said was "character assassination."

Mr. Geinzer stated that SNMIC will fight this process all the way up to the Department of Labor, if necessary, and asked the Board to "please do what's right."

**Kate Grey, VP of Marketing, St. Rose Dominican Hospitals**

Ms. Grey stated that caring for the ill and the injured isn't just about speaking their language but also about understanding the culture they come from, which

has an impact on how they are treated in the hospital and the clinic environment. Nursing staff who are bi-lingual in English and Spanish and who understand patients' culture are needed. The best way to achieve this is to immerse the nurses in different cultures.

Ms. Grey stated that St. Rose Dominican Hospitals is in support of continuing the Spanish Immersion Program and has already hired nurses from the program. St. Rose Dominican hopes to continue to work in partnership with Nevada State College, Nevada Hospital Association, and others and asks for the Board's continued support of the program.

**Ron Kline, VP, Board of Directors, SNMIC**

Mr. Kline stated that he was part of a meeting with John Ball when he accused SNMIC of mismanaging more than \$40,000 in funds that were unsubstantiated. SNMIC's audit showed \$2,000 of disallowed costs, including buying lunch for staff members who were off sight at a training program. Kline stated that there was a personality conflict between Mr. Ball and Mr. Geinzer and a desire to force SNMIC out of its program so that Workforce Connections could take it over. SNMIC has retained an attorney, and as a Board member, Kline will recommend to proceed with litigation against Workforce Connections. A court of law will determine whether Workforce Connections findings were real and whether the findings warrant putting SNMIC on high risk status.

Following Mr. Kline's comments, Scott Marquis, (Legal Counsel for Workforce Connections' Board) advised the Board not to discuss any matters with representatives from SNMIC since they formally announced their intention to proceed with litigation against Workforce Connections. Mr. Marquis informed the Board that once legal claims are made, he will bring that information to the Board and a plan of action will be made at that time.

**Marco Valera, U.S. Representative Joe Heck's Field Representative for Nevada**

Mr. Valera thanked Workforce Connections Board and staff for an invitation to this meeting and said it is his pleasure to be here to briefly outline his personal experience with this wonderful organization. With the high unemployment rate in Nevada it is essential to have a workforce training board in place to take up that heavy mantle; a responsibility that Workforce Connections carries out day after day.

Recently, Representative Heck's office hosted two job fairs, both of which were attended by Workforce Connections. During the first event Workforce Connections' involvement made it much more meaningful to the jobseeker, which is the reason the agency was asked to also participate in the August event. Valera said the Board staff was much more than accommodating with all requests to include four conference style seminars, complete with facilitators, intended to better prepare the job seeker's requests. Requests included, classroom style seminars complete with facilitators intended to better prepare the job seeker for the workforce. The quality of these events has been duly noted and the professionalism of the Workforce Connections' team is in a class of its own. Through the efforts of Janice Greer and Celia Diaz, this event has been heralded as one of the best job fairs that these participants have ever attended.



Mr. Valera stated that events like these will help Nevada get back on its feet, reaching a level of prosperity that is yet to be imagined. Valera hopes to continue this priceless community partnership with Workforce Connections and on behalf of Congressman Joe Heck, Valera personally thanked each and every member for the work they do.

**Paula Fama**

Ms. Fama is one of the six nurses that completed the Spanish Immersion Course at the University of Guadalajara. Ms. Fama said the program was phenomenal and unparalleled. Total immersion provided a deeper understanding of the Spanish language and culture that could not be accomplished in a typical classroom setting. Ms. Fama acknowledged the staff and professors of University of Guadalajara for their knowledge and professionalism. Ms. Fama said personally, this experience has taught her empathy for Spanish patients in the hospital setting and hopes the program is continued.

4. DISCUSSION AND POSSIBLE ACTION: Approve the Board Meeting Minutes of July 24, 2012

*A motion was made to approve the Board Meeting Minutes of July 24, 2012 as presented by Charles Perry and seconded by Commissioner Bill Kirby. Motion carried.*

5. INFORMATION: Letter of Appreciation to Ken LoBene

A copy of the letter to Ken LoBene is provided in the agenda packet.

6. DISCUSSION AND POSSIBLE ACTION: The Southern Nevada Workforce Investment Board designates Workforce Connections as the Consortium to serve as Southern Nevada One-Stop Career Center and One-Stop System Operator

- a. The Consortium responsibility shall be as follows:
- i. Implement One-Stop System Memorandum of Understanding (MOU)
  - ii. Build and Enhance the Southern Nevada One-Stop System
  - iii. Establish and Operate the Comprehensive One-Stop Career Center as stated in the MOU

Ardell Galbreth, Interim Executive Director and Greg Newton, One-Stop System Trainer provided an overview of the One-Stop System benefits and One-Stop System MOU with the One-Stop System Partners.

Mr. Newton briefly addressed the following points:

- Per the Workforce Investment Act, the Workforce Connections' Local Elected Officials (LEOs) and Workforce Connections' Board have the responsibility of creating a One-Stop System
- The purpose of the One-Stop System is to bring together the various programs and various entities to provide seamless access to services for customers, who have a right to get a comprehensive range of services that should not be limited to a single organization's service set.
- One-Stop goals: serve more people in a more holistic way; bring various partners together, create economy of scale opportunities, and greater efficiency; and build

a comprehensive talent pipeline that is responsive to sector needs and helps individuals grow through a lifetime of workforce development opportunities.

- One-Stop Center characteristics include: 1) sector component; 2) skill development focus, beyond occupational training, and 3) a movement beyond colocation to true integrative services delivery (as a single customer service entity to serve customers more holistically)
- The Board is to define the system, identify the system partners, develop a MOU among the partners on how the system will operate
- The LEOs and Board is charged with designating the One-Stop Comprehensive Center within the system and identify the One-Stop System Operator
- Accomplishing the above involves a sense of urgency because without the One-Stop System and One-Stop Comprehensive Center, Workforce Connections is not in compliance with the Workforce Investment Act
- Twenty-four partners have been invited to participate, including WIA required One-Stop partners; MOUs have been prepared and are ready for signatures

The goal today is for the Board to give its blessing to move forward with the MOU to build the One-Stop System, designate Workforce Connections as the One-Stop Operator, and give Workforce Connections permission to move forward with building the new One-Stop Comprehensive Center and having it in place by the beginning of next year.

Mr. Newton will be providing additional training this week to Workforce Connections staff and system partners.

Commissioner Kirby asked for clarification on the One-Stop System Partners' annual fees and the administrative costs for the center.

Mr. Galbreth clarified that an annual fee will be collected from the System Partners in the amount of \$150 for the purpose of augmenting system maintenance and upkeep. The One-Stop Center will be staffed with a One-Stop Center Manager, Supervisor, Resource Room Specialist, and Receptionist. New employee Maggie Mendez will serve as the One-Stop Center & System Manager, former employee Cynthia Edwards will serve as the One-Stop Center Supervisor, and existing staff member Stacy Rainwater, has been identified to serve as the One-Stop Center's Resource Room Specialist.

Charles Perry asked what happens if the Governor wins his appeal to the Department of Labor for a unified statewide board and why Workforce Connections has not established a One-Stop before now.

Mr. Galbreth replied that WIA requires that a One-Stop Comprehensive Center and One-Stop System must be maintained for the local area workforce investment areas, whether or not there is a single statewide workforce board or two separate boards, one in the north and one in the south, as it currently sits. There has always been a requirement for a One-Stop System and Comprehensive Center in Southern Nevada and the State of Nevada Department of Labor along with the Southern Workforce Investment Board is noted as being deficient with a finding. Initially, upon taking over as Interim Executive Director, Galbreth took on this initiative and has made regular presentations to the Board. Galbreth

stated that Workforce Connections is out of compliance and his goal is to make sure Workforce Connections is in full compliance with any and all regulations and policies.

Mr. Perry expressed that he means no disrespect to Mr. Galbreth and/or Workforce Connections staff with his questions and concerns.

Dennis Perea stated that Department of Labor has a limited time to respond to the one statewide board waiver and they should be responding within 30 days.

Perea clarified that Workforce Connections is to be named as the consortium and asked if the consortium will be made up of only Workforce Connections and if so, it would not truly be a consortium. Perea also pointed out that it is rare that a Workforce Board is the One-Stop Operator. Perea stated that the Consortium should be the one who designates the One-Stop Operator.

Galbreth replied that according to WIA, the role of the LEOs and the Board is responsible to designate the One-Stop Operator.

Perea stated that the state is in agreement that a One-Stop is needed; however, the state has concerns on how it is to be implemented and is currently working with Interim Executive Director Galbreth on these concerns. Perea noted that the most major concern is this will cost well over \$1,000,000 for a fourth JobConnect. Perea stated that for this investment it needs to be different than what we currently have and the state could save the money by putting four desks into one of the existing JobConnect locations. For this investment, said Perea, we need something that delivers different services and value to the customers.

Galbreth replied that he wishes Deputy Director Perea attended some of the recent One-Stop meetings as there has been a lot of good information provided and so many things have changed since the first meeting held quite some time ago. For this reason, it is important for the required One-Stop partners to participate in the meetings as the One-Stop system is developed. Galbreth stated that the numbers Perea mentioned are no longer accurate.

Mujahid Ramadan inquired about the costs associated with the One-Stop Center; Galbreth replied that there will be an operating budget and a cost allocation plan according to the Workforce Investment Act and OMB circulars that will be shared by One-Stop Partners co-located in the One-Stop Comprehensive Center.

Commissioner Kirby stated that almost 15% of the budget is dedicated to lease expense, with trying to put a new lease together while maintaining the current lease for the purpose of being compliant with WIA requirements. Kirby suggested that staff could do a comparative analysis of the current lease expenditures opposed to the expense that will be incurred, including the \$340,000 for upfront leasehold improvements, which may be lost with the end of the lease in five years. Kirby stated that it is important that the public is aware of the tremendous expense and the percentage of program costs that will go to facilities, in the interest of being compliant with WIA and DOL regarding the One-Stop Comprehensive Center.

Kirby commented that the consortium is similar to a limited partnership wherein the partners can get out of the agreement while Workforce Connections cannot.

Hannah Brown commented that the agency is working on getting out of its lease and Interim Executive Director Galbreth is actively working on reducing overhead costs. Galbreth confirmed that regular status reports will be provided to the Board and relevant committees.

*A motion was made that Southern Nevada Workforce Investment Board (SNWIB) designates Workforce Connections as the Consortium to serve as Southern Nevada One-Stop Career Center and One-Stop System Operator by Commissioner Bill Kirby and seconded by Willie J. Fields. Motion carried.*

7. DISCUSSION AND POSSIBLE ACTION: Review and Accept Workforce Connections One-Stop System Partners' MOU for execution with associated partners

*A motion was made to Accept Workforce Connections One-Stop system Partners' MOU for execution with associated partners by Charles Perry and seconded by Councilwoman Anita Wood. Motion carried.*

8. **ADULT & DISLOCATED WORKER UPDATE**

a. INFORMATION: ADW Meeting Minutes of May 16, 2012

Meeting minutes are presented for information only.

b. DISCUSSION AND POSSIBLE ACTION: Review and Discuss the continuation of the Medical ESL Spanish Immersion course through Nevada State College with removal of disallowed travel costs

Valerie Murzl read the motion and reported that private funding for the travel costs has been identified. The effort here is to provide hands-on cultural training experience for nurses in Las Vegas who provide medical care to Spanish speaking patients.

Hannah Brown confirmed that the travel costs were disallowed costs under the Workforce Investment Act; however, with the private funding this course can continue in compliance with the Act.

Councilwoman Wood asked how many nurses go through this training and what the cost is for Workforce Connections.

Ms. Murzl replied that this is a brand new program that just started. The first cohort included six nurses at \$4,490.50 including travel costs.

Commissioner Kirby asked what the amount of the stipend is; Jim Kostecki replied \$500. The stipend was designated for incidental travel expenses.

*A motion was made to approve the continuation of the Medical ESL Spanish Immersion course through Nevada State College with removal of the disallowed travel costs by Charles Perry and seconded by Hannah Brown. Motion carried.*

c. INFORMATION: ADW Funded Partner Report

Jeannie Kuennen provided an overview of the ADW Funded Partner Report for 2011. The date for this report was collected on August 3<sup>rd</sup>; however, as employment verifications continue to come in, the numbers are increasing. Ms. Kuennen provided the example for Latin Chamber of Commerce. At the time the

report was created, they placed 119 participants into employment. To date, actual placements are 131.

Ms. Kuennen reported that Workforce Connections' Re-Entry program has been transitioned to FIT as of July 2012. Nevada Hospital Association accepted 39 Adult transferred participants and 18 Dislocated Worker participants from Southern Nevada Medical Industry Coalition.

Commissioner Lawrence Weekly asked if there was any follow-up with the providers who attended the recent Ex-Offender's Town Hall Meeting.

Ms. Kuennen said she spoke with FIT who received referrals from the event. Kuennen outreached to the other partners who are looking to see if they too received any referrals from the Town Hall event. Kuennen stated that she believes FIT enrolled one or two new participants but she will bring an accurate account back to the Board.

Mujahid Ramadan suggested that we develop a subcommittee to address some of the ongoing problems and issues involved with serving the re-entry population. The sub-committee could meet jointly with the ADW committee as well as the funded partners serving this population and make regular reports to this Board. Ramadan said he would prefer staff to make reports to the subcommittee who would take the information and begin working on some of the problems as well as work collaboratively with the providers that are successfully delivering re-entry services. Ramadan asked the Interim Director Galbreth and the Board to put on the agenda, incorporating and institutionalizing a subcommittee for ex-felon and/or criminal justice cases and how the Board is dispensing funds there so it can monitor and benchmark progress and suggest improvements as needed.

Galbreth replied that he will coordinate Ramadan's request with the Board Chair, in accordance with the Board By-Laws.

Ramadan protested stating that he does not want to be bypassed and Galbreth should coordinate directly with him and the Board Chair.

Hannah Brown confirmed that it must go through the Board Chair as per the approved Board By-Laws and said that discussion will take place regarding this matter.

Ramadan asked Ms. Brown for her support to have this item agendized at the next Board meeting.

d. INFORMATION: ADW Funded Partner Demographics Report

Ms. Kuennen provided an overview of the ADW Funded Partner Demographics Report for 2011. Kuennen reported that the characteristic fields are incorrect as the funded partners are not required to input this data in NVTrac. Staff is providing additional training to the providers on accurate reporting information in these fields.

e. INFORMATION: ADW Sector Break Out Report

Heather DeSart, Deputy Director provided a brief overview of the report, which provides employment numbers for each of the funded partners in the various

sectors, including Tourism, Gaming, & Entertainment; Clean Energy; Health & Medical Services, Aerospace & Defense; Mining, Materials, & Manufacturing; Business IT Ecosystems; Logistics & Operations, and Other.

Ms. Kuennen noted that the Clean Energy sector numbers are low because until recently it was not being tracked in NVTrac.

Mr. Galbreth said that this report will be refined and will continue to evolve as more is learned about these sectors.

Ms. DeSart clarified that this report is for Program Year 2011 wherein Foundation for an Independent Tomorrow (FIT) did not have dedicated re-entry funds; all of the funded partners were equally responsible for serving the re-entry population, but staff was not capturing the data properly.

Commissioner Kirby noted that the rural communities are moving forward with mining minerals and jobs will be available; however, there is the issue of transportation and housing and other costs that must be addressed.

Interim Director Galbreth said he would like to discuss this further with Kirby as there is great potential in this.

f. **INFORMATION: Receive Regional Sector Update Reports, Healthcare, Green and Layoff Aversion**

**Healthcare:** Debra Collins, ADW Staff, provided a brief update healthcare update. Ms. Collins reported that the Primary Care Office of Nevada highlighted the recent Operation Healthcare Bound program and they are looking to emulate the program in Reno next month.

Dr. Debra Tony has agreed to chair the Future of Nursing Campaign. Dr. Tony is well-known in Nevada; she was the national chair of the National Black Nurses Association and she even held the torch part of the way in this Olympics.

Linda Yi, Project Director Nevada Health Care and Medical Services Sector Council, provided an update on Nevada Health Care and Medical Services Sector Council and distributed the Legislative/Regulation/Policy Subcommittee Report that included the meeting minutes of August 10<sup>th</sup>, revised draft policy initiatives, and Concept Paper: Collecting Health Workforce Data through Initial Licensure Application and License Renewal by John Packham, Ph.D.

Commissioner Weekly thanked Ms. Collins and Ms. Yi for their hard work and due diligence. Weekly said he has heard great things about the Nevada Health Care Sector Council and the initiatives introduced. Discussion ensued.

**Green Economy:** Jaime Cruz, Director – Green Economy Workforce provided an overview of a published article, “It’s not easy being green...but it’s right.” The article details examples of green economy workforce development initiatives in various industry sectors. The full article is provided on page 62 of the agenda packet.

Mr. Cruz reported that the SESP program (State Energy Sector Partnership) is exceeding performance for the number of clients served and if DOL approves an

extension, the program will continue until June 2013. Mr. Cruz estimated that the program will exceed its goals by more than 1,000 additional clients served.

**Layoff Aversion:** Janice Greer, Business Services Manager, and Kenadie Cobbin-Richardson, Business Services Representative provided an update. The primary objective of the Layoff Aversion program is to provide incumbent worker training to augment competitiveness, to provide resources to retool clients' operational and financial efficiencies for success, and to prevent and minimize business interruption and layoffs.

Several Layoff Aversion events were held this year including a Workforce Investment Seminar on August 10<sup>th</sup> for 59 job fair participants, presented by U.S. Representative Dr. Joe Heck, with support from Ron Thomas, Nevada Partners; Mr. Williams, Foundation for an Independent Tomorrow (FIT); and Roy Brown, DETR.

Through July 30<sup>th</sup>, 15 companies were served and 8 were eligible for layoff aversion consulting. The goal was to implement at least two turn-around services but actually six companies were helped from the healthcare sector. A host of life trainings and webinars were held for business managers and entrepreneurs and new partnership was developed with the Henderson Public Library to produce business entrepreneurship online curriculum.

Valerie Murzl reported that Station Casinos participated in the August 10<sup>th</sup> event and it was very well run.

## 9. YOUTH UPDATE

- a. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to execute a contract with Southern Nevada Children First in an amount not to exceed \$16,470 for four (4) Native American Youth Work Experiences through September 30, 2012

Ricardo Villalobos, Youth Director, reported that this is the second year Workforce Connections was contacted by U.S. Fish & Wildlife to use their funds to put four Native American Youth through work experiences. Mr. Villalobos noted that 100% of the funds go directly to participant costs.

*A motion was made to approve staff's recommendation to accept funding from U.S. Fish & Wildlife and execute a contract with Southern Nevada Children First in an amount not to exceed \$16,470 for four (4) Native American Youth Work Experiences through September 30, 2012 by Mujahid Ramadan and seconded by Valerie Murzl. Motion carried.*

- b. INFORMATION: Summer School Update

Mr. Villalobos report that 187 youth participants received summer school assistance through the Summer Component/Year-Round Funded Partners: Nevada Partners, Latin Chamber of Commerce Community Foundation, and Southern Nevada Children First. The cost of summer school is \$100 per youth, per session. Total summer school expenditures are \$7,390.

Clentine January, Youth staff, clarified that the number in the "expected enrollment" column is the expected number that Youth Funded Partners are to

serve throughout the year long program, not the number to be served through the Summer Component. Also, the number listed under session 1 indicates summer school completion, while the number listed under session 2 is for work experience credit. Ms. January agreed that the report should be clearer for everyone to understand.

Councilwoman Wood agreed then that goals need to be set for summer school attainment to ensure the money is going directly to help the youth; staff concurred.

In order to attain goals for next year, staff surmised that eligible youth must be identified by In-School program recruitment earlier in the year, at least by April. Late funding contributed to low outcomes this summer.

Interim Director Galbreth reported that staff will devise a plan and present it to the Youth Council.

Councilwoman Wood encouraged staff to start early as the numbers presented today are very disappointing particularly because there are so many eligible youth that are credit deficient and would greatly benefit with summer school opportunities.

Councilman Coffin noted that although the providers had a late start, Latin Chamber of Commerce Community Foundation (LCCCF) was able to increase their numbers from 12 served in session one to 79 served in session two.

Hannah Brown concurred and stated that LCCCF does more for youth than any organization in this town.

Mujahid Ramadan hopes that Nevada Partners can provide a program update/summer school report for Spring Mountain Youth Camp (SMYC) at the next Board meeting. Ramadan said that many attended their graduation ceremony and SMYC did an excellent job in terms of outcomes. Discussion ensued.

c. INFORMATION: Graduate Advocate Initiative Report

The Graduate Advocate Initiative targeted specific high school seniors who were 2-3 credits deficient, had been unsuccessful in passing the High School Proficiency Exam, or faced barriers to employment or education.

Mr. Villalobos reported that 436 youth were served; of which 355 were WIA eligible. The full GAI Impact & Accomplishments report is provided in the agenda packet beginning on page 76. Discussion ensued.

As one of the Graduate Advocate Initiative youth mentors, Pat Maxwell stated that this is an excellent program.

d. PRESENTATION: Positive Youth Impact (PYI) Program

A video presentation regarding Nevada Partners Positive Youth Impact Program was provided by LaTanya Runnells.

**10. OPERATIONS UPDATE**

a. INFORMATION: Budget Meeting Minutes of July 31, 2012



Meeting minutes are presented for information only.

b. DISCUSSION AND POSSIBLE ACTION: PY2011 WIA Formula Budget July 1, 2011 through June 30, 2012 and PY2011 Budget Narrative

After a brief overview of the Budget,

***A motion was made to approve the PY2011 WIA Formula Budget for July 1, 2011 through June 30, 2012 and PY2011 Budget Narrative by Councilwoman Gerri Schroder and seconded by Willie J. Fields. Motion carried.***

Charles Perry asked if Interim Director Galbreth was successful at getting the bank fees waived; Galbreth replied that a meeting was scheduled with the bank to discuss bank fees, but was canceled by the bank's representative. Staff is working on rescheduling the meeting, hopefully for next week if possible. Galbreth feels that the bank will reduce if not waive the bank fees. If not, Workforce Connections can proceed with a competitive RFP process to solicit bids for banking services.

c. REVIEW, DISCUSS, AND ACCEPT

i. PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and PY2012 Budget Narrative

Jim Kostecki, Finance Manager reported that no change has been made since the last report.

ii. Budget vs. Actual Finance Report for the period July 1, 2011 through June 30, 2012 (Formula WIA)

iii. PY2011 Awards & Expenditures Report

iv. Adult/Dislocated Worker & Youth Funding Plans

Carol Turner provided an overview of the ADW and Youth Funding Plans. Ms. Turner reported that the funding plans have been updated and

- No additional expenditures expected through June 30<sup>th</sup>
- Most of the invoices for operations have been processed
- All of the funded partner expenses have been shown through June 30<sup>th</sup>
- Moving into the 1<sup>st</sup> quarter of the year, staff expects prior years funds to be expended through invoices dated September.
- New WIA funding is on the Board of Examiners agenda for August 14<sup>th</sup>
- Contracts for PY12 have been approved

v. Workforce Connections' Audit Finding Report

Following a brief overview,

***A motion was made to accept agenda item 10c.ii through 10c.v by Mujahid Ramadan and seconded by Valerie Murzl. Motion carried.***

- d. INFORMATION: Workforce Connections' Standing Professional Services Contracts

This report is provided for information.

#### 11. INTERIM EXECUTIVE DIRECTOR UPDATE

- a. INFORMATION: State of Nevada Integrated Workforce Plan

Interim Executive Director Galbreth reported that while navigating the State of Nevada Department of Employment, Training and Rehabilitation (DETR) website, staff noticed that the initial State Integrated Workforce Plan had been revised to include two Local Workforce Investment Boards and that several areas in the plan dealing with workforce development initiatives were revised. An outline of the newly revised plan is provided on page 139 of the agenda packet.

- b. INFORMATION: Responding to Unlicensed Health Care in Nevada

This item is for information only to alert the Board and its funded partners about unlicensed health care in Nevada.

#### 12. DISCUSSION AND POSSIBLE ACTION: Recommend to the Southern Nevada Workforce Investment Area Local Elected Officials to appoint Interim Executive Director Ardell Galbreth as permanent Executive Director of Workforce Connections (Southern Nevada Workforce Investment Board)

Councilman Coffin stated that this being a personnel issue the Board would be required to go into a closed session.

Scott Marquis, Legal Counsel, concurred that this is a personnel matter, however, there is a statute in matters specific to the Executive Director and/or top officers in a public body that does not allow the public body to go into closed session to discuss such matters.

Charles Perry asked if the LEOs started an executive search.

Hannah Brown stated that the Board's recommendation would negate a search. If the Board makes a recommendation today, the item will be placed on the LEO Consortium Agenda for further action.

In response to Valerie Murzl's inquiry as to who put this item on the agenda, the item was placed on the agenda by the Board and LEO Consortium Chair, confirmed Ms. Brown.

***A motion was made to recommend to the Southern Nevada Workforce Investment Area Local Elected Officials to appoint Interim Executive Director Ardell Galbreth as permanent Executive Director of Workforce Connections (Southern Nevada Workforce Investment Board) by Willie J. Fields and seconded by Vida Chan Lin. Councilman Bob Coffin abstained. Motion carried.***

#### 13. SECOND PUBLIC COMMENT SESSION:

**Dr. Tiffany Tyler, Nevada Partners, Inc. (NPI)**

Dr. Tyler provided a status report and addressed some of the concerns discussed today, including:

- In June, NPI was awarded a grant to serve approximately 200 youth in collaboration with the Spring Mountain Youth Camp (SMYC) with a focus of services to pay restitution; a partnership with Clark County Summer Business Institute to receive approximately 800 referrals for individuals who typically do not qualify for their programs but could benefit from year-round support to be prepared for that project; and a partnership with the City of Las Vegas to provide services through community centers throughout the community. To date, over 50% of enrollment is completed for this project, with over 67 individuals benefitting from supportive services at SMYC as well as earning over \$90,000 in incentives and \$20,000 or more of it going to restitution payments.
- NPI successfully expended the \$678,000 they received to serve over 120 youth in coordination with the summer employment opportunities provided to 103 youth to date.
- NPI is successfully delivering its summer component program design and exceeding expectations, in support of the Board's vision to provide additional summer school opportunities to individuals who are in need.
- NPI is committed to fulfilling the Board's vision and have held weekly orientations, disseminating information through the City of Las Vegas and Clark County, and enlisted the resources of community partners to increase outreach.
- NPI anticipates that beyond providing the 103 individual services provided during the first quarter that there will be a subsequent number of individual resources over the course of this year

**Suzanne Burke, Southern Nevada Children First (SNCF)**

Ms. Burke thanked the Board for their kind words and vote of confidence for SNCF and Byron Goynes and Workforce Connections for allowing SNCF to facilitate the U.S. Fish & Wildlife project.

**14. Adjournment**

The meeting adjourned at 12:34 p.m.

<b>5. ADULT &amp; DISLOCATED WORKER UPDATE ~ Valerie Murzl, Chair</b>
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- a. **DISCUSSION AND POSSIBLE ACTION**: Accept staff's recommendation to rescind \$50,000 from Nye Communities Coalition's Program Year 2011/12 contract and utilize those funds in conjunction with an additional \$50,000 in Workforce Connections WIA Formula Funds to execute a \$100,000 contract with Lincoln County School District for the purpose of administering training and employment services to Adult and Dislocated Workers in Lincoln County. The dates of the contract shall be October 1, 2012 to June 30, 2013.



### Adult & Dislocated Worker

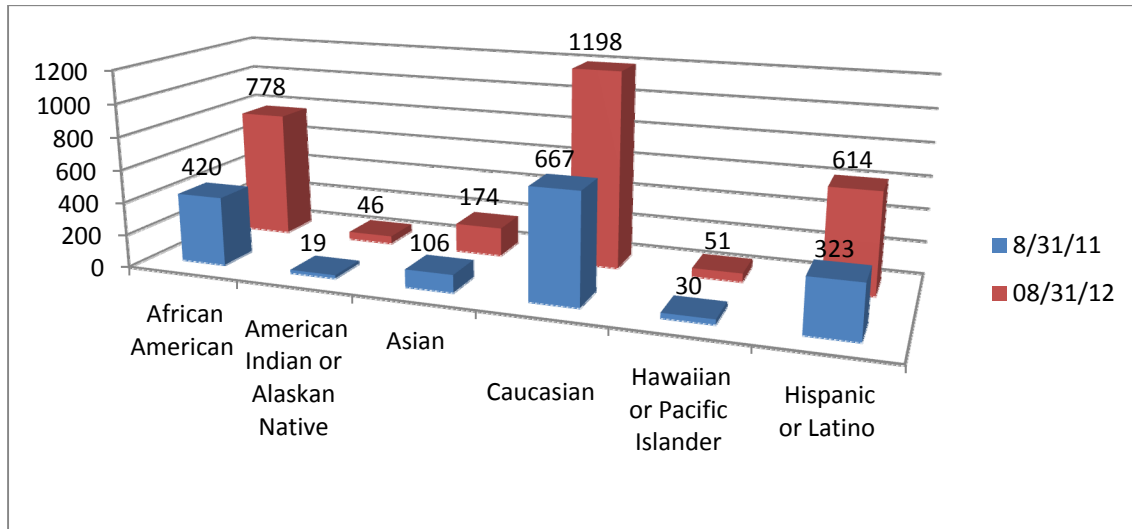
#### Scope of Work

Program Year 2012

<b>Program Name:</b>	Lincoln County Adult Workforce Program
<b>Location:</b>	Caliente
<b>Program Type: (Please note the funding stream)</b>	The program will start October 1, 2012 and be contract until June 30, 2013 under the Lincoln County School District in collaboration with the University of Nevada Cooperative Extension
<b>Accomplishments: (Briefly describe "success story")</b>	The program is now becoming recognized as a resource in Lincoln County and despite the challenges of being managed by 2 different agencies out of Lincoln County has succeeding in training 7 participants in new jobs. As well as getting 8 participants employed and have remained employed.
<b>Target Population:</b>	20-25 Lincoln County Adult and Dislocated Workers
<b>Program Description:</b>	<p>The program will provide Lincoln County residents with workforce training opportunities, job readiness skills and employment. Marketing of the program will occur through connections with other agencies, collaborative events and personal contact. The program will coordinate training opportunities to support career pathways and job development of Lincoln County Workforce. Activities will align workforce, economic development and employment initiatives to maximize skills/training attainment, employment growth and economic opportunities for Lincoln County residents and employers. Workforce training, On-the-Job training and work experience will be developed to address the needs of Lincoln County. The program will provide job readiness and job placement services, on-the-job training opportunities and targeted workforce skills training to Lincoln County residents and dislocated workers through the development of customized initiatives. Activities in job searching, resume writing and networking for participants will be documented to show efficiency and success. A complete profile of Lincoln County businesses, agencies, economic development committees, education organizations and community organizations will be maintained with their current needs. Program successes and feedback will be reported to community stakeholders. WIA Title I and Wagner-Peyser Performance Measures will be applied to determine success needs for job placement, job training and OJT programs offered in Lincoln County.</p>
<b>Unique &amp; Exemplary Attributes:</b>	<p>The Lincoln County Adult program will work to take advantage of being based from Lincoln County. This program will collaborate with the youth program and other agencies to reach and provide training and services to adults and dislocated worker. There will be continued monitoring of industry expansions planned in Lincoln County with the drug rehabilitation and local food. Locally high quality food has greatly increased in the county with a number of farmers expanding their production of intensive high quality food production. There will be further need for farm labor and some food marketing and distribution staff required in the next year. Jobs outside of Lincoln County will also be researched and provided to participants as mining and gaming are large industries with frequent job opportunities.</p>
<b>Contact Person &amp; Information:</b>	Holly Gatzke, 775-726-3109 ext 106, gatzkeh@unce.unr.edu

<b>5b.    INFORMATION:</b> Funded Partner Demographics Report
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## Demographics of clients served – August 2012 compared to August 2011



City	African American	American Indian or Alaskan Native	Asian	Caucasian	Hawaiian or Pacific Islander	Hispanic or Latino
Boulder City	0	0	0	3	0	1
Caliente	0	1	0	0	0	0
Henderson	17	4	16	95	3	14
Indian Springs	0	0	0	1	0	1
Las Vegas	310	11	71	403	18	234
Laughlin	0	0	0	1	0	0
Logandale	0	0	0	1	0	0
Mesquite	0	0	0	3	0	1
North Las Vegas	80	2	17	44	7	55
OTHER	3	0	0	7	0	1
Pahrump	10	1	2	107	2	16
Panaca	0	0	0	1	0	0
Sandy Valley	0	0	0	1	0	0
<b>Grand Total</b>	<b>420</b>	<b>19</b>	<b>106</b>	<b>667</b>	<b>30</b>	<b>323</b>

City	African American	American Indian or Alaskan Native	Asian	Caucasian	Hawaiian or Pacific Islander	Hispanic or Latino
Boulder City	0	0	0	10	0	1
Caliente	0	1	0	3	0	0
Henderson	46	6	17	160	5	34
Indian Springs	0	0	0	1	0	0
Jean	0	0	0	1	0	0
Las Vegas	556	26	134	737	36	444
Logandale	0	0	0	1	0	0
Mesquite	0	0	0	4	0	1
Moapa	0	0	0	0	0	1
North Las Vegas	154	8	22	96	7	98
Other	4	1	0	11	0	0
Overton	0	0	0	1	0	0
Pahrump	18	4	1	170	3	35
Panaca	0	0	0	1	0	0
Sandy Valley	0	0	0	2	0	0
<b>Grand Total</b>	<b>778</b>	<b>46</b>	<b>174</b>	<b>1198</b>	<b>51</b>	<b>614</b>

<b>6. YOUTH COUNCIL UPDATE ~ Sonja Holloway, Chair</b>
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- a. **INFORMATION:** Youth Council Meeting Minutes of August 8, 2012



## MINUTES

### Youth Council Meeting August 8, 2012 11:00 a.m.

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

#### **Members Present**

Sonja Holloway, Chair  
Willie J. Fields

Vida Chan Lin

Sgt. Mark Sharp (phone)

#### **Members Absent**

Dan Rose

Alex Garza

#### **Staff Present**

Ardell Galbreth  
Clentine January  
Jennifer Padilla

Suzanne Potter  
Rick Villalobos  
Kimberly Colagioia

Carol Turner  
Jim Kostecki  
Byron Goynes

Madelin Arazoza  
Heather DeSart

#### **Others Present**

Denise Gee, HELP of Southern Nevada  
Donna Bensing, New Horizons CLC  
Sharaf Rogers, Nevada Partners, Inc.  
Michael Simmons, GNJ Family Life Center  
Suzanne Burke, Southern Nevada Children First  
Jodeci Elder, Nevada Partners, Inc.  
Anthony Butler, Nevada Partners, Inc.  
Latonya Alford, Nevada Partners, Inc.  
Lori Thomas, Nevada Partners, Inc.

Nicole Jacobs, HELP of Southern Nevada  
LaTanya Runnells, Nevada Partners, Inc.  
Sharon Morales, LCCCF  
Dr. Tiffany Tyler, Nevada Partners, Inc.  
Arisa McNeal, Southern Nevada Children First  
Arielle Holloway, Nevada Partners, Inc.  
David Guess, Nevada Partners, Inc.  
Keith Start, Nevada Partners, Inc.

(It should be noted that all attendees may not be listed above).

#### 1. - **CALL TO ORDER:**

The meeting was called to order by Vice-Chair Sonja Holloway at 11:36 a.m. Staff confirmed the meeting had been properly noticed and posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum present.

#### 2. - **DISCUSSION and POSSIBLE ACTION:** Approve the agenda with inclusion of any emergency items and deletion of any items

***MOTION: A motion was made to approve the agenda as presented by Sgt. Mark Sharp and seconded by Willie J. Fields. Motion carried.***

### 3. - FIRST PUBLIC COMMENT SESSION

**Dr. Tiffany Tyler, Nevada Partners, Inc. (NPI)** – Dr. Tyler reported that NPI has successfully expended \$678,000 that was in danger of being recaptured. In March, NPI was informed about the potential of nearly \$1.8 million being recaptured and after careful review and analysis, NPI came up with an aggressive spending plan to expend \$678,000 and serve over 100 youth with occupational skills training/certification, work experiences, job shadowing, and other services. Dr. Tyler thanked the Board for having confidence in NPI and the great partnership and reminded everyone that there is a standing invitation to visit NPI and learn more about the work they do firsthand.

### 4. – DISCUSSION and POSSIBLE ACTION: Approve the Youth Council Meeting Minutes of June 13, 2012

***MOTION: A motion to approve the Youth Council Meeting Minutes of June 13, 2012 with a change to the language for agenda item 6 to read: “Approve the recommendation of staff to increase the funding for the In-School Youth programs in an amount not to exceed \$1,844,000.00” was made by Sgt. Mark Sharp and seconded by Vida Chan Lin. Motion carried.***

### 5. – INFORMATION: Welcome Vida Chan Lin & Willie J. Fields to the Youth Council

### 6. – DISCUSSION and POSSIBLE ACTION: Approve staff’s recommendation to execute a contract with Southern Nevada Children First in an amount not to exceed \$16,470 for four (4) Native American Youth Work Experiences through September 30, 2012

Byron Goynes provided background and an overview of the program. Last year Workforce Connections worked with U.S. Fish & Wildlife on an initiative through the federal government. This year, U.S. Fish & Wildlife reached out to Workforce Connections to carry out the program a second time. The purpose of the initiative is to reach out to Native American youth to show them how to take care of the reservoirs and the rural land of the Indian reservations. This is a non-WIA program with 100% of the funding coming from U.S. Fish & Wildlife and 100% of the funding going directly to the program participants. Workforce Connections has partnered with Southern Nevada Children First (SNCF), who will provide the direct services. SNCF has processed the new enrollments and the youth are currently working through the end of the summer.

SNCF was identified to serve these youth because 1) at the time, they were serving less youth than the other service providers and 2) its proximity to the Fish & Wildlife office, wherein the youth are required to meet each morning before being assigned to a worksite.

Workforce Connections staff will meet with Fish & Wildlife to enhance the program for next year and to address such issues as transportation to enable the program to expand to the rural areas.

***MOTION: A motion was made to approve staff’s recommendation to accept funding from U.S. Fish & Wildlife and execute a contract with Southern Nevada Children First in an amount not to exceed \$16,470 for four (4) Native American Youth Work Experiences through September 30, 2012 by Willie J. Fields and seconded by Vida Chan Lin. Motion carried.***

### 7. – INFORMATION: Summer School Update

Clentine January provided a Summer School Update. 184 youth attended the first session, 89 youth attended the second session, for a total of 273 youth. Possible reasons for low

enrollments are 1) summer school information received in June; 2) youth preferred work over school; 3) class availability, and 4) transportation.

A new approach will be taken moving forward including 1) starting recruitment through In-School Youth Programs through funded partners; 2) work with the CCSD Summer School personnel beginning January; 3) work with community agencies serving youth, and 4) begin recruitment in April.

***MOTION: A motion was made to approve the recommendation of staff to negotiate and amend Nye Community Coalition's PY2011 contract for an additional \$150,000.00 and extend the contract date from October 1, 2012 to June 30, 2013 by Sgt. Mark Sharp and seconded by Alex Garza. Motion carried.***

8. – DISCUSSION and POSSIBLE ACTION: Graduate Advocate Initiative “In-House” Close-Out Report

Kimberly Colagioia provided an overview of the Graduate Advocate Initiative (GAI) Close-Out Report provided in the agenda packet. Ms. Colagioia reported that 373 youth are enrolled in the GAI program, 196 have achieved their high school diploma and have graduated, which is a 52.5% success rate with graduation. A graduation ceremony is scheduled for August 15<sup>th</sup> and it's expected that the number of graduates will increase significantly. HELP of Southern Nevada will work with the youth who have not graduated to ensure that they do achieve their high school diploma and graduate.

Debbie Tomasetti spoke briefly about the program's mentoring component. Approximately 60 youth were matched with mentors and received one-on-one mentoring for up to one hour each week for the duration of the program.

Denise Gee, HELP of Southern Nevada reported on the program's successes. HELP began working with the youth around April-May, including providing support services and case management. HELP assisted the youth prepare for their work experiences, including drug testing and background checks and matching the youth goals to related careers. A total of 125 youth are working at various employers, which will be increased by approximately 100 youth before the program is completed at the end of summer. HELP will provide one year of follow up services after the program ends, including case management, supportive services, and assisting youth transition into post-secondary education in the fall.

With the help of Byron Goynes, Workforce Connections, HELP recruited a number of employers that are providing work experiences for the youth, including McCarran Airport, MGM properties, Farmers Insurance, Small Business Institute, Marshall's and various radio stations. The youth have received great compliments from the employers who are impressed with the knowledge, professionalism and manners demonstrated by the youth.

9. – INFORMATION: YouthBuild Las Vegas 2009 Close-Out Report & 2011 Cohort Report

Jennifer Padilla provided a YouthBuild program update and summarized the 2009 Close-Out Report and 2011 Cohort Report provided in the agenda packet.

10. – INFORMATION: PY2011 4<sup>th</sup> Quarter Performance Report

Rick Villalobos provided a brief overview of the 4<sup>th</sup> quarter local and statewide performance results provided in the agenda packet.

11. – INFORMATION: Youth Funding Plan

Carol Turner provided a summary of the Youth Funding Plan provided on page 33 of the agenda packet.

Jim Kostecki, Finance Manager provided a summary of the Awards and Expenditures report distributed at the beginning of the meeting. Mr. Kostecki reported that both Nevada Partner's and Nye Communities fully expended the additional funds they received. HELP of Southern Nevada has through September to expend the \$1.2 Million they received.

12. – PRESENTATION: Nevada Partners, Inc. ~ LaTanya Runnells, Positive Youth Impact Program

LaTanya Runnells, Positive Youth Impact Program Manager provided a presentation and several youth participants shared their positive experiences with the Nevada Partner's Youth Program and their plans for the future. Jodeci Elder, Arielle Holloway, Anthony Butler, David Guess, and LaTonya Alford were among the youth that shared.

13. – SECTION PUBLIC COMMENT SESSION

**Suzanne Burke, Program Manager - Southern Nevada Children First (SNCF)**: Ms. Burke - Program Manager, congratulated Nevada Partner's youth for their accomplishments and congratulated staff for doing an amazing job.

Ms. Burke thanked Byron Goynes for his assistance with the U.S. Fish and Wildlife program. The youth are getting great experience working on the reservation. SNCF is interested in facilitating the program next year if it is extended.

15. – Adjournment

The meeting adjourned at 12:31 p.m.

**6b. DISCUSSION AND POSSIBLE ACTION:**

Approve the Youth Council's recommendation of the Summer School Remaining Expenditure Strategy for the Program Year 2012 Summer Component/Year-Round Programs to incorporate an educational budget line item which specifically contributes to attainment of a high school diploma and/or GED.

**Summer School Remaining Expenditures Strategies**  
**(SS = Summer School)**

<b>Summer Component/Year-Round</b>	<b>Expected Enrollment</b>	<b>Funding Amount</b>	<b>10% Required for SS</b>	<b>2012 SS Total</b>	<b>2012 SS Estimated Expenditures</b>	<b>Remaining SS Expenditures</b>
Nevada Partners Inc.	200	\$ 500,000.00	\$ 50,000.00	19	\$ 1,900.00	\$ 48,100.00
Latin Chamber of Comm. Found.	100	\$ 250,000.00	\$ 25,000.00	91	\$ 3,700.00	\$ 21,300.00
SNV Children's First	100	\$ 250,000.00	\$ 25,000.00	11	\$ 1,790.00	\$ 23,210.00
<b>Sub-Total</b>	<b>400</b>	<b>\$ 1,000,000.00</b>	<b>\$ 100,000.00</b>	<b>121</b>	<b>\$ 7,390.00</b>	<b>\$ 92,610.00</b>

**SS Remaining Expenditures Strategies Options**

1. Keep remaining 10% within each SC/Y-R YFP budget aside for SS 2013
2. Utilize remaining 10% for Credit Retrieval/HSPE activities
3. Incorporate educational line item which specifically contributes to attainment of HSD/GED

<b>7. OPERATIONS UPDATE:</b>
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**a. REVIEW, DISCUSS, and ACCEPT:**

- i. PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and PY2012 Budget Narrative (No change since last report)
- ii. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the Period July 1, 2011 through June 30, 2012 (Formula WIA)
- iii. PY2011/2012 Awards & Expenditures Report – Monthly Update
- iv. Adult & Dislocated Worker and Youth Funding Plans
- v. Audit Findings Report
- vi. Standing Professional Services Contracts

**workforceCONNECTIONS**  
**PY2012 WIA Formula Budget**  
**July 1, 2012 - June 30, 2013**  
**(Revised Budget - June 2012)**

Revenue by Funding Stream	Approved Budget PY2012	Proposed Budget PY2012	\$ Change	Available for LWIB Operations		Community Resource Allocations	TOTAL
				10% Admin	10% Program		
PY2012 Adult	6,285,941	6,316,715	30,774	631,672	631,672	5,053,371	6,316,715
PY2012 Dislocated Worker	6,743,443	6,847,926	104,483	684,793	684,793	5,478,340	6,847,926
PY2012 Youth	6,316,655	6,337,899	21,244	633,790	633,790	5,070,319	6,337,899
PY2011 Adult Carry Forward	1,000,000	1,000,000	-	100,000	100,000	800,000	1,000,000
PY2011 Dislocated Worker Carry Forward	1,000,000	1,000,000	-	100,000	100,000	800,000	1,000,000
PY2011 Youth Carry Forward	3,000,000	3,000,000	-	300,000	300,000	2,400,000	3,000,000
Other Revenues (Interest)	25	25	-		25	-	25
Governor's Reserve - Strategic Initiative	75,000		(75,000)		-		-
<b>Total Revenue by Funding Stream</b>	<b>\$ 24,421,064</b>	<b>\$ 24,502,565</b>	<b>\$ 81,501</b>	<b>\$ 2,450,255</b>	<b>\$ 2,450,280</b>	<b>\$ 19,602,030</b>	<b>\$ 24,502,565</b>
				Subtotal Board Operations		\$ 4,900,535	

## Notes:

1. PY2012 Revenues include WIA funding in the total amount of \$19,502,540.
2. Carry forward funds have been estimated for PY2011 in the amount of \$5,000,000. These fund estimates will be revised later this year when the A-133 audit is complete.
3. The Department of Labor allows local boards to expend up to 10% of their total allocation for administrative costs. WC also allocates 10% of the total allocation for program management and oversight.
4. WIA funds have a two year life at the local board level and an additional year at the state level.

Community Resource Allocations	Approved Budget PY2012	Proposed Budget PY2012	\$ Change	Community Resource Allocations		TOTAL
Adult Services	5,828,753	5,853,371	24,618		5,853,371	5,853,371
Dislocated Worker Services	6,194,755	6,278,340	83,585		6,278,340	6,278,340
Youth Services	7,453,323	7,470,319	16,996		7,470,319	7,470,319
<b>Subtotal Community Resource Allocations</b>	<b>\$ 19,476,831</b>	<b>\$ 19,602,030</b>	<b>\$ 125,199</b>		<b>\$ 19,602,030</b>	<b>\$ 19,602,030</b>

Board Operations	Approved Budget PY2012	Proposed Budget PY2012	\$ Change	Admin		Program	Total
Subtotal Operating Expenditures	4,944,233	4,900,535	(43,698)	1,847,034		3,053,501	4,900,535
<b>Total Expenditures</b>	<b>\$ 24,421,064</b>	<b>\$ 24,502,565</b>		<b>\$ 1,847,034</b>	<b>\$ 3,053,501</b>	<b>\$ 19,602,030</b>	<b>\$ 24,502,565</b>
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 603,221</b>	<b>\$ (603,221)</b>	<b>\$ -</b>	<b>\$ -</b>

NOTE: PY2012 funding period is available July 1, 2012 through June 30, 2014 (after two years, funds revert to the State for one additional year)  
PY2011 funding period is available July 1, 2011 through June 30, 2013 (after two years, funds revert to the State for one additional year)



**workforceCONNECTIONS**  
**PY2012 WIA Formula Budget**  
**July 1, 2012 - June 30, 2013**  
**(Revised Budget - June 2012)**

Board Operations	Approved Budget PY2012	Proposed Budget PY2012	\$ Change	Admin	Program	Total
6100 Audit/Accounting Services	350,000	350,000	-	350,000	-	350,000
6120 Bank/Payroll Services	6,000	6,000	-	6,000	-	6,000
6130 Equipment/Furniture	75,000	75,000	-	21,000	54,000	75,000
6130-11 NVTrac - Data Tracking System	100,000	100,000	-	-	100,000	100,000
6140 Equipment Repairs	1,500	1,500	-	420	1,080	1,500
6150 Legal Publication/Advertising	18,000	18,000	-	5,040	12,960	18,000
6160 Dues & Subscriptions	12,000	12,000	-	3,360	8,640	12,000
6170 Equipment Rental	15,000	15,000	-	4,200	10,800	15,000
6190 Insurance	40,000	40,000	-	11,200	28,800	40,000
6200 Facilities Maintenance	5,000	5,000	-	1,400	3,600	5,000
6210 Legal Fees	50,000	50,000	-	50,000	-	50,000
6230 License & Permits	3,000	3,000	-	840	2,160	3,000
6250 Office Supplies	15,000	15,000	-	4,200	10,800	15,000
6260 Salaries	2,413,763	2,413,763	-	796,542	1,617,221	2,413,763
6265 Employee Fringe Benefits	809,818	809,818	-	267,240	542,578	809,818
6270 Postage & Delivery	3,000	3,000	-	840	2,160	3,000
6280 Printing & Reproduction	12,000	12,000	-	3,360	8,640	12,000
6285 Board Support & Travel	8,000	8,000	-	-	8,000	8,000
6290 Facility Rent/Lease	365,348	365,348	-	102,297	263,051	365,348
6300 Telephone	30,000	30,000	-	8,400	21,600	30,000
6305 Program Support Contracts	30,000	30,000	-	-	30,000	30,000
6306 Admin Support Contracts	145,000	145,000	-	145,000	-	145,000
6310 Travel - Staff	40,000	30,000	(10,000)	8,400	21,600	30,000
6320 Training & Seminars - Staff	40,000	40,000	-	11,200	28,800	40,000
6390 Utilities (included in Rent)	-	-	-	-	-	-
6440 Systems Communications Support	50,000	50,000	-	14,000	36,000	50,000
6500 Workforce Development Outreach	30,000	30,000	-	8,400	21,600	30,000
6550 Employer Payroll Taxes	71,804	71,804	-	23,695	48,109	71,804
6700 Youth Program Activities	15,000	15,000	-	-	15,000	15,000
6720 Adult/DW Program Activities	15,000	15,000	-	-	15,000	15,000
6850 Strategic Initiative - Governor's Reserve	75,000	-	(75,000)	-	-	-
6850 Strategic Initiative - WIA	100,000	141,302	41,302	-	141,302	141,302
<b>Subtotal Board Operations</b>	<b>4,944,233</b>	<b>4,900,535</b>	<b>(43,698)</b>	<b>1,847,034</b>	<b>3,053,501</b>	<b>4,900,535</b>

## **Workforce Connections Program Year 2012 WIA Formula Budget Narrative**

Workforce Connections is responsible for providing management and oversight of the Workforce Investment Area's employment and training programs and services. The Board's staff provides direct support to the Workforce Investment Area by carrying out the Board's operations plans. Staff responsibilities include implementing Board policies and establishing techniques and methods to achieve the Board's mission. Staff administers and oversees all internal administrative service provisions, including program administration, management analysis and administration support for the Workforce Investment Board.

### **Revenues:**

Workforce Investment Act (WIA) Program Year PY 2012 allotted funds are in the amount of \$19,502,540 which is allocated among the three funding streams: Adult - \$6,316,715, Dislocated Worker - \$6,847,926, and Youth - \$6,337,899.

Overall funding for PY 2012 was increased by \$1,301,929 (7.15%), compared to the Program Year 2011 WIA allocation which was \$18,200,611.

Other anticipated funding includes operating carry forward funds from Program Year 2011 WIA allocation estimated at \$5,000,000 and interest at \$25.

Total budgeted revenues for PY 2012 are \$24,502,565.

### **Expenditures – Service Providers/Contractors/Vendors:**

On May 22, 2012, the Board approved extension of the Adult and Dislocated Worker PY2011 contracts in the amount of \$9,100,000 and a new PY2012 contract for adult re-entry services in the amount of \$700,000. In May and June 2012, the Board approved Youth PY2012 contracts in the amount of \$2,000,000 for out-of-school, \$1,944,000 for in-school youth programs, and \$300,000 for the youth re-entry program. The Board also approved an extension for Lincoln County's youth program in the amount of \$100,000.

**Administrative and Program Operating Expenditures – Board Staff:**

The Department of Labor allows local workforce investment boards to expend up to 10% of their total formula funding allocation for administrative services. For programmatic operations and oversight, over the last four years, the board of directors had allocated 16% of the total budget allocation. Effective July 1, 2012, the Board of Directors elected to reduce the programmatic amount to 10%. Such operational and management oversight includes but is not limited to:

- Providing technical assistance to contracted service providers
- Tracking and monitoring of participating clients and performance outcome
- Program oversight and monitoring of service provider contracts

**6100 - Audit/Accounting Services: \$350,000** – Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support.

A-133 Audit                      \$175,000

Accounting Services    \$175,000

**6120 Bank/Payroll Services: \$6,000** – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.

**6130 Equipment/Furniture: \$75,000** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.

**6130-11 NVTrac: \$100,000** – Allocated costs for contractual expenditures related to the completion and maintenance of the NVTrac data tracking system.

**6140 Equipment Repairs: \$1,500** – Allocated costs for equipment repair or breakdowns. This account line also provides funds for repairs to our green training vehicle.

**6150 Legal Publication/Advertising: \$18,000** – Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.

**6160 Dues and Subscriptions: \$12,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections' outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.

- 6170 Equipment Rental: \$15,000** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.
- 6190 Insurance: \$40,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, and Board of Directors’ and officers’ omission and errors liability. This line also provides auto insurance for our green training vehicle.
- 6200 Facilities Maintenance: \$5,000** – Allocated costs for facility repairs or maintenance not included in the monthly rent payments for Workforce Connections’ administration offices.
- 6210 Legal Counsel Fees: \$50,000** – Allocated costs for legal services in areas such as board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies.
- 6230 License and Permits: \$3,000** – Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.
- 6250 Office Supplies: \$15,000** – Allocated costs for various office supplies needed for every day operations.
- 6260 - Salaries: \$2,413,763** – Allocated costs for administrative and program staff salaries.
- 6265 - Employee Fringe Benefits: \$809,818** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 35% of the total salaries is used to calculate the fringe benefits.
- 6270 Postage and Delivery: \$3,000** – Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.
- 6280 Printing and Reproduction: \$12,000** – Allocated costs for monthly copier per copy charges and other ancillary copying and printing costs associated with Board administration and daily operations.
- 6285 Board Support and Travel: \$8,000** – Allocated costs for facility and event related charges tied to board and committee meetings and Board travel to grant activities.

- 6290 Facility Rent and Lease: \$365,348** – Allocated costs for Workforce Connections’ office space for staff in support of the Board’s administrative and programmatic functions.
- 6300 Telephone: \$30,000** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 6305 Program Support Contracts: \$30,000** – Allocated costs for program support agreements and temporary staffing to support program and data support activities.
- 6306 Admin Support Contracts: \$145,000** – Allocated costs for administrative support agreements and temporary staffing with focus on administrative, fiscal, and personnel management.
- 6310 Travel (Staff): \$30,000 – a decrease of \$10,000** – Allocated costs for local mileage and out-of-town staff travel for grant related matters such as State and USDOL sponsored training and conferences. This account line also covers travel for staff training on an array of programmatic and fiscal activities, as well as local and rural areas site reviews and monitoring visits to ensure compliance with WIA initiatives and work plans. **This line item decrease is the result of the reduction in force which will result in a decrease in local mileage charges.**
- 6320 Training and Seminars (Staff): \$40,000** – Allocated costs for staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.
- 6390 Utilities: \$0** – Allocated costs for utilities which are currently included in the monthly lease agreement.
- 6440 Systems Communications Support: \$50,000** – Allocated costs for support systems such as data backup, T-1 lines, and web hosting for internal e-mail support.
- 6500 Workforce Development Outreach Initiatives: \$30,000** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 6550 - Employer Payroll Taxes: \$71,804** – Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 6700 Youth Program Activities: \$15,000** – Allocated costs for youth program activities outside of daily operations such as service provider trainings and various youth conferences and summits.

- 6720 Adult/DW Program Activities: \$15,000** – Allocated costs for adult and dislocated worker program activities outside of daily operations such as service provider trainings and various employability conferences.
- 6850 Strategic Initiatives – Governor’s Reserve: \$0 – a decrease of \$75,000**– This account line was created to utilize and track strategic projects in support of workforce initiatives with detailed tactics and strategies in response to unanticipated high demand workforce needs. As such, an incentive award of \$75,000 was allocated to Workforce Connections in recognition of outstanding workforce development services oversight and delivery. This line item decrease is a result of the awarding of the Governor’s Reserve funding to the Clark County Summer Business Institute in May 2012 for their summer youth program.
- 6850 Strategic Initiatives: \$141,302 – a budget increase of \$41,302** – This account line was created to utilize and track strategic projects in support of workforce initiatives with detailed tactics and strategies in response to unanticipated high demand workforce needs. These funds are available to be allocated for future workforce initiatives approved by the Board. This line item increase is based on the actual WIA allocation from the State of Nevada in the amount of \$31,302 and the savings of \$10,000 in staff travel.

											% of Program Year Concluded 100.00%		
Line Item Number	Budget				ACTUAL EXPENSES			Budget Authority Remaining			% Expended from Budget		
	Operating Expenses	Admin	Program	Total	Admin	Program	Total	Admin	Program	Total	Admin	Program	Total
7000	Audit/Accounting Services	430,000	0	430,000	413,132	0	413,132	16,868	0	16,868	96.08%	0.00%	96.08%
7130/7135	Bank/Payroll Services	14,000	0	14,000	13,441	0	13,441	559	0	559	96.00%	0.00%	96.00%
8500	Equipment/Furniture	42,000	108,000	150,000	23,583	103,181	126,764	18,417	4,819	23,236	56.15%	95.54%	84.51%
8510	NV Trac Data Tracking Systems	0	180,000	180,000	0	137,183	137,183	0	42,817	42,817	0.00%	76.21%	76.21%
	Equipment Repairs	700	1,800	2,500	0	0	0	700	1,800	2,500	0.00%	0.00%	0.00%
7010	Legal Publication/Advertising	8,400	21,600	30,000	4,470	11,117	15,587	3,930	10,483	14,413	53.21%	51.47%	51.96%
7025	Dues & Subscriptions	3,500	9,000	12,500	3,466	7,035	10,501	34	1,965	1,999	99.02%	78.17%	84.01%
7200	Equipment Rental	6,790	17,460	24,250	6,731	13,866	20,596	59	3,594	3,654	99.13%	79.41%	84.93%
7100	Insurance	8,400	21,600	30,000	7,356	17,351	24,707	1,044	4,249	5,293	87.57%	80.33%	82.36%
7075	Facilities Maintenance	2,800	7,200	10,000	1,903	4,109	6,012	897	3,091	3,988	67.98%	57.07%	60.12%
7005	Legal Fees	50,000	0	50,000	40,434	0	40,434	9,566	0	9,566	80.87%	0.00%	80.87%
7020	License & Permits	1,120	2,880	4,000	817	1,221	2,038	303	1,659	1,962	72.99%	42.38%	50.95%
7040	Office Supplies	7,000	18,000	25,000	6,115	13,134	19,249	885	4,866	5,751	87.36%	72.97%	77.00%
6500	Salaries	949,245	1,927,255	2,876,500	903,693	1,872,052	2,775,746	45,552	55,203	100,754	95.20%	97.14%	96.50%
7120	Employee Fringe Benefits	332,236	674,539	1,006,775	250,356	524,894	775,250	81,880	149,645	231,525	75.35%	77.82%	77.00%
7030	Postage & Delivery	1,120	2,880	4,000	972	2,021	2,992	148	859	1,008	86.75%	70.16%	74.80%
7035	Printing & Reproduction	4,200	10,800	15,000	4,023	8,354	12,377	177	2,446	2,623	95.78%	77.35%	82.51%
7095	Board Travel & Training	0	10,000	10,000	0	6,075	6,075	0	3,925	3,925	0.00%	60.75%	60.75%
7070	Rent	93,499	240,425	333,924	79,029	158,383	237,413	14,470	82,042	96,511	84.52%	65.88%	71.10%
7065	Telephone	11,200	28,800	40,000	10,008	20,707	30,716	1,192	8,093	9,284	89.36%	71.90%	76.79%
7080/7085	Contract Services	80,000	100,000	180,000	67,966	105,155	173,121	12,034	-5,155	6,879	84.96%	105.15%	96.18%
7055	Staff Travel	12,600	32,400	45,000	10,020	22,211	32,231	2,580	10,189	12,769	79.52%	68.55%	71.62%
7050	Training & Seminars - staff	18,200	46,800	65,000	9,227	21,826	31,052	8,973	24,974	33,948	50.70%	46.64%	47.77%
7045	System Communication Support	19,600	50,400	70,000	18,121	38,691	56,812	1,479	11,709	13,188	92.45%	76.77%	81.16%
6500	Outreach	18,200	46,800	65,000	16,688	35,526	52,214	1,512	11,274	12,786	91.69%	75.91%	80.33%
7125	Employer Payroll Taxes	28,477	57,817	86,294	20,481	47,881	68,363	7,996	9,936	17,931	71.92%	82.81%	79.22%
	Youth Program Activities	0	25,000	25,000	0	16,486	16,486	0	8,514	8,514	0.00%	65.94%	65.94%
	Adult/DW Program Activities	0	25,000	25,000	0	1,242	1,242	0	23,758	23,758	0.00%	4.97%	4.97%
	Strategic Initiative (Operations)	0	427,352	427,352	0	0	0	0	427,352	427,352	0.00%	0.00%	0.00%
	<b>Total</b>	<b>2,143,287</b>	<b>4,093,808</b>	<b>6,237,095</b>	<b>1,912,032</b>	<b>3,189,701</b>	<b>5,101,732</b>	<b>231,255</b>	<b>904,107</b>	<b>1,135,363</b>	<b>89.21%</b>	<b>77.92%</b>	<b>81.80%</b>

Legend

	Correct Now
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**workforce CONNECTIONS**  
**Awards and Expenditures**  
**Program Year 2011/2012 Adult/Dislocated Worker Programs**  
**As of August 31, 2012**

Amounts for Providers reflect invoiced allowable expenditures through July 2012. Starred lines only reflect expenditures through June 2012.

Amounts for Internal Programs reflect expenditures as of August 27, 2012.

All Contracts have an ending date of June 30, 2013 unless noted.

**WIA PY11-PY12 Adult and Dislocated Worker Green Sector**

Provider	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Bridge Counseling Associates	\$ 500,000	\$ 281,836	\$ 218,164	\$ 500,000	100.00%	\$ -
Bridge Counseling Associates-PY12 extension	\$ 700,000	\$ 816	\$ -	\$ 816	0.12%	\$ 699,184
GNJ Family Life Center	\$ 600,000	\$ 300,000	\$ 300,000	\$ 600,000	100.00%	\$ -
GNJ Family Life Center-PY12 extension	\$ 1,200,000	\$ 27,080	\$ 10,031	\$ 37,111	3.09%	\$ 1,162,890
Goodwill of Southern Nevada	\$ 600,000	\$ 434,209	\$ 159,896	\$ 594,105	99.02%	\$ 5,895
Goodwill of Southern Nevada-PY12 extension	\$ 1,200,000	\$ -	\$ -	\$ -	0.00%	\$ 1,200,000
Latin Chamber Foundation	\$ 600,000	\$ 289,266	\$ 200,317	\$ 489,584	81.60%	\$ 110,416
Nevada Partners, Inc	\$ 600,000	\$ 300,000	\$ 296,727	\$ 596,727	99.45%	\$ 3,273
So. NV Regional Housing Authority	\$ 175,000	\$ 62,422	\$ 55,674	\$ 118,096	67.48%	\$ 56,904
<b>Total</b>	<b>\$ 6,175,000</b>	<b>\$ 1,695,629</b>	<b>\$ 1,240,809</b>	<b>\$ 2,936,438</b>	<b>47.55%</b>	<b>\$ 3,238,562</b>
		58%	42%			

**WIA PY11-PY12 Adult and Dislocated Worker Health Sector**

Provider	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
CCSD - Desert Rose (contract ends 12/31/2012)*	\$ 500,000	\$ 172,606	\$ 82,063	\$ 254,669	50.93%	\$ 245,331
Foundation for an Independent Tomorrow	\$ 600,000	\$ 300,000	\$ 300,000	\$ 600,000	100.00%	\$ -
Foundation for an Independent Tomorrow-PY12 extension	\$ 1,200,000	\$ 56,555	\$ 4,991	\$ 61,546	5.13%	\$ 1,138,454
Latin Chamber Foundation	\$ 600,000	\$ 311,363	\$ 201,952	\$ 513,316	85.55%	\$ 86,684
Latin Chamber Foundation-PY12 extension	\$ 1,200,000	\$ -	\$ -	\$ -	0.00%	\$ 1,200,000
Nevada Hospital Association	\$ 600,000	\$ 502,244	\$ 19,205	\$ 521,449	86.91%	\$ 78,551
Nevada Hospital Association-PY12 extension	\$ 900,000	\$ -	\$ -	\$ -	0.00%	\$ 900,000
Nevada Partners, Inc	\$ 600,000	\$ 348,847	\$ 180,833	\$ 529,680	88.28%	\$ 70,320
Nevada Partners, Inc-PY12 extension	\$ 1,200,000	\$ -	\$ -	\$ -	0.00%	\$ 1,200,000
So. NV Regional Housing Authority	\$ 175,000	\$ 85,672	\$ 68,553	\$ 154,225	88.13%	\$ 20,775
So. NV Regional Housing Authority-PY12 extension	\$ 500,000	\$ -	\$ -	\$ -	0.00%	\$ 500,000
<b>Total</b>	<b>\$ 8,075,000</b>	<b>\$ 1,777,287</b>	<b>\$ 857,598</b>	<b>\$ 2,634,885</b>	<b>32.63%</b>	<b>\$ 3,719,339</b>
		67%	33%			

**WIA PY11-PY12 Adult and Dislocated Worker Rural Services**

Provider	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Nye Communities Coalition	\$ 750,000	\$ 373,330	\$ 289,734	\$ 663,064	88.41%	\$ 86,936
Nye Communities Coalition-PY12 extension	\$ 1,000,000	\$ -	\$ -	\$ -	0.00%	\$ 1,000,000
<b>Total</b>	<b>\$ 1,750,000</b>	<b>\$ 373,330</b>	<b>\$ 289,734</b>	<b>\$ 663,064</b>	<b>37.89%</b>	<b>\$ 1,086,936</b>
		56%	44%			

**WIA PY12 Adult and Dislocated Worker Re-Entry Services**

Provider	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Foundation for an Independent Tomorrow	\$ 700,000	\$ 6,780	\$ -	\$ 6,780	0.97%	\$ 693,220
<b>Total</b>	<b>\$ 700,000</b>	<b>\$ 6,780</b>	<b>\$ -</b>	<b>\$ 6,780</b>	<b>0.97%</b>	<b>\$ 693,220</b>
		100%	0%			

<b>Total PY11-PY12 Adult/DW</b>	<b>\$ 16,700,000</b>	<b>\$ 3,853,027</b>	<b>\$ 2,388,141</b>	<b>\$ 6,241,168</b>	<b>37.37%</b>	<b>\$ 8,738,057</b>
		62%	38%			



**workforce CONNECTIONS**  
**Awards and Expenditures**  
**Program Year 2011/2012 Youth Programs**  
**As of August 31, 2012**

Amounts for Providers reflect invoiced allowable expenditures through July 2012.

Amounts for Internal Programs reflect expenditures as of August 27, 2012.

**WIA PY11 Youth General**

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
CCSD Desert Rose-PY11 Year Round*	7/1/11-9/30/12	\$ 362,000.00	\$ 146,726	\$ 61,651	\$ 208,377	57.56%	\$ 153,623
GNJ Family Life Center-PY12 Youth Out of School	7/1/12-6/30/13	\$ 600,000.00	\$ -	\$ 20,173	\$ 20,173	3.36%	\$ 579,827
HELP of So. Nevada-PY11 Year Round	7/1/11-9/30/12	\$ 713,000.00	\$ 120,253	\$ 221,313	\$ 341,565	47.91%	\$ 371,435
HELP of So. Nevada-PY11 Year Round (addl summer \$)	4/1/12-9/30/12	\$ 1,200,000.00	\$ 154,783	\$ 160,779	\$ 315,562	26.30%	\$ 884,438
HELP of So. Nevada-PY12 Youth In School	7/1/12-6/30/13	\$ 922,000.00	\$ -	\$ -	\$ -	0.00%	\$ 922,000
HELP of So. Nevada-PY12 Youth Out of School	7/1/12-6/30/13	\$ 375,000.00	\$ -	\$ -	\$ -	0.00%	\$ 375,000
Latin Chamber Foundation-PY11 Summer Component	6/1/12-6/30/13	\$ 250,000.00	\$ 34,258	\$ 14,024	\$ 48,283	19.31%	\$ 201,717
Latin Chamber Foundation-PY11 Green Consortium	5/1/12-9/30/13	\$ 500,000.00	\$ 5,842	\$ 5,898	\$ 11,740	2.35%	\$ 488,260
Latin Chamber Foundation-PY12 Youth Out of School	7/1/12-6/30/13	\$ 400,000.00	\$ -	\$ 257	\$ 257	0.06%	\$ 399,743
Nevada Partners, Inc-PY11 Year Round	7/1/11-9/30/12	\$ 500,000.00	\$ 143,501	\$ 172,265	\$ 315,766	63.15%	\$ 184,234
Nevada Partners, Inc-PY11 Year Round (addl summer \$)	4/1/12-6/30/12	\$ 677,909.00	\$ 209,655	\$ 468,254	\$ 677,909	100.00%	\$ -
Nevada Partners, Inc-PY11 Summer Component	6/1/12-6/30/13	\$ 500,000.00	\$ 30,372	\$ 5,833	\$ 36,205	7.24%	\$ 463,795
Nevada Partners, Inc-PY12 Youth In School	7/1/12-6/30/13	\$ 922,000.00	\$ 5,083	\$ -	\$ 5,083	0.55%	\$ 916,917
So. NV Children First-PY11 Year Round	7/1/11-9/30/12	\$ 125,000.00	\$ 46,665	\$ 66,298	\$ 112,963	90.37%	\$ 12,037
So. NV Children First-PY11 Summer Component	6/1/12-6/30/13	\$ 250,000.00	\$ 55,110	\$ 2,945	\$ 58,054	23.22%	\$ 191,946
So. NV Children First-PY12 Out of School	7/1/12-6/30/13	\$ 375,000.00	\$ -	\$ 7,445	\$ 7,445	1.99%	\$ 367,555
<b>Total</b>		<b>\$ 8,671,909.00</b>	<b>\$ 952,246</b>	<b>\$ 1,207,136</b>	<b>\$ 2,159,382</b>	<b>24.90%</b>	<b>\$ 6,512,527</b>
			<b>44%</b>	<b>56%</b>			

**WIA PY11 Youth Rural and Tri-County**

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
Lincoln County School District-Tri-County-PY11 Year Round	7/1/11-6/30/13	\$ 100,000.00	\$ 25,534	\$ 37,871	\$ 63,405	63.40%	\$ 36,595
Lincoln County School District-Tri-County-PY11 Extension	7/1/11-6/30/13	\$ 100,000.00	\$ -	\$ -	\$ -	0.00%	\$ 100,000
Nye Communities Coalition-PY11 Year Round	7/1/11-6/30/13	\$ 300,000.00	\$ 73,311	\$ 48,619	\$ 121,931	40.64%	\$ 178,069
Nye Communities Coalition-PY11 Year Round (addl summer \$)	4/1/12-6/30/12	\$ 88,753.00	\$ 56,953	\$ 31,800	\$ 88,753	100.00%	\$ -
Nye Communities Coalition-PY11 Extension	7/1/11-6/30/13	\$ 150,000.00	\$ -	\$ -	\$ -	0.00%	\$ 150,000
Nye Communities Coalition-Tri-County	7/1/11-9/30/12	\$ 150,000.00	\$ 51,654	\$ 54,214	\$ 105,868	70.58%	\$ 44,132
<b>Total</b>		<b>\$ 888,753.00</b>	<b>\$ 207,452</b>	<b>\$ 172,504</b>	<b>\$ 379,957</b>	<b>42.75%</b>	<b>\$ 508,796</b>
			<b>55%</b>	<b>45%</b>			

**WIA PY11 Youth Re-Entry**

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
Youth Advocate Programs	7/1/12-6/30/13	\$ 300,000.00	\$ -	\$ 4,131	\$ 4,131	1.38%	\$ 295,869
<b>Total</b>		<b>\$ 300,000.00</b>	<b>\$ -</b>	<b>\$ 4,131</b>	<b>\$ 4,131</b>	<b>1.38%</b>	<b>\$ 295,869</b>
			<b>0%</b>	<b>100%</b>			

<b>Total Youth</b>		<b>\$ 9,860,662.00</b>	<b>1,159,699</b>	<b>1,383,772</b>	<b>2,543,470</b>	<b>25.79%</b>	<b>\$ 7,317,192</b>
			<b>46%</b>	<b>54%</b>			

**workforce CONNECTIONS**  
**Awards and Expenditures**  
**Program Year 2011/2012 Direct Programs**  
**As of August 31, 2012**

Amounts for Providers reflect invoiced allowable expenditures through July 2012.

Amounts for Internal Programs reflect expenditures as of August 27, 2012.

**WIA PY10/PY11 Governor's Reserve Youth**

Provider	Contract Dates	Contract Award	Total Invoiced	% Spent	Remaining Balance
Clark County - Summer Business Institute	5/1/12-9/30/12	75,000	\$ 53,653	71.54%	21,347.06
<b>Total</b>		<b>75,000</b>	<b>\$ 53,653</b>	<b>71.54%</b>	<b>\$ 21,347.06</b>

**Direct Grants**

Program	Contract Dates	Contract Award	Total Expended	% Spent	Remaining Balance
Department of Justice - Get Out	10/1/12-12/31/2012	692,096	\$ 614,376	88.77%	77,720.38
Health Resources and Services Admin. (HRSA)	2/8/11-9/30/12	140,509	\$ 135,404	96.37%	5,105.11
Layoff Aversion PY12 - Rapid Response	7/1/12-6/30/13	250,000	\$ 25,584	10.23%	224,415.84
State Energy Sector Partnership (SESP)	8/10/10-1/29/13	3,503,000	\$ 2,615,732	74.67%	887,268.09
US Fish & Wildlife - WC	6/28/11-12/31/16	11,029	\$ 11,029	100.00%	-
US Fish & Wildlife - So. NV Children First	6/1/12-9/30/12	16,471	\$ -	0.00%	16,470.80
Youth Build PY11 - CCSD Desert Rose	7/1/11-6/30/13	158,584	\$ 70,584	44.51%	87,999.59
Youth Build PY11 - WC	6/1/11-5/31/14	941,416	\$ 382,058	40.58%	559,358.35
<b>Total</b>		<b>5,713,105</b>	<b>\$ 3,854,767</b>	<b>67.47%</b>	<b>\$ 1,858,338.16</b>

**Workforce Connections  
Adult and Dislocated Worker Funding Plan  
September 14, 2012**

	Budget	Remaining Available Funds	Projections Based on Monthly Invoices					
			Jul-Sep 2012	Oct-Dec 2012	Jan-Mar 2013	Apr-Jun 2013	Projected PY2012	Remaining
			Partial	3 Months	3 Months	3 Months	TOTAL	
REVENUES (Available as of September 14, 2012)								
PY2011 Adult and DW Funding	12,439,868	3,014,736	1,790,009	1,224,727			3,014,736	-
PY2012 Adult and DW Funding (Approved by BOE 08/14/12)	13,164,641	13,164,641		2,674,505	3,723,232	4,308,232	10,705,969	2,458,672
TOTAL REVENUES	25,604,509	16,179,377	1,790,009	3,899,232	3,723,232	4,308,232	13,720,705	2,458,672
EXPENDITURES								2.15 Months
Service Provider Contracts								
PY2011 Original Contracts	6,900,000		467,901				467,901	
PY2011 Adult and DW (Contract Extensions to June 2013)	9,100,000		827,108	2,500,000	2,500,000	3,000,000	8,827,108	
PY2012 Reentry Program	700,000		91,000	185,000	185,000	210,000	671,000	
Operations								
Administration and Programs	3,032,928		380,000	758,232	758,232	758,232	2,654,696	
PY2012 One-Stop Operation	1,000,000		24,000	426,000	250,000	300,000	1,000,000	
Pending Contracts								
PY2012 Lincoln County Rural Services	100,000			30,000	30,000	40,000	100,000	
TOTAL			1,790,009	3,899,232	3,723,232	4,308,232	13,720,705	

PY2011 funding period is available July 1, 2011 through June 30, 2013 (after two years, funds revert to the State for one additional year)

PY2012 funding period is available July 1, 2012 through June 30, 2014 (after two years, funds revert to the State for one additional year)

**Workforce Connections  
Youth Funding Plan  
September 14, 2012**

		Available Funds	Projections Based on Monthly Invoices					
			Jul-Sep 2012	Oct-Dec 2012	Jan-Mar 2013	Apr-Jun 2013	One Year + Partial Jun 2012	Remaining
			3 Months	3 Months	3 Months	3 Months	TOTAL	
REVENUES (Available as of September 14, 2012)								
Governor's Reserve Incentive	75,000	8,324	8,324				8,324	-
PY2011 Youth Funding	5,760,743	2,966,229	2,448,447	517,782			2,966,229	-
PY2012 Youth Funding (Approved by BOE 8/14/2012)	6,337,899	6,337,899		1,371,578	1,939,360	2,309,360	5,620,298	717,601
TOTAL REVENUES	12,173,642	9,312,452	2,456,771	1,889,360	1,939,360	2,309,360	8,594,851	717,601
EXPENDITURES								1.10 Months
PY2011 Service Provider Contracts								
Current Contracts (ending date 9/30/2012)	2,350,000	1,253,721	590,780				590,780	
Governor's Reserve - CC Summer Business Institute	75,000	8,324	8,324				8,324	
PY2011 Lincoln County (Contract Extension)	200,000	136,595		60,000	60,000	80,000	200,000	
PY2011 Nye County (Contract Extension)	450,000	328,069	32,505	98,500	98,500	98,500	328,005	
PY2011 Amendments (Board approved 3/27/12)								
Nye Communities (ending 6/30/2012)	88,753	-					-	
Nevada Partners (ending 6/30/2012)	677,909	-					-	
HELP (\$1.2 million ending 9/30/2012)	1,200,000	884,438	250,000				250,000	
PY2012 Service Provider Contracts								
PY2012 Youth In-School Contracts	1,844,000	1,838,917	338,917	500,000	500,000	500,000	1,838,917	
PY2012 Youth Out-of-School Contracts	1,750,000	1,142,295	72,125	550,000	550,000	550,000	1,722,125	
PY2012 Youth Re-entry	300,000	295,869	46,000	50,000	100,000	100,000	296,000	
PY2012 Youth Summer Component/Year Round	1,000,000	857,457	50,000	200,000	200,000	550,000	1,000,000	
Operations								
Administration and Programs	1,867,580	1,580,080	287,500	430,860	430,860	430,860	1,580,080	
Pending Contracts								
None							-	
TOTAL			1,676,151	1,889,360	1,939,360	2,309,360	7,814,231	

PY2011 funding period is available July 1, 2011 through June 30, 2013 (after two years, funds revert to the State for one additional year)

PY2012 funding period is available July 1, 2012 through June 30, 2014 (after two years, funds revert to the State for one additional year)

**workforce CONNECTIONS**

Audit Findings for PY2010  
(Year Ended June 30, 2011)

Monthly Status Report  
September 2012

Finding	Type	Description	Target Date	Audit				
				PY2010	PY2009	PY2008	PY2007	PY2006
				ended	ended	ended	ended	ended
				6/30/2011	6/30/2010	6/30/2009	6/30/2008	6/30/2007
				(2/24/2012)	(4/29/2011)	(06/08/2010)	(09/22/2009)	(07/22/2008)
11-1	Financial Reporting	<b>Lack of Policies and Procedures and GAAP adherence - improved from last year but still lacks effective policy and procedures</b>	August 2012	X	X	X	X	X
		Status: A new financial system was implemented in January 2012. The system will improve the entry and reporting of financial data as well as assist in the implementation of more control and accountability.						
		Action: Sep 2011 - Completed configuration of the new financial system, began staff training, and determined original staff assignments.						
		Action: May 2012 - Document the final reconciliation of Financial Edge to QuickBooks for July through December.						
		Finding Status: Jun 2012 - QuickBooks policies were in place July 2011 and new policies for Financial Edge are in place July 2012. This portion of the finding should reflect substantial progress for the June 30, 2012 audit.						
		Action: Aug 2012 - Written policies and procedures were updated for Financial Edge.						
		Status: The monthly closing processes will be assigned to specific fiscal staff wherein each staff has an assigned responsibility with a due date. Completion of the closing processes and the review/approval will be documented and retained.	August 2012					
		Action: Aug 2012 - Review program closeout procedure that ensures final draws, reports, and closing documents are submitted timely.						
		Finding Status: Jun 2012 - We received this audit finding on Feb 24, 2012. Reconciliation and close processes will be implemented and documented for the months Jul 2011 through Jun 2012 in Financial Edge by Jul 2012. This portion of the finding should reflect substantial progress for the June 30, 2012 audit.						
		Action: Sep/Oct 2012 - Develop new monthly/quarterly financial status reports.						
11-2	Financial Reporting	<b>Lack or insufficient skills and knowledge to perform governmental accounting utilizing GAAP - improved from last year but still needs improvement</b>	May 2012	X	X	X	X	
		Status: The new Finance Manager will provide the expertise necessary to provide the skills and knowledge that have been needed.						
		Action: Mar 2012 - New Finance Manager hired February 27, 2012.						
		Action: May 2012 - Extensive training on DOL fiscal regulations was provided to all administrative and program staff including Finance.						
		Finding Status: Jun 2012 - In addition to interim audit services from Jul through Sep 2011, a new Finance Manager (Feb 2012), Financial Analyst (Jul 2011), and Financial Consultant (Aug 2011) were hired to expand the expertise of the finance staff. This finding should reflect substantial progress for the June 30, 2012 audit.						

**workforce CONNECTIONS**

Audit Findings for PY2010  
(Year Ended June 30, 2011)

Monthly Status Report  
September 2012

Finding	Type	Description	Target Date	Audit				
				PY2010	PY2009	PY2008	PY2007	PY2006
				ended	ended	ended	ended	ended
				6/30/2011	6/30/2010	6/30/2009	6/30/2008	6/30/2007
				(2/24/2012)	(4/29/2011)	(06/08/2010)	(09/22/2009)	(07/22/2008)
11-3	Federal Grants	<b>SEFA schedules did not agree with supporting records or documentation</b>	October 2012	X	X	X	X	X
		Status: The FE system continues to be reconciled to the supporting draw and invoice records.						
		Finding Status: Jun 2012 - Monthly reconciliation and close processes will be implemented and documented for Jul 2011 through Jun 2012 in Financial Edge by Jul 2012. This finding should reflect substantial progress for the June 30, 2012 audit.						
		Action: Sep/Oct 2012 - Continue to reconcile PY11 invoice and drawdown transactions in the new FE Financial System. Document monthly procedure, review						
		Action: Ongoing - Update and reconcile FE each month through year end.						
11-4	Federal Grants	<b>Grant funds expended for purposes other than the purpose specified in drawdown.</b>	May 2012	X	X	X		
		Status: The SEFA has been kept up-to-date since April 2011. This resulted in improved drawdown calculations and reduces discrepancies.						
		Action: May 2012 - Continue to update the SEFA worksheet ensuring that discrepancies between the draw requests and the actual expenditures are identified.						
		Finding Status: Jun 2012 - Progress was made including Implementation of a working capital balance and weekly reimbursement draw process in Jan 2012. This finding should reflect substantial progress for the June 30, 2012 audit.						
		Action: Sep/Oct 2012 - Continue to transition from the SEFA to FE reporting to ensure that discrepancies between the drawdown requests and the actual expenditures are identified in a timely manner.						
		Action: Ongoing - FE must be kept up-to-date monthly to ensure accuracy.						
11-5	Federal	<b>Requests for funds need to be complete, accurate, and agree to supporting documentation.</b>	March 2012	X	X			
		Status: It currently takes DETR one to three weeks to process a drawdown request. Because Workforce Connections does not have cash available to pay expenditures and then request reimbursements, cash management can be very difficult.						
		Action: Dec 2011 - Review the split between programs for the operations drawdowns.						
		Action: Jan 2012 - Implemented a new working capital balance draw process that allows weekly reimbursement of expenses. Implement program draw percentages based on prior month's cost allocation.						
		Action: Mar 2012 - Review revenue postings and service provider payments to ensure timely and accurate funding draws with prompt disbursement of funds.						
		Action: May 2012 - DETR continues to decrease (improve) the amount of time between draw requests and receipt of revenues.						
		Finding Status: Jun 2012 - Request for funds are reconciled to FE in the new monthly reconciliation process to be completed in Jul 2012. This finding should reflect substantial progress for the June 30, 2012 audit.						
		Action: Ongoing - The Finance Manager and Interim Executive Director will continue to work with DETR to review and improve the drawdown payment process.						

**workforce CONNECTIONS**

Audit Findings for PY2010  
(Year Ended June 30, 2011)

Monthly Status Report  
September 2012

Finding	Type	Description	Target Date	Audit				
				PY2010	PY2009	PY2008	PY2007	PY2006
				ended	ended	ended	ended	ended
				6/30/2011	6/30/2010	6/30/2009	6/30/2008	6/30/2007
				(2/24/2012)	(4/29/2011)	(06/08/2010)	(09/22/2009)	(07/22/2008)
11-5 cont.		<b>Funding federal grants in advance - excessive time elapsed between receipt of funds and disbursement of funds</b>	August 2011					
		Status: The updated monthly SEFA process has corrected the delayed payment processing for subrecipients. After a preliminary review, the drawdowns are requested from DETR. While waiting for payment, the documents are reviewed by program staff for allowable costs and then by finance staff for accuracy of the calculations and account coding.						
		Action: Apr 2012 - Continue to update the PY11 SEFA worksheet as drawdowns occur.						
		Finding Status: Jun 2012 - Disbursements continue to be made in a timely manner. This finding should not repeat for the June 30, 2012 audit.						
		Action: Ongoing - continue to review the process to ensure that documents are processed and paid in a timely manner.						
11-6	Federal Grants	<b>ARRA - timely reporting of quarterly reports</b>	July 2011	X	X			
		Status: All of the ARRA funds have been expended and there are no more reports due. The June 30, 2011 report was submitted within the 10 day deadline.						
		Action: Aug 2011 - Two ARRA reports were due for June 30, 2011. Both were submitted on time.						
		Action: Oct 2011 - One final ARRA report was submitted on time for Youthbuild.						
		Finding Status: Jun 2012 - All ARRA quarterly reports were filed timely. This finding should not repeat for the June 30, 2012 audit.						
11-7	Federal Grants	<b>Documentation supporting program participant eligibility shall be complete, accurate, and retained</b>	May/June 2012	X				
		Status: Policies and procedures have been developed and annual monitoring by program staff will ensure complete and accurate records.						
		Action: Apr/May 2012 - Program staff continue to provide technical assistance, oversight, and review of files for completion and accuracy.						
		Action: May 2012 - Fiscal and program staff will review to ensure specific issues have been resolved.						
		Action: May/Jun 2012 - Review and test eligibility for new participants.						
		Finding Status: Jun 2012 - We received this new audit finding on Feb 24, 2012. Technical assistance and monitoring has taken place with WC program staff. Many of the client files for the internal WIA programs will be transitioned to new service providers in Jul 2012. This finding should not repeat for the June 30, 2012 audit.						
		Action: Ongoing - Program staff will continue to monitor records for the internal and direct programs that have participant files.						

**workforce CONNECTIONS**

Audit Findings for PY2010  
(Year Ended June 30, 2011)

Monthly Status Report  
September 2012

Finding	Type	Description	Target Date	Audit				
				PY2010	PY2009	PY2008	PY2007	PY2006
				ended	ended	ended	ended	ended
				6/30/2011	6/30/2010	6/30/2009	6/30/2008	6/30/2007
				(2/24/2012)	(4/29/2011)	(06/08/2010)	(09/22/2009)	(07/22/2008)
11-8	Federal Grants	<b>Sub-recipients awards did not contain the required information</b>	July 2011	X	X	X		X
		Status: A contract template was developed for July 2011 contracts that ensures all data elements will be collected from each service provider. Regarding the failure to identify ARRA funding, there will be no more ARRA contracts issued since all funds have been expended.						
		Action: Sept 2011 - A contract checklist was developed for PY11 contracts to ensure all data elements are collected.						
		Action: May 2012 - Training was provided on contracts and procurement to WC staff and service providers.						
		Finding Status: Jun 2012 - All contracts for program year 2011 included the new template with the required information. This finding should not repeat for the June 30, 2012 audit.						
		Action: Ongoing - Ensure all future contracts contain data.						
11-9	Federal Grants	<b>Financial reporting of Form ETA 9130 - timely submissions</b>	July 2011	X	X			
		Status: A spreadsheet was developed for monitoring all report due dates and two fiscal staff are required to monitor the spreadsheet to ensure every report is submitted in advance of its deadline.						
		Action: Nov 2011 - Quarterly direct grant reports are submitted in a timely manner.						
		Action: Jan/Feb 2012 - Quarterly direct grant reports were completed within deadlines.						
		Finding Status: Jun 2012 - All WIA quarterly reports were filed timely. This finding should not repeat for the June 30, 2012 audit.						
		Action: Ongoing - monthly monitoring must continue to take place to ensure reports meet all deadlines.						
11-10	Federal Grants	<b>Monitoring of sub-recipients - Annual Monitoring and Tracking of Findings</b>	August 2011	X	X	X		
		Status: Dept of Labor requires annual financial reviews of subrecipients. Our policy was updated. A monitoring spreadsheet has been developed to track all findings.						
		Action: Aug 2011 - the Board approved the policy change from semi-annual reviews to annual reviews effective June 2011.						
		Action: May 2012 - Continue the annual fiscal monitoring of all service provider contracts. Reports must be issued within 30 days.						
		Finding Status: Jun 2012 - Annual monitoring will be completed by May 2012 and findings follow up will continue. This finding should not repeat for the June 30, 2012 audit.						
		Action: Jul 2012 - Review final completion of fiscal monitoring finding responses.						
		Action: Ongoing - Pink Paper monthly review of fiscal and program status.						



*workforce*CONNECTIONS  
PROFESSIONAL SERVICES CONTRACTS  
As of 9/20/2012

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Funding Sources	Term of Contract
<b>BLACKBAUD</b>  <b>Procurement of Fiscal Software and Fiscal Staff Training</b> <b>Amendment #1</b> <b>Fiscal Software Technical Assistance</b> <b>Amendment #2</b> <b>Fiscal Software Technical Assistance</b>	<b>\$65,041.00</b>  <b>\$8,413.90</b>  <b>\$3,758.78</b>	<b>Competitive</b>	<b>A/DW/Y Formula</b>	<b>6/15/2011 to 9/30/2012</b>
<b>CST PROJECT CONSULTING</b> <b>Development of Responses to Clear PY'09-10 A-133 Audit findings;</b>  <b>Amendment #1</b> <b>Development and Establishment of an Effective Cash Management System</b>	<b>\$74,990.00</b>  <b>\$163,184.00</b>	<b>Sole Source</b>	<b>Governor's Reserve &amp; A/DW/Y Formula</b>	<b>9-15-2011 to 4-22-2012</b>  <b>1-23-2012 to 1-23-2013</b>
<b>JANTEC</b> <b>Temporary Employment Services for workforceCONNECTIONS</b> <b>Temporary Employees</b>  <b>Amendment# 1</b> <b>Youth WEX Special discount</b>  <b>Amendment# 2</b> <b>Contract Renewal</b>	<b>11.38% over- head direct cost to vendor which is deducted from total amount</b>	<b>Competitive</b>	<b>A/DW/Y Formula</b>	<b>2/12/2011 To 2/12/2013</b>
<b>MACEY PRINCE CONSULTANTS</b>  <b>Fiscal &amp; Procurement Technical Assistance; Fiscal Training</b>  <b>Amendment #1</b>	<b>\$5,000.00</b>  <b>\$20,000.00</b>	<b>Competitive</b>	<b>A/DW/Y</b>	<b>9/23/2011 to 6/30/13</b>

<b>MARQUIS AURBACH COFFIN</b> <b>Board Legal Counsel</b>	<b>\$100 to \$425</b> <b>per hour</b>	<b>Sole Source</b>	<b>A/DW/Y</b> <b>Formula</b>	<b>5-18-2009</b> <b>to</b> <b>2-24-2013</b>
<b>Second Contract</b> <b>Board/Staff Legal Counsel</b>	<b>\$100 to \$250</b> <b>per hour</b>	<b>Competitive</b>		
<b>GREG NEWTON ASSOCIATES</b> <b>One Stop System Planning Consultant</b> <b>Amendment # 1</b>	<b>\$25,200.00</b>  <b>\$8,400.00</b>	<b>Sole Source</b>	<b>A/DW/Y</b> <b>Formula</b>	<b>8-1-2012</b> <b>to</b> <b>6-30-2013</b>
<b>PRISM GLOBAL MANAGMENT</b>  <b>In-House HR Consultant Services</b> <b>Amendment #1</b> <b>Amendment #2</b> <b>Amendment #3</b>	<b>\$40,000.00</b>  <b>\$27,000.00</b> <b>\$8,000.00</b> <b>\$89,000.00</b>	<b>Competitive</b>	<b>A/DW/Y</b> <b>Formula</b>	<b>10-1-2011</b> <b>to</b> <b>6-20-2014</b>
<b>TAKA KAJIYAMA</b> <b>NV Trac Maintenance Consultant</b> <b>Amendment #1</b> <b>Amendment #2</b> <b>Amendment #3</b> <b>Amendment #4</b>  <b>NV Trac</b> <b>Maintenance Consultant &amp; Staff</b> <b>Training of NV Tract Edits and</b> <b>Maintenance</b>	<b>\$40,000.00</b>  <b>\$9,000.00</b> <b>\$15,000.00</b> <b>\$5,400.00</b> <b>\$78,000.00</b>	<b>Sole Source</b>	<b>A/DW/Y</b> <b>Formula</b>	<b>3/1/2012</b> <b>to</b> <b>6-30-2013</b>
<b>JOHN CHAMBERLIN</b> <b>ARRA/WIA Program/Fiscal Attorney-</b> <b>at-Law</b>  <b>Amendment #1</b> <b>WIA Staff Technical Assistance &amp; LEO</b> <b>Technical Assistance</b>  <b>Amendment #2</b> <b>Board &amp; Staff Technical Assistance</b> <b>for Program Year 2012</b> <b>Strategic Plan</b>	<b>\$20,000.00</b>  <b>\$25,000.00</b>  <b>\$20,000.00</b>	<b>Sole Source</b>	<b>A/DW/Y</b> <b>Formula</b>	<b>4/1/20078</b> <b>to</b> <b>6/30/2013</b>

<b>BOARD OF REGENTS - NEVADA SYSTEM OF HIGHER EDUCATION on behalf of UNIVERSITY OF RENO</b>  <b>Health Care Sector Research and Analysis – Status of Current Healthcare Workforce in Nevada</b>	<b>\$4,500.00</b>	<b>Sole Source (Referred by DETR)</b>	<b>HRSA GRANT</b>	<b>10-11-2011 to 9-5-2012</b>
<b>SOLAR INSTITUTE OF NEVADA</b>  <b>Re-Entry Solar Energy Training for wC “Pride Program” participants</b>  <b>Amendment #1</b>	<b>\$256,000.00</b>  <b>\$300,800.00</b>	<b>Sole Source</b>	<b>DOJ GRANT</b>	<b>1—11-2010 to 9-30-2011</b>  <b>10-1-2011 to 9-30-12</b>
<b>PIERCY BOWLER TAYLOR &amp; KERN</b>  <b>A-133 AUDIT for Program Year 2011</b>	<b>\$219,296.67</b>	<b>Competitive</b>	<b>WIA/YB/DOJ SESP</b>	<b>9-15-2011 to 3-30-2012</b>

**\*\*All noted Professional Services contracts & the procurement process, has been previously reviewed & approved by DETR, and are in compliance with DETR’s Policy 3.1 which states: Professional services with state prior authorization costs of outside professional services rendered by individuals or organizations are allowable. The procurement of noncompetitive proposals (sole source) may be used when the awarding agency (DETR) authorizes noncompetitive proposals; CFR 97.36 (d), (4), (C)**

**\*\*Contracts may have a small balance of unexpended funds at closing.**

- |   |
|---|
| <p><b>8.    <b>INFORMATION:</b></b> WIA One-Stop System Partners Feedback ~ Maggie Mendez, One-Stop Center/System Manager</p> |
|---|

**Partner Feedback Questionnaire**  
**One-Stop System & One-Stop Center Training**  
**Greg Newton**  
**August 27 – 29, 2012**

**1. What I liked best today was...**

- Greg made an excellent presentation on the topic
- Greg Newton
- The material was presented in a way that made it interesting and fun.
- Presenter's knowledge delivered with laughs!
- Input from the group.
- The idea was presented in a way that it was easier to understand he was very knowledgeable & interacted w/each & every one of us –eye contact. It was fun & humorous.
- Relevant to the direction we want to move towards; the instructor was great.
- Emerging Pipeline for youth WF to Adult
- Entertaining, engaging, made learning fun. Learning about the One Stop System (pro's /cons)
- Learning about difference between systems & center
- All the thorough information that was presented very entertaining presenter explained systems & center.
- Clarifications on system vs. center
- The speaker- he was entertaining
- The presentation, hearing his knowledge & the how on application; applying his knowledge to the application process was great.
- Very engaging and talked about the challenges for the One Stop System
- Engaging presenter
- System vs. center fun presentation
- Your presentation skills make topic bearable. Your knowledge of the topic is excellent. Clearly distinguished system from center
- Identify difference between job seeker & job candidate. Availability of information.
- The speaker. The difference between system and center
- Greg Newton.
- Very engaging & energetic presentation – very good commitment from group-confusing info boiled down to simple/practical.

- Enhancement of a “could be boring training: the way you “bring it” with a more thorough understanding of what we’re doing.
- Exceptional engagement for utility of One-Stop System via short and long term distinction between Job Seeker vs. Job Candidate.
- Open dialogue/entertaining
- The way Greg found value in people’s opinions even if initially the value might not have been readily apparent.
- Good presentation on a complex concept-willingness by partners who are present-commitment by WC to move forward.

## **2. What I want to understand better...**

- Checks & balance of the system
- Sharing of employment for the job
- How the partners will all come together to collaborate as one
- The meaning of life
- What the system will look like when it begins. The system flow
- How the system will work better.
- The service of the system vs. the service of the center
- Integrating older youth 18-21 into OSS
- How the job bank shared info with work. How fast will happen
- How will they get a cohesive unit of people from agencies working together?
- System flow
- The registration process and flow for a customer
- The system Tech
- System
- Distinguishing system work & center programming
- Vision defined; benchmarks and how it fits long term rules and regulations.
- The fiscal side of the One-Stop Center
- How we will move job seeker to job candidate. How to integrate employer necessities with candidate availability
- How to share and organize system information
- Greg Newton
- How to move forward without system partner buy- in DETR
- How each agency will mesh together?

- How to improve relationship with regional development authorities to re-enter requisite high demand skills. How math training with higher education and how to improve relationships with employers
- The mission & vision of the One-Stop
- The difference between system and the center
- Functions of the “system”
- Inter-relationship between partners

**3. What I hope the One-Stop System will accomplish...**

- A comprehensive collaboration of system partners
- True One- Stop with actions & results / serve more people
- I hope it will allow the groups to work as one and not just as separate groups that do similar work
- Help more people go from job seeker to job candidates and from candidates to fulfilled employees
- Unity/Employment
- Help people
- Develop better relationships with employers
- “Collective impact”
- Action and results, transparent communication serves more people, provide more quality effective services for job seekers
- To be able to allow some relief to everyone through the system
- Seamless delivery/lower unemployment/ better trained workforce
- True One-Stop concept with action and results
- Better job opportunities. Once established inclusion of older youth to serve more people
- A One-Stop complete system various agencies- Social Service, Vocational Rehab, Housing, Unemployment, utilities companies, etc.
- Integrated service delivery system that include employer/ responsive workforce delivery/
- Better services for community more collaboration in Southern NV
- Access to any and all services a client needs at one location/ Providers working together
- Best performers pulled together, actually training people for jobs available
- True One-Stop w/action & results to serve more people
- Quality seamless service delivery
- Seamless service delivery/true comprehensive service delivery

- Actual provision of services which would otherwise be difficult for clients to access/ prioritizing service for participants
- Best in class, high performance system to breed Best in class high performance Center
- A true one Stop with action & results
- Helping many more people get back to work
- Seamless delivery of services/better R.O.I for public funds

**4. The Challenges we will need to overcome....**

- Coming together to provide a seamless process for the system delivery
- Transparent communication- stream lining of the rules and regulations in the One-Stop
- Ourselves & each other
- Working from another location/supervising staff. Get all partners on board like DETR
- To get it place & overcome differences that will come about once we start this process
- Communication, communication and working together as one
- Automatic collaboration- i.e., *wants to* vs. *have to*
- Transparent communication/different rules for all partners will have to streamline
- NVTrac updates sharing of job information/referrals
- Equal participation from all partners/finding a way to standing from other agencies that are not in the One-Stop Center/ Systems
- DETR/Performance
- Transparency/communication to remember customers are number one priority (NVTrac/OSOS issues)
- Partners trying to hang on to old systems, their own program systems, too much paper work for clients to fill out
- Integration of both customers/employment/ candidates/ and employers
- State participation and control issues/ Partners working together
- Cooperation/ understanding of responsibility
- Transparent, streamline rules / system key
- Working together as one unit
- Data compatibility/ simplify processes
- Strong differences of opinion/partners having their own agendas
- Staffing the center as not 100%/ commitment from attendance today
- Accept criticism w/out making it personal; listen to everyone; our customers are priority #1
- Differences amongst the various entities working together



- Participation of lack thereof from mandated partners (DETR)

**5. My recommendations to make the system work.....**

- Emphasize regular transparent communication among the system partners
- Communication & flexibility
- Patience/communication/Money
- To be patient & work together for the better of our community
- Transparent communication
- Partnership with clear objectives/ smart goals to benchmark collaboration effectiveness
- Communication, communication and more communication. Patience & tolerance; ability and willingness to work outside the box or system that people are used to; exercise flexibility
- Communication and rating amongst everyone participating
- Coordination of efforts/ common systems
- Communicate, communicate, communicate, patience, tolerance/ principles over personalities
- Training
- Integration of major systems impacting outcomes and clients
- Quality staffing, quality training, quality placement, quality employer relationships
- Communication!!! Patience/tolerance & willing to be flexible
- Too much to write here...
- Keep an open mind
- Watch Judge Judy
- Communicate, communicate, communicate
- Make sure the website is user friendly accessible to all and full of accurate information
- Frequent partner meetings at the beginning, less frequent later

<b>9. EXECUTIVE DIRECTOR UPDATE ~ Ardell Galbreth</b>
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- a. **INFORMATION:** Nevada Waiver Denial – September 2012

**Suzanne Potter**

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**From:** Suzanne Potter  
**Sent:** Wednesday, September 05, 2012 10:30 AM  
**To:** Alex Garza (hgarza71@gmail.com); Andrew Borasky; Bill Regenhardt; Butch Borasky; Charles Perry; Commissioner George "Tommy" Rowe (brahamabull717@lcturbonet.com); William Kirby; Bob Coffin; Comm Bob Coffin; Anita G. Wood; Peggy Leavitt; Dan Gouker; Dan Rose; David Lee; Dennis Perea; Dominic Pappalardo; Gerri Schroder; Hannah Brown; Lawrence Weekly; Maggie Arias-Petrel; Mark Edgel; Michelle Bize; Mujahid Ramadan; Pat Maxwell; Sonja Holloway; Valerie Murzl; Vida Lin; William Bruninga; Willie J. Fields  
**Subject:** Update Single Statewide Workforce Investment Board Wavier

To: All Board Members

Yesterday I received a call from Frank Woodbeck, Director, Nevada Department of Employment, Training and Rehabilitation (DETR), informing me that the U.S. Department of Labor had denied the State's waiver request to establish a single statewide Workforce Investment Board to oversee local areas employment and training services. Mr. Woodbeck also stated that he and his staff were looking forward to working together with Nevada's two Local Workforce Investment Boards in aligning employment and training resources with the Governor's Workforce Investment Board's sector strategies to ensure quality services were delivered to job seekers and businesses. If you have any questions regarding this initiatives, please advise. Thank you all so much for your services.

Ardell Galbreth  
Interim Executive Director  
Workforce Connections

U.S. Department of Labor

Assistant Secretary for  
Employment and Training  
Washington, D.C. 20210



AUG 31 2012

The Honorable Brian Sandoval  
Governor of Nevada  
Capitol Building  
Carson City, Nevada 89701

Dear Governor Sandoval:

This letter responds to your request for a waiver of statutory and regulatory requirements under the Workforce Investment Act (WIA). The following is the disposition of the State's submission (copy enclosed). This action is taken under the Secretary's authority to waive certain requirements of WIA Title I, Subtitles B and E, and Sections 8-10 of the Wagner-Peyser Act.

Requested Waiver: Waiver to permit the State to apply the WIA regulations at 20 CFR 661.300(f) to the two local workforce investment areas described in the Nevada State Plan.

The State is requesting a waiver to permit the State to apply 20 CFR 661.300(f) to the two local workforce investment areas (LWIAs) described in the State Plan. The regulations at 20 CFR 661.300(f) allow states that operate as a single LWIA to use the state workforce investment board to carry out the requirements of the local workforce investment board. The State is seeking this waiver to permit the Governor to designate the state board to carry out the roles and responsibilities of the two local boards for the State's two LWIAs.

WIA envisions a prominent role for local boards and local stakeholders, and the WIA regulations require that waivers be approved consistent with the strong local role envisioned by WIA. As the preamble to the WIA regulations explains, the focus of these "local, business-led boards" is "strategic planning, policy development and oversight of the local workforce investment system," and the active involvement of business and labor is "critical to the provision of essential data on what skills are in demand, what jobs are available, what career fields are expanding, and the identification and development of programs that best meet local employer needs." 65 Fed. Reg. 49294, 49295 (Aug. 11, 2000).

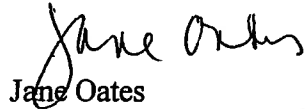
Through the statutorily required public comment process, the State of Nevada received numerous comments and concerns opposing the State's waiver request. In addition, several chief local elected officials and diverse stakeholders with a role in workforce development have communicated to the Department their lack of support for the requested waiver.

In the absence of support from these groups for the proposed waiver, and in light of WIA's emphasis on the importance of local administration of WIA, ETA denies this waiver request.

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We look forward to continuing our partnership with you and achieving better workforce outcomes. If you have any questions related to the issues discussed above, please contact Virginia Hamilton, the Regional Administrator for Region VI, at 415-625-7900 or [Hamilton.Virginia@dol.gov](mailto:Hamilton.Virginia@dol.gov).

Sincerely,



Jane Oates  
Assistant Secretary

Enclosures

cc: Denise Dombek, Federal Project Officer for Nevada,  
ETA San Francisco Regional Office

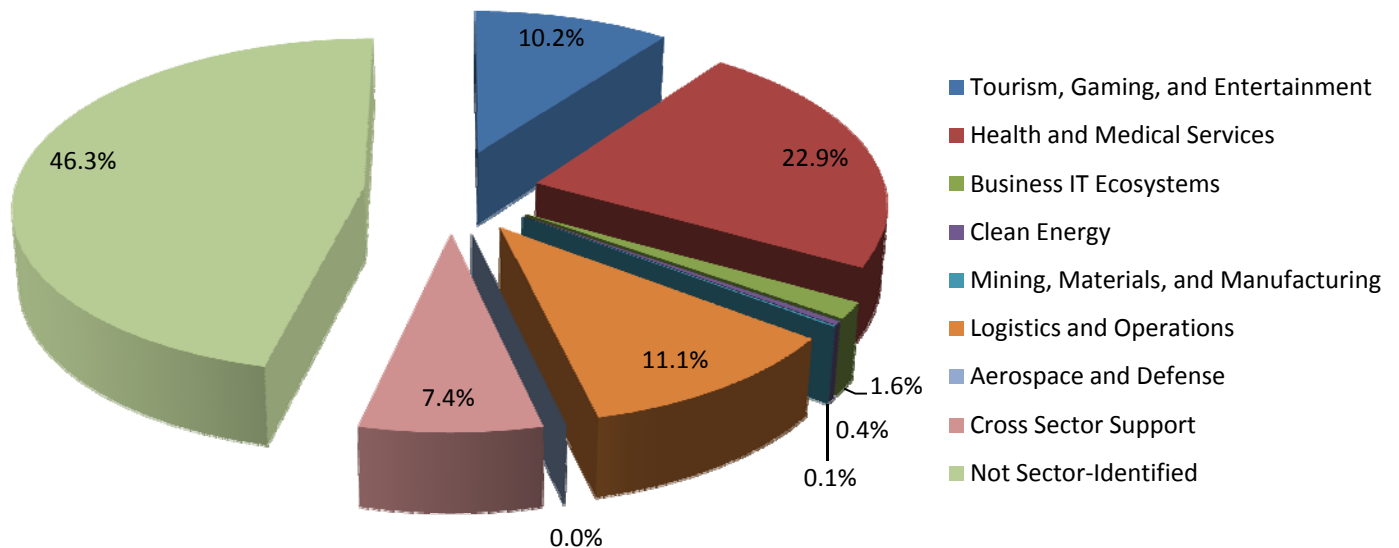
<b>9. EXECUTIVE DIRECTOR UPDATE ~ Ardell Galbreth</b>
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- b. **INFORMATION**: Southern Nevada Workforce Investment Area Industry Sectors Report

# SECTOR SUPPORT TRAINING THROUGH WIA ADW FORMULA FUNDS

Program Year 2011

**1,645 trained across all sectors**



Tourism, Gaming, and Entertainment	168
Health and Medical Services	377
Business IT Ecosystems	26
Clean Energy	6
Mining, Materials, and Manufacturing	2
Logistics and Operations	183
Aerospace and Defense	0
Cross-Sector Support	121
Not sector- identified due to OSOS data transfer	762

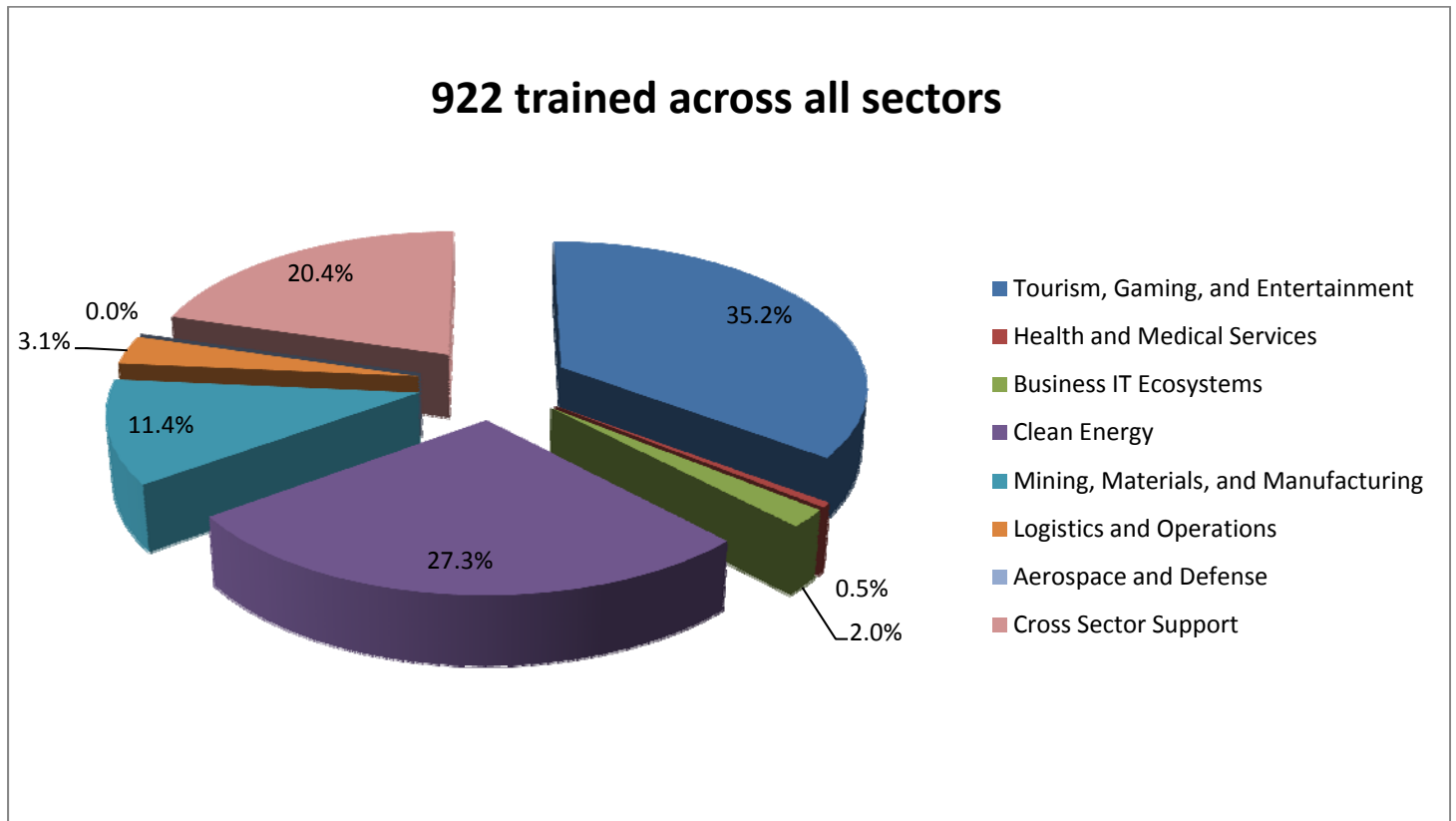
**Funds spent on training: \$1,622,000\*** Total does not include the 762 not sector-identified clients

-Data source NVTrac – Program Year 2011 (7/1/2011-6/30/2012)

-All active WIA clients in ADW funding

## SECTOR SUPPORT TRAINING THROUGH SESP GRANT FUNDS

Grant start to date



Tourism, Gaming, and Entertainment	325
Health and Medical Services	5
Business IT Ecosystems	18
Clean Energy	252
Mining, Materials, and Manufacturing	105
Logistics and Operations	29
Aerospace and Defense	0
Cross-Sector Support	188

**Funds spent on training: \$913,000**

-Data Source RAD – Grant start to date (1/1/2011-Present)  
 -Incumbent worker participants only



<b>10. SECOND PUBLIC COMMENT SESSION</b>
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