

*workforce***CONNECTIONS**

**BOARD
AGENDA**

**May 28, 2013
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

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: Maggie Arias-Petrel, Councilman Bob Beers, Michelle Bize, Commissioner Butch Borasky, Hannah Brown (Chair), William Bruninga, Matt Cecil, Mark Edgel, Willie J. Fields, Jr., Dan Gouker, Sonja Holloway, Commissioner Adam Katschke, Commissioner Ralph Keyes, Councilwoman Peggy Leavitt, Dr. David Lee, Vida Chan Lin, Valerie Murzl (Vice-Chair), Lynda Parven, Bart Patterson, Charles Perry, Mujahid Ramadan, Bill Regenhardt, Dan Rose, Tommy Rowe, Councilwoman Gerri Schroder, Commissioner Lawrence Weekly, Councilwoman Anita Wood

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 2
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..... 5
4. **DISCUSSION AND POSSIBLE ACTION:** Approve the Board Meeting Minutes of April 23, 2013..... 6
5. **INFORMATION:** Board Members who desire to serve as Chair or Vice-Chair for the following Committees should submit their name and the office in which they desire to serve to *Workforce Connections' Executive Director* by 3:00 p.m. on May 29, 2013 15
 - Budget & Finance Committee (Election will be held on June 5, 2013)
 - Adult & Dislocated Worker Program Committee (Election will be held on June 12, 2013)
 - Youth Council (Election will be held on June 12, 2013)

ADULT & DISLOCATED WORKER PROGRAM COMMITTEE UPDATE ~ Valerie Murzl, Chair

6. **INFORMATION:** Adult & Dislocated Worker Committee Meeting Minutes of May 8, 2013 (draft)..... 16

7. **DISCUSSION AND POSSIBLE ACTION:** Accept the Adult & Dislocated Worker Committee's recommendation to re-issue the following incumbent funded partners' contracts for PY2013 in the following amounts totaling: 21

Program Year 2013 Funding Recommendations				
Contractor (in alphabetical order)		Amount for Home Office	Amount for One-Stop	Total Amount
Bridge Counseling Associates		\$600,000	\$400,000	\$1,000,000
Foundation for an Independent Tomorrow		\$600,000	\$800,000	\$1,400,000
GNJ Family Life Center		\$600,000	\$400,000	\$1,000,000
Goodwill of Southern Nevada		\$600,000	\$400,000	\$1,000,000
Latin Chamber of Commerce Community Foundation		\$600,000	\$400,000	\$1,000,000
Nevada Hospital Association		\$600,000	\$400,000	\$1,000,000
Nevada Partners, Inc.		\$600,000	\$1,200,000	\$1,800,000
Southern Nevada Regional Housing Authority		\$600,000	\$400,000	\$1,000,000
Total:		\$4,800,000	\$4,400,000	\$9,200,000

Service providers/funded partners awarded One-Stop Career Center contracts will be required to provide services as outlined in the One-Stop Career Center Consortium Memorandum of Understanding and associated executed contracts.

8. **DISCUSSION AND POSSIBLE ACTION:** Accept Adult & Dislocated Worker Committee's recommendation to execute no-cost extension contracts with Lincoln County School District and Nye Communities Coalition to June 30, 2014 22
9. **INFORMATION:** Employment & Training Report..... 23
10. **INFORMATION:** Sector Snapshot Report 26

YOUTH COUNCIL UPDATE ~ Sonja Holloway, Chair

11. **INFORMATION:** Youth Council Meeting Minutes of May 8, 2013 (draft) 29
12. **DISCUSSION AND POSSIBLE ACTION:** Approve the Youth Council's recommendation to negotiate and amend Youth Advocate Program's PY2012 contract for an additional \$300,000 and extend the contract date from June 30, 2012 to September 30, 2014 36
13. **DISCUSSION AND POSSIBLE ACTION:** Approve the Youth Council's recommendation to negotiate and amend PY2012 Youth contracts for the following additional amounts and extend the contract dates from June 30, 2012 to September 30, 2013:..... 38

a. Summer Component/Year-Round Youth Programs

- i. Nevada Partners Inc. - \$85,525
- ii. Southern Nevada Children First - \$14,433
- iii. Latin Chamber of Commerce Community Foundation - \$36,106

b. Out-of-School Youth Programs

- i. GNJ Family Life Center - \$80,000
- ii. Southern Nevada Children First - \$13,798
- iii. Latin Chamber of Commerce Community Foundation - \$13,150
- iv. HELP of Southern Nevada - \$108,530

c. In-School Youth Programs

- i. Nevada Partners, Inc. - \$108,594
- ii. HELP of Southern Nevada - \$51,403

d. Rural Youth Program

- i. Nye Community Coalition - \$10,531

14. <u>INFORMATION:</u> Graduate Advocate Initiative Summer School Enrollment Report	43
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OPERATIONS UPDATE

15. <u>INFORMATION:</u> Budget and Finance Committee Meeting Minutes of May 1, 2013 (draft)	45
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16. <u>DISCUSSION AND POSSIBLE ACTION: REVIEW, DISCUSS, ACCEPT AND APPROVE</u>	52
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a. PY2013 WIA Formula Budget July 1, 2013 through June 30, 2014 and Budget Narrative	53
b. PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and Budget Narrative with One-Time Construction Summary (No change from prior month)	59
c. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2012 through June 30, 2013 (Formula WIA).....	67
d. PY2011/PY2012 Awards & Expenditures Report – Monthly Update.....	68
e. Adult & Dislocated Worker and Youth Funding Plans	71
f. Audit Findings Report for Program Year 2011 (Year Ended June 30, 2012) and YouthBuild Las Vegas Audit Findings Report (No change from prior month)	72
g. Statewide PY2013 WIA Formula Funds Allocation.....	75
h. Workforce Connections' Standing Professional Services Contracts – Monthly Update	109

EXECUTIVE DIRECTOR UPDATE ~ Ardell Galbreth, Executive Director

17. <u>DISCUSSION AND POSSIBLE ACTION:</u> Executive Director's Report ~ Ardell Galbreth	113
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18. <u>SECOND PUBLIC COMMENT SESSION:</u> 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	123
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19. <u>INFORMATION:</u> Board Member Comments	124
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20. <u>ACTION:</u> Adjournment	
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3. FIRST PUBLIC COMMENT: 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

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| <p>4. DISCUSSION AND POSSIBLE ACTION: Approve the Board Meeting Minutes of April 23, 2013</p> |
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workforceCONNECTIONS

**BOARD MEETING
MINUTES**

**April 23, 2013
10:00 a.m.**

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

Members Present

Bart Patterson
Commissioner Lawrence Weekly
Councilwoman Anita Wood
Dr. David Lee
Maggie Arias-Petrel
Mujahid Ramadan
Valerie Murzl, Vice-Chair
Willie J. Fields

Commissioner Butch Borasky
Commissioner Bob Beers
Charles Perry
Hannah Brown, Chair
Mark Edgel
Michelle Bize
Vida Chan Lin

Commissioner Adam Katschke
Councilwoman Peggy Leavitt
Dan Rose
Lynda Parven
Matt Cecil (phone)
Tommy Rowe
William Bruninga (phone)

Members Absent

Bill Regenhardt
Dan Gouker

Commissioner Ralph Keyes
Sonja Holloway

Councilwoman Gerri Schroder

Staff Present

Ardell Galbreth
Chris Shaw
Carol Turner
Jeannie Kuennen
Byron Goynes
Tawuana Hill

Suzanne Potter
Ricardo Villalobos
LeVerne Kelley
Janice Greer
Debra Collins
Clentine January

Heather DeSart
Jim Kostecki
Jennifer Padilla
Morzean Weatherspoon
Jaime Cruz

Others Present

Renee Cantu, Jr., LCCCF
Derrick Berry, DETR
Joleen Arnold, Easter Seals of Southern Nevada
Thresea Kaufman, NHA
Tracey Torrence, SNRHA
Dr. Tiffany Tyler, Nevada Partners, Inc.
Joey Perez, FIT
Janice M. Rael, Nevada Partners, Inc.
Jennifer Casey, FIT
Sharon Morales, LCCCF
Janet Blumen, FIT
Denise Gee, HELP of Southern Nevada
Monique Harris, SNCF
Anisa Burke, SNCF
LaTrece Coleman-Stone, SNRHA

Daniela Mierez, YouthBuild Las Vegas
Michael Lisowski, Congressman Joe Heck Office
Helicia Thomas, GNJ Family Life Center
Earl McDowell, DETR
Stacey Bostwick, SNRHA
Esther Valenzuela, SNRHA
E. Lavonne Lewis, Las Vegas Urban League
Jake McClelland, FIT
LaTanya Runnells, GNJ Family Life Center
Vincent Miller, Goodwill of Southern Nevada
Nield Montgomery, The Learning Center
Arneller Mullins, Nevada Partners, Inc.
Sharaf Rogers, Nevada Partners, Inc.
John Hill, SNRHA
Esther Valenzuela, SNRHA

(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 10:04 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 inclusion of any emergency items and deletion of any items**

A motion was made to approve the agenda as presented by Charles Perry and seconded by Willie J. Fields. Motion carried.

3. **FIRST PUBLIC COMMENT SESSION**

Yvette Williams, Chair – Clark County Black Caucus: Ms. Williams commented that an event was held for members of the community regarding raising the minimum wage to \$9.00 per hour and what it would mean to individuals who earn minimum wage and/or are underemployed in part-time positions. At the event, people told stories about how difficult it is to survive on minimum wage, many of whom were homeless and the stories brought people to tears. Ms. Williams thanked the Board for the work they do in the community and acknowledged Debra Collins for being an excellent resource.

Debra Collins, Workforce Connections: Ms. Collins thanked the funded partners FIT, Nevada Partners, Southern Nevada Regional Housing Authority and HELP of Southern Nevada who rose to the occasion and provided individuals to share their stories at the event.

Michael Lisowski, Staff Assistant - Congressman Joe Heck District Office: Mr. Lisowski briefed the Board on the Job Fair and Interview Skills Workshop held on April 1, 2013 at the Sunset Hotel and Casino and thanked Workforce Connections for providing the workshops, including a Veterans workshop, an elevator speech, interview techniques, and how to write a resume and cover letter. Over 30 individuals attended each of the sessions, 45 employers who were actively hiring participated, and over 300 people attended. Congressman Heck's staff members are contacting these individuals to follow-up and provide referrals. So far, they have received lots of good feedback from individuals, including those who are waiting to be contacted for a follow-up interview. The next Job Fair will be in September 2013 in partnership with Workforce Connections.

Janet Blumen, Chief Executive Officer/Chairman of the Board – Foundation for an Independent Tomorrow: Ms. Blumen introduced FIT's re-entry staff to the Board: Anthony Gilyard, Joey Perez, Gordon Brown, Charles Mallard, Edwin Leuluai, Jennifer Casey and Jake McClelland. A copy of FIT's April 2013 Ex-Offender Program Report was distributed.

4. **DISCUSSION AND POSSIBLE ACTION: Approve the Board Meeting Minutes of March 26, 2013**

A motion was made to approve the Board Meeting Minutes of March 26, 2013 as presented by Tommy Rowe and seconded by Charles Perry. Motion carried.

5. **INFORMATION: Welcome to the Board**

Chair Brown welcomed Dan Gouker, College of Southern Nevada (reappointment) and Lynda Parven, Department of Employment, Training and Rehabilitation (new appointment) to the Board.

Ms. Parven thanked the Board for the opportunity and said she is glad to be back.

6. **PRESENTATION: Southern Nevada Workforce/Economic Development – William Anderson, Chief Economist – Department of Employment, Training and Rehabilitation**

Mr. Anderson presented the Nevada Labor Market Briefing – March 2013 (see attached).

Following the presentation, Mr. Anderson addressed questions from the Board.

Ardell Galbreth stated that staff would like to have Mr. Anderson provide periodic labor market briefings to the Board. Chair Brown concurred.

Mr. Anderson suggested the next briefing be based on economic development sectors.

7. INFORMATION: Adult & Dislocated Worker Committee Meeting Minutes of March 13, 2013 and April 10, 2013 (draft)

Valerie Murzl presented the Adult & Dislocated Worker Committee Meeting Minutes of March 13, 2013 and April 10, 2013 (draft) provided in the agenda packet on page 28 and 31 respectively.

8. DISCUSSION AND POSSIBLE ACTION: Approve the recommendation of the Adult & Dislocated Workers Committee's to execute a contract extension for an additional amount not to exceed \$700,000 with Foundation for an Independent Tomorrow (FIT). The monies will be used to expand FIT's PY2012 contract to include the logistics training to the Re-entry population of Southern Nevada. Upon approval by the Workforce Connections' Board, the current contract will be extended with a contract period of July 1, 2012 to June 30, 2014

Ms. Murzl provided a brief overview of the backup provided in the agenda packet on page 34 – 39.

FIT was initially awarded \$700,000. To date, they have placed 66 of the 150 expected enrollments and have a long waiting list of clients to serve.

Mr. Galbreth stated that staff will submit a recommendation to the ADW Committee for additional resources for FIT and other funded providers.

A motion was made to approve the recommendation of the Adult & Dislocated Workers Committee's to execute a contract extension for an additional amount not to exceed \$700,000 with Foundation for an Independent Tomorrow (FIT). The monies will be used to expand FIT's PY2012 contract to include the logistics training to the Re-entry population of Southern Nevada. Upon approval by the Workforce Connections' Board, the current contract will be extended with a contract period of July 1, 2012 to June 30, 2014, as presented by Charles Perry and seconded by Mujahid Ramadan. Motion carried.

YOUTH COUNCIL UPDATE ~ Sonja Holloway, Chair

9. INFORMATION: Youth Council Meeting Minutes of March 13, 2013 and April 10, 2013 (draft)

Willie J. Fields, Vice-Chair presented the Youth Council Meeting Minutes of March 13, 2013 and April 10, 2013 (draft) provided in the agenda packet on page 41 and 46 respectively.

10. DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation to award Southern Nevada Regional Housing Authority with a contract in an amount not to exceed \$400,000 to provide employment and training services to public housing youth for the period of May 1, 2013 through September 30, 2014

Ricardo Villalobos provided an overview of the backup provided in the agenda packet on page 52 – 58.

The Southern Nevada Regional Housing Authority (SNRHA) contract will be a 16 month contract with a focus on serving 150 In-School/Out-of-School youth in public housing.

Mujahid Ramadan commented that investing in public housing recipients will reduce crime and help individuals with multiple barriers.

Mr. Fields added, these services will provide a significant social benefit to this population.

Councilman Bob Beers asked what percentage of residents is decentralized vs. centralized by voucher program.

Stacey Bostwick, SNRHA replied that the concentration would be around approximately 5,000 - 6,000 affordable and public housing units. About 10,000 households are in voucher programs, but they are still relatively concentrated. SNRHA will be focusing on both populations with this grant.

John Hill, Executive Director – SNRHA reported that during the first year of this program SNRHA had 50 job positions available and 75 positions the second year that over 800 applicants competing for. As part of the education component, youths were required to maintain a C grade or better or be required to attend mandatory tutoring provided by SNRHA – 47% of the participants required tutoring in at least one subject. This population has a great need for employment and education assistance. This program will provide a positive impact on the employment and education needs for this population.

Mr. Ramadan stated that this is an opportunity to break the generational cycles of two to three generations of public housing recipients.

A motion was made to approve Youth Council's recommendation to award Southern Nevada Regional Housing Authority with a contract in an amount not to exceed \$400,000 to provide employment and training services to public housing youth for the period of May 1, 2013 through September 30, 2014 as presented by Mujahid Ramadan and seconded by Charles Perry. Motion carried.

11. DISCUSSION AND POSSIBLE ACTION: Approve Youth Council's recommendation for No-Cost Extensions for Youth Funded Partners PY2011 and PY2012 contracts to serve In-School/Out-of-School Youth through September 30, 2013

i. Summer Component/Year-Round Youth Programs

- i. Nevada Partners Inc.
- ii. Southern Nevada Children's First
- iii. Latin Chambers of Commerce Community Foundation

ii. Out-of-School Youth Programs

- i. GNJ Family Life Center
- ii. Latin Chambers of Commerce Community Foundation
- iii. Southern Nevada Children's First
- iv. HELP of Southern Nevada

iii. In-School Youth Programs

- i. Nevada Partners Inc.
- ii. HELP of Southern Nevada

iv. Re-Entry Youth Program

- i. Youth Advocates Program

v. Rural Youth Programs

- i. Lincoln County
- ii. NyE Communities Coalition

Mr. Villalobos provided background. A summary of each funded partner's program is provided on page 61 – 77 of the agenda packet.

The purpose of the three month no-cost contract extensions through September 30, 2013 is to:

1. Prevent the disruption of summer school opportunities
2. Support the Summer Business Institute collaborative to provide work experience for 25% of WIA youth
3. Prevent disruption of services provided through the Graduate Advocate Initiative in the schools

While these are no-cost extensions, staff is currently assessing the funded partners' needs for additional resources, and recommendations will be brought back to the Youth Council then the Board.

Commissioner Weekly asked what the funded partners are doing to outreach and recruit youth that need summer school.

Mr. Villalobos replied that back in March-April a collaborative began with the school district to make sure there was an understanding amongst the funded partners with what exactly needs to happen to begin enrolling current youth into summer school. The school district provided a presentation outlining specifically what needs to happen to enroll youth who are credit deficient. The funded partners received the information and have begun enrolling youth and will continue the process moving forward.

Councilman Beers asked Mr. Villalobos to be more specific.

Mr. Villalobos replied that the school district in tandem with the funded partners provided a list of students that are credit deficient and in need of summer school. The school district also provided detailed information on what specifically happens step by step to make sure credit deficient youth are enrolled in summer school. The enrollment process has already begun.

There are two providers (Nevada Partners and HELP of Southern Nevada) that are working with the school district through the Graduate Advocate Initiative (GAI). These providers have staff on campus that are meeting with school counselors regarding the youth on the list that are enrolled in the program to ensure that they are enrolled in summer school.

Commissioner Weekly asked the providers to speak about their outreach efforts.

Dr. Tiffany Tyler, Nevada Partners, Inc. reported that in recognition of last year, NPI took a multiple prong approach over the course of this year to ensure that youth were properly recruited to participate in the program and meet the expectations of summer school enrollment. As a result of this effort, NPI is fully enrolled in both program (202 enrolled in the Summer program and 465 enrolled in the GAI) as well is working collaboratively with the schools to assess the youth in several areas, including summer school enrollment needs, proficiency exam preparation and the placement in employment/education following graduation. Approximately 60 youth from the summer program and 120 youth from GAI will need summer school. Also, last week NPI received reports on youth who failed the proficiency exams and they will be providing support to address this concern over the next several weeks.

Denise Gee, HELP of Southern Nevada reported that their program serves both In-School and Out-of-School youth and provides services at seven high schools through the GAI, which is 90% enrolled with an identified 80 youth who will need summer school. HELP's Out-of-School Youth program is fully enrolled. HELP's goal is to help summer school youth graduate in August. HELP will continue to reach out and assess the youth to see where they're at.

Chair Brown stated that last year the enrollment process didn't start in time and not enough students were enrolled and progress was almost nil.

Mr. Ramadan asked Dr. Tyler what NPI is doing with Spring Mountain Youth after they are released back into the community.

Dr. Tyler replied that NPI essentially provides a re-entry type program with a focus on employment and education. Some of the activities include work readiness, occupational skills training, and summer school as well as assistance with developing an employment and/or education plan. NPI staff work closely with the probation officers to ensure the youth are in school and have a post-secondary education and/or employment plan upon graduation.

Valerie Murzl requested the funded partners to provide a chart that shows all their program enrollments in numerical form, not percentages on one sheet.

Mr. Fields concurred and requested the charts be submitted at the Youth Council meeting in May.

Bart Patterson requested staff to create and use a template for funding recommendations that includes all pertinent information including the number of participants to be served.

Councilwoman Leavitt commended the funded partners and Board staff for taking the initiative and moving forward with the summer school process ahead of schedule.

A motion was made to approve Youth Council's recommendation for No-Cost Extensions for Youth Funded Partners PY2011 and PY2012 contracts to serve In-School/Out-of-School Youth through September 30, 2013 as presented by Valerie Murzl and seconded by Councilwoman Anita Wood. Motion carried.

OPERATIONS UPDATE**12. INFORMATION: Budget and Finance Committee Meeting Minutes of February 6, 2013 and April 3, 2013 (draft)**

Jim Kostecki presented the Budget and Finance Committee Meeting Minutes of February 6, 2013 and April 3, 2013 (draft) provided in the agenda packet on page 80 and 86 respectively.

13. DISCUSSION AND POSSIBLE ACTION: REVIEW, DISCUSS AND ACCEPT

- a. PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and Budget Narrative with One-Time Construction Summary

Mr. Kostecki presented the PY2012 WIA Formula Budget and Narrative with One-Stop Construction Summary provided on page 93 – 100 of the agenda packet.

- b. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2012 through June 30, 2013 (Formula WIA)

Mr. Kostecki presented the Budget vs. Actual Finance Report provided on page 101 of the agenda packet and noted that line item 7090 Non-Board Meetings & Outreach is at a little high at 73.9% due in part to the \$5,000 spent on the Youth Summit Meeting at Latin Chamber of Commerce Community Foundation; however, this account should be okay again in about three to four months.

- c. PY2011/PY2012 Awards & Expenditures Report – Monthly Update

Mr. Kostecki presented the Awards & Expenditures for ADW/Youth/Direct grants.

The ADW invoices are through February. Staff does not anticipate there will be any unspent funds. The ADW report is provided on page 102 of the agenda packet.

The Youth invoices are through February. Expenditures are lower than expected; however, the no-cost contract extensions will help the funded partners and give them more time to spend. The Youth report is provided on page 103 of the agenda packet.

The Direct Grant invoices are through March. The report is provided on page 104 of the agenda packet.

- d. Adult & Dislocated Worker and Youth Funding Plans

Carol Turner presented the Adult & Dislocation Worker and Youth Funding Plans provided on page 105 - 106 of the agenda packet.

Staff is focused on working on projections for next year. Due to the sequestration, there will be very little money in the 1st quarter as our PY2013 funding allocation will not be paid until October 1st. Any remaining funds from the ADW program will be recaptured on June 30th. Staff is working on the projections for operations and funded partners to ensure there are enough funds through September 30th.

Staff is working on several RFPs for October including Veterans (ADW) and new Youth contracts.

- e. Audit Findings Report for Program Year 2011 (Year Ended June 30, 2012) and YouthBuild Las Vegas Audit Findings Report

Mr. Kostecki presented the Audit Findings report provided on page 107 – 110 of the agenda packet.

The report has been updated to include the current audit results. The four current findings are detailed on page 107. Three of the four findings are recurring and staff anticipates all will be corrected except for finding 12-1, which has to do with the timing of payments versus drawdowns of funds. Mr. Kostecki explained the process and stated that the finding will not go away unless the agency gets general fund money; however, staff has made drastic improvements. For instance, in the first half of the year there were occurrences of 60 - 90 days but in the last half of the year the occurrences were down to 1-8 days.

Mr. Kostecki presented the YouthBuild 2011 Grant findings provided on page 109 – 110 of the agenda packet and noted that the Department of Labor approved all the findings pending subsequent review.

f. Workforce Connections' Standing Professional Services Contracts – Monthly Update

Mr. Kostecki presented the Standing Professional Services Contracts report provided on page 111 – 114 of the agenda packet.

A motion was made to accept the Operations Report (agenda items 12a. through 12f.) as presented by Willie J. Fields and seconded by Commissioner Butch Borasky. Motion carried.

*EXECUTIVE DIRECTOR'S UPDATE ~ Ardell Galbreth***14. DISCUSSION AND POSSIBLE ACTION: Executive Director's Report ~ Ardell Galbreth**

Mr. Galbreth presented the Executive Director's Report provided on page 116 of the agenda and reported on the following items (not included in the report):

STEM: WIA Youth will be introduced to the STEM (Science, Technology, Engineering, and Math) Initiative – an opportunity they do not currently have at the schools they attend. Also, the agency is partnering with the school district to make available some of its STEM equipment, such as the Green Mobile Classroom. Mr. Galbreth thanked Hannah Brown for arranging a meeting next week with the school superintendent to further discuss how we can expand these types of program.

Average Wage Earnings for PY2012: Adult (\$14.08/hour), Dislocated Worker (\$14.01/hour) and Youth (\$8.95/hour). In 2009 the livable wage was \$15.81/hour. Since then the consumer pricing index has increased by more than 2%. We (southern workforce investment area) are doing okay but still need improvement. Our goal is to ensure clients we train receive a livable wage and to connect good employees with businesses that want good workers.

One-Stop Center: LeVerne Kelley was recently hired as the One-Stop Center Manager. The work on the One-Stop Center will be completed by the end of May and the move will take place over Memorial Day Weekend with a grand opening soon after. Workforce Connections' staff offices will move in September. Exterior pictures of the One-Stop Center are provided on page 117 – 122 of the agenda packet.

A brief discussion ensued about funded partners not having enough flexibility with their funds as compared to other workforce investment areas. Commissioner Weekly stated that the funded partners need more flexibility especially with serving ex-offenders, who have multiple barriers and financial hardships that can lead to recidivism.

Mr. Galbreth reported that there will be an RFP Workshop on June 11th for Workforce Connections' staff on June 12th for funded partners and other potential partners. There also is upcoming monitoring training. Mr. Galbreth stated that we need to be more creative while operating within the WIA guidelines. In July or August a facilitator will be on hand to provide training and guidance on this.

Mr. Galbreth thanked Michelle Bize for providing Workforce Connections the opportunity to publish a monthly article in the Review Journal. This is a great opportunity for Workforce Connections to get the word out about new initiatives and projects and inform people about the employment and training opportunities we provide.

15. INFORMATION: Sequestration Letter from the U.S. Department of Labor

Mr. Galbreth presented the Sequestration Letter and reported that the State's funding allocation will not be decreased; however, the State will not receive the full allocation until October 1, 2013. The Sequestration letter is provided on page 124 of the agenda packet.

16. SECOND PUBLIC COMMENT SESSION

Helicia Thomas, Chief Operations Officer - GNJ Family Life Center: Ms. Thomas said she's excited with the innovation that the Board is taking and thankful for the technical assistance that Board staff has been providing GNJ.

Ms. Thomas reported that GNJ is exceeding all performance measures in both the Adult & Dislocated Worker and Youth programs. GNJ placed 135 adults into employment, with an average wage of \$16.00/hour, and 75 into employment and/or education.

Ms. Thomas presented GNJ's new recruitment poster. The poster has a QR (Quick Response) Code that smart phone users can scan for direct access to GNJ's registration form. The posters have been placed around the community at GED testing centers, fast food restaurants, various community events and other places youth are. Ms. Thomas said she would love to have a mini size version of the poster printed in the Review Journal.

Yvonne Lewis, Interim President/Chief Executive Officer – Las Vegas Urban: Ms. Lewis reported that during the month of April a total of 817 individuals visited the computer center located at 1024 W. Owens. Six of the individuals found employment and many are attending the various training classes that are offered daily from 8:00 until 12:00 p.m., including Introduction to the Internet, Microsoft Word and Excel, Basic Keyboarding, Resume Writing, E-Mail Basics and Online Job Search.

Ms. Lewis reported that the National Urban League recently received a grant from the Department of Labor to serve re-entry youth. The grant requires that 60% of the youth must be adjudicated through the youth/criminal justice system. The goal is to help youth earn their GED/High School Diploma and enter into employment and/or post-secondary education. The Urban League is accepting referrals for this program.

Suzanne Burke, Programs Manager – Southern Nevada Children First: Ms. Burke thanked the Board for approving the no-cost contract extension today and also Ricardo Villalobos, Clentine January and Ardell Galbreth for supporting her in her new position as Programs Manager.

Ms. Burke reported that over 60 youth are working and/or are ready to enroll in summer school. SNCF has developed a new relationship with Las Vegas PBS allowing them to bring more education services in-house, including high school diploma/GED preparation and short/long term training in various subjects from Microsoft Word to Gardening and various certificate programs, such as Pharmacy Technician and Medical Billing as well as provide opportunities for apprenticeships through PBS.

Renee Cantu, Executive Director – Latin Chamber of Commerce Community Foundation: Mr. Cantu distributed a program report and provided the following highlights:

- 173 Nevadans have been put back to work
- 307 participants enrolled in the ADW program (100% of their enrollment goal)
- 184 Nevadans trained in high demand sector jobs since July
- 155 participants enrolled in the Out-of-School Youth program
- 101 participants enrolled in the Summer Youth program
- 91 of Summer Youth received high school credit in 2012
- 155 youth enrolled in the GIFT program/partnership with Southern Nevada Regional Housing Authority (Green Youth Consortium)

Mr. Cantu noted that approximately 35 In-School Youth will be attending summer school this year.

Regarding earlier comments about serving clients more creatively, Mr. Galbreth noted that WIA funds cannot be used to pay union dues, but can be used for an individual's training and/or employment support, which in essence allows the individual to use personal or unrestricted funds to pay his/her union dues. Funded partners are encouraged to provide supportive services according to WIA guidelines based on clients' needs identified through assessment.

17. INFORMATION: Board Member Comments

None

18. ACTION: Adjournment

A motion was made to adjourn the meeting at 12:10 p.m. by Willie J. Fields and seconded by Mark Edgel. Motion carried.

5. INFORMATION: Board Members who desire to serve as Chair or Vice-Chair for the following Committees should submit their name and the office in which they desire to serve to Workforce Connections' Executive Director by 3:00 p.m. on May 29, 2013

- Budget & Finance Committee (Election will be held on June 5, 2013)
- Adult & Dislocated Worker Program Committee (Election will be held on June 12, 2013)
- Youth Council (Election will be held on June 12, 2013)

- | |
|--|
| <p>6. INFORMATION: Adult & Dislocated Worker Committee Meeting Minutes of May 8, 2013 (draft)</p> |
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ADULT & DISLOCATED WORKER COMMITTEE MINUTES

May 8, 2013

9:30 AM

workforce **CONNECTIONS**

Conference Room

7251 W. Lake Mead Blvd., Suite 200

Las Vegas, NV 89128

Members Present

Valerie Murzl
Chelle Bize'(via telephone)
Maggie Arias-Petrel (via telephone)
Bill Regenhardt (via telephone)
Dan Rose
David Lee
Matt Cecil
Lynda Parven

Members Absent

Hannah Brown
Mark Edgel
Charles Perry
Mujahid Ramadan

Staff Present

Debra Collins
Jaime Cruz
Heather DeSart
Cynthia Edwards
Norma Fernandez
Kelly Ford
Ardell Galbreth
Janice Greer
LeVerne Kelley
Jeannie Kuennen
Jim Kostecki
Brett Miller
Emilio Pias

Carol Turner

Others Present

Norma Zamora – BCA
Maria Flores -BCA
Janet Blumen –FIT
Jake McClelland –FIT
Penny Hagen – FIT
Donna Bensing – New Horizons CLC
Maureen Cudal-Griffin – New Horizons CLC
Helicia Thomas –GNJ Family Life Center
Dr. Tiffany Tyler –Nevada Partners
Janice Rael, - Nevada Partners
Joleen Arnold – Easter Seals Nevada
Thresea Kaufman – NHA HC
Tracey Torrence –SNRHA
Lee Quick -SNRHA
Rene Cantu, Jr. –Latin Chamber
Debra Tarantino – Latin Chamber
Sharon Morales – Latin Chamber
Stacey Smith - NYECC
Nield Montgomery – The Learning Center
Linda Montgomery – The Learning Center
Elizabeth McDaniels – Goodwill
Sherry Ramsey – Goodwill
Vincent Miller – Goodwill

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

Agenda Item 1 - Call to Order, confirmation of posting, roll call

Chair, Valerie Murzl, called the meeting to order at 9:40 a.m. Staff confirmed the meeting had been properly noted and posted in accordance with the Nevada Open Meeting Law. A roll call was taken and a quorum was present.

Agenda Item 2 –ACTION: Approval of agenda with inclusions of any emergency items and deletion of any items.

Agenda item #7 is being deleted from the agenda. Executive Director, Ardell Galbreth informed the committee that staff needed more time to vet this item and that it would be brought back at another time. *A motion to approve the agenda with the deletion of agenda item # 7, was made by Bill Regenhardt and seconded by David Lee. The motion carried.*

Agenda Item 3 - First Public Comment Session: None.**Agenda Item 4 – INFORMATION:** Welcome new ADW Committee members, Lynda Parven and Mujahid Ramadan.

Chair, Valerie Murzl, welcomed new member, Lynda Parven to the Adult and Dislocated Workers Committee and inquired if she'd like to say a few words about why she chose to serve on this committee. Ms. Parven stated she was happy to be back on the Board and that she chose the ADW committee because she has always thought that it was run smoothly and was a tight ship. Ms. Murzl also welcomed Mujahid Ramadan in absentia.

Agenda Item 5- INFORMATION: Board Members who desire to serve as Chair or Vice-Chair for the following Committees should submit their name and the office in which they desire to serve to Ardell Galbreth by 3:00 p.m. on May 29, 2013.

Budget & Finance Committee (Election will be held on June 5, 2013)

Adult & Dislocated Worker Program Committee (Election will be held on June 12, 2013)

Youth Council (Election will be held on June 12, 2013). No discussion was held on this item.

Agenda Item 6- DISCUSSION AND POSSIBLE ACTION: Approve the meeting minutes of April 10, 2013.

A motion to approve the meeting minutes of April 10, 2013 was made by Dan Rose and seconded by Maggie Arias-Petrel. The motion carried.

Agenda Item 7- DELETED**Agenda Item 8- DISCUSSION AND POSSIBLE ACTION:** Accept staff's recommendation to re-issue the following incumbent funded partners' contracts for PY 2013 in the following amounts totaling:

Program Year 2013 Funding Recommendations					
Contractor (in alphabetical order)			Amount for home office	Amount for One Stop	Total Amount
Bridge Counseling Associates			\$600,000.00	\$400,000.00	\$1,000,000.00
Foundation for an Independent Tomorrow			\$600,000.00	\$800,000.00	\$1,400,000.00
GNJ Family Life Center			\$600,000.00	\$400,000.00	\$1,000,000.00
Goodwill of Southern Nevada			\$600,000.00	\$400,000.00	\$1,000,000.00
Latin Chamber of Commerce Community Foundation			\$600,000.00	\$400,000.00	\$1,000,000.00
Nevada Hospital Association			\$600,000.00	\$400,000.00	\$1,000,000.00
Nevada Partners, Inc.			\$600,000.00	\$1,200,000.00	\$1,800,000.00
Southern Nevada Regional Housing Authority			\$600,000.00	\$400,000.00	\$1,000,000.00
Total			\$4,800,000.00	\$4,400,000.00	\$9,200,000.00

Deputy Director, Heather DeSart, informed the committee that rather than engage in an RFP process this year, all of the contracts of the current funded partners would be closed on June 30th, remaining funds recaptured and new contracts issued on July 1, 2013. Ardell Galbreth, Heather DeSart, Fiscal and Program staff worked together to arrive at the most equitable split of funding for partners who would be co-located in the One-Stop as well as those who would be housed in brick and mortar offices.

Ms. DeSart noted that all of the brick and mortar offices received the same amount of funding, and the co-located partners received \$400,000 for each F.T.E. (full time employee) housed in the one stop. Ms. DeSart further stated there was additional funding remaining and that there would possibly be one more partner co-located in the one stop.

Following a brief discussion a motion was made to *accept staff's recommendation to re-issue the incumbent funded partners' contracts for PY 2013 in the recommended amounts totaling \$9,200,000.00, by David Lee and seconded by Chelle Bize. The motion carried.*

Agenda Item 9 - DISCUSSION AND POSSIBLE ACTION: Accept staff's recommendation to execute no-cost extension contracts with Lincoln County School District and Nye Communities Coalition to June 30, 2014.

Heather DeSart informed the committee that the Rurals had a much more difficult time spending their money due to the lack of employment or educational opportunities available. Rather than give them more money the decision was made to do a no-cost extension and continue to work with them to help them broaden their service delivery out in the Rural areas. There is additional funding set aside for the Rurals in the future and there have been discussions about doing a Rural RFP.

Dr. Lee inquired if the Rural agencies would be participating in the one-stop. Heather DeSart replied that rural partners would participate in the one-stop system but would not to her knowledge, have co-located representatives in the one-stop center due to the impracticality of requiring those partner to commute to the center. Ardell Galbreth noted that more information about how the one-stop system works would be brought to the committee in the future. Mr. Galbreth further stated that with the availability and capability of technology, individuals residing in the rural areas will have the same opportunities to access services as individuals coming to the brick and mortar location.

A motion to accept staff's recommendation to execute no-cost extension contracts with Lincoln County School District and Nye Communities Coalition to June 30, 2014, was made by Maggie Arias-Petrel and seconded by Lynda Parven. The motion carried.

Agenda Item 10- INFORMATION: Adult and Dislocated Worker Fiscal Report

Jim Kostecki reviewed the fiscal report with the committee and stated the report represented invoices that were received up through March 2013 from all of the funded partners. The partners should be approximately 75% spent as there are three months remaining in the program year. Mr. Kostecki stated that the committee just approved the no cost extensions for the Rurals and noted that two new line items, for FIT Re-entry and Easter Seals have been added. Mr. Kostecki reiterated that all of the partners contracts, with the exception of the Rurals, Easter Seals, and FIT Re-entry would be closed on June 30, 2013 and new contracts reissued July 1, 2013.

Agenda Item 11 - INFORMATION: Employment and Training Report

Heather DeSart went over the report with the committee and stated that these reports were a vast improvement over reports previously submitted. Ms. DeSart introduced new staff member, Brett Miller, who will responsible for configuring future reports. For future reports, some of the committee members had specific requests. Chelle Bize asked to see job titles related to each industry in a future report, Matt

Cecil asked to see a wage range as well as a median wage, and Dan Rose asked to see the number of participants that is related to the information in the pie charts as well as which partners are training in which sectors.

Agenda Item 12 - INFORMATION: Sector Snapshot Report

Heather DeSart stated that this report was in response to a request from a Board member who asked to be informed about the various sector councils. Ms. DeSart further stated that a staff member has been assigned to each sector council in an ex officio capacity in order to bring back the information from the meetings. Matt Cecil inquired if there was any way to know which sectors were impacting the Rurals. Chief of Sector Initiatives, Jaime Cruz, replied that no, at this time that information was not being gathered by the sector councils. Ardell Galbreth informed Mr. Cecil that these were industry sectors that have been identified in the state plan by the Governor's Board and what Mr. Cecil was referring to were regional sectors which would require us to gather the information to bring back to the committee.

Agenda Item 13 - SECOND PUBLIC COMMENT SESSION: Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and state address for the record. Each comment will be limited to three (3) minutes.

Janice Rael, Director of Workforce Development, Nevada Partners Inc. Ms. Rael addressed the committee and gave an update on Nevada Partners progress thus far. Nevada Partners has placed 229 individuals into employment with an average wage of \$15.48 and a Return on Investment of \$7,373,433.60. Ms. Rael further stated that Nevada Partners was contracted to serve 275 participants and they have served 371.

Rene Cantu, Latin Chamber of Commerce Community Foundation. Dr. Cantu addressed the committee and stated that Latin Chamber has enrolled 324 participants in the ADW program which exceeded the goal of 300 participants. Dr. Cantu stated that 197 participants have been placed into employment.

Committee Member, Dan Rose Local 88 Sheet Metal, informed the committee that the Local 88 apprenticeship program accepts applications the first Tuesday of the month and they are getting close to making the selection for the classes that are beginning in August. Mr. Rose stated that apprentice wages begin at \$19+ per hour plus benefit, and that the applicants they look for are the same as colleges. Mr. Rose gave the website, www.88training.com, which has all of the information needed about the application process. Heather DeSart added that entering an apprenticeship program is just like placement into employment and a positive performance measure.

Agenda Item 14 – Adjournment. *The meeting adjourned at 11:06am*

7. DISCUSSION AND POSSIBLE ACTION: Accept the Adult & Dislocated Worker Committee's recommendation to re-issue the following incumbent funded partners' contracts for PY2013 in the following amounts totaling:

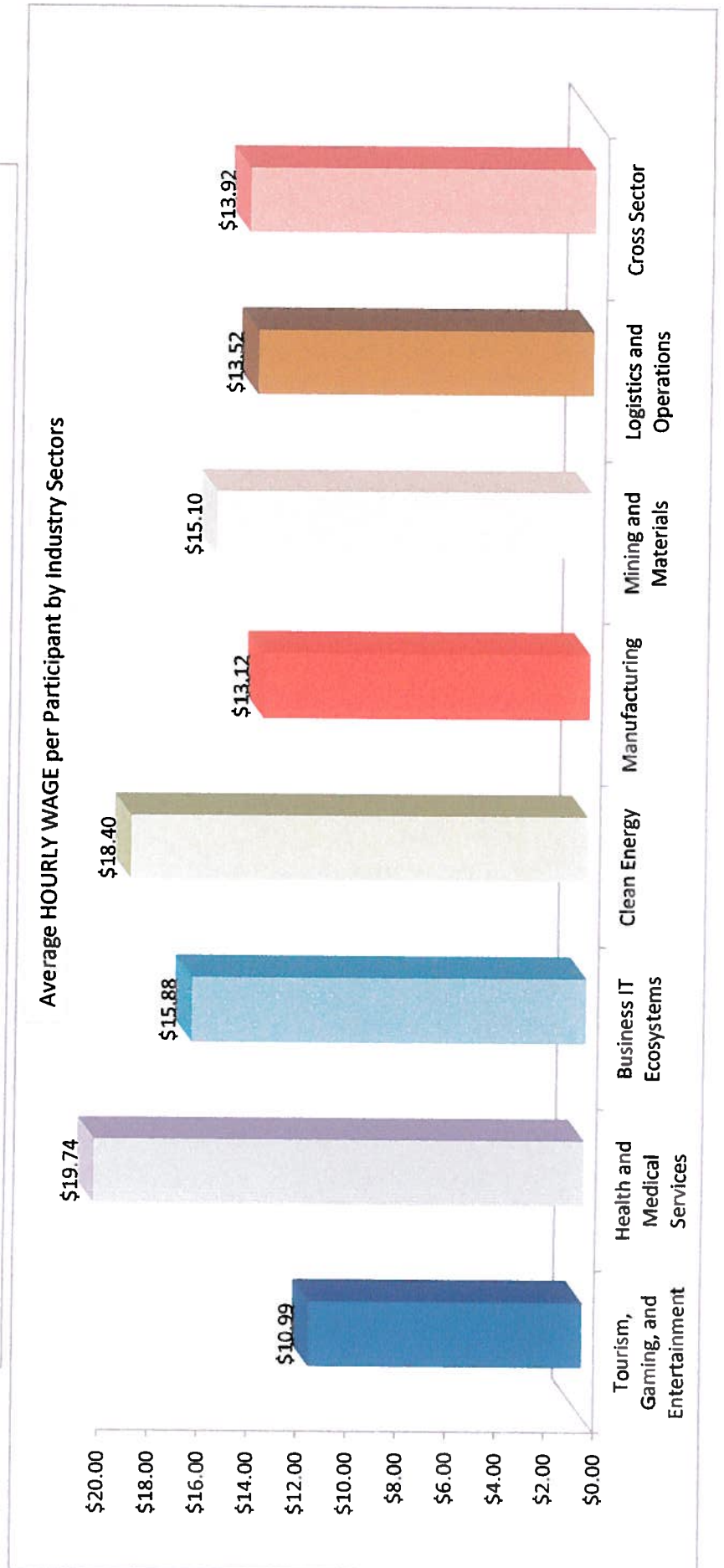
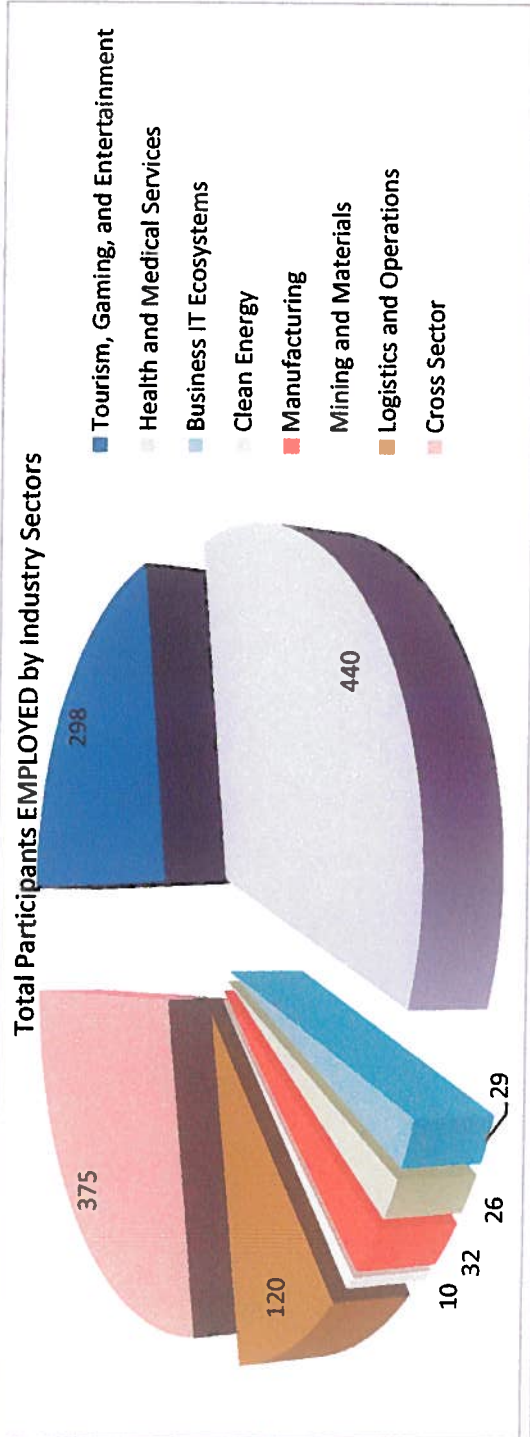
Program Year 2013 Funding Recommendations				
Contractor (in alphabetical order)		Amount for Home Office	Amount for One-Stop	Total Amount
Bridge Counseling Associates		\$600,000	\$400,000	\$1,000,000
Foundation for an Independent Tomorrow		\$600,000	\$800,000	\$1,400,000
GNJ Family Life Center		\$600,000	\$400,000	\$1,000,000
Goodwill of Southern Nevada		\$600,000	\$400,000	\$1,000,000
Latin Chamber of Commerce Community Foundation		\$600,000	\$400,000	\$1,000,000
Nevada Hospital Association		\$600,000	\$400,000	\$1,000,000
Nevada Partners, Inc.		\$600,000	\$1,200,000	\$1,800,000
Southern Nevada Regional Housing Authority		\$600,000	\$400,000	\$1,000,000
Total:		\$4,800,000	\$4,400,000	\$9,200,000

Service providers/funded partners awarded One-Stop Career Center contracts will be required to provide services as outlined in the One-Stop Career Center Consortium Memorandum of Understanding and associated executed contracts.

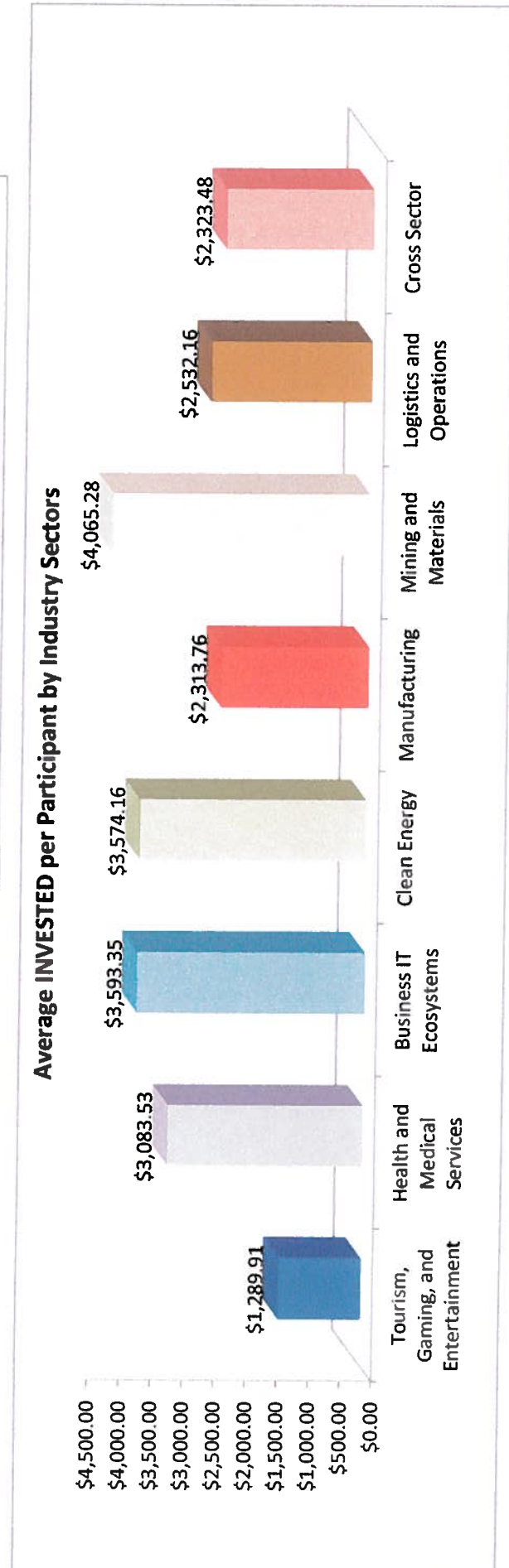
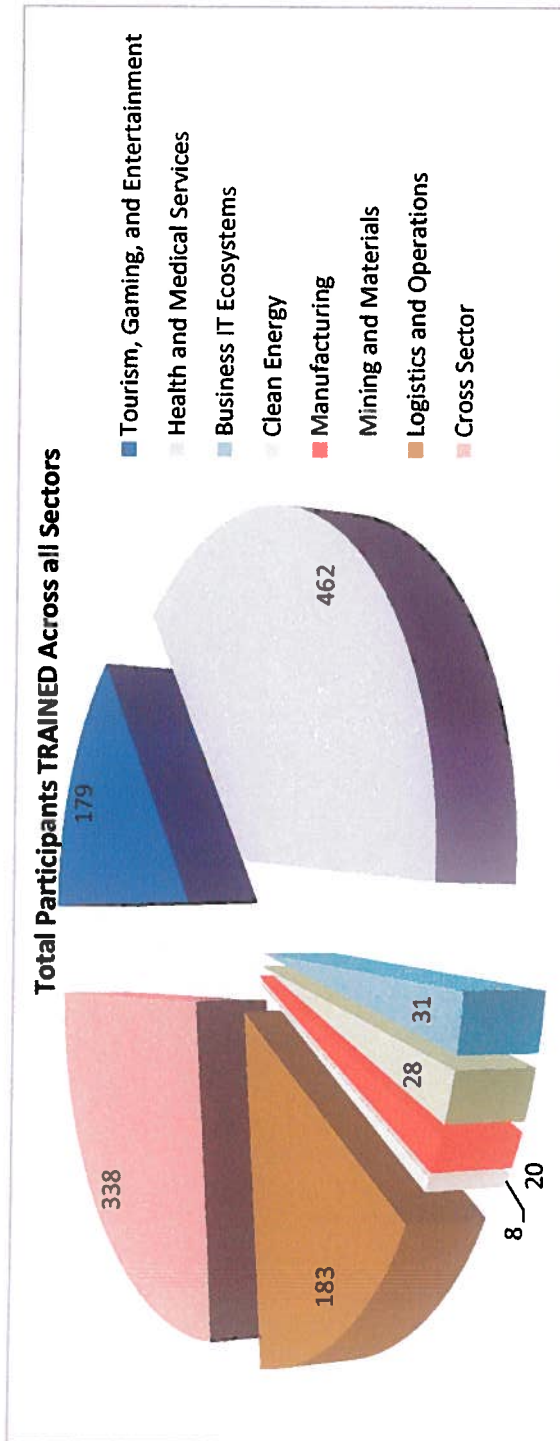
8. DISCUSSION AND POSSIBLE ACTION: Accept Adult & Dislocated Worker Committee's recommendation to execute no-cost extension contracts with Lincoln County School District and Nye Communities Coalition to June 30, 2014

9. INFORMATION: Employment & Training Report

Adult and Dislocated Workers EMPLOYED by Industry Sectors July 1, 2012 - March 31, 2013



Adult and Dislocated Workers TRAINED by Industry Sectors July 1, 2012 - March 31, 2013



10. INFORMATION: Sector Snapshot Report
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workforce CONNECTIONS

PEOPLE. PARTNERSHIPS. POSSIBILITIES.

SECTOR COUNCILS SNAPSHOT

INFORMATION TECHNOLOGY, Tuesday April 16, 2013

- School educators in the process of revising state IT programs.
- Discussion around bringing an IBM Center of Excellence to Nevada.
- Need to develop sector-wide curriculum using lessons from water project.

MANUFACTURING, Monday April 1, 2013

- Consideration of certifications from the Manufacturing Skills Standards Council (MSSC). Certified Production Technician and Certified Logistics Technician certifications to be brought to the GWIB .
- Mike Spangler, from CSN, said they have put together a Local Advisory Panel for manufacturing to help drive new training courses.
- Discussed the need for a strategic plan. Put a committee together to work on that.
- New bill, SB305, introduces career pathways in k-12 setting. Some include welding, plumbing, CNC, electrician, etc.

TOURISM, GAMING & ENTERTAINMENT, Tuesday April 30, 2013

- New member introductions. Review of by-laws.
- Discussion of development of sub-committees and the Strategic Plan.
- Recruitment for missing industry representatives.

AEROSPACE & DEFENSE, Friday March 22, 2013

- Discussion around aircraft mechanics among others as occupations of interest.
- Will Lockheart presentation.
- DETR presentation on Silver State Works, Labor Exchange and Veterans programs.
- Discussion to facilitate evaluation of Embry-Riddle Aeronautical University for the ETPL.

GREEN ECONOMY, Friday April 5, 2013

- Review of the council membership.
- Discussion of the Strategic Plan development.
- Members volunteered for "luring business" to Nevada analysis and training needs.

LOGISTICS & OPERATIONS, Friday April 19, 2013

- Still recruiting council members. Need to nominate Chair.
- Reviewed Strategic Plan Template. Forming sub-committees.

HEALTHCARE & MEDICAL SERVICES, Thursday March 7, 2013

- Final legislative policies submitted to DETR. Developing workforce supply/demand analysis.
- Potential sector growth survey completed with GOED staff. Completed inventory of educational programs for the sector: K-12, post-secondary, etc.
- Developed RFP criteria for funding opportunities. Approved 2013 Strategic Plan.
- Discussed potential Nursing Workforce Center.

MINING & MATERIALS, Thursday April 18, 2013

- New member introductions. Dream It Do It presentation.
- Economic report on the sector by DETR. Great Basin College presentation for soft skills.

AGRICULTURE, (First meeting to be scheduled.)

11. INFORMATION: Youth Council Meeting Minutes of May 8, 2013 (draft)
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workforceCONNECTIONS

MINUTES

Youth Council Meeting

May 8, 2013

11:00 a.m.

workforceCONNECTIONS

7251 W. Lake Mead Blvd., Suite 200

Conference Room

Las Vegas, NV 89128

Members Present

Sonja Holloway, Chair
Stavan Corbett

Dan Rose
Mujahid Ramadan

Willie J. Fields

Lt. Jack Owen

Members Absent

Vida Chan Lin

Tommy Rowe

Staff Present

Ardell Galbreth
Clentine January
Brett Miller

Suzanne Potter
Ricardo Villalobos

Heather DeSart
Wilson Ramos

Jim Kostecki
Carol Turner

Others Present

Sharon Morales, LCCCF
Vincent Miller, Goodwill of Southern Nevada
Suzanne Burke, Southern Nevada Children First
Tracey Torrence, SNRHA
Maureen Cudal-Griffin, New Horizons CLC
Michelle Hinojosa, Goodwill of Southern Nevada
Monique Harris, Southern Nevada Children First
Kelli Mosley, Olive Crest
Arneller Mullins, Nevada Partners, Inc.
Ron Hilke, DETR
Trnee Stephenson, Southern Nevada Children First
Debbie Tarantino, LCCCF

Dr. Tiffany Tyler, Nevada Partners, Inc.
Dr. Rene Cantu, LCCCF
Daniela Mierez, YouthBuild Las Vegas
Donna Bensing, New Horizons CLC
Stacey Smith, NYECC
Michael Simmons, GNJ Family Life Center
Helicia Thomas, GNJ Family Life Center
Roger Matthis, Olive Crest
Jeramey Pickett, Nevada Partners, Inc.
Magann Jordan, Youth Advocate Program
Pamela R. Poston, HELP of Southern Nevada
Esther Valenzuela, SNRHA

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

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

The meeting was called to order at 11:07 a.m. by Chair Sonja Holloway. Staff confirmed the agenda had been properly noticed and 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 inclusion of any emergency items and deletion of any items**

A motion was made to approve the agenda as presented by Willie J. Fields and seconded by Dan Rose. Motion carried.

3. **FIRST PUBLIC COMMENT SESSION**

Pamela R. Poston, HELP of Southern Nevada: Ms. Poston reported that HELP has enrolled 150 Out-of-School youth and 457 In-School youth.

4. **DISCUSSION AND POSSIBLE ACTION: Approve the Youth Council Meeting Minutes of April 10, 2013**

A motion was made to approve the Youth Council Meeting Minutes of April 10, 2013 as presented by Dan Rose and seconded by Willie J. Fields. Motion carried.

5. **INFORMATION: Welcome new Youth Council members Tommy Rowe, Rural Nevada, and Mujahid Ramadan, NAACP**

Mr. Ramadan greeted the Youth Council and said he is excited to be a member.

6. **INFORMATION: Board Members who desire to serve as Chair or Vice-Chair for the following Committees should submit their name and the office in which they desire to serve to Ardell Galbreth by 3:00 p.m. on May 29, 2013:**

- Budget & Finance Committee (Election will be held on June 5, 2013)
- Adult & Dislocated Worker Program Committee (Election will be held on June 12, 2013)
- Youth Council (Election will be held on June 12, 2013)

Chair Holloway announced the upcoming elections and Heather DeSart noted that last year the Board Bylaws were revised to hold the elections for Committee officer positions every two years during the month of June.

7. **DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to negotiate and amend Youth Advocate Program's PY2012 contract for an additional \$300,000 and extend the contract date from June 30, 2012 to September 30, 2014**

Ricardo Villalobos provided a brief summary of Youth Advocate Program's scope of work as provided on page 15 of the agenda packet. YAP will serve an additional 80 re-entry youth with the additional funds for a total number of 189 youth to be served.

Magann Jordan, Youth Advocate Programs stated that the new youth will be identified pending approval of the additional funding; however, YAP has viable referral sources, including Youth Probation and Parole, Caliente Youth Center, Spring Mountain Youth Camp and Case Grande to identify youth that need services.

Ms. Jordan spoke briefly about YAP's relationship with Caliente and Spring Mountain Youth Camp. YAP also provides support to the families and individuals at SMYC prior to their release.

YAP has assisted approximately 40% of its current youth to earn a GED and has identified 20 \$1,000 scholarships in technical trades for 20 youth.

Dan Rose stated that he has provided presentations to SMYC and Caliente in the past and offered to provide a presentation on union apprenticeships to YAP. Ms. Jordan replied that YAP would like to invite Mr. Rose to one of their upcoming job fairs.

Stavan Corbett stated that he is pleased with this contract recommendation and in speaking with representatives from SMYC and Caliente, they are pleased as well. Mr. Corbett said that he has received positive feedback from some of YAP's youth clients and gave kudos to Ms. Jordan and the YAP team for doing an excellent job the youth.

Ardell Galbreth commented that the \$4,000 cost per amount is a tremendous bargain considering the difficulty in serving this hard-to-serve population.

Ms. Jordan stated that YAP is currently going through a study from the University of Texas San Antonio to become evidence based which will allow YAP to be a part of national studies regarding the outcome of mentoring vs. not mentoring high risk youth with multiple barriers. YAP will be co-accredited and evidenced based showing that mentoring works to help youth become self-sufficient. Ms. Jordan stated that more grant opportunities will be available to YAP as a result.

A motion was made to approve staff's recommendation to negotiate and amend Youth Advocate Program's PY2012 contract for an additional \$300,000 and extend the contract date from June 30, 2012 to September 30, 2014 by Stavan Corbett and seconded by Mujahid Ramadan. Motion carried.

8. **DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to negotiate and amend PY2012 contracts for following additional amounts and extend the contract dates from June 30, 2012 to September 30, 2013**

- a. Summer Component/Year-Round Youth Programs
 - i. Nevada Partners, Inc. additional funding recommendation - \$85,525
 - ii. Southern Nevada Children First - \$14,433
 - iii. Latin Chamber of Commerce Community Foundation - ~~\$19,686~~ \$36,016
- b. Out-of-School Youth Programs
 - i. GNJ Family Life Center - \$80,000
 - ii. Southern Nevada Children First - \$13,798
 - iii. Latin Chamber of Commerce Community Foundation - \$13,150
 - iv. HELP of Southern Nevada - \$108,530
- c. In-School Youth Programs
 - i. Nevada Partners, Inc. - \$108,594
 - ii. HELP of Southern Nevada - \$51,403
- d. Rural Youth Program
 - i. Nye Community Coalition - \$10,531

Mr. Villalobos corrected the amount listed under item 8.b.ii which should be \$13,798 instead of \$19,686 and provided a brief overview of the additional funding requests for the Summer Component/Year-Round, Out-of-School, In-School and Rural Youth Programs. Last month, the PY2012 Youth contracts were extended through September 30, 2013. The recommendation for additional funding is for staffing the programs, to ensure the supportive services are available and to cover any additional costs to ensure that operations continue to function effectively so the youth can be served efficiently.

The funding recommendations were calculated based on the following criteria:

1. Monthly average of funded partner's 3rd quarter (January through March) expenditures
2. Amount remaining on funded partner contracts based on most recent invoices (March)
3. Monthly average from April through September as estimated costs

Chair Holloway expressed concerns about the low contract expenditures and questioned the need for additional funding at this time.

Mr. Villalobos replied that there will be a significant increase in expenditures over the summer.

Jim Kostecki explained the procedure the fiscal department used to determine the additional funding amounts to cover the expenditures through September 30, 2013. He stated that the funded partners have

plenty of training dollars; however, additional funding is needed for personnel/fringe, direct/overhead and cost allocations purposes. Discussion ensued.

Ardell Galbreth stated that funded partners cannot use their training dollars for personnel costs because of the contract limitations we impose; therefore, additional funding is needed to cover personnel costs through September 30, 2013.

Willie J. Fields suggested that staff provide an itemization of projected expenditures (i.e., training, personnel, etc.); staff provided a breakdown in an Excel spreadsheet.

Mr. Villalobos stated that any unspent funds will be recaptured, which is not a bad thing because staff does not want the funded partners to spend haphazardly.

Carol Turner reported that staff has estimated recaptured funds that will be put back into the October 1st contract awards.

Chair Holloway stated that there are youth who were enrolled in 2009 that are still in the program and asked where these youth are and when will they complete the program. Are they in-school? Employed?

Mr. Villalobos replied that it depends on the program, the age of the youth and other factors. Youth are not exited until they are ready (e.g., employed) and/or have achieved their individual goals determined by the Individual Service Strategy (ISS) assessment upon enrollment. Many of these goals are completed during the summer (e.g., summer school). Discussion ensued.

Heather DeSart introduced new staff member Brett Miller who will be creating analytical and statistical program reports that will be reported to the Youth Council, Board and other Committees.

A motion was made to approve staff's recommendation to negotiate and amend PY2012 contracts for following additional amounts and extend the contract dates from June 30, 2012 to September 30, 2013 with a caveat that concerns are addressed by Workforce Connections staff by Stavan Corbett and seconded by Mujahid Ramadan. Motion carried.

a. Summer Component/Year-Round Youth Programs

- i. Nevada Partners, Inc. additional funding recommendation - \$85,525*
- ii. Southern Nevada Children First - \$14,433*
- iii. Latin Chamber of Commerce Community Foundation - \$36,016*

b. Out-of-School Youth Programs

- i. GNJ Family Life Center - \$80,000*
- ii. Southern Nevada Children First - \$13,798*
- iii. Latin Chamber of Commerce Community Foundation - \$13,150*
- iv. HELP of Southern Nevada - \$108,530*

c. In-School Youth Programs

- i. Nevada Partners, Inc. - \$108,594*
- ii. HELP of Southern Nevada - \$51,403*

d. Rural Youth Program

- i. Nye Community Coalition - \$10,531*

At 12:05 p.m. the quorum was lost and the meeting adjourned. The following items were presented as information only.

9. INFORMATION: PY2012 Youth Funded Partner Enrollment Status Report

Mr. Villalobos reported that enrollment is at 98% (goal is 2177 youth), which is a 219% increase from last year's enrollments. Summer Business Institute's total enrollment is 120 of which approximately 23% are WIA youth.

The PY2012 Youth Funded Partner Enrollment Status Report is provided on page 19 of the agenda packet.

10. INFORMATION: Graduate Advocate Initiative Summer School Enrollment Report

Mr. Villalobos presented the Graduate Advocate Initiative Summer School Enrollment Report as provided on page 21 of the agenda packet.

Following is the number of WIA youth enrolled in summer school through the Graduate Advocate Initiative from the 14 high schools served:

HELP of Southern Nevada103

Nevada Partners, Inc.60

Chair Holloway asked staff to provide summer school enrollment numbers for all WIA Youth programs.

11. INFORMATION: Awards & Expenditures Report with Expenditure Forecast Report

Jim Kostecki presented the Awards & Expenditures Report with Expenditure Forecast Report as provided on page 32 and 33 respectively.

Chair Holloway requested Dr. Rene Cantu to comment on Latin Chamber of Commerce Community Foundation's (LCCCCF) low expenditure rate.

Dr. Cantu presented a program enrollment report and stated that LCCCCF is committed to spending their funds wisely and producing positive outcomes by September 30th.

12. INFORMATION: Southern Nevada Children First Presentation

A presentation was provided by Southern Nevada Children First (SNCF) Monique Harris and Suzanne Burke and SNCF participant "Jenny" shared about her positive experience with the program.

SNCF provides a comprehensive continuum of care to parenting and pregnant youth including transitional and permanent housing as well as a maternity group home providing a safe and stable environment that allows them the opportunity to be reengaged back into the education system and/or introduced to employment. SNCF also provides education, employment and training assistance through the WIA program to youth in their housing program and youth in the community as well as a clinical program that assists youth who have barriers due to mental health and/or behavioral issues. Youth are prepared to engage back into mainstream society through individual/group counseling and support groups.

Ms. Burke reported program enrollment at 147, expected to be 150 (100% enrolled) by the end of the week and Summer school enrollment is at 48 In-School Youth and 27 Out-of-School Youth.

Ms. Burke recognized Anisa McNeil (Summer Youth Program Case Manager) who was featured in SNCF's May 2013 Newsletter in the *Success Story of the Month*.

13. INFORMATION: Youth Department Director's Report ~ Ricardo Villalobos

Mr. Villalobos presented the process for recruiting youth representatives on the Youth Council. Staff anticipates recruiting one or two youth.

Dan Rose commented that the youth representatives should not be held to a higher standard than the rest of the Youth Council members.

14. **SECOND PUBLIC COMMENT SESSION:**

Helicia Thomas, COO – GNJ Family Life Center (GNJ): In a video presented by Ms. Thomas, GNJ's youth participants invited Youth Council members to GNJ's Annual Employability & Leadership Conference on June 7, 2013.

Sharon Morales – Latin Chamber of Commerce Community Foundation: Ms. Morales distributed a program report and reported LCCCF's enrollments:

<u>Program</u>	<u>Goal</u>	<u>Actual</u>	
Summer Youth Program	100 101	(91% received .5 credits)
GIFT	100 88	
Out-of-School Youth	100 164	

Out of the 265 youth served through the Summer Youth Program and Out-of-School Youth Program, 133 were credit deficient and 58% are pregnant/parenting teens.

Dr. Tiffany Tyler, Nevada Partners: Dr. Tyler distributed NPI's May 2013 Program Report and provided a brief overview. Dr. Tyler noted that there will be an increase in expenditures for summer services (e.g., summer school, work experience opportunities).

15. **INFORMATION: Youth Council Member Comments**

Dan Rose commented that the Sheet Metal Apprenticeship Program is accepting applications on the first Tuesday of each month. The program is preparing to make its selection for the upcoming school year which typically begins in August. Applicants must be 18 years old, have a high school diploma or GED, and a valid birth certificate. To be qualified, applicants must pass a reading test (English) and math test (based on 8th grade level math) – calculators are not allowed. There is a list of the different types of materials that are studied as well as a list of various websites that offer math tutorials, etc. at www.88training.com. Next month is the cut off before interviews and the selection process begins.

Heather DeSart noted that getting participants into the apprenticeship program is considered a positive performance outcome.

Mr. Rose stated that the Sheet Metal Apprenticeship Program is affiliated with College of Southern Nevada; therefore, anyone accepted into the apprenticeship program receives a \$5,000/year scholarship. Upon graduating from the apprenticeship program students will have earned an Associate's Degree in Applied Science. The only thing an apprentice pays for are hand tools.

Mr. Rose stated that "Jenny's" story was a good but sad story and as a father to 11 children in his household he always makes sure they know that it is not their responsibility to take care of him and it is not their responsibility to make sure that his life is good. The only responsibility Jenny has is to herself and her child, he stated.

12. DISCUSSION AND POSSIBLE ACTION: Approve the Youth Council's recommendation to negotiate and amend Youth Advocate Program's PY2012 contract for an additional \$300,000 and extend the contract date from June 30, 2012 to September 30, 2014

Youth Advocate Program (YAP)

Program Year:	PY12
Program/Agency Name:	Youth Advocate Programs Inc.
Location:	2535 West Cheyenne Ave., Ste. 102 North Las Vegas, NV 89032
Program Type: (Please note the funding stream)	WIA Youth Formula
Program Dates:	July 1, 2012 – September 30, 2014
Former Amount Awarded:	\$300,000
Additional Amount Recommended:	\$300,000
Total PY12 Amount:	\$600,000
Cost Per:	\$4,000
# to Serve:	80 New Youth
Target Population:	Re-entry Youth – In School and Out of School Youth
Program Description:	<p>The Re-Entry program will focus on 16-21 year old youth that are at-risk or high-risk in the Clark County and Lincoln County area; a past with parole/probation, criminal history and/or homeless.</p> <p>We will work with the Caliente Youth Center and Spring Mountain Youth Center to ensure high risk youth that are exiting these facilities and act as a “step-up” program in assisting them with continued community support.</p> <p>This program focuses on job skill training, vocational skills, educational services and job shadowing to ensure that youth leave with gainful employment, techniques and knowledge to keep a job and/or a professional work reference.</p> <p>YAP has in house licensed social workers and counselors who will counsel with youth who are in need of Mental Health Services and Substance Abuse Services. Leadership Development Classes will be established once youth have been enrolled as an initiative to engage youth in their program plan and ISS.</p> <p>Youth will be assisted with obtaining their GED/High School Diploma, scholarships to technical trade schools, college and continued educational programs.</p> <p>One of our focuses is to work with apprenticeship programs for those youth who are interested in: Construction, Electrician, Carpentry, Barber, Drywall/Lather, and Plumbing.</p>
Contact Person & Info.:	<p>Magann Jordan, M.A. Program Director mjordan@yapinc.org 702-338-3936 cell 702-631-9275 office</p>

13. DISCUSSION AND POSSIBLE ACTION: Approve the Youth Council's recommendation to negotiate and amend PY2012 Youth contracts for the following additional amounts and extend the contract dates from June 30, 2012 to September 30, 2013

a. **Summer Component/Year-Round Youth Programs**

- i. Nevada Partners Inc. - \$85,525
- ii. Southern Nevada Children First - \$14,433
- iii. Latin Chamber of Commerce Community Foundation - \$36,106

b. **Out-of-School Youth Programs**

- i. GNJ Family Life Center - \$80,000
- ii. Southern Nevada Children First - \$13,798
- iii. Latin Chamber of Commerce Community Foundation - \$13,150
- iv. HELP of Southern Nevada - \$108,530

c. **In-School Youth Programs**

- i. Nevada Partners, Inc. - \$108,594
- ii. HELP of Southern Nevada - \$51,403

d. **Rural Youth Program**

- i. Nye Community Coalition - \$10,531

**PY12 Youth Funded Partners
Additional Funding Recommendations**

Note: The following Recommendations for calculating additional funding were based on the following:

1. Monthly average of 3rd Quarter expenditures
2. Amount remaining based on most recent invoices
3. Monthly average from April-September as estimated costs

Summer Component/Year Round Youth Programs

YFP	Original	Recommended
Nevada Partners Inc.	\$ 500,000.00	\$ 85,525.00
Southern NV Children First	\$ 250,000.00	\$ 14,433.00
Latin Chamber of Comm. Foun.	\$ 250,000.00	\$ 36,016.00
	\$ 1,000,000.00	\$ 135,974.00

Out-of-School Youth Programs

YFP	Original	Recommended
GNJ	\$ 600,000.00	\$ 80,000.00
Southern NV Children First	\$ 375,000.00	\$ 13,798.00
Latin Chamber of Comm. Foun.	\$ 400,000.00	\$ 13,150.00
HELP of Southern Nevada	\$ 375,000.00	\$ 108,530.00
	\$ 1,750,000.00	\$ 215,478.00

In-School Youth Programs

YFP	Original	Recommended
Nevada Partners Inc.	\$ 922,000.00	\$ 108,594.00
HELP of Southern Nevada	\$ 922,000.00	\$ 51,403.00
	\$ 1,844,000.00	\$ 159,997.00

Rurals Youth Program

YFP	Original	Recommended
Nye Community Coalition	\$ 538,753.00	\$ 10,531.00
	\$ 538,753.00	\$ 10,531.00

Youth Funded Partner Totals	\$ 5,132,753.00	\$ 521,980.00
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Summer Component/Year-Round Youth Programs

	March	February	January	Total	Average	Balance @ 3/31/13	April	May	June	July	Aug	Sept	Amount Remaining	Amount Calculated	Amount to be Awarded
Nevada Partners, Inc															
DIRECT WAGES & FRINGE	10,876.67	14,045.77	18,347.68	43,270.12	14,423.37	32,871.36	14,423.37	14,423.37	14,423.37	14,423.37	14,423.37	14,423.37	(53,668.86)	53,668.86	
TRAINING & SUPPORT SERVICES	5,831.51	2,797.63	3,787.51	12,416.65	4,138.88	111,221.74	4,138.88	4,138.88	4,138.88	4,138.88	4,138.88	4,138.88	86,388.46	-	
ALL OTHER COSTS	7,246.90	7,543.93	11,116.89	25,907.72	8,635.91	19,959.45	8,635.91	8,635.91	8,635.91	8,635.91	8,635.91	8,635.91	(31,856.01)	31,856.01	
TOTAL														85,524.87	85,525.00
Southern Nevada Children First*															
DIRECT WAGES & FRINGE		3,838.35	9,370.91	13,209.26	6,604.63	37,016.12	6,604.63	6,604.63	6,604.63	6,604.63	6,604.63	6,604.63	(2,611.66)	2,611.66	
TRAINING & SUPPORT SERVICES		702.50	4,615.82	5,318.32	2,659.16	49,446.68	2,659.16	2,659.16	2,659.16	2,659.16	2,659.16	2,659.16	33,491.72	-	
ALL OTHER COSTS		3,178.75	2,252.50	5,431.25	2,715.63	4,472.43	2,715.63	2,715.63	2,715.63	2,715.63	2,715.63	2,715.63	(11,821.35)	11,821.35	
TOTAL														14,433.01	14,433.00
Latin Chamber of Commerce Community Foundation															
DIRECT WAGES & FRINGE	3,764.50	3,354.47	5,699.04	12,818.01	4,272.67	7,208.35	4,272.67	4,272.67	4,272.67	4,272.67	4,272.67	4,272.67	(18,427.67)	18,427.67	
TRAINING & SUPPORT SERVICES	-	30.00	198.99	228.99	76.33	25,126.49	76.33	76.33	76.33	76.33	76.33	76.33	24,668.51	-	
ALL OTHER COSTS	602.54	366.68	6,226.65	7,195.87	2,398.62	(3,196.90)	2,398.62	2,398.62	2,398.62	2,398.62	2,398.62	2,398.62	(17,588.62)	17,588.62	
TOTAL														36,016.29	36,016.00
Total for Summer Component/Year-Round Youth Programs														135,974.17	135,974.00

Out-of-School Youth Programs

	March	February	January	Total	Average	Balance @ 3/31/13	April	May	June	July	Aug	Sept	Amount Remaining	Amount Calculated	Amount to be Awarded
GNJ Family Life Center															
DIRECT WAGES & FRINGE	13,312.59	13,227.69	13,474.14	40,014.42	13,338.14	41,816.72	13,338.14	13,338.14	13,338.14	13,338.14	13,338.14	13,338.14	(38,212.12)	38,212.12	
TRAINING & SUPPORT SERVICES	25,570.70	24,502.98	28,577.46	78,651.14	26,217.05	190,263.41	26,217.05	26,217.05	26,217.05	26,217.05	26,217.05	26,217.05	32,961.11	-	
ALL OTHER COSTS	8,642.35	11,542.40	11,276.84	31,461.59	10,487.20	13,361.00	10,487.20	10,487.20	10,487.20	10,487.20	10,487.20	10,487.20	(49,562.20)	49,562.20	
TOTAL														87,774.32	80,000.00
Southern Nevada Children First*															
DIRECT WAGES & FRINGE		5,611.30	15,275.48	20,886.78	10,443.39	42,974.28	10,443.39	10,443.39	10,443.39	10,443.39	10,443.39	10,443.39	(19,686.06)	19,686.06	
TRAINING & SUPPORT SERVICES		1,206.01	4,159.43	5,365.44	2,682.72	203,689.02	2,682.72	2,682.72	2,682.72	2,682.72	2,682.72	2,682.72	187,592.70	-	
ALL OTHER COSTS		3,728.95	2,968.74	6,697.69	3,348.85	36,906.37	3,348.85	3,348.85	3,348.85	3,348.85	3,348.85	3,348.85	16,813.27	-	
TOTAL														19,686.06	19,686.00
Latin Chamber of Commerce Community Foundation															
DIRECT WAGES & FRINGE	12,257.92	6,783.66	7,017.17	26,058.75	8,686.25	59,308.72	8,686.25	8,686.25	8,686.25	8,686.25	8,686.25	8,686.25	7,191.22	-	
TRAINING & SUPPORT SERVICES	4,450.00	351.00	228.89	5,029.89	1,676.63	222,616.20	1,676.63	1,676.63	1,676.63	1,676.63	1,676.63	1,676.63	212,556.42	-	
ALL OTHER COSTS	7,146.26	7,430.22	2,967.40	17,543.88	5,847.96	21,936.95	5,847.96	5,847.96	5,847.96	5,847.96	5,847.96	5,847.96	(13,150.81)	13,150.81	
TOTAL														13,150.81	13,150.00
HELP of Southern Nevada															
DIRECT WAGES & FRINGE	16,605.49	20,304.45	19,940.93	56,850.87	18,950.29	41,060.63	18,950.29	18,950.29	18,950.29	18,950.29	18,950.29	18,950.29	(72,641.11)	72,641.11	
TRAINING & SUPPORT SERVICES	17,281.56	7,984.23	21,843.43	47,109.22	15,703.07	72,645.04	15,703.07	15,703.07	15,703.07	15,703.07	15,703.07	15,703.07	(21,573.38)	21,573.38	
ALL OTHER COSTS	8,478.27	9,872.62	7,765.76	26,116.65	8,705.55	30,769.60	8,705.55	8,705.55	8,705.55	8,705.55	8,705.55	8,705.55	(21,463.70)	21,463.70	
TOTAL														115,678.19	108,530.00
Total for Out-of-School Youth Programs														236,289.38	221,366.00

In-School Youth Programs

	March	February	January	Total	Average	Balance @ 3/31/13	April	May	June	July	Aug	Sept	Amount Remaining	Amount Calculated	Amount to be Awarded
Nevada Partners, Inc															
DIRECT WAGES & FRINGE	27,617.32	26,991.76	32,198.89	86,807.97	28,935.99	101,599.10	28,935.99	28,935.99	28,935.99	28,935.99	28,935.99	28,935.99	(72,016.84)	72,016.84	
TRAINING & SUPPORT SERVICES	10,918.07	8,025.71	11,170.53	30,114.31	10,038.10	366,992.22	10,038.10	10,038.10	10,038.10	10,038.10	10,038.10	10,038.10	306,763.62	-	
ALL OTHER COSTS	23,303.91	18,910.31	21,478.15	63,692.37	21,230.79	82,684.32	21,230.79	21,230.79	21,230.79	21,230.79	21,230.79	21,230.79	(44,700.42)	44,700.42	
TOTAL														116,717.26	108,594.00
HELP of Southern Nevada															
DIRECT WAGES & FRINGE	41,505.30	33,650.00	36,559.03	111,714.33	37,238.11	202,232.96	37,238.11	37,238.11	37,238.11	37,238.11	37,238.11	37,238.11	(21,195.70)	21,195.70	
TRAINING & SUPPORT SERVICES	18,572.23	27,330.75	4,460.38	50,363.36	16,787.79	352,686.95	16,787.79	16,787.79	16,787.79	16,787.79	16,787.79	16,787.79	251,960.21	-	
ALL OTHER COSTS	13,107.74	7,618.74	8,868.63	29,595.11	9,865.04	28,981.98	9,865.04	9,865.04	9,865.04	9,865.04	9,865.04	9,865.04	(30,208.26)	30,208.26	
TOTAL														51,403.96	51,403.00
Total for In-School Youth Programs														168,121.22	159,997.00

Rural Youth Programs

	March	February	January	Total	Average	Balance @ 3/31/13	April	May	June	July	Aug	Sept	Amount Remaining	Amount Calculated	Amount to be Awarded
Lincoln County School District*															
DIRECT WAGES & FRINGE	5,392.05	5,392.05	5,392.05	16,176.15	5,392.05	16,383.22	5,392.05	5,392.05	5,392.05	5,392.05	5,392.05	5,392.05	(15,969.08)	15,969.08	
TRAINING & SUPPORT SERVICES	788.55	150.00	300.00	1,238.55	412.85	38,903.40	412.85	412.85	412.85	412.85	412.85	412.85	36,426.30	-	
ALL OTHER COSTS	397.57	985.64	203.96	1,587.17	529.06	10,468.37	529.06	529.06	529.06	529.06	529.06	529.06	7,294.01	-	
TOTAL														15,969.08	-
Nye Community Coalition															
DIRECT WAGES & FRINGE	10,650.28	9,811.48	10,633.09	31,094.85	10,364.95	54,580.57	10,364.95	10,364.95	10,364.95	10,364.95	10,364.95	10,364.95	(7,609.13)	7,609.13	
TRAINING & SUPPORT SERVICES	5,794.19	4,093.85	6,989.98	16,878.02	5,626.01	94,170.00	5,626.01	5,626.01	5,626.01	5,626.01	5,626.01	5,626.01	60,413.94	-	
ALL OTHER COSTS	5,919.13	5,711.79	5,252.70	16,883.62	5,627.87	29,860.54	5,627.87	5,627.87	5,627.87	5,627.87	5,627.87	5,627.87	(3,906.68)	3,906.68	
TOTAL														11,515.81	10,531.00
Total for Rural Youth Programs														27,484.89	10,531.00
Total Additional Award															527,868.00

**PY12 Youth Funded Partners
Enrollments (May 2013)**

Summer Component/Year Round Youth Programs

YFP	Expected	Actual	Diff.	%
Nevada Partners Inc.	200	200	0	100%
Southern Nevada CF	100	100	0	100%
Latin Chamber	100	100	0	100%
	400	400	0	100%

Out-of-School Youth Programs

YFP	Expected	Actual	Diff.	%
GNJ	240	231	-9	96%
Latin Chamber	160	160	0	100%
Southern Nevada CF	150	148	-2	99%
Help of Southern Nevada	150	150	0	100%
	700	689	-11	98%

In-School Youth Programs

YFP	Expected	Actual	Diff.	%
Nevada Partners Inc.	460	469	9	102%
Help of Southern Nevada	460	460	0	100%
	920	929	9	101%

Re-entry Youth Program

YFP	Expected	Actual	Diff.	%
Youth Advocates Program, Inc.	82	82	0	100%
	82	82	0	100%

Rurals Youth Program

YFP	Expected	Actual	Diff.	%
Lincoln County	25	22	-3	88%
NyeCC	50	50	0	100%
	75	72	-3	96%

Youth Funded Partner Totals	2177	2172	-5	99.8%
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<p>14. INFORMATION: Graduate Advocate Initiative Summer School Enrollment Report</p>

**In-School Youth Programs (Graduate Advocate Initiative)
Summer School Enrollments - May 2013**

HELP of Southern Nevada

High School	WIA Enrolled	Summer School Enrolled	Graduating On Time	Unable to Enroll/Move	Pending Proficiencies
Basic	67	23	22	2	20
Bonanza	59	13	45	1	0
Chaparral	67	20	40	0	7
Cimarron	66	24	42	0	0
Clark	68	4	24	0	40
Del Sol	65	6	33	1	25
Sunrise Mountain	68	20	48	0	0
	460	110	254	4	92

Nevada Partners Inc.

High School	WIA Enrolled	Summer School Enrolled	Graduating On Time	Unable to Enroll/Move	Pending Proficiencies
Canyon Springs	69	10	59	0	0
Cheyenne	67	15	52	0	0
Desert Pines	67	5	50	0	12
Mojave	67	5	50	1	11
Rancho	67	21	43	0	3
Valley	65	2	54	0	9
Western	67	5	60	0	2
	469	63	368	1	37
GAI Totals	929	173	622	5	129

Summer Component/ Year-Round Programs (*ISY Participants)

Youth Funded Partner	WIA ISY Enrolled	Summer School Enrolled	Graduating On Time	Unable to Enroll/Move	Pending Proficiencies
Nevada Partners Inc.	158	90	33	27	8
Southern NV Children First	91	35	10	40	6
Latin Chamber	69	14	35	17	3
	318	139	78	84	17

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| <p>15. INFORMATION: Budget and Finance Committee Meeting Minutes of May 1, 2013 (draft)</p> |
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*workforce***CONNECTIONS**
MINUTES

of the meeting of the

BUDGET & FINANCE COMMITTEE

The Budget & Finance Committee held a public meeting on Wednesday, May 1, 2013, beginning at 10:05 a.m. at the following location:

At its principal office at 7251 West Lake Mead Blvd., Suite 200
Conference Room 200, Las Vegas, Nevada

The site has speakerphone and voice-stream link capability. The public was invited to attend at this location.

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

Councilwoman Gerri Schroder, Chair, called the meeting of the Budget & Finance Committee to order. Those present: Councilwoman Gerri Schroder, Chair; Hannah Brown, Vice-Chair; Bill Bruninga (via telephone); William Kirby (via telephone); and Vida Chan Lin. Absent: Dan Gouker

Staff confirmed the agenda posted three working days prior to the meeting in accordance with the Nevada Open Meeting Law by posting at four Official Bulletin Boards (locations listed on agenda). Staff members of *workforce***CONNECTIONS** and members of the public were asked to sign in. (Sign in sheets are attached to the original minutes).

2. Discussion and Possible Action: Approval of the Agenda with the inclusion of any emergency items and deletion of any items.

A motion to approve the agenda presented by staff, made by Bill Bruninga and seconded by William Kirby. Motion carried.

3. Public Comment (1st period)

Members of the public may now comment on any matter posted on this Agenda, which is before this committee for consideration and action today. Please clearly state and spell your name and your address for the record. Each public comment will be limited to three (3) minutes.

Hearing no comments, Councilwoman Gerri Schroder-Chair closed the Public Comment Session.

4. Discussion and Possible Action: Approval of minutes of the previous Budget & Finance Committee meeting held on April 3, 2013.

A motion to approve the meeting minutes of April 3, 2013 presented by staff, made by Bill Bruninga and seconded by Hannah Brown. Motion carried.

5. Discussion and Possible Action: PY2013 WIA Formula Budget July 1, 2013 through June 30, 2014 and PY2013 WIA Budget Narrative

Jim Kostecki reported on the PY2013 WIA Formula Budget July 1, 2013 through June 30, 2014 and PY2013 WIA Budget Narrative.

Carol Turner stated that the revenue estimates are very conservative. Last year Workforce Connections was aware of the States actual allocations and could calculate a close estimated percentage with only the factors that could change the distribution. This year, the US DOL has not finalized their allocation to the State, but has provided two estimates: One for the sequestration, and one for the continuing resolution. WC has taken the conservative approach with the sequestration number only with the idea that the allocation can only go up.

William Kirby queried Governor's Reserve and a possible allocation of 10% to DETR for Governor's Reserve. Carol responded that prior to two years ago the State was allowed to take 5% administrative off of the State's distribution from DOL and 10% Governor's Reserve (15% total) before allocation to the two Workforce Investment Boards (North and South). Two years ago, Congress passed the 10% from the State level to the Local Workforce Investment Boards. WC conservatively set aside the 10% off the estimate hearing that the 10% may be re-implemented.

Jim stated that the budget illustrates 10% Administrative expenditures, 10% Programs operations and the remaining 80% is available funding to the service providers, and for the One-Stop Career Center/One-Stop System that will be opening the latter part of this year. A budget has not been finalized for the One-Stop; however, \$1.2 million has been set aside with detail to support the dollar figure in the upcoming meetings.

Jim reviewed the Board operational changes in the tentative Budget – May 1, 2013 report addressing each line item change.

Of significant note:

- Salaries increase (Line item 6500) – Allocated costs for administrative and program staff salaries. This increase primarily funds two Business Services positions reallocated from a separate DETR inter local contract to WC operations and employee retirement changes. WC will receive additional dislocated worker funds from DETR directly to fund these two positions.
- Accounting and Auditing decrease (Line item 7000) - Workforce Connections reissuing the contract with an Engagement Letter that will reflect the same contract amount (\$75,724). Several factors attributed to the reduction: The Schedule of Expenditures for Federal Awards (SEFA) produced in-house by WC staff, Journal Entries provided by WC staff, Trial Balance produced by WC staff, and varying tables produced by WC staff that reduced the Auditors' necessity to conduct and invoice.
- Legal Fees decrease (Line item 7005) – Allocated costs for legal services in areas such as board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies. This decrease is due to a decrease in meeting support and attendance.

Councilman Schroder thanked WC staff, the legal team and the auditors in the hard work done to reduce these costs.

- Utilities new line item (Line item 7060 - estimated costs) – Allocated costs for utilities for the new staff offices location (NV Energy, Southwest Gas, HVAC's, water & sewage). Utilities are included in our current lease agreement.

- Facilities Repair & Maintenance increase (Line item 7075) – Allocated costs for equipment or facility repairs and maintenance. This increase is primarily for janitorial, facilities maintenance and pest control for the new location. These services were included in our current lease agreement.
- Rent (offices) decrease (Line item 7070) – Allocated costs for WC office space for staff in support of the Board's administrative and programmatic functions. This decrease is primarily due to a reduction in rent expense for the new staff office location.
- Program Support Contracts decrease (Line item 7085) – Allocated costs for the program support training agreements and security guard costs. This decrease is primarily due to the closeout of the healthcare information technology contract.
- Program Support Contracts – IT NVTrac and Web decrease (Line item 7085) – Allocated costs for temporary staffing to support program and data support activities. The decrease is due to reduced consultant time (due in part to the absence of an FTE in the IT Department) needed to maintain the NVTrac software.

Discussion ensued regarding the 'Cadillac Plan Concept' for health insurance plans that Carol clarified. In the beginning, the plans probably would not qualify as the Cadillac Plan, but due to the escalated amount of the Cadillac Plan based on basic CPI 2% - 3% and benefits increasing from 7% - 12%, the expectation is to hit a Cadillac Plan if you have full coverage as WC does. When this happens, the health insurance premiums become taxable to the employee.

A motion to approve the PY2013 WIA Formula Budget July 1, 2013 through June 30, 2014 and PY2013 WIA Budget Narratives presented by staff, made by Hannah Brown and seconded by Vida Chan Lin. Motion carried.

6. Information: PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and PY2012 WIA Budget Narratives

Jim presented and reported on the PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and PY2012 WIA Budget Narratives with no changes indicated for the May report.

7. Information: Audit findings for Program Year 2011 (Year Ended June 30, 2012) – April Report (no change for May reporting)

Jim presented and reported Audit findings for Program Year 2011 (Year Ended June 30, 2012) – April Report with no change indicated for the May report.

William Kirby queried asset control. Jim stated that a request to the State was sent to dispose of approximately \$325,000 cost items inventory from FY2007 and prior that was fully depreciated. WC has received approval from the State to reduce (started with approximately 1,800 items and numerous items under \$500) the list in the very near future. Jim will prepare a list for distribution to the Budget & Finance Committee members on or about the June 2013 audit.

Due to a previous engagement, Councilwoman Schroder turned over the duties of running the meeting to Hannah Brown, Vice-Chair.

8. Review, Discuss, and Accept Reports:

- a. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2012 through June 30, 2013 (Formula WIA)

Jim presented and reported on the Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2012 through June 30, 2013 (Formula WIA) through March 2013 indicating it is all "Green."

- b. PY2011/PY2012 Awards & Expenditures – Monthly Update

Jim presented and reported on the PY2011/PY2012 Awards & Expenditures – Monthly Update.

	Adult Expenditures	Dislocated Worker Expenditures	% Spent
WIA PY2011-PY2012 Adult & DW Green Sector	60%	40%	79.87%
WIA PY2011-PY2012 Adult & DW Health Sector	69%	31%	75.72%
WIA PY2011-PY2012 Adult & DW Rural Services	55%	45%	59.73%
WIA PY2012 Adult & DW Re-Entry Services	100%	0%	55.55%
Total PY2011/PY2012 Adult & Dislocated Worker	65%	35%	74.69%
	Youth In-School	Youth Out-Of-School	% Spent
WIA PY2011 Youth General	62%	38%	71.84%
WIA PY2012 Youth General	49%	51%	40.65%
WIA PY2011 Youth Tri County	52%	48%	62.41%
WIA PY2011 Youth Re-Entry Advocate Programs	0%	100%	43.16%
Total PY2011 Youth	53%	47%	52.46%
Direct Grants PY2010/PY2011			% Spent
Direct Adult & DW Grants			90.93%

Carol stated that due to the actual youth funding \$4M carry forward last year, and because of the additional funds WC rolled out, the youth service provider contracts will see a significant decrease next year (available October 1, 2013) of 40% - 25% with a smaller amount of estimated carry forward.

William Kirby queried if WC has enough service providers and the ability to spend the funds and do the good in the community with the funds that are available.

Heather stated that WC does have qualified service providers currently working to deliver services to our community. However, with the Youth funds this funding stream will see a significant reduction. WC may not have the level or number of service providers next year that it currently has this year, but that will be because WC does not have the funds available. WC does anticipate the service delivery being completely adequate. An RFP is being developed for publication, and through the rigorous evaluations in the RFP process WC will have qualified services providers to deliver services to the community.

c. Statewide WIA Distribution (PY2012 – Current year)

Carol stated that this report contains the information on the funds that were available last year, and the distribution of funds from the State level down to the local board level. This process should be a collaborative effort between the Local Elected Officials, the State Board and the community.

Ardell stated that the Statewide WIA Distribution report has not been addressed in a public setting. However, the report contains excerpts from the Governors 5-Year Plan that outlines how the formula created distributes funds between the northern board and southern board and indicates what service delivery. Ardell read a portion of Attachment F, Workforce Investment Act State of Nevada Workforce Investment Board – Internal Policy (May 2012) and encouraged the Local Elected Officials to review the report.

- *...a description of how the individuals and entities represented on the State board were involved in determining such methods and factors of distribution, and*
- *...a description of how the State consulted with chief elected officials in local areas throughout the State in determining such distribution...*

Carol stated that there is a northern board and a southern board, which makes the calculation relatively easy with distribution between the two parts of the state. The northern board has thirteen (13) counties; the southern board has four (4) counties and four (4) cities that participate on the formula. Although, the southern board has the majority of the population there is no population calculation in this report, but essentially mirrors the population in distribution. The four (4) southern counties are about 74.15% population and receiving approximately 72% of the distribution.

WC has not received this worksheet in prior years, but would like to encourage the state to send a history of the worksheets to review what change WC has made over a 5-year period, and to see the report prior to the distribution actually occurring. This report was forwarded to WC six months after the distribution of funds were made. Carol continued to review highlighted areas on the report and WCs observations that may or may not be critical to the reported distribution allotment:

Page 38

An overall distribution of \$32,488,051.00 (Adult/Youth/Dislocated Worker), less 5% from DETR for administrative costs to run their program (ex.: oversight, monitoring, evaluations and draw down services), and less 25% from the dislocated worker. \$30,863,648.00 is the amount distributed between the two boards.

Page 39 - 45

A. Allotment Amounts to Adult and Youth.

33 1/3% in each area noted:

- Items 1 - Areas of substantial unemployment greater than 6% unemployment statewide (Total = \$5,726,395.00);
- Item 2 – Areas of substantial unemployment with over 4.5% unemployment statewide (Total = \$5,726,395.00); and,

- Item 3 – Areas of disadvantaged adult (or youth) statewide (Total = \$5,726,395.00).
- B. Dislocated Worker Allotment
- Six Categories of which WC uses four categories:
- Insured unemployment @ 20% - qualify for UI benefits;
 - Plant closings and mass layoff @ 30%;
 - Farmer-rancher economic hardship @ 15%;
 - Long-term unemployment @ 35%.

Page 50

Comment in the worksheet that reflects, “Most of the rest of the state is rural areas – considered north.” DETR is not distributing funding to the South for rural counties Esmeralda (population 825, 4.2% unemployed) and Nye (population 44,513, 11.7% unemployed and a recommendation to DETR must distribute funding to the South for each county that qualified as an ASU – Nye (pop 44,513, 11.7%).

A motion to accept the reports presented by staff, made by Vida Chan Lin and seconded by Bill Bruninga. Motion carried.

9. Information: Solicit nominations for Budget & Finance Committee Chair and Vice-Chair

Ardell stated that every year there is an election of officers and in accordance with the By-Laws does require that the candidates identified during the month of May with the elections conducted in June. Ardell further stated that the officers (Chair and Vice-Chair) will be elected for a 2-year term. Also noted is any Board member has the opportunity to apply for the position of Chair or Vice-Chair of the committee.

10. Public Comment and Discussion (2nd period)

Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Committee. 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 address for the record. Each comment will be limited to three (3) minutes.

Hannah Brown, Vice-Chair opened the meeting to Public Comment. No comments made by members of the public. Hannah Brown presiding closed public Comment Session.

11. Adjournment unanimously approved at 11:40 a.m.

16. DISCUSSION AND POSSIBLE ACTION: Review, Discuss, Accept and Approve
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- a. PY2013 WIA Formula Budget July 1, 2013 through June 30, 2014 and Budget Narrative
- b. PY2012 WIA Formula Budget July 1, 2012 through June 30, 2013 and Budget Narrative with One-Time Construction Summary (No change from prior month)
- c. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2012 through June 30, 2013 (Formula WIA
- d. PY2011/PY2012 Awards & Expenditures Report – Monthly Update
- e. Adult & Dislocated Worker and Youth Funding Plans
- f. Audit Findings Report for Program Year 2011 (Year Ended June 30, 2012) and YouthBuild Las Vegas Audit Findings Report (No change from prior month)
- g. Statewide PY2013 WIA Formula Funds Allocation
- h. Workforce Connections' Standing Professional Services Contracts – Monthly Update

workforceCONNECTIONS
PY2013 WIA Formula Budget
July 1, 2013 - June 30, 2014
(Tentative Budget - May 1, 2013)

Revenue by Funding Stream	Approved Budget PY2012	Proposed Budget PY2013	\$ Change	Available for LWIB Operations		Community Resource Allocations	TOTAL
				10% Admin	10% Program		
PY2013 Adult (PY2013 Sequestration Estimate - 10% Gov. Reserve)	8,316,715	5,782,124	(2,534,591)	578,212	578,212	4,625,700	5,782,124
PY2013 Dislocated Worker (PY2013 Sequestration Est. - 10% Gov. Res.)	4,847,926	7,140,903	2,292,977	714,090	714,090	5,712,723	7,140,903
PY2013 Youth (PY2013 Sequestration Estimate - 10% Gov. Reserve)	6,337,899	5,908,457	(429,442)	590,846	590,846	4,726,765	5,908,457
PY2011 Dislocated Worker - Addl. DETR Allocation Apr 2013	669,776	669,776	-	66,978	66,978	535,820	669,776
PY2012 Dislocated Worker - Addl. DETR Allocation Jun 2013	679,465		(679,465)			-	-
PY2012 Dislocated Worker - Addl. DETR Allocation Apr 2013	1,358,271	1,358,271	-	135,827	135,827	1,086,617	1,358,271
PY2011/2012 Adult Carry Forward	1,000,000	2,000,000	1,000,000	200,000	200,000	1,600,000	2,000,000
PY2011/2012 Dislocated Worker Carry Forward	1,000,000	471,953	(528,047)	47,195	47,195	377,563	471,953
PY2011/2012 Youth Carry Forward	3,000,000	2,000,000	(1,000,000)	200,000	200,000	1,600,000	2,000,000
Other Revenues (Interest)	25	25	-		25	-	25
Total Revenue by Funding Stream	\$ 27,210,077	\$ 25,331,509	\$ (1,878,568)	\$ 2,533,148	\$ 2,533,173	\$ 20,265,188	\$ 25,331,509
				Subtotal Board Operations		\$ 5,066,321	

Notes:

1. PY2013 Estimated Revenues include WIA funding in the total amount of \$18,831,484 .
2. Carry forward funds have been estimated for PY2012 in the amount of \$6,500,000.
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 PY2013	\$ Change	One-Stop Center	One-Stop System	Community Resource Allocation	TOTAL
Adult Services	7,453,371	6,225,700	(1,227,671)	342,734	857,266	5,025,700	6,225,700
Dislocated Worker Services	6,980,242	7,712,723	732,481	-	-	7,712,723	7,712,723
Youth Services	7,470,319	6,326,765	(1,143,554)			6,326,765	6,326,765
Subtotal Community Resource Allocations	\$ 21,903,932	\$ 20,265,188	\$ (1,638,744)	\$ 342,734	\$ 857,266	\$ 19,065,188	\$ 20,265,188

Board Operations	Approved Budget PY2012	Proposed Budget PY2013	\$ Change	Admin	Program	Total
Subtotal Operating Expenditures	5,306,145	5,066,321	(239,824)	1,979,663	3,086,658	5,066,321
Total Expenditures	\$ 27,210,077	\$ 25,331,509		\$ 1,979,663	\$ 3,086,658	
Fund Balance	\$ -	\$ -		\$ 553,485	\$ (553,485)	\$ -

NOTE: PY2013 funding period is available July 1, 2013 through June 30, 2015 (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)

workforceCONNECTIONS
PY2013 WIA Formula Budget
July 1, 2013 - June 30, 2014
(Tentative Budget - May 1, 2013)

Board Operations	Authorized FTE	Actual FTE	Approved Budget PY2012	Proposed Budget PY2013	\$ Change	Admin	Program	Total
6500 Salaries	33.18	30.18	2,531,439	2,692,533	161,094	888,536	1,803,997	2,692,533
7000 Accounting and Auditing			350,000	300,000	(50,000)	300,000	-	300,000
7005 Legal Fees			75,000	50,000	(25,000)	50,000	-	50,000
7010 Legal Publication Advertising			18,000	18,000	-	5,040	12,960	18,000
7020 Licenses and Permits			3,000	3,000	-	840	2,160	3,000
7025 Dues and Subscriptions			12,000	12,000	-	3,360	8,640	12,000
7030 Postage and Delivery			6,000	6,000	-	1,680	4,320	6,000
7035 Printing and Reproduction			12,000	12,000	-	3,360	8,640	12,000
7040 Office Supplies			15,000	15,000	-	4,200	10,800	15,000
7045 Systems Communications			50,000	50,000	-	14,000	36,000	50,000
7050 Tuition, Training, and Seminars - Staff			45,000	40,000	(5,000)	11,200	28,800	40,000
7055 Travel and Mileage - Staff			40,000	40,000	-	11,200	28,800	40,000
7060 Utilities			-	30,000	30,000	8,400	21,600	30,000
7065 Telephone			30,000	30,000	-	8,400	21,600	30,000
7070 Rent (Offices)			365,348	264,723	(100,625)	74,122	190,601	264,723
7075 Facilities Repairs & Maintenance			6,500	41,680	35,180	11,670	30,010	41,680
7080 Admin Support Contracts			120,000	135,000	15,000	135,000	-	135,000
7085 Program Support Contracts			120,000	85,000	(35,000)	-	85,000	85,000
7085 Program Support Contracts - IT NVTrac/Web			159,000	121,800	(37,200)	-	121,800	121,800
7090 Non-Board Meetings and Outreach			45,000	39,168	(5,832)	10,967	28,201	39,168
7095 Board Meetings and Travel			23,000	18,000	(5,000)	-	18,000	18,000
7100 Insurance			47,500	47,500	-	13,300	34,200	47,500
7100-7120 Employee Fringe Benefits			789,757	846,140	56,383	279,226	566,914	846,140
7125 Employer Payroll Taxes			75,945	80,777	4,832	26,656	54,121	80,777
7130/7135 Payroll Services and Bank Fees			16,000	11,000	(5,000)	11,000	-	11,000
7200 Equipment - Operating Leases			15,000	15,000	-	4,200	10,800	15,000
8500 Capital - Equipment and Furniture			75,000	62,000	(13,000)	17,360	44,640	62,000
8900 Strategic Initiative - WIA			260,656		(260,656)	67,946	(67,946)	-
Subtotal Board Operations			5,306,145	5,066,321	(239,824)	1,961,663	3,104,658	5,066,321

**Workforce Connections
Program Year 2013
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 PY2013 allotted funds are estimated in the amount of \$18,831,484. Funding is allocated among the three funding streams: Adult - \$5,782,124, Dislocated Worker - \$7,140,903, Youth - \$5,908,457.

Although the State's overall WIA funding will not decrease, the possible reallocation of 10% to DETR for Governor's Reserve would result in a decrease in funding to Workforce connections. Overall funding for PY2013 is projected to decrease by \$671,056 (-3.44%), compared to the PY 2012 WIA allocation which was \$19,502,540.

Other anticipated funding includes operating carry forward funds from PY2012 WIA allocation estimated at \$6,500,000 and interest at \$25.

Total budgeted revenues for PY2013 are \$25,331,509.

Expenditures – Community Resource Allocation:

In May 2013, the Board will review funding for the One-Stop Career Center and Systems Operations as well as the extension of the Adult and Dislocated Worker PY2011 and PY2012 contracts. Existing contracts for the LV Clark County Urban League Computer Center and Easter Seals of Southern Nevada will continue into PY2013.

On April 23, 2013, the Board approved no-cost extensions of the Youth PY2011 and PY2012 contracts for Summer Component/ Year Round, In-School, Out of School, Re-Entry and the Rural Youth program. Contracts for Olive Crest, Goodwill of Southern Nevada, Southern Nevada Regional Housing Authority and the Latin Chamber Green Consortium will continue into PY2013.

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, the board of directors has allocated 10% of the total budget allocation. 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

6500 - Salaries: \$2,692,533 – An increase of \$161,094 - Allocated costs for administrative and program staff salaries. This increase primarily funds two Business Services positions being reallocated from a separate DETR inter local contract to Workforce Connections operations and employee retirement changes. We will receive additional dislocated worker funds from DETR directly to fund these two positions.

7000 - Accounting and Auditing: \$300,000 – A decrease of \$50,000 – Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support. This decrease reflects the reduced contract amount negotiated with the A-133 auditors.

A-133 Audit	\$ 80,000
Auditing Services	\$ 55,000
Accounting Services	\$165,000

7005 Legal Fees: \$50,000 – A decrease of \$25,000 – Allocated costs for legal services in areas such as board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies. This decrease is due to a decrease in meeting support and attendance.

7010 Legal Publication Advertising: \$18,000 – Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.

7020 Licenses and Permits: \$3,000 – Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.

7025 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.

7030 Postage and Delivery: \$6,000 – Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.

7035 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.

7040 Office Supplies: \$15,000 – Allocated costs for various office supplies needed for daily operations.

7045 Systems Communications: \$50,000 – Allocated costs for support systems such as data backup, T-1 computer lines, and web hosting for internal e-mail support.

- 7050 Tuition, Training, and Seminars (Staff): \$45,000 – A decrease of \$5,000** – Allocated costs for local and out-of-town staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management. This decrease reflects a decrease in out-of-town training.
- 7055 Travel and Mileage (Staff): \$40,000** – Allocated costs for local mileage and out-of-town staff travel for grant related matters such as State and USDOL sponsored training and conferences. Mileage includes 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.
- 7060 Utilities: A new line item \$30,000** – Allocated costs for utilities for the new location. Utilities are included in our current lease agreement.
- 7065 Telephone: \$30,000** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 7070 Rent (Offices): \$264,723 – A decrease of \$100,625** - Allocated costs for Workforce Connections' office space for staff in support of the Board's administrative and programmatic functions. This decrease is primarily due to a reduction in rent expense for the new staff office location.
- 7075 Facilities Maintenance: \$41,680 – An increase of \$35,180** - Allocated costs for equipment or facility repairs and maintenance. This increase is primarily for janitorial, facilities maintenance and pest control for the new location. These services were included in our current lease agreement.
- 7080 Admin Support Contracts: \$135,000 – A reclassification of \$15,000** - Allocated costs for administrative support agreements and temporary staffing with focus on administrative, fiscal, and personnel management. This increase is for the reclassification of a financial software system small maintenance contract from capital equipment line item #8500.
- 7085 Program Support Contracts: \$85,000 – A decrease of \$35,000** - Allocated costs for program support training agreements and security guard costs. This decrease is primarily due to the closeout of the healthcare information technology contract.
- 7085 Program Support Contracts – IT NVTrac and Web: \$121,800 – A decrease of \$37,200** - Allocated costs for temporary staffing to support program and data support activities. The decrease is due to reduced consultant time needed to maintain the NVTrak software.
- 7090 Non-Board Meetings and Outreach: \$39,168 – A decrease of \$5,832** –Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services. This decrease is a result of assessing the upcoming year's outreach efforts.
- 7095 Board Meetings and Travel: \$18,000 – A decrease of \$5,000** - Allocated costs for facility and event related charges tied to board and committee meetings and Board travel to grant activities. This decrease is due to a reduction in facility rental for Board meetings.

7100 Insurance: \$47,500 –Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ omission and errors liability.

7100-7120 Employee Fringe Benefits: \$846,140 – An increase of \$56,383 - 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. This increase is for the Business Services positions being reallocated to Operations.

7125 - Employer Payroll Taxes: \$80,777 – An increase of \$4,832 - Allocated costs for employer payroll taxes which are calculated at 3% of total salaries. This increase is driven by the salary increase noted above.

7130-7135 Bank/Payroll Services: \$11,000 – A decrease of \$5,000 – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services. This decrease is due to the reduction of the negotiated banking agreement and payroll services agreement.

Bank Fees	\$6,000
Payroll Services	\$5,000

7200 Equipment – Operating Leases: \$15,000 – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.

8500 Capital – Equipment and Furniture: \$62,000 – A reclassification of \$13,000 - Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff. This decrease is due to financial system maintenance reclassified to Admin Support Contracts line item #7080.

8900 Strategic Initiatives: \$0 – A decrease of \$260,656 - 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 decrease is directly related to all of the above requested changes.

workforceCONNECTIONS
PY2012 WIA Formula Budget
July 1, 2012 - June 30, 2013
(Revised Budget - March 20, 2013)

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	8,316,715	8,316,715	-	831,672	831,672	6,653,371	8,316,715
PY2012 Dislocated Worker	4,847,926	4,847,926	-	484,793	484,793	3,878,340	4,847,926
PY2012 Dislocated Worker - Addl. DETR Allocation Jan 2013	679,465	679,465	-			679,465	679,465
PY2012 Dislocated Worker - Addl. DETR Allocation Apr 2013	1,358,271	1,358,271	-	135,827	135,827	1,086,617	1,358,271
PY2012 Youth	6,337,899	6,337,899	-	633,790	633,790	5,070,319	6,337,899
PY2011 Dislocated Worker - Addl. DETR Allocation Apr 2013	669,776	669,776	-	66,978	66,978	535,820	669,776
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			-		-		-
Total Revenue by Funding Stream	\$ 27,210,077	\$ 27,210,077	\$ -	\$ 2,653,060	\$ 2,653,085	\$ 21,903,932	\$ 27,210,077
				Subtotal Board Operations		\$ 5,306,145	

Notes:

1. PY2012 Revenues include WIA funding in the total amount of \$22,210,052.
2. Carry forward funds have been estimated for PY2011 in the amount of \$5,000,000. These fund estimates may 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	One-Stop System	Staff Office Relocation	Community Resource Allocations	TOTAL
Adult Services	7,453,371	7,453,371	-	1,000,000		6,453,371	7,453,371
Dislocated Worker Services	6,980,242	6,980,242	-		1,435,600	5,544,642	6,980,242
Youth Services	7,470,319	7,470,319	-			7,470,319	7,470,319
Subtotal Community Resource Allocations	\$ 21,903,932	\$ 21,903,932	\$ -	\$ 1,000,000	\$ 1,435,600	\$ 19,468,332	\$ 21,903,932

Board Operations	Approved Budget PY2012	Proposed Budget PY2012	\$ Change	Admin	Program	Total
Subtotal Operating Expenditures	5,306,145	5,306,145	-	1,836,702	3,469,443	5,306,145
Total Expenditures	\$ 27,210,077	\$ 27,210,077		\$ 1,836,702	\$ 3,469,443	\$ 21,903,932
Fund Balance	\$ -	\$ -		\$ 816,358	\$ (816,358)	\$ -

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 - March 20, 2013)

Board Operations	Authorized FTE	Actual FTE	Approved Budget PY2012	Proposed Budget PY2012	\$ Change	Admin	Program	Total
6500 Salaries	31.18	27.18	2,531,439	2,531,439	-	759,432	1,772,007	2,531,439
7000 Accounting and Auditing			350,000	350,000	-	350,000	-	350,000
7005 Legal Fees			75,000	75,000	-	75,000	-	75,000
7010 Legal Publication Advertising			18,000	18,000	-	7,380	10,620	18,000
7020 Licenses and Permits			3,000	3,000	-	900	2,100	3,000
7025 Dues and Subscriptions			12,000	12,000	-	3,600	8,400	12,000
7030 Postage and Delivery			6,000	6,000	-	1,800	4,200	6,000
7035 Printing and Reproduction			12,000	12,000	-	3,600	8,400	12,000
7040 Office Supplies			15,000	15,000	-	4,500	10,500	15,000
7045 Systems Communications			50,000	50,000	-	20,500	29,500	50,000
7050 Tuition, Training, and Seminars - Staff			45,000	45,000	-	18,450	26,550	45,000
7055 Travel and Mileage - Staff			40,000	40,000	-	12,000	28,000	40,000
7060 Utilities (included in Rent)			-	-	-	-	-	-
7065 Telephone			30,000	30,000	-	12,300	17,700	30,000
7070 Rent (Offices)			365,348	365,348	-	109,604	255,744	365,348
7075 Facilities Maintenance			6,500	6,500	-	1,950	4,550	6,500
7080 Admin Support Contracts			120,000	120,000	-	120,000	-	120,000
7085 Program Support Contracts			120,000	120,000	-	-	120,000	120,000
7085 Program Support Contracts - IT NVTrac/Web			159,000	159,000	-	-	159,000	159,000
7090 Non-Board Meetings and Outreach			45,000	45,000	-	13,500	31,500	45,000
7095 Board Meetings and Travel			23,000	23,000	-	-	23,000	23,000
7100 Insurance			47,500	47,500	-	19,475	28,025	47,500
7100-7120 Employee Fringe Benefits			789,757	789,757	-	236,927	552,830	789,757
7125 Employer Payroll Taxes			75,945	75,945	-	22,784	53,161	75,945
7130/7135 Payroll Services and Bank Fees			16,000	16,000	-	16,000	-	16,000
7200 Equipment - Operating Leases			15,000	15,000	-	4,500	10,500	15,000
8500 Capital - Tenant Impr., Equipment and Furniture			75,000	75,000	-	22,500	52,500	75,000
8900 Strategic Initiative - WIA			260,656	260,656	-	-	260,656	260,656
Subtotal Board Operations			5,306,145	5,306,145	-	1,836,702	3,469,443	5,306,145

**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 \$22,210,052. Allocated (revised) among the three funding streams: Adult - \$8,316,715, Dislocated Worker - \$4,847,926, Youth - \$6,337,899, and Dislocated Worker Rapid Response Funds - \$679,465. In addition, more Dislocated Worker funds were received in February in the amount of \$2,028,047 from State Rapid Response funds.

Overall funding for PY 2012 was increased by \$4,009,441 (18.05%), 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 \$27,210,077.

Expenditures – Community Resource Allocation:

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 \$1,750,000 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 and an extension for Nye Community Coalition youth program in the amount of \$150,000.

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

6500 - Salaries: \$2,531,439 – Increase of \$79,676 - Allocated costs for administrative and program staff salaries.

7000 - Accounting and Auditing: \$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

7005 Legal Fees: \$75,000 – Allocated costs for legal services in areas such as board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies.

7010 Legal Publication Advertising: \$18,000 – Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.

7020 Licenses and Permits: \$3,000 – Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.

7025 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.

7030 Postage and Delivery: \$6,000 –Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.

7035 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.

7040 Office Supplies: \$15,000 – Allocated costs for various office supplies needed for every day operations.

7045 Systems Communications: \$50,000 – Allocated costs for support systems such as data backup, T-1 lines, and web hosting for internal e-mail support.

7050 Tuition, Training, and Seminars (Staff): \$45,000 – Increase of \$5,000 - Allocated costs for staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.

- 7055 Travel and Mileage (Staff): \$40,000 – Increase 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
- 7060 Utilities: \$0 –** Allocated costs for utilities which are currently included in the monthly lease agreement.
- 7065 Telephone: \$30,000 –** Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 7070 Rent (Offices): \$365,348 –** Allocated costs for Workforce Connections’ office space for staff in support of the Board’s administrative and programmatic functions.
- 7075 Facilities Maintenance: \$6,500 –** Allocated costs for equipment or facility repairs and maintenance not included in the monthly rent payments for Workforce Connections’ administration offices.
- 7080 Admin Support Contracts: \$120,000 –** Allocated costs for administrative support agreements and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085 Program Support Contracts: \$120,000 – Increase of \$60,000 -** Allocated costs for program support agreements and temporary staffing to support program activities.
- 7085 Program Support Contracts – IT NVTrac and Web: \$159,000 – Increase of \$22,000 -** Allocated costs for program support agreements and temporary staffing to support program and data support activities.
- 7090 Non-Board Meetings and Outreach: \$45,000 – Increase of \$15,000 –** Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 7095 Board Meetings and Travel: \$23,000 – Increase of \$5,000 -** Allocated costs for facility and event related charges tied to board and committee meetings and Board travel to grant activities.
- 7100 Insurance: \$47,500 – Increase of \$7,500 -** Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ omission and errors liability.
- 7100-7120 Employee Fringe Benefits: \$789,757 – Decrease of \$34,061 -** 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 used to calculate the fringe benefits.
- 7125 - Employer Payroll Taxes: \$75,945 – Increase of \$3,141 -** Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.

7130-7135 Bank/Payroll Services: \$16,000 – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.

Bank Fees	\$9,000
Payroll Services	\$7,000

7200 Equipment – Operating Leases: \$15,000 – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.

8500 Capital – Equipment and Furniture: \$75,000 – Increase of \$20,000 - Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.

8900 Strategic Initiatives: \$260,656 – Decrease of \$193,256 - 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.

workforceCONNECTIONS --Operations and One-Stop Side-by-Side
July 1, 2012 - June 30, 2013
(Updated March 21, 2013)

Board Operations	Authorized FTE	Actual FTE	Approved Budget PY2012	One-Stop Center	Proposed Budget PY2012	One-Stop System	Authorized FTE	Actual FTE	Proposed Budget PY2012	TOTAL
				MAY & JUNE						
6500 Salaries	31.88	27.88	2,531,439	Salaries	-	Salaries	7.00	6.00	184,474	2,715,913
7000 Accounting and Auditing			350,000	Accounting and Auditing	-	Accounting and Auditing			-	350,000
7005 Legal Fees			75,000	Legal Fees	-	Legal Fees			30,766	105,766
7010 Legal Publication Advertising			18,000	Legal Publication Advertising	-	Legal Publication Advertising			834	18,834
7020 Licenses and Permits			3,000	License and Permits	-	License and Permits			306	3,306
7025 Dues and Subscriptions			12,000	Dues and Subscriptions	500	Dues and Subscriptions			-	12,500
7030 Postage and Delivery			6,000	Postage and Delivery	500	Postage and Delivery			1,522	8,022
7035 Printing and Reproduction			12,000	Printing and Reproduction	1,400	Printing and Reproduction			2,100	15,500
7040 Office Supplies			15,000	Office Supplies	2,000	Office Supplies			1,888	18,888
7045 Systems Communications			50,000	Systems Comm./Telephone Support	1,000	Systems Comm./Telephone Support			5,000	56,000
7050 Tuition, Training, and Seminars - Staff			45,000	Tuition, Training, and Seminars - Staff	-	Tuition, Training, and Seminars - Staff			500	45,500
7055 Travel and Mileage - Staff			40,000	Travel and Mileage - Staff	-	Travel and Mileage - Staff			500	40,500
7060 Utilities				Utilities	2,000	Utilities			11,925	13,925
7060 Utilities (Deposit)				Utilities (Deposit)	-	Utilities (Deposit)			4,560	4,560
7065 Telephone			30,000	Telephone	-	Telephone			550	30,550
7070 Rent (Offices)			365,348	Rent (Offices)	11,600	Rent (Offices)			33,840	410,788
7070 Rent (Deposit)				Rent (Deposit)	-	Rent (Deposit)			52,816	52,816
7075 Facilities Maintenance			6,500	Facilities Repairs and Maintenance	1,860	Facilities Repairs and Maintenance			5,580	13,940
7080 Admin Support Contracts			120,000	Admin Support Contracts	-	Admin Support Contracts			-	120,000
7085 Program Support Contracts			120,000	Program Support Contracts	5,400	Program Support Contracts			221,962	347,362
7085 Program Support Contracts - IT NVTrac/Wet			159,000	Program Support Contracts - IT NVTrac/W	-	Program Support Contracts - IT NVTrac/Web			50,000	209,000
7090 Non-Board Meetings and Outreach			45,000	Non-Board Meetings and Outreach	416	Non-Board Meetings and Outreach			5,000	50,416
7095 Board Meetings and Travel			23,000	Board Meetings and Travel	-	Board Meetings and Travel			-	23,000
7100 Insurance			47,500	Insurance	-	Insurance			15,000	62,500
7100-7120 Employee Fringe Benefits			789,757	Employee Fringe Benefits	-	Employee Fringe Benefits			66,092	855,849
7125 Employer Payroll Taxes			75,945	Employer Payroll Taxes	-	Employer Payroll Taxes			5,665	81,610
7130/7135 Payroll Services and Bank Fees			16,000	Payroll Services and Bank Fees	-	Payroll Services and Bank Fees			350	16,350
7200 Equipment - Operating Leases			15,000	Equipment - Operating Leases	1,600	Equipment - Operating Leases			2,400	19,000
8500 Capital - Tenant Impr, Equip and Furniture			75,000	Capital - Tenant Impr, Equip and Furniture	-	Capital - Tenant Impr, Equip and Furniture			1,518,756	1,593,756
Depreciation (TI, Furnishing, Equip)			-	Depreciation (TI, Furnishing, Equip)	13,625	Depreciation (TI, Furnishing, Equip)			-	13,625
8900 Strategic Initiative - WIA			260,656	Strategic Initiative - WIA	-	Strategic Initiative - WIA			171,313	431,969
Subtotal Board Operations			5,306,145	Subtotal One-Stop Center	41,901	Subtotal One-Stop System			2,393,699	7,741,745
										2,435,600

workforceCONNECTIONS
One-Time Construction Summary
July 1, 2012 - June 30, 2013
(Updated February 26, 2013)

Detail	Estimated One Time Costs
Workforce Connections	
Architect	60,000
Total Workforce Connections Account	60,000
Construction Account	
Subtotal Construction Account	1,400,000
Equipment	
Signage	20,000
Phone System	23,381
Computers	75,900
Servers	16,000
Door Access System	19,718
Alarm System	5,798
Waiting Area Displays	6,048
Camera System	20,998
Network Switches	11,000
Network wiring	40,000
Subtotal Equipment	238,843
Furniture	
Offices	47,328
Cubicles	153,140
Furniture Installation	30,000
Conference Room	17,000
Large Conference Room	41,280
Break Room	6,070
Kitchen Appliances	6,000
Computer Resource Lab	8,500
Subtotal Furniture	309,318
Other Costs	
Moving Estimate	13,595
Moving Supplies	2,000
Permits and Licensing	30,000
Kiosk Equipment	15,000
Subtotal Other Costs	60,595
TOTAL One-Time Costs	2,068,756
Landlord Contribution to Construction	(550,000)
Net Cost to Complete	1,518,756

MARCH YTD 2013 REPORT-FINAL

workforce CONNECTIONS

PY2012 WIA Formula Expenses

Administrative and Program Operating Budget

For the Period : July 1, 2012 through June 30, 2013

Line Item Number	Budget				ACTUAL EXPENSES			Budget Authority Remaining			% of Program Year Concluded		75.00%
	Operating Expenses	Admin	Program	Total	Admin	Program	Total	Admin	Program	Total	% Expended from Budget		
											Admin	Program	Total
6500	Salaries	759,432	1,772,007	2,531,439	424,600	1,002,493	1,427,093	334,832	769,514	1,104,346	55.91%	56.57%	56.37%
7000	Accounting and Auditing	350,000	0	350,000	183,960	0	183,960	166,040	0	166,040	52.56%	0.00%	52.56%
7005	Legal Fees	75,000	0	75,000	35,538	0	35,538	39,462	0	39,462	47.38%	0.00%	47.38%
7010	Legal Publication Advertising	5,040	12,960	18,000	762	1,885	2,647	4,278	11,075	15,353	15.12%	14.54%	14.71%
7020	Licenses and Permits	840	2,160	3,000	115	285	400	725	1,875	2,600	13.72%	13.20%	13.35%
7025	Dues and Subscriptions	3,360	8,640	12,000	1,150	2,843	3,993	2,210	5,797	8,007	34.22%	32.91%	33.28%
7030	Postage & Delivery	1,680	4,320	6,000	640	1,583	2,223	1,040	2,737	3,777	38.09%	36.64%	37.04%
7035	Printing and Reproduction	3,360	8,640	12,000	1,982	4,902	6,884	1,378	3,738	5,116	58.99%	56.74%	57.37%
7040	Office Supplies	4,200	10,800	15,000	2,641	6,531	9,171	1,559	4,269	5,829	62.87%	60.47%	61.14%
7045	System Communications	14,000	36,000	50,000	11,304	27,958	39,262	2,696	8,042	10,738	80.74%	77.66%	78.52%
7050	Tuition, Training and Seminars	18,450	26,550	45,000	5,729	14,171	19,900	12,721	12,379	25,100	31.05%	53.37%	44.22%
7055	Travel and Mileage (Staff)	12,000	28,000	40,000	6,266	15,498	21,764	5,734	12,502	18,236	52.22%	55.35%	54.41%
7060	Utilities (Included in Rent)	0	0	0	0	0	0	0	0	0	0.00%	0.00%	0.00%
7065	Telephone	8,400	21,600	30,000	3,151	7,793	10,945	5,249	13,807	19,055	37.51%	36.08%	36.48%
7070	Rent	102,297	263,051	365,348	63,513	157,084	220,597	38,784	105,967	144,751	62.09%	59.72%	60.38%
7075	Facilities Maintenance	1,820	4,680	6,500	420	1,040	1,460	1,400	3,640	5,040	23.10%	22.22%	22.47%
7080/7085	Support Contracts	120,000	279,000	399,000	94,275	153,028	247,303	25,725	125,972	151,697	78.56%	54.85%	61.98%
7090	Non-Board Meetings & Outreach	13,500	31,500	45,000	7,597	18,789	26,386	5,903	12,711	18,614	56.27%	59.65%	58.63%
7095	Board Meetings and Travel	0	23,000	23,000	0	9,306	9,306	0	13,694	13,694	0.00%	40.46%	40.46%
7100	Insurance	19,475	28,025	47,500	10,206	25,242	35,448	9,269	2,783	12,052	52.41%	90.07%	74.63%
7120	Employee Fringe Benefits	236,927	552,830	789,757	118,845	293,935	412,781	118,082	258,895	376,976	50.16%	53.17%	52.27%
7125	Employer Payroll Taxes	22,784	53,161	75,945	9,625	23,806	33,431	13,159	29,355	42,514	42.25%	44.78%	44.02%
7130/7135	Payroll Services and Bank Fees	16,000	0	16,000	5,301	0	5,301	10,699	0	10,699	33.13%	0.00%	33.13%
7200	Equipment - Operating Leases	4,500	10,500	15,000	3,038	7,515	10,553	1,462	2,985	4,447	67.52%	71.57%	70.36%
7600	Youth Program Activities	0	0	0	0	0	0	0	0	0	0.00%	0.00%	0.00%
7605	Adult/DW Program Activities	0	0	0	0	0	0	0	0	0	0.00%	0.00%	0.00%
8500	Equipment and Furniture	22,500	52,500	75,000	9,461	23,400	32,861	13,039	29,100	42,139	42.05%	44.57%	43.82%
8510	Software - NV Trac Data System	0	0	0	0	0	0	0	0	0	0.00%	0.00%	0.00%
8900	Strategic Initiative (Operations)	0	260,656	260,656	0	0	0	0	260,656	260,656	0.00%	0.00%	0.00%
	Total	1,815,565	3,490,580	5,306,145	1,000,122	1,799,086	2,799,208	815,443	1,691,494	2,506,937	55.09%	51.54%	52.75%

Note: 7045 Systems Communication is slightly high based on the YTD average due to annual warranty renewals, 7100 Insurance is elevated based on the year to date average due to annual renewals.

Both of these accounts will come into line over the next three months.

Legend

	Correct Now
	Watch
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workforce CONNECTIONS
Awards and Expenditures
Program Year 2011/2012 Adult/Dislocated Worker Programs
April 30, 2013

Amounts for Providers reflect invoiced allowable expenditures through March 2013. Starred lines only reflect expenditures through February 2013.

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

WIA PY11-PY12 Adult and Dislocated Worker Green/All Sector

Provider	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance	PY11-12
							SESP Expenses
Bridge Counseling Associates	\$ 500,000	\$ 250,000	\$ 250,000	\$ 500,000	100.00%	\$ -	\$ 76,600
Bridge Counseling Associates-PY12 Extension	\$ 700,000	\$ 237,432	\$ 130,982	\$ 368,414	52.63%	\$ 331,586	See above line
GNJ Family Life Center	\$ 600,000	\$ 300,000	\$ 300,000	\$ 600,000	100.00%	\$ -	\$ 36,500
GNJ Family Life Center-PY12 Extension	\$ 1,200,000	\$ 446,743	\$ 389,966	\$ 836,709	69.73%	\$ 363,291	See above line
Goodwill of Southern Nevada	\$ 600,000	\$ 445,000	\$ 155,000	\$ 600,000	100.00%	\$ -	\$ 57,771
Goodwill of Southern Nevada-PY12 Extension	\$ 1,200,000	\$ 626,158	\$ 198,531	\$ 824,689	68.72%	\$ 375,311	See above line
Latin Chamber Foundation	\$ 600,000	\$ 362,381	\$ 220,000	\$ 582,381	97.06%	\$ 17,619	\$ 94,438
Nevada Partners, Inc	\$ 600,000	\$ 300,000	\$ 300,000	\$ 600,000	100.00%	\$ -	\$ 55,662
So. NV Regional Housing Authority	\$ 175,000	\$ 87,500	\$ 87,500	\$ 175,000	100.00%	\$ -	\$ 8,848
Total	\$ 6,175,000	\$ 3,055,214	\$ 2,031,979	\$ 5,087,193	82.38%	\$ 1,087,807	\$ 329,818

60%

40%

WIA PY11-PY12 Adult and Dislocated Worker Health/All Sector

Provider	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance	PY11-12
							SESP Expenses
CCSD - Desert Rose (contract ends 12/31/2012)	\$ 500,000	\$ 259,837	\$ 142,305	\$ 402,142	80.43%	\$ 97,858	\$ -
Easter Seals of Nevada	\$ 800,000	\$ -	\$ -	\$ -	0.00%	\$ 800,000	\$ -
Foundation for an Independent Tomorrow	\$ 600,000	\$ 335,000	\$ 265,000	\$ 600,000	100.00%	\$ -	\$ 1,000
Foundation for an Independent Tomorrow-PY12 Extension	\$ 1,200,000	\$ 438,373	\$ 367,849	\$ 806,222	67.19%	\$ 393,778	See above line
Latin Chamber Foundation	\$ 600,000	\$ 380,000	\$ 220,000	\$ 600,000	100.00%	\$ -	See Green Above
Latin Chamber Foundation-PY12 Extension	\$ 1,200,000	\$ 248,879	\$ 177,298	\$ 426,177	35.51%	\$ 773,823	See Green Above
Nevada Hospital Association	\$ 600,000	\$ 570,000	\$ 30,000	\$ 600,000	100.00%	\$ -	\$ -
Nevada Hospital Association-PY12 Extension	\$ 900,000	\$ 673,574	\$ 3,665	\$ 677,239	75.25%	\$ 222,761	\$ -
Nevada Partners, Inc	\$ 600,000	\$ 360,000	\$ 240,000	\$ 600,000	100.00%	\$ -	See Green Above
Nevada Partners, Inc-PY12 Extension	\$ 1,200,000	\$ 642,013	\$ 284,598	\$ 926,612	77.22%	\$ 273,388	See Green Above
So. NV Regional Housing Authority	\$ 175,000	\$ 87,500	\$ 87,500	\$ 175,000	100.00%	\$ -	See Green Above
So. NV Regional Housing Authority-PY12 Extension	\$ 500,000	\$ 229,396	\$ 119,102	\$ 348,499	69.70%	\$ 151,501	See Green Above
Total	\$ 8,875,000	\$ 4,224,572	\$ 1,937,318	\$ 6,161,890	69.43%	\$ 2,713,110	\$ 1,000

69%

31%

WIA PY11-PY12 Adult and Dislocated Worker Rural Services

Provider	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance	PY11-12
							SESP Expenses
Lincoln County School District	\$ 100,000	\$ 16,837	\$ 11,909	\$ 28,746	28.75%	\$ 71,254	\$ -
Nye Communities Coalition	\$ 750,000	\$ 375,000	\$ 375,000	\$ 750,000	100.00%	\$ -	\$ 14,306
Nye Communities Coalition-PY12 Extension	\$ 950,000	\$ 204,200	\$ 92,212	\$ 296,412	31.20%	\$ 653,588	See above line
Total	\$ 1,800,000	\$ 596,037	\$ 479,121	\$ 1,075,159	59.73%	\$ 724,841	\$ 14,306

55%

45%

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	\$ 388,827	\$ -	\$ 388,827	55.55%	\$ 311,173
Foundation for an Independent Tomorrow-PY13 Extension	\$ 700,000	\$ -	\$ -	\$ -	0.00%	\$ 700,000
Total	\$ 1,400,000	\$ 388,827	\$ -	\$ 388,827	27.77%	\$ 1,011,173

100%

0%

Total PY11-PY12 Adult/DW	\$ 18,250,000	\$ 8,264,650	\$ 4,448,418	\$ 12,713,069	69.66%	\$ 5,536,931
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65%

35%

workforce CONNECTIONS
Awards and Expenditures
Program Year 2011/2012 Youth Programs
April 30, 2013

Amounts for Providers reflect invoiced allowable expenditures through March 2013. Starred lines only reflect expenditures through February 2013.

WIA PY11 Youth General

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
Latin Chamber Foundation-PY11 Summer Component	6/1/12-6/30/13	\$ 250,000	\$ 148,093	\$ 72,769	\$ 220,862	88.34%	\$ 29,138
Latin Chamber Foundation-PY11 Green Consortium	5/1/12-9/30/13	\$ 500,000	\$ 96,938	\$ 120,945	\$ 217,883	43.58%	\$ 282,117
Nevada Partners, Inc-PY11 Year Round	7/1/11-6/30/13	\$ 500,000	\$ 235,735	\$ 258,045	\$ 493,781	98.76%	\$ 6,219
Nevada Partners, Inc-PY11 Summer Component	6/1/12-6/30/13	\$ 500,000	\$ 249,740	\$ 86,206	\$ 335,945	67.19%	\$ 164,055
So. NV Children First-PY11 Summer Component*	6/1/12-6/30/13	\$ 250,000	\$ 158,928	\$ 9,371	\$ 168,300	67.32%	\$ 81,700
Total		\$ 2,000,000	\$ 889,434	\$ 547,337	\$ 1,436,771	71.84%	\$ 563,229
			62%	38%			

WIA PY12 Youth General

Provider	Contract Dates	Contract Award	Youth In-School Expenditures	Youth Out-Of-School Expenditures	Total Invoiced	% Spent	Remaining Balance
GNJ Family Life Center-PY12 Youth Out of School	7/1/12-6/30/13	\$ 600,000		\$ 354,107	\$ 354,107	59.02%	\$ 245,893
Goodwill of So. Nevada-PY12 Youth with Disabilities	3/1/13-6/30/14	\$ 500,000	\$ 801	\$ 1,869	\$ 2,670	0.53%	\$ 497,330
HELP of So. Nevada-PY12 Youth In School	7/1/12-6/30/13	\$ 922,000	\$ 338,098		\$ 338,098	36.67%	\$ 583,902
HELP of So. Nevada-PY12 Youth Out of School	7/1/12-6/30/13	\$ 375,000		\$ 230,525	\$ 230,525	61.47%	\$ 144,475
Latin Chamber Foundation-PY12 Youth Out of School	7/1/12-6/30/13	\$ 400,000		\$ 95,427	\$ 95,427	23.86%	\$ 304,573
Nevada Partners, Inc-PY12 Youth In School	7/1/12-6/30/13	\$ 922,000	\$ 370,724		\$ 370,724	40.21%	\$ 551,276
Olive Crest-PY12 Foster Youth	3/1/13-6/30/14	\$ 500,000	\$ 735	\$ 2,151	\$ 2,886	0.58%	\$ 497,114
So. NV Children First-PY12 Out of School*	7/1/12-6/30/13	\$ 375,000		\$ 95,845	\$ 95,845	25.56%	\$ 279,155
Total		\$ 4,594,000	\$ 710,359	\$ 779,924	\$ 1,490,283	32.44%	\$ 3,103,717
			48%	52%			

WIA PY11-12 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	\$ 54,863	\$ 30,000	\$ 84,863	84.86%	\$ 15,137
Lincoln County School District-Tri-County-PY11 Extension	7/1/11-6/30/13	\$ 100,000		\$ 49,382	\$ 49,382	49.38%	\$ 50,618
Nye Communities Coalition-PY11 Year Round	7/1/11-6/30/13	\$ 300,000	\$ 157,128	\$ 90,000	\$ 247,128	82.38%	\$ 52,872
Nye Communities Coalition-PY11 Extension	7/1/11-6/30/13	\$ 150,000	\$ 0	\$ 24,259	\$ 24,260	16.17%	\$ 125,740
Total		\$ 650,000	\$ 211,991	\$ 193,642	\$ 405,633	62.41%	\$ 244,367
			52%	48%			

WIA PY12 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	\$ -	\$ 129,478	\$ 129,478	43.16%	\$ 170,522
Total		\$ 300,000	\$ -	\$ 129,478	\$ 129,478	43.16%	\$ 170,522
			0%	100%			

Total Youth		\$ 7,544,000	\$ 1,811,784	\$ 1,650,381	\$ 3,462,165	45.89%	\$ 4,081,835
			52%	48%			

workforce CONNECTIONS
Awards and Expenditures
Program Year 2011/2012 Direct Programs
April 23, 2013

Amounts for Internal Programs reflect expenditures as of April 23, 2013.

Amounts for Providers reflect invoiced allowable expenditures through March 2013. Starred lines only reflect expenditures through February 2013.

Direct Grants

Program	WC FTE	Contract Dates	Contract Award	Total Expended	% Spent	Remaining Balance
Americorps YouthBuild PY12	0.50	8/15/12-8/14/13	23,820	\$ 13,542	56.85%	10,278
Department of Justice - Get Out		10/1/12-12/31/2012	692,096	\$ 692,096	100.00%	-
Layoff Aversion PY12 - Rapid Response	2.00	7/1/12-6/30/13	250,000	\$ 206,589	82.64%	43,411
State Energy Sector Partnership (SESP)	4.00	8/10/10-6/30/13	3,503,000	\$ 3,399,230	97.04%	103,770
SESP - Healthcare Information Technology		12/11/2012-6/30/13	200,000	\$ 41,757	20.88%	158,243
US Fish & Wildlife - WC		6/28/11-12/31/16	11,029	\$ 11,029	100.00%	-
US Fish & Wildlife - So. NV Children First		6/1/12-12/31/12	16,471	\$ 10,202	61.94%	6,269
Youth Build PY11 - CCSD Desert Rose		7/1/11-6/30/13	158,584	\$ 129,325	81.55%	29,259
Youth Build PY11 - WC	3.70	6/1/11-5/31/14	941,416	\$ 754,372	80.13%	187,044
Total	10.20		5,936,925	5,398,652	90.93%	538,273

**Workforce Connections
Adult and Dislocated Worker Funding Plan
PY 2013 Projections**

	Budget	Remaining Available Funds	Projections Based on Monthly Invoices				Projected PY2013 TOTAL	Remaining
			Jul-Sep 2013 3 Months	Oct-Dec 2013 3 Months	Jan-Mar 2014 3 Months	Apr-Jun 2014 3 Months		
REVENUES (Available as of April 26, 2013)								
PY2012 Adult and DW Funding	13,164,641	2,500,000	2,044,500	455,500			2,500,000	-
PY2011/2012 Additional Dislocated Worker Funding (BOE approval 06/2013)	2,028,047	2,000,000	2,000,000				2,000,000	-
PY2013 Adult and DW Funding	14,807,263	14,807,263		4,339,000	4,764,500	4,764,500	13,868,000	939,263
TOTAL REVENUES	29,999,951	19,307,263	4,044,500	4,794,500	4,764,500	4,764,500	18,368,000	939,263
EXPENDITURES								0.59 Months
Community Resources								
PY2011 Adult and DW Original Contracts	600,000	97,858					-	
PY2011 Adult and DW (Contract Extensions to June 2013)	8,050,000	1,086,060					-	
PY2011 Nye Rural Services (Extended to June 2014)	1,000,000	503,588	125,000	125,000	125,000	125,000	500,000	
PY2012 Lincoln County Rural Services (Extended to June 2014)	100,000	59,254	14,500	14,500	14,500	14,500	58,000	
PY2012 Reentry Program (Extended to June 2014)	1,400,000	825,173	200,000	200,000	200,000	200,000	800,000	
PY2012 Adult and DW (Adults with Disabilities)	800,000	700,000	175,000	175,000	175,000	175,000	700,000	
PY2012 One-Stop Center Operations / One-Time Construction/Equipment	1,855,600	11,901					-	
PY2012 Workforce Connections Urban Computer Center	150,000	101,704	30,000	30,000			60,000	
PY2013 One-Stop Center Operations	342,000	342,000	85,500	85,500	85,500	85,500	342,000	
PY2013 One-Stop System Operations	858,000	858,000	214,500	214,500	214,500	214,500	858,000	
Operations								
PY2012 Administration and Programs	3,438,540	1,448,540					-	
PY2013 Administration and Programs	3,800,000	3,800,000	800,000	800,000	800,000	800,000	3,200,000	
Pending Contracts								
PY2013 Extend Adult and DW Contracts (One-Stop Center Partners)	4,800,000	4,800,000	1,200,000	1,200,000	1,200,000	1,200,000	4,800,000	
PY2013 Extend Adult and DW Contracts (One-Stop Affiliate Locations)	4,800,000	4,800,000	1,200,000	1,200,000	1,200,000	1,200,000	4,800,000	
PY2013 New One-Stop Partner RFP (Veterans - Start 10/2013)	650,000	650,000		216,667	216,667	216,667	650,000	
PY2013 New Adult and DW (Rural - Esmeralda - Start 10/2013)	50,000	50,000		16,667	16,667	16,667	50,000	
PY2013 New Adult and DW Contracts (Clark County - Mesquite - Start 10/2013)	50,000	50,000		16,667	16,667	16,667	50,000	
PY2013 Adult and DW Contracts (Reentry - Barber Training)	1,000,000	1,000,000		333,333	333,333	333,333	1,000,000	
PY2013 Adult and DW Contracts (Reentry - Logistics/Warehousing Operations)	500,000	500,000		166,667	166,667	166,667	500,000	
TOTAL			4,044,500	4,794,500	4,764,500	4,764,500	18,368,000	

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

PY2013 funding period is available July 1, 2013 through June 30, 2015 (after two years, funds revert to the State for one additional year)

	Service Provider	One-Stop Ctr/Sys	Total	
One Stop System/Center	5,450,000	1,200,000	6,650,000	51%
Affiliate Locations	6,300,000		6,300,000	48%
Rural Locations	100,000	-	100,000	1%
Total Community Resources	11,850,000	1,200,000	13,050,000	100%
	91%	9%	100%	

Workforce Connections
Youth Funding Plan
PY 2013 Projections

	Budget	Available Funds	Projections Based on Monthly Invoices						
			Jul-Sep 2013 3 Months	Oct-Dec 2013 3 Months	Jan-Mar 2014 3 Months	Apr-Jun 2014 3 Months	Next Program Year	Projected PY2013 TOTAL	Remaining
REVENUES (Available as of April 26, 2013)									
PY2012 Youth Funding	6,337,899	2,000,000	2,000,000	-				2,000,000	-
PY2013 Youth Funding	6,564,523	6,564,523	216,877	1,422,916	1,422,916	1,597,916	1,197,920	5,858,545	705,978
TOTAL REVENUES	12,902,422	8,564,523	2,216,877	1,422,916	1,422,916	1,597,916	1,197,920	7,858,545	705,978
EXPENDITURES									1.33 Months
Community Resource Contracts - PY 2011									
PY2011 Year-Round (Ending June 2013)	500,000	-						-	
PY2011 Latin Chamber Green Consortium (Ending date 9/30/2013)	500,000	153,117	64,500					64,500	
PY2011 Lincoln County	200,000	45,355	20,400					20,400	
PY2011 Nye County	450,000	117,112	61,500					61,500	
Community Resource Contracts - PY2012									
PY2012 Youth In-School Contracts (Extend to 9/30/2013)	1,844,000	790,778	344,400					344,400	
PY2012 Youth Out-of-School Contracts (Extend to 9/30/2013)	1,750,000	648,750	349,200					349,200	
PY2012 Youth Re-entry (Extend to 9/30/2013)	300,000	112,322	58,200					58,200	
PY2012 Youth Summer Component/Year Round	1,000,000	124,143	124,143					124,143	
PY2012 One-Stop Center Operations / One-Time Construction/Equipment	430,000	-							
Foster Care and Youth with Disabilities	1,000,000	833,334	166,666	166,666	166,666	166,666	166,670	833,334	
PY2012 Youth Summer Component / Year Round (Public Housing)	400,000	250,000	125,000	50,000	50,000	25,000		250,000	
Operations									
PY2012 Administration and Programs	1,867,580	-						-	
PY2013 Administration and Programs	1,712,905	1,712,905	375,000	375,000	375,000	375,000		1,500,000	
Pending Contracts									
PY2012 Additional Summer Youth Funding	527,868	527,868	527,868					527,868	
PY2013 Out-of-School Youth Contracts (Start Oct 2013)	750,000	750,000		187,500	187,500	187,500	187,500	750,000	
PY2013 In-School Youth Contracts (Start Oct 2013)	1,750,000	1,750,000		437,500	437,500	437,500	437,500	1,750,000	
PY2013 Youth Re-entry Contracts (Start Oct 2013)	300,000	300,000		75,000	75,000	75,000	75,000	300,000	
PY2013 Youth Rural Contracts (Start Oct 2013)	325,000	325,000		81,250	81,250	81,250	81,250	325,000	
PY2013 Youth One-Stop Corner (Start Oct 2013)	200,000	200,000		50,000	50,000	50,000	50,000	200,000	
PY2013 Public Housing Summer Funding	400,000	400,000				200,000	200,000	400,000	
TOTAL			2,216,877	1,422,916	1,422,916	1,597,916	1,197,920	7,858,545	

PY2012 funding period is available July 1, 2012 through June 30, 2014 (after two years, funds revert to the State for one additional year)
PY2013 funding period is available July 1, 2013 through June 30, 2015 (after two years, funds revert to the State for one additional year)

workforce CONNECTIONS

Audit Findings for PY2011
(Year Ended June 30, 2012)

Monthly Status Report
April 2013

Finding	Type	Description	Target Date	Audit					
				PY2011	PY2010	PY2009	PY2008	PY2007	PY2006
				ended	ended	ended	ended	ended	ended
				6/30/2012	6/30/2011	6/30/2010	6/30/2009	6/30/2008	6/30/2007
				(1/31/2013)	(2/24/2012)	(4/29/2011)	(06/08/2010)	(09/22/2009)	(07/22/2008)
12-1	Federal Grants	Funding federal grants in advance - excessive time elapsed between receipt of funds and disbursement of funds	June 2013	X	X	X	X		
		Action: Apr 2013 - Efforts to pay subrecipients within two days of receiving funds from the State is the goal. When funds are drawn for a provider, and not paid to them, the funds will be swapped on the subsequent draw to avoid using those funds for other expenses.							
		Action: Ongoing - FE must be kept up-to-date monthly to ensure accuracy.							
12-2	Federal Grants	Requests for funds need to be complete, accurate, and agree to supporting documentation.	July 2012	X	X	X			
		Action: Apr 2013 - Staff will continue to review all provider invoices to ensure accuracy and completeness. They will then obtain signatures that verify independent review.							
12-3	Federal Grants	Documentation supporting program participant eligibility shall be complete, accurate, and retained	June 2013	X	X				
		Status: Policies and procedures have been developed and annual monitoring by program staff will ensure complete and accurate records.							
		Action: Apr 2013 - The Quality Assurance manager will review records for the internal and direct programs that have participant files. This will be a formal process to help make sure all participant files have proper eligibility documentation.							
12-4	Federal Grants	Property records shall be complete, accurate and equipment will be properly accounted for.	June 2013	X					
		Status: Policies and procedures will be followed to properly track equipment.							
		Action: Apr 2013 - Staff has requested and received authorization from the state to dispose of a large list of fully depreciated assets. We are in the process of reconciling our asset list with the funded partner asset lists to make sure we have all our assets coded correctly.							

workforce CONNECTIONS

Audit Findings for PY2011
(Year Ended June 30, 2012)

Monthly Status Report
April 2013

Finding	Type	Description	Target Date	Audit					
				PY2011	PY2010	PY2009	PY2008	PY2007	PY2006
				ended	ended	ended	ended	ended	ended
				6/30/2012	6/30/2011	6/30/2010	6/30/2009	6/30/2008	6/30/2007
				(1/31/2013)	(2/24/2012)	(4/29/2011)	(06/08/2010)	(09/22/2009)	(07/22/2008)
Findings below did not recur in the latest audit.									
11-1	Financial Reporting	Lack of Policies and Procedures and GAAP adherence - improved from last year but still lacks effective policy and procedures			X	X	X	X	X
		Status: The Finance staff will continue to operate within established policies and modify those that need to be updated. Adherence to GAAP will always be the goal.							
11-2	Financial Reporting	Lack or insufficient skills and knowledge to perform governmental accounting utilizing GAAP - improved from last year but still needs improvement			X	X	X	X	
		Status: The Finance Manager and Financial Consultant are providing the expertise necessary to provide the skills and knowledge that have been needed. Staff will keep up skills by attending all applicable training.							
11-3	Federal Grants	SEFA schedules did not agree with supporting records or documentation			X	X	X	X	X
		Status: The FE system continues to be reconciled to the supporting draw and invoice records.							
11-6	Federal Grants	ARRA - timely reporting of quarterly reports			X	X			
		Status: All of the ARRA funds have been expended and there are no more reports due.							
11-8	Federal Grants	Sub-recipients awards did not contain the required information			X	X	X		X
		Status: All contracts for program year 2011 included the new template that ensured all the required information was entered into the contracts.							
11-9	Federal Grants	Financial reporting of Form ETA 9130 - timely submissions			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: Ongoing - monthly monitoring must continue to take place to ensure reports meet all deadlines.							
11-10	Federal Grants	Monitoring of sub-recipients - Annual Monitoring and Tracking of Findings			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: Apr 2013 - Continue the annual fiscal monitoring of all service provider contracts. Reports must be issued within 30 days.							

State of Nevada
Integrated Workforce Plan
Attachment E and F
Statewide WIA Allocation



State of Nevada

Integrated Workforce Plan For Title I of the Workforce Investment Act of 1998

Wagner-Peyser Act and Agricultural Outreach

**For the Period of
July 1, 2012 -
June 30, 2016**

ATTACHMENT E

Workforce Investment Act**State of Nevada Workforce Investment Act - Internal Policy****Policy for Workforce Investment Act Allocation
w/out Governor's Reserve – May 2012**

1. Initial Allocation of the new grant

1. Determine total federal policy year allocation.

2. Subtract from federal policy allocation:

Statewide Governor Reserve (10%)

Statewide Administration Reserve (5%)

Total Statewide Reserve (15%)

Calculate remaining amount.

3. Up to 25% of the Dislocated Work Allocation is reserved for Rapid Response. The remainder of the grant is allocated to the local level.

All rapid response funds are reserved by the state to carry out statewide rapid response activities. A local area may request rapid response funds over and beyond their regular dislocated worker allocation. To request this additional funding the local area must submit a proposal in writing that at a minimum outlines the following:

- Description of project
- Rationale of why normal DW funds are not sufficient, including verification of obligation of current DW funds
- Proposed budget
- Proposed performance outcomes, including number of participants served and the timeframe to complete the project outcomes

2. Allotment Amounts – Used to calculate amounts for Adult, Youth and Dislocated Worker Programs as specified in the below criteria.**A. Adult and Youth Allotments**

1) 33 1/3 % allotted on basis of relative number of unemployed individuals in areas of substantial unemployment (ASU) compared to total # of unemployed individuals in all ASU (statewide).

2) 33 1/3 % allotted on basis of relative excess number of unemployed individuals in the local area compared to the total excess number of unemployed individuals (statewide).

3) 33 1/3 % allotted on basis of relative number of disadvantaged adult (or youth) in each area compared to the total number of disadvantaged adult (or youth) statewide.

B. Dislocated Worker Allotment

- 1) Insured unemployment @ 20%
- 2) Unemployment concentrations @ 0%
- 3) Plant closings and mass layoff @ 30%
- 4) Declining industries @ 0%
- 5) Farmer-rancher economic hardship @ 15%
- 6) Long-term unemployment @ 35%

List totals according to Adult, Youth, Dislocated Worker and the Grand Total of all three programs.

3. Adult and Youth Allotments

1) Substantial Unemployment – Calculated as the North's and South's percentage of the average unemployment. The unemployment information is obtained from the Research & Analysis unit. The information source is the USDA, BLS, and Designation of Potential Area of Substantial Unemployment from Research & Analysis.

North (Number & Percent)

South (Clark, Nye, Lincoln, Esmeralda) – (Number & Percent)

Total – The North and South amounts (percentage and number) shown above must equal 100% of the total of the unemployed number.

The amounts calculated for the NLWIB and SLWIB below are determined by multiplying the Adult and Youth Allotments from section 2A(1) on page 1 by the North and South percentages in section 3(1).

NLWIB

SLWIB

Subtotal – Must equal the total amount of the Adult and Youth Allotments in section 2(A)(1).

2) Excess unemployment (exceeding 4.5%) – Based on average unemployment in areas over 4.5%. Source is Labor Force Summary Data (downloaded from www.Nevadaworkforce.com)

North

Total Labor Force (Number)

Unemployment (Number)

Unemployment Rate (Percentage)

Percent of Total Excess Unemployment (Percent of total excess unemployment exceeding 4.5%)

South

Total Labor Force (Number)

Unemployment (Number)

Unemployment Rate (Percentage)

Percent of Total Excess Unemployment (Percent of total excess unemployment exceeding 4.5%)

Total Excess Unemployment (Number)

The amounts calculated for the NLWIB and SLWIB below are determined by multiplying the Adult and Youth Allotments from section 2A(2) on page 1 by the North and South percentages in section 3(2).

NLWIB (Dollar Number)

SLWIB (Dollar Number)

Subtotal – Must equal the total amount of the Adult and Youth Allotments in section 2(A)(2).

3) Economically Disadvantaged – Source: Economically disadvantage population is based on 2006-2010 American Community survey. Check for a more current study.

	<u>Adults</u>	<u>Youths</u>
North (number)		
South (number)		
Total (number)		

The amounts calculated for the NLWIB and SLWIB below are determined by multiplying the Adult and Youth Allotments from section 2A(3) on page 1 by the North and South percentages in section 3(3).

NLWIB (Dollar Number)

SLWIB (Dollar Number)

Subtotal – Must equal the total amount of the Adult and Youth Allotments in section 2(A)(3).

4. Dislocated Worker Allotment

1) Insured unemployment @ 20% of total allotment – Source is benefit payments EM252-R from Research & Analysis Division.

North (Number & Percent)

South (Number & Percent)

Total (Number)

The amounts calculated for the NLWIB and SLWIB below are determined by multiplying the Dislocated Worker allotment from section 2B(1) on page 1 by the North and South percentages in section 4(1).

NLWIB (Dollar Number)

SLWIB (Dollar Number)

Subtotal (Dollar Number) – Must equal total in Dislocated Worker allotment 2B(1).

2) Unemployment concentrations @ 0%

3) Plant closings and mass layoff @ 30% of total allotment – Source is Rapid Response Database from the Employment Security Division.

North (Number & Percent)

South (Number & Percent)

Total (Number)

The amounts calculated for the NLWIB and SLWIB below are determined by multiplying the Dislocated Worker allotment from section 2B(3) on page 1 by the North and South percentages in section 4(3).

NLWIB (Dollar Number)

SLWIB (Dollar Number)

Subtotal (Dollar Number) – Must equal total in Dislocated Worker allotment 2B(3).

4) Declining industries @ 0%

5) Farmer-rancher economic hardship @ 15% of the total allotment – Source is USDA Nevada Farm Service Agency Farm Loan Program (Delinquent Loan Accounts).

North (Number & Percent)

South (Number & Percent)

Total (Number & Percent)

The amounts calculated for the NLWIB and SLWIB below are determined by multiplying the Dislocated Worker allotment from section 2B(5) on page 1 by the North and South percentages in section 4(5).

NLWIB (Dollar Number)

SLWIB (Dollar Number)

Subtotal (Dollar Number) – Must equal total in Dislocated Worker allotment 2B(5).

6) Long-term unemployment @ 35% - Source is EM252-R-1 from the Research & Analysis Division (UI Benefits Exhausted)

North (Number & Percent)

South (Number & Percent)

Total (Number & Percent)

The amounts calculated for the NLWIB and SLWIB below are determined by multiplying the Dislocated Worker allotment from section 2B(6) on page 1 by the North and South percentages in section 4(6).

NLWIB (Dollar Number)

SLWIB (Dollar Number)

Subtotal (Dollar Number) – Must equal total in Dislocated Worker allotment 2B(6).

5. Summaries

<u>A. Summary Before Hold Harmless</u>	<u>Adult</u>	<u>Youth</u>	<u>Dislocated Worker</u>	<u>Total</u>
NLWIB (Dollar)				

SLWIB (Dollar)

Total

<u>B. Percentage Before Hold Harmless</u>	<u>Adult</u>	<u>Youth</u>	<u>Dislocated Worker</u>	<u>Total</u>
NLWIB (Dollar)				

SLWIB (Dollar)

Total (Should be 100% for all columns)

6. Hold Harmless – In order to adjust for extreme or temporary changes in the yearly unemployment and economic disadvantage indicators or the policy year grant amount, a hold harmless provision may be implemented. The hold harmless provision calculates a 90% average of the allocations for the preceding two years, excluding rescission and re-allotment and adjusts the amounts in the summary table above to compensate for relative declines or increases in the new policy year allotments for the NLWIB and SLWIB.

ATTACHMENT F

Workforce Investment Act

State of Nevada Workforce Investment Board - Internal Policy

In-State Funding Policy - May 2012

The State Board shall assist the Governor in development of allocation formulas for the distribution of funds for adult employment and training activities and youth activities to local areas as permitted under sections 128(b)(3)(B) and 133(b)(3)(B) of Public Law 105-220;

The State Board will include a description of the methods and/or factors the State will use in distributing funds to local areas for youth activities and adult employment and training activities under sections 128(b)(3)(B) and 133(b)(3)(B) of Public Law 105-220, including:

- a description of how the individuals and entities represented on the State board were involved in determining such methods and factors of distribution; and
- a description of how the State consulted with chief elected officials in local areas throughout the State in determining such distribution;

1. With-in State Allocations for Youth

- Methods.--The Governor, acting in accordance with the State plan, and after consulting with chief elected officials in the local areas, shall allocate the funds that are allotted to the State for youth activities and statewide workforce investment activities under section 127(b)(1)(C) of Public Law 105-220, and are not reserved under subsection (a), in accordance with paragraph (2) or (3).

3. Formula Allocation for Youth Activities

- Allocation.--In allocating the funds to local areas, the State may allocate--
 - 33 1/3 percent of the funds on the basis described in section 127(b)(1)(C)(ii)(I) of Public Law 105-220;
 - 33 1/3 percent of the funds on the basis described in section 127(b)(1)(C)(ii)(II) of Public Law 105-220; and
 - 33 1/3 percent of the funds on the basis described in clauses (ii)(III) and (iii) of section 127(b)(1)(C) of Public Law 105-220.
- Minimum percentage.--Effective at the end of the second full fiscal year after the date on which a local area is designated under section 116 of Public Law 105-220, the local area shall not receive an allocation percentage for a fiscal year that is less than 90 percent of the average allocation percentage of the local area for the 2 preceding fiscal years. Amounts necessary for increasing such allocations to local

areas to comply with the preceding sentence shall be obtained by ratably reducing the allocations to be made to other local areas under this subparagraph.

- **Definition.**--The term "allocation percentage", used with respect to fiscal year 2000 or a subsequent fiscal year, means a percentage of the funds received through an allocation made under this subparagraph, for the fiscal year.
- **Youth discretionary allocation.**--In lieu of making the allocation described above to local areas, the State may distribute--
 - a portion equal to not less than 70 percent of the funds in accordance allocation formula above and
 - the remaining portion of the funds on the basis of a formula that incorporates additional factors (other than the factors described in the formula above) relating to:
 - excess youth poverty in urban, rural, and suburban local areas; and
 - excess unemployment above the State average in urban, rural, and suburban local areas; and:
 - was developed by the State board and approved by the Department of Labor as part of the State plan.

4. Allocations for Adult and Dislocated Worker Activities

- **Methods.**--The Governor, acting in accordance with the State plan, and after consulting with chief elected officials in the local areas, shall allocate
 - the funds that are allotted to the State for adult employment and training activities and statewide workforce investment activities under section 132(b)(1)(B) of Public Law 105-220 and are not reserved under subsection (a)(1), in accordance with paragraph (2) or (3); and
 - the funds that are allotted to the State for dislocated worker employment and training activities under section 132(b)(2)(B) of Public Law 105-220 and are not reserved under paragraph (1) or (2) of subsection (a), in accordance with paragraph (2).
- **Adult employment and training activities formula allocation.**
 - 33 1/3 percent of the funds on the basis described in section 132(b)(1)(B)(ii)(I);
 - (II) 33 1/3 percent of the funds on the basis described in section 132(b)(1)(B)(ii)(II); and
 - (III) 33 1/3 percent of the funds on the basis described in clauses (ii)(III) and (iii) of section 132(b)(1)(B).
- **Minimum percentage.**--Effective at the end of the second full fiscal year after the date on which a local area is designated under section 116, the local area shall not receive an allocation percentage for a fiscal year that is less than 90 percent of the average allocation percentage of the local area for the 2 preceding fiscal years. Amounts necessary for increasing such allocations to local areas to comply with the preceding sentence shall be obtained by ratably reducing the allocations to be made to other local areas under this subparagraph.

- **Definition.--**The term “allocation percentage”, used with respect to fiscal year 2000 or a subsequent fiscal year, means a percentage of the funds received through an allocation made under this subparagraph, for the fiscal year.
- **Adult employment and training discretionary allocations.--** In lieu of making the formula allocation described above, the State may distribute—
 - a portion equal to not less than 70 percent of the funds in accordance with the formula and
 - the remaining portion of the funds on the basis of a formula that—
 - incorporates additional factors (other than the factors described in the formula) relating to
 - excess poverty in urban, rural, and suburban local areas; and
 - excess unemployment above the State average in urban, rural, and suburban local areas; and
 - was developed by the State board and approved by the Secretary as part of the State plan.
- **Dislocated worker employment and training activities formula.**
 - In allocating the funds to local areas, the State shall allocate the funds based on an allocation formula prescribed by the Governor of the State. Such formula may be amended by the Governor not more than once for each program year. Such formula shall utilize the most appropriate information available to the Governor to distribute amounts to address the State's worker readjustment assistance needs.
 - The information described in Governor's formula shall include insured unemployment data, unemployment concentrations, plant closing and mass layoff data, declining industries data, farmer-rancher economic hardship data, and long-term unemployment data.

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

	Adult	Youth	Dislocated Worker	Total	
Total Allocation	9,193,672.00	9,407,590.00	13,990,600.00	32,591,862.00	
Less:					Calculation if Gov Reserve allowed
Statewide Gov Reserve (10%)				-	3,259,186
Statewide Administration Reserve (5%)	459,684	470,380	699,530	1,629,594	1,629,593
Total Statewide Reserve (15%)	459,684	470,380	699,530	1,629,594	4,888,779
Remaining	8,733,988	8,937,210	13,291,070	30,962,268	
Up to 25% for Rapid Response			700,000	700,000	3,497,650 = max DW 25%
Allocation to Local Level	8,733,988	8,937,210	12,591,070	30,262,268	

Workforce Connections Observations

- 1) There is no Governor's Reserve 10% in PY2013.
- 2) The State of Nevada allocated 5% for Rapid Response from the Dislocated Worker funding (25% maximum allowed)
- 3) Adult formula funding increased by 2.4%, Youth increased 3.3%, and DW decreased -2.9%.

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

	<u>Adult</u>	<u>Youth</u>	<u>Dislocated Worker</u>	<u>Total</u>
<u>I. Allotment Amounts</u>				
<u>A. Adult and Youth Allotments</u>				
1) 33 1/3 % allotted on basis of relative number of unemployed individuals in areas of substantial unemployment (ASU) compared to total # of unemployed individuals in all ASU (statewide).	2,911,329	2,979,070		5,890,399
2) 33 1/3 % allotted on basis of relative excess number of unemployed individuals in the local area compared to the total excess number of unemployed individuals (statewide).	2,911,329	2,979,070		5,890,399
3) 33 1/3 % allotted on basis of relative number of disadvantaged adult (or youth) in each area compared to the total number of disadvantaged adult (or youth) statewide.	2,911,330	2,979,070		5,890,400
<u>B. 'Dislocated Worker Allotment</u>				
1) Insured unemployment @ 20%			2,518,214	2,518,214
2) Unemployment concentrations @ 0%			-	-
3) Plant closings and mass layoff @ 30%			3,777,321	3,777,321
4) Declining industries @ 0%			-	-
5) Farmer-rancher economic hardship @ 15%			1,888,661	1,888,661
6) Long-term unemployment @ 35%			4,406,874	4,406,874
Total	8,733,988	8,937,210	12,591,070	30,262,268

Workforce Connections Observations

1) WC Recommendation: Recommend reducing the percentage to 10% and increasing the insured unemployment percentage to 25%. This recommended adjustment would place the resources where the employment and training work actually takes place, and meets the most workforce demands. Such local resources point of service will touch those most in need of services and assistance. Adjustment to this category would be much fairer to both the Northern and Southern Workforce Investment Boards.

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

	<u>Adult</u>	<u>Youth</u>	<u>Dislocated Worker</u>	<u>Total</u>		
II. Adult and Youth Allotments						
<u>1) Substantial Unemployment</u>						
				Average Substantial Unempl <u>As of 06/30/12</u>	Adult \$ Per Substantial Unempl	Youth \$ Per Substantial Unempl
North				42,354 24.85%	17.08	17.48
South (Clark, Nye, Lincoln, Esmeralda)				128,113 75.15%	17.08	17.48
Total.				170,468 100.00%		
Source: USDA, BLS, Designation of Potential Area of Substantial Unemployment 07/11-06/12 from Christopher Robison , R&A 4/19/13						
NLWIB	723,348	740,179		1,463,527		
SLWIB	2,187,981	2,238,891		4,426,872		
Subtotal	2,911,329	2,979,070	-	5,890,399		

Workforce Connections Observations

- 1) An area of substantial unemployment (ASU_ is defined as a county and/or city with a population of at least 10,000 and an unemployment rate of at least 6.5%.
- 2) At WC's request, DETR updated the formula to include rural counties in the South including Nye (pop 44,513, 11.7% unempl) resulting in an increase of \$102,946. Esmeralda (pop 825, 4.2% unempl) and Lincoln (pop 5,284, 11.9% unempl) counties do not qualify as an ASU.
- 3) WC Recommendation: DETR needs to provide backup documentation.

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

	<u>Adult</u>	<u>Youth</u>	<u>Dislocated Worker</u>	<u>Total</u>		
II. Adult and Youth Allotments, Continued						
<u>2) Excess unemployment (exceeding 4.5%)</u>						
				Average Unempl. in Areas Over 4.5%	Adult \$ Per Excess Unempl	Youth \$ Per Excess Unempl
				<u>January 2012 - December 2012</u>		
North						
Total Labor Force				364,883		
Unemployment				39,716	18.46	18.89
Unemployment Rate				10.88%		
Percent of Total Excess Unemployment				25.18%		
South						
Total Labor Force				999,987		
Unemployment				118,004	18.46	18.89
Unemployment Rate				11.80%		
Percent of Total Excess Unemployment				74.82%		
Total Excess Unemployment				157,720		
Source: 2012 Labor Force Summary Data (downloaded from www. Nevadaworkforce.com).						
NLWIB	733,111	750,170		1,483,281		
SLWIB	2,178,218	2,228,900		4,407,118		
Subtotal	2,911,329	2,979,070	-	5,890,399		

Workforce Connections Observations

- 1) Excess unemployment is defined as numbers of unemployed individuals (ages 16 and older) in excess of 4.5 percent, either statewide or in ASUs.
- 2) WC Recommendation: DETR needs to provide backup documentation.

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

	<u>Adult</u>	<u>Youth</u>	<u>Dislocated Worker</u>	<u>Total</u>		
II. Adult and Youth Allotments, Continued						
3) Economically Disadvantaged						
	Economically Disadvantaged <u>Adults</u>	Economically Disadvantaged <u>Youth</u>			Adult \$ Per Econ Disadv	Youth \$ Per Econ Disadv
North	49,775 25.80%	15,890 29.62%		65,665	15.09	55.53
South	143,160 74.20%	37,760 70.38%		180,920	15.09	55.53
	192,935	53,650		246,585		
	100.00%	100.00%				

Source: Economically disadvantaged population is based on Table 6 from TEGL-21-12 American Community Survey
<http://www.doleta.gov/budget/disadvantagedYouthAdults.cfm>

NLWIB	751,089	882,338		1,633,427
SLWIB	2,160,241	2,096,732		4,256,973
Subtotal	2,911,330	2,979,070	-	5,890,400

Workforce Connections Observations

- 1) An economically disadvantaged Youth is defined as "an individual who is age 16 through 21 who received an income, or is a member of a family that received a total family income that, in relation to family size, does not exceed the higher of the poverty line (2013 Family of 4 - \$23,550), or 70 percent of the Lower Living Standard Income Level (LLSIL - 2013 Family of 4 is \$27,724). The definition of a disadvantaged Adult is similar but the age restriction is 22 to 72.
- 2) WC Recommendation: DETR should remove the age group "73 and above" from the calculation (see backup table).

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

	<u>Adult</u>	<u>Youth</u>	<u>Worker</u>	<u>Total</u>	
III. Dislocated Worker Allotment					
<u>1) Insured unemployment @ 20%</u>					Dislocated Worker
					\$ Per
					Insured Unempl
North				<u>UI First Payments</u>	
				22,082	29.76
				26.10%	
South				62,533	29.76
				73.90%	
				84,615	
				100.00%	
Source: EM252-R-1 for the period 01/12-12/12 (AR-6 report from David Schmidt) 1-28-13					
NLWIB			657,179	657,179	
SLWIB			1,861,035	1,861,035	
Subtotal			2,518,214	2,518,214	

Workforce Connections Observations

- 1) Insured unemployment is defined as eligible workers who receive government payments for being involuntarily unemployed.
- 2) WC Recommendation: Recommend reducing the Farmer-rancher economic hardship percentage to 10% and increasing the insured unemployment percentage to 25%. This recommended adjustment would place the resources where the employment and training work actually takes place, and meets the most workforce demands. Such local resources point of service will touch those most in need of services and assistance. Adjustment to this category would be much fairer to both the Northern and Southern Workforce Investment Boards.
- 3) WC Recommendation: DETR needs to provide backup documentation.

2) Unemployment concentrations @ 0%

Workforce Connections Observations

- 1) The unemployment concentrations criteria is not used in the Nevada distribution. Although the criteria is not defined by WIA, the relative number of unemployed individuals residing in counties with an unemployment rate higher than the statewide unemployment rate for the same time periods as used in federal allotments.
- 2) WC Recommendation: DETR needs to provide information on why the criteria is not relevant to Nevada's Dislocated Worker calculation.

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

	<u>Adult</u>	<u>Youth</u>	<u>Dislocated Worker</u>	<u>Total</u>	
III. Dislocated Worker Allotment, Continued					
3) Plant closings and mass layoff @ 30%					
				Number of Dislocated Workers	Dislocated Worker \$ Per
				<u>01/1/12-12/31/12</u>	Plant Closing/Mass Layoff
North				821	863.98
-				18.78%	
South				3,551	863.98
				81.22%	
Total				4,372	
Source: Extract from Rapid Response database, for the period 1/1/12-12/31/12, provided by Shannan Canfield, SWRR coordinator, 1-29-13					
NLWIB			709,328	709,328	
SLWIB			3,067,993	3,067,993	
Subtotal			3,777,321	3,777,321	

Workforce Connections Observations

- 1) Plant closings and mass layoff criteria is not defined by WIA - number of plants which are not longer in operation and the number of displaced individuals.
- 2) WC Recommendation: DETR should distribute funding to the South for each rural county - Esmeralda, Lincoln, and Nye.
- 3) WC Recommendation: DETR should provide a detailed list to support plant closings/mass layoffs, information on how defined, and why weighted higher.

4) Declining industries @ 0%

Workforce Connections Observations

- 1) The declining industries criteria is not defined by WIA - the number of jobs lost within industries which have experienced declining employment.
- 2) WC Recommendation: DETR needs to provide information on why the criteria is not relevant to Nevada's Dislocated Worker calculation.

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

	<u>Adult</u>	<u>Youth</u>	<u>Dislocated Worker</u>	<u>Total</u>	
<u>5) Farmer-rancher economic hardship @ 15%</u>					Number of Delinquent Loans <u>1/28/2013</u>
North				5	100.00%
South				0	0.00%
				5	
				100.00%	
Source: USDA, Nevada State Farm Service Agency (FSA) Farm Loan Program, Nevada (Northern NV) Offices for delinquency count on 1/28/13 from Carolyn Persinger (Carolyn.Persinger@nv.usda.gov)					
NLWIB			1,888,661	1,888,661	
SLWIB			-	-	
Subtotal			1,888,661	1,888,661	

Workforce Connections Observations

- 1) Farmer-rancher economic hardship criteria is not defined by WIA - represents economic hardship and financial suffering as a result of the declining agriculture industry and uncontrollable adverse weather.
- 2) WC Recommendation: Recommend reducing the Farmer-rancher economic hardship percentage to 10% and increasing the insured unemployment percentage to 25%. This recommended adjustment would place the resources where the employment and training work actually takes place, and meets the most workforce demands. Such local resources point of service will touch those most in need of services and assistance. Adjustment to this category would be much fairer to both the Northern and Southern Workforce Investment Boards.

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

	<u>Adult</u>	<u>Youth</u>	<u>Dislocated Worker</u>	<u>Total</u>	
6) Long-term unemployment @ 35%					Dislocated Worker \$ Per Long-Term Unempl
			UI Benefits Exhausted		
North			10,327	23.94%	102.17
South			32,807	76.06%	102.17
			43,134		
			100.00%		

Source: EM252-R-1 for the period 01/12-12/12 (AR-6 report from David Schmidt) 1-28-13

NLWIB	1,055,079	1,055,079
SLWIB	3,351,795	3,351,795
Subtotal	4,406,874	4,406,874

Workforce Connections Observations

1) Insured unemployment benefits have been exhausted.

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

IV. Summaries

A. Summary Before Hold Harmless

	<u>Adult</u>	<u>Youth</u>	<u>Dislocated Worker</u>	<u>Total</u>
NLWIB	2,207,548	2,372,687	4,310,247	8,890,482
SLWIB	6,526,440	6,564,523	8,280,823	21,371,786
Grand Total	8,733,988	8,937,210	12,591,070	30,262,268

PY2013 Allocation

B. Percentage

NLWIB	25.28%	26.55%	34.2326%	29.38%
SLWIB	74.72%	73.45%	65.7674%	70.62%
Total	100.00%	100.00%	100.00%	100.00%

C. Allocation Under Hold Harmless - 90% of the Average % of Allocation for the Two Preceding Years

PY 11 WIA Allocation (excluding rescission and reallocation)

NLWIB	2,035,330	2,127,902	4,163,232
	26.17%	26.97%	
SLWIB	5,740,663	5,760,743	11,501,406
	73.83%	73.03%	
Total	7,775,993	7,888,645	15,664,638

PY 12 WIA Allocation (excluding rescission and reallocation)

NLWIB	1,979,945	2,068,355	4,048,300
	25.94%	26.73%	
SLWIB	5,651,798	5,670,752	11,322,550
	74.06%	73.27%	
Total	7,631,743	7,739,107	15,370,850

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

	Adult	Youth	Dislocated Worker	Total
<u>D. Summary After Hold Harmless</u>				
<u>Hold Harmless Percent - NORTH</u>				
NLWIB	23.45%	24.17%	34.23%	
SLWIB	76.55%	75.83%	65.77%	
Total	100.00%	100.00%	100.00%	
<u>Hold Harmless Allocation</u>				
NLWIB	2,048,120	2,160,124	4,310,247	8,518,491
SLWIB	6,685,868	6,777,086	8,280,823	21,743,777
Total	8,733,988	8,937,210	12,591,070	30,262,268

<u>Hold Harmless Percent - SOUTH</u>				
NLWIB	33.45%	34.17%		
SLWIB	66.55%	65.83%		
Total	100.00%	100.00%		
<u>Hold Harmless Allocation - SOUTH</u>				
NLWIB	2,921,519	3,053,845	4,310,247	10,285,611
SLWIB	5,812,469	5,883,365	8,280,823	19,976,657
Total	8,733,988	8,937,210	12,591,070	30,262,268

Department of Employment, Training, and Rehabilitation
Workforce Investment Act Allocation
PY13-FY14
TEGL 25-12

PLANNING DOCUMENT

	<u>Adult</u>	<u>Youth</u>	<u>Dislocated Worker</u>	<u>Total</u>
<u>Changes from Prior Periods</u>				
<u>Change over PY 12 Allocation w/ invoking hold harmless in North</u>				
NLWIB	68,175	91,769	4,310,247	4,470,191
SLWIB	1,034,070	1,106,334	8,280,823	10,421,227
Total	1,102,245	1,198,103	12,591,070	14,891,418

Percent Change Over PY12 Allocation

NLWIB	3.44%	4.44%
SLWIB	18.30%	19.51%
Total	14.44%	15.48%

Comment:

<u>Change over PY 12 Allocation w/ invoking hold harmless in South</u>				
NLWIB	941,574.00	985,490.00	4,310,247.00	6,237,311.00
SLWIB	160,671.00	212,613.00	8,280,823.00	8,654,107.00
Total	1,102,245.00	1,198,103.00	12,591,070.00	14,891,418.00

Change over PY 12 Allocation without invoking hold harmless

NLWIB	227,603.00	304,332.00	4,310,247.00	4,842,182.00
SLWIB	874,642.00	893,771.00	8,280,823.00	10,049,236.00
Total	1,102,245.00	1,198,103.00	12,591,070.00	14,891,418.00

Areas of Substantial Unemployment (ASU)

Areas of Substantial Unemployment (ASU) for Program Year 2012

II. Adult and Youth Allotments**1) Substantial Unemployment**

	Unemployment 12 mo Average	
<u>South</u>		
Las Vegas City	-	
North Las Vegas City	-	
Balance of Clark County North	-	
Balance of Clark County South	-	
<i>Total South</i>	128,113	Reallocated Esmeralda, Lincoln, and Nye from the North
<u>North</u>		
Reno - Sparks Cities	-	
Balance of Washoe County	26,752	
Carson County	-	Original Footnote
Balance of State	15,602	Most of "rest of state" is rural areas - consider North
<i>Total North</i>	<u>42,354</u>	
<u>TOTAL STATE</u>	<u>170,468</u>	

Excess Unemployment in Nevada

II. Adult and Youth Allotments**2) Excess unemployment (exceeding 4.5%)**Excess Unemployment in Nevada
February 2011 - January 2012

County >	North													South				Total
	Carson City	Churchill	Douglas	Elko	Eureka	Humboldt	Lander	Lyon	Mineral	Pershing	Storey	Washoe	White Pine	Clark	Esmeralda	Lincoln	Nye	

See S: 4770 ESD/ WIA/ WIAAlloc/ PY2013/ Internet NV Workforce report 12

Workforce Connections Observations

- 1) Excess unemployment is defined as numbers of unemployed individuals (ages 16 and older) in excess of 4.5 percent, either statewide or in ASUs.
- 2) WC Recommendation: DETR needs to provide backup documentation.

Economically Disadvantaged

II. Adult and Youth Allotments, Continued

3) Economically Disadvantaged

Economically Disadvantaged (125% of Poverty) - 2006-2010 American Community Survey

By County

	Carson City	Churchill	Douglas	Elko	Eureka	Humboldt	Lander	Lyon	Mineral	Pershing	Storey	Washoe	White Pine	Total SDA2	Clark	Esmeralda	Lincoln	Nye	Total SDA1	Nevada
Youth																				
14 and 15 years	265	40	340	180	-	65	80	335	15	50	-	1,735	50	3,155	9,460	10	35	470	9,975	13,130
16-21 years	730	325	500	590	10	310	45	1,210	90	85	70	8,705	65	12,735	26,640	15	105	1,025	27,785	40,520
total Youth	995	365	840	770	10	375	125	1,545	105	135	70	10,440	115	15,890	36,100	25	140	1,495	37,760	53,650
Adult																				
22 to 24 years	515	70	160	375	-	180	35	75	20	85	25	3,500	40	5,080	13,455	-	45	325	13,825	18,905
25 to 54 years	3,505	870	1,245	1,230	85	720	335	2,510	355	1,845	110	20,205	605	33,620	96,460	25	430	3,425	100,340	133,960
55 to 64 years	630	285	395	390	50	165	60	1,085	310	210	25	4,450	170	8,225	18,575	30	80	855	19,540	27,765
65 to 72 years	185	150	235	180	25	30	20	350	80	40	-	1,485	70	2,850	8,875	-	35	545	9,455	12,305
73 years and over	355	230	385	205	15	45	105	265	70	4	-	1,990	65	3,734	9,965	25	55	505	10,550	14,284
Total Adult	5,190	1,605	2,420	2,380	175	1,140	555	4,285	835	2,184	160	31,630	950	53,509	147,330	80	645	5,655	153,710	207,219

Workforce Connections Observations

1) An economically disadvantaged Youth is defined as "an individual who is age 16 through 21 who received an income, or is a member of a family that received a total family income that, in relation to family size, does not exceed the higher of the poverty line (2013 Family of 4 - \$23,550), or 70 percent of the Lower Living Standard Income Level (LLSIL - 2013 Family of 4 is \$27,724). The definition of a disadvantaged Adult is similar but the age restriction is 22 to 72.

2) WC Recommendation: DETR should remove the age group "73 and above" from the calculation (see backup table).

County Distribution of Benefit Payments

III. Dislocated Worker Allotment**1) Insured unemployment @ 20%**

UI First Payments	
State Total	84,615
<u>South</u>	
Clark	61,357
Esmeralda	18
Lincoln	97
Nye	1,061
Total South	62,533
<u>North</u>	
Churchill	711
Douglas	1,291
Elko	948
Eureka	20
Humboldt	319
Lander	159
Statewide	0
Lyon	2,059
Mineral	115
Carson	1,927
Pershing	103
Storey	47
Washoe	14,173
White Pine	210
Total North	22,082
Total - STATE	84,615

III Dislocated Worker Allotment, Continued**6) Long-term unemployment @ 35%**

UI Benefit Exhaust	
State Total	43,134
<u>South</u>	
Clark	32,082
Esmeralda	15
Lincoln	56
Nye	654
Total South	32,807
<u>North</u>	
Churchill	306
Douglas	620
Elko	336
Eureka	13
Humboldt	123
Lander	63
Statewide	0
Lyon	947
Mineral	65
Carson	926
Pershing	53
Storey	25
Washoe	6,745
White Pine	105
Total North	10,327
Total - STATE	43,134

Affected employees from Monthly Performance Indicator Report AKA Mass Layoffs - from Shannan Canfield

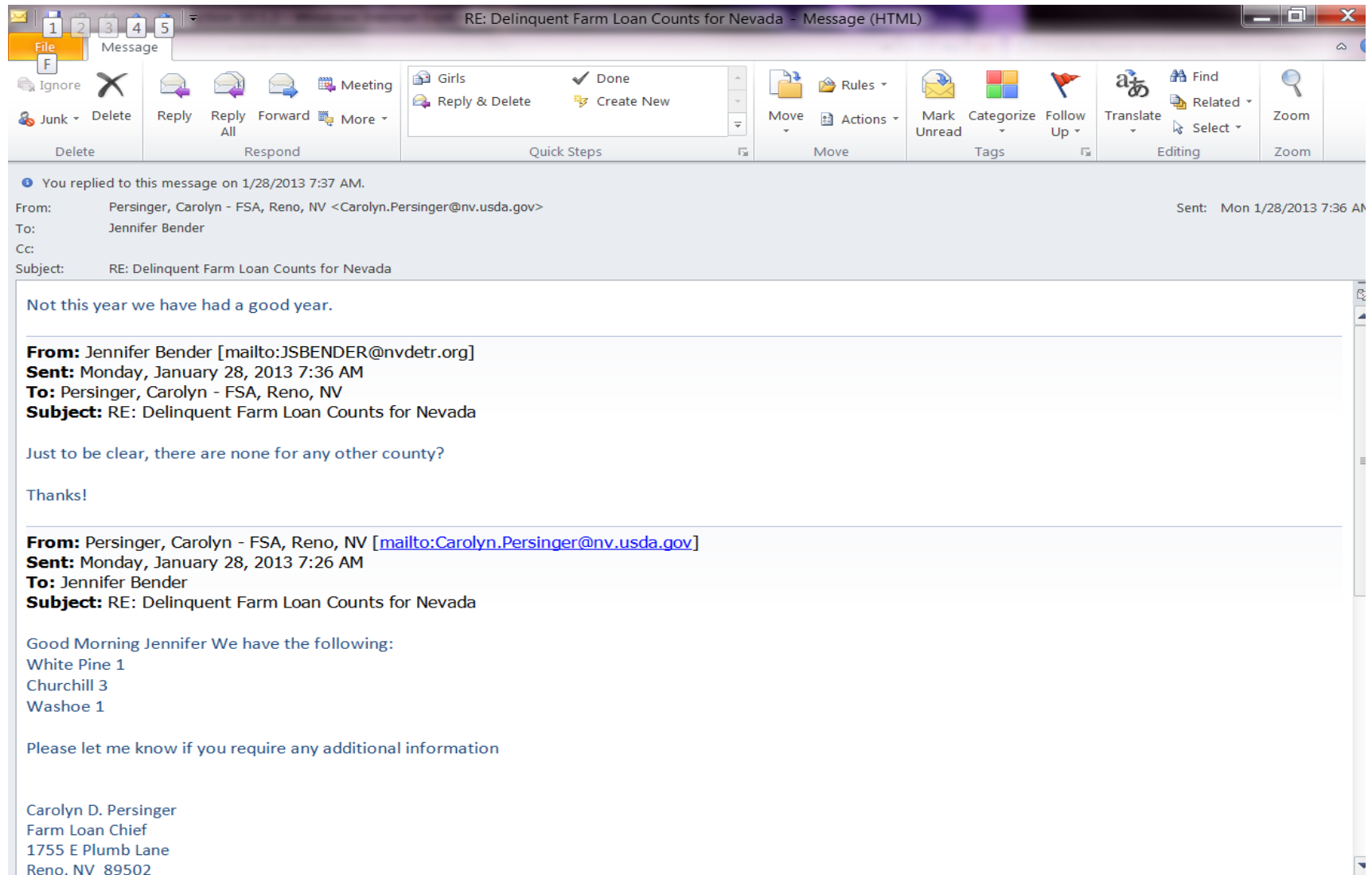
SN	NN	RN
249	75	9
116	250	30
50	6	21
604	0	6
200	360	40
108	4	
40	20	
22		
333		
6		
119		
8		
30		
30		
100		
0		
144		
0		
55		
15		
195		
19		
0		
0		
700		
15		
200		
12		
52		
32		
20		
20		
0		
0		
27		
0		
30		

3551	715	106	4372
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total must equal # of employees affected during this period
Workforce Connections Observations

- 1) Plant closings and mass layoff criteria is undefined by WIA. DETR calculation implies that all rural Nevada is included in the North.
- 2) WC Recommendation: DETR should distribute funding to the South for each rural county - Esmeralda, Lincoln, and Nye.
- 3) WC Recommendation: DETR should provide a detailed list to support plant closings/mass layoffs, information on how defined, and why weighted higher.

Farm Counts



Workforce Connections Observations

- 1) WC Recommendation: DETR should provide more information on the farm loans that are delinquent and why the factor is weighted higher. Another factor should be identified to reflect the demand for WIA services by this category.

**WORKFORCE CONNECTIONS
PROFESSIONAL SERVICES CONTRACTS
As of 5/20/2013**

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Funding Sources	Term of Contract
BLACKBAUD Fiscal Software & Fiscal Staff Training Amendment #1 Fiscal Software Technical Assistance Amendment #2 Fiscal Software Technical Assistance ANNUAL MAINTENANCE AGREEMENT Maintain existing Software	\$65,041.00 \$8,413.90 \$3,758.78 \$14,343.21	Competitive	A/DW/Y Formula	6/15/2011 to 9/30/2012 4/9/2012 to 4/9/2013
CST PROJECT CONSULTING Development of Responses to Clear PY'09-10 A-133 Audit findings; Amendment #1 Development and Establishment of an Effective Cash Management System Amendment #2	\$74,990.00 \$163,184.00 \$163,440.00	Sole Source	Governor's Reserve & A/DW/Y Formula	9/15/2011 to 4/22/2012 9/15/2011 to 1/31/2013 9/15/2011 to 1/1/2014
JANTEC Temporary Employment Services for workforceCONNECTIONS Temporary Employees Amendment# 1 Youth WEX Special discount Amendment# 2 Contract Renewal	32.4% overhead cost	Competitive	A/DW/Y	2/12/2011 to 2/12/2014

MACEY PRINCE CONSULTANTS Fiscal & Procurement Technical Assistance Amendment #1 Funded Partners & DETR Fiscal Training Amendment #2 Modification to hourly rate Amendment #3 Development of Procurement Manual and Modifications and Revisions to Fiscal Policies and Procedures	\$5,000.00 \$20,000.00 No cost amendment \$25,000.00	Competitive 	A/DW/Y 	9/23/2011 to 6/30/13
MARQUIS AURBACH COFFING Board Legal Counsel Second Contract Board/Staff Legal Counsel Amendment #1	\$100 to \$250 per hour not to exceed \$100,000.00 \$100,000.00 \$100,000.00	Sole Source Competitive	A/DW/Y Formula 	5/18/2009 to 1/25/2014
GREG NEWTON ASSOCIATES One Stop System Planning Training Amendment # 1 Partners One Stop System Training	\$25,200.00 \$8,400.00	Sole Source	A/DW/Y Formula	8/1/2012 to 6/30/2013
JOHN CHAMBERLIN ARRA/WIA Program/Fiscal Attorney Technical Assistance Amendment #1 Procurement Technical Assistance & SNWA LEO Technical Assistance Amendment #2 Board & Staff Technical Assistance for Program Year 2012 Strategic Plan Amendment #3 Board Strategic Planning Amendment #4	\$20,000.00 \$15,000.00 \$10,000.00 \$20,000.00 \$1,000.00	Sole Source	A/DW/Y Formula	4/1/2008 to 6/30/2013

STRATEGIC PROGRESS Grant Research and Writing	\$8,000.00 per grant - (not to exceed \$24,000.00)	Competitive	WIA/YB/SESP	10/1/2012 to 10/31/2013
SWITCH Co-location Repository and Maintenance of WC Data Amendment #1 Extend term for another year	\$17,000.00 per year \$17,000.00 per year	Competitive	WIA/YB/SESP	8/10/2011 to 7/31/2012 8/1/2012 to 7/31/2013
PIERCY BOWLER TAYLOR & KERN A-133 AUDITING SERVICES–PY2010 Contract Extension A-133 AUDITING SERVICES for Program Year 2011 Amendment #1 A-133 AUDITING SERVICES for Program Year 2011	\$219,296.67 \$75,724.00 \$75,724.00	Competitive	WIA/YB/DOJ/ SESP	9/15/2011 to 3/31/2012 9/19/2012 to 3/31/2013 7/16/13 To 3/31/2014
SIN CITY MAD MEN Web Development Services Amendment #1 One-Stop Center Web Development	\$8,000.00 \$30,000	Competitive	WIA	11/5/2012 to 6/30/2013 11/5/2012 to 6/30/2013
LAURA DIEKEN NV Trac Programmer Amendment #1 NV Trac Programmer	\$12,000.00 \$10,200.00	Competitive	WIA	11/5/2012 to 6/30/2013
LANTER CONSULTING GROUP Development of One-Stop Manual	\$6,000.00	Competitive	WIA	1/8/2013 to 1/30/2014

RICHARDSON PARTNERSHIP INC. One Stop Center Architect Amendment #1 Construction Change Order	\$60,000.00 \$8,935.00	Competitive	WIA	12/18/2012 to 12/31/2013
ANNIE V. WHITE, PHD Staff Team Building Training	\$3,500.00	Competitive	WIA	4/5/2013 to 6-30-2013
TAKA KAJIYAMA NV Trac Maintenance Consultant Amendment #1 NV Trac Maintenance Amendment #2 NV Trac Maintenance Amendment #3 NV Trac Maintenance Amendment #4 NV Trac IT Consultant & Staff IT Training of NV Tract Edits and Maintenance Amendment #5 Temporary replacement WC IT staff	\$40,000.00 \$9,000.00 \$15,000.00 \$5,400.00 \$78,000.00 \$12,000.00	Sole Source	WIA/SESP	3/1/2012 to 6/30/2013
WORKPLACE ESL SOLUTIONS Basic Office Communications Skills Workshops	\$2,000.00	Competitive	WIA	6/30/2013

****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.**

17. DISCUSSION AND POSSIBLE ACTION: Executive Director's Report
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Executive Director's Report

Rural Counties Update

- New initiatives in Lincoln County, i.e., staff changes with intensive outreach efforts to both participants and business clients
 - Thanks to Lincoln County commissioner volunteer outreach support
- Participation in Lincoln County open houses May 16, 2013 and May 23, 2013
- Good strong workforce development leadership demonstrated in Nye County

One-Stop Career Center Service Delivery Impact Model

Deliverables

- Respond to the 21st Century industry demand and our contemporary workforce
- Assure that our services and training are promptly delivered and aligned with current local labor markets demands
- Shift service priority to an emphasis on worker skills, assisting worker to gain access to skills leading to self-sufficiency and responding to employer/business demands
- Cope with limited and declining funding through a more efficient use of resources and a reduction of program duplication and requirements
- Increase or improve service levels and quality—working toward integrated service delivery
- Redefine and improve performance
 - Develop service delivery and report key, leading, measurable indicators

One-Stop Career Center Facility Update

- All done—furnished, turnkey One-Stop Career Service Delivery facility now ready
 - Move in is currently underway, with in-house One-Stop Career Center staff training taking place
- Partners and staff will be undergoing hands-on with Grand Opening scheduled June 28, 2013

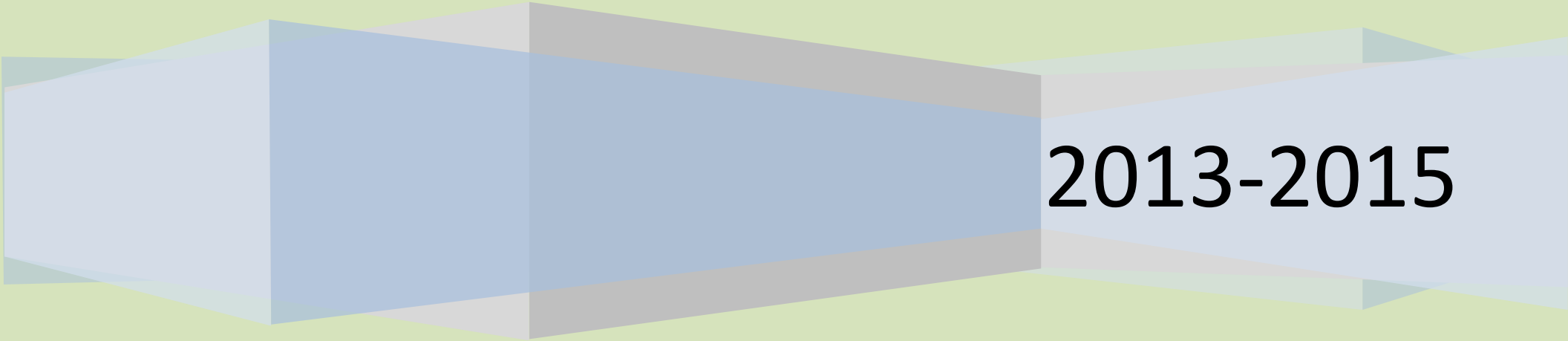
Upcoming Training Activities

- Staff Monitoring Review and Report Writing Training – June 3, 2013
- Staff RFP/Procurement Training – June 11, 2013
- Service Providers and Community/Faith Based Agencies RFP 101 Training – June 12, 2013—(Location: Nevada Partners, Inc.)

*workforce*CONNECTIONS

Southern Nevada Workforce Investment Area

2-Year Strategic Plan Matrix



2013-2015

Workforce Connections
Southern Nevada Workforce Investment Area Strategic Plan Matrix
Mission, Goals, Objectives and Strategies
2 – Year Strategic Plan (April 30, 2013 – June 30, 2015)

***MISSION:** to establish dynamic partnerships with employers and the community to connect employment opportunities, education and job training.*

Goal 1 Implement Effective Management and Oversight				
Objective	Strategy/Action	Timeline	Measurement	Assignment—Status
1.1. Maximize return on investment and manage funds responsibly with the highest standards.	1. Hire well qualified staff talent and encourage ongoing management and oversight training.	Present programmatic and fiscal updates during every committee/council and board meeting.	Clear, concise programmatic and fiscal reports documenting quantitative and qualitative results.	Budget Committee—Due Monthly
	2. Lend strong technical assistance support to awarded programs along with comprehensive fiscal oversight and accountability for productive outcomes.	Ongoing	Unqualified fiscal auditing financial statements and less than ten noted monitoring findings identified by the State of Nevada and/or U.S. Department of Labor.	Budget Committee—Due Monthly
1.2. Correct all noted auditing and monitoring findings.	1. Develop and document sound corrective action measures with permanent fixes to prevent non-compliance recurrence.	Corrective action with responses due per published auditing and monitoring reports and associated directives.	Corrective action validated along with findings closure notice from auditing/monitoring agency.	Budget Committee—status update due monthly
	2. Provide technical assistance to staff and/or funded partners/service providers and ongoing training initiatives associated with awarded programs and funding.	Within 3 months or program/funding award.	Published training and technical assistance reports.	Budget Committee—first report due 3 months after initial goal approval

Goal 2
Champion Youth Education, Training and Employment

Objective	Strategy/Action	Timeline	Measurement	Assignment—Status
2.1. Increase youth high school graduation rates.	1. Partner with educators, employers and community leaders to identify and leverage resources offering holistic, wraparound youth services.	Ongoing and throughout program year.	Receipt of formal presentations and inputs from partners during public committees/councils and board meetings.	Youth Council—Due Monthly
	2. Target hardest to service youth identified by the Southern Nevada Regional Planning Commission.	Each Program Year	Published Request for Proposals and award and execute contracts to qualified/certified partners and service providers.	Youth Council—Due Monthly
2.2. Engage and connect youth with career path and employment training opportunities relevant to the identified industry sectors	1. Design and fund workforce development programs to prepare youth for successful entry into employment and lifelong learning opportunities.	Each Program Year	Published Request for Proposals and award and execute contracts to qualified/certified partners and service providers.	Youth Council—In Place
	2. Promote youth career preparedness and exposure with supported internships and real-world, hands-on training and employment experience through local employers.	Ongoing	158 Youth Served (Occupational Skills Training, OJTs, Work Experience) As of: March 2013	Youth Council—Due Monthly, first report due 3 months after goal approval
	3. Secure local public-private partners with focus on youth education and training opportunities leading to promising careers.	Throughout Program Year	Executed MOUs	Youth Council—Due 3 Months after goal approval.
2.3. Expose youth to STEM skills, training and career pathways.	1. Partner with educators, employers and community leaders to expose youth to the necessary skills of the future workforce.	Ongoing and throughout program year.	Expand the existing STEM youth programs with additional curriculum that is both engaging and local industry-relevant.	Youth Council—In Place

Goal 3

Establish a One-Stop Delivery System and a Comprehensive One-Stop Career Center

Objective	Strategy/Action	Timeline	Measurement	Assignment—Status
3.1. Solicit partnership agreements from both mandatory and non-required partners to participate in Southern Nevada Workforce Investment Area One-Stop Delivery System.	1. Establish agreements with required and potential One-Stop System partners.	Ongoing and throughout program year.	Executed MOUs.	Adult/Dislocated Worker Committee—Ongoing with 27 partner executed MOUs as of December 2012
	2. Review and discuss Local Workforce Investment One-Stop System requirements and setup training schedules for system partners.	August 2012 and at least quarterly.	Published meetings minutes and training schedules.	Adult/Dislocated Worker Committee—Due Quarterly
	3. Secure/procure One-Stop System professional expert as a consultant to assist in laying/establishing the framework for Southern Nevada Workforce Investment Area One-Stop Delivery System.	August 2012	Executed contracts.	Adult/Dislocated Worker Committee—Completed
	4. Arrange for One-Stop System training for all system partners, conducted by a professional WIA subject matter expert.	August 2012 and ongoing	Published training outline or syllabus along with training attendance records.	Adult/Dislocated Worker Committee—Completed and ongoing.
	5. Conduct ongoing One-Stop System partnership meetings for the purpose of updating system partners and revealing new/revised system changes or upcoming modifications.	Quarterly	Published meetings minutes and training schedules.	Adult/Dislocated Worker Committee—Due 3 Months after goal approval.
3.2. Establish a One-Stop Center Consortium to serve as One-Stop Center Operator for Workforce Connections' One-Stop	1. Solicit at least three required One-Stop Center partners to participate in a One-Stop Center Consortium with responsibility to operate	October 2012	Required Southern Nevada Workforce Investment Board and Local Elected Officials certification and approval.	Workforce Connections Board of Directors Completed—Board approved October 23, 2012

Career Center	a Comprehensive One-Stop Center.			
	2. Execute MOUs among One-Stop Center Consortium partners, i.e., outlining each partner's role.	October 2012	Executed MOUs with at least three required partners.	Adult/Dislocated Worker Completed—October 2012
	3. Identify and assign One-Stop Center consortium staff.	February 2013	Receipt of named individuals to be staffed in One-Stop Career Center and corresponding business cards printed.	Adult/Dislocated Worker Committee—Pending
	4. Conduct ongoing meetings and training opportunities for consortium partners.	Ongoing	Published meeting/training outline or syllabus along with attendance records.	Adult/Dislocated Worker Committee—Completed and ongoing.
	5. Secure One-Stop Center facility along with associated equipment and supplies.	May 2013	Executed facility lease agreement along with executed tenant improvements (build-out) and construction contracts, and Purchase Orders (POs) for necessary furniture and equipment.	Adult/Dislocated Worker Committee—Lease Agreement executed, furniture and equipment POs pending.
	6. Conduct at least five One-Stop Center service delivery mocked work flows in facility prior to grand opening.	May 2013	Staff written reported progress	Adult/Dislocated Worker Committee—Pending
	7. Send formal invites to distinguished guests to attend grand opening.	May 2013 (Rev.)	Documented guests' list with verified invite mailings and RSVPs	Workforce Connections administrative staff—pending
	8. Planned grand opening event agenda.	May 2013 (Rev.)	Grand opening event presentation to Workforce Connections Board of Directors	Workforce Connections Board of Directors—staff presentation pending

Goal 4
Attract, Grow and Retain Businesses

Objective	Strategy	Timeline	Measurement	Assignment/Status
4.1 Create a workforce system that champions business, education and economic development.	Establish strong business partners/local employers that look to Workforce Connections' One-Stop System and Career Center(s) as their first choice for employment and training services	July 2013	At least five businesses/employers testimonials (oral or written) presented during each Board meeting.	Executive Committee—three months after Board goal approval
4.2. Create a dynamic supply of trained, skilled workers to meet workforce demands of regional and industry sectors.	Grow a better—educated workforce by partnering with businesses and training partners (colleges, universities, and apprenticeship trades) to coordinate and develop training activities according to specific requirements identified by businesses.	Ongoing--as driven by businesses demands.	<ul style="list-style-type: none"> • 5% of the Southern Nevada population will hold an education or training credential-? • 2% of the Southern Nevada population will hold post-secondary degrees-? • 10% of Southern Nevada population will hold training certificates and/or trade credentials/certifications-? 	Executive Committee— three months after Board goal approval.
4.3. Align workforce development resources to be anchored by the following industry sectors: <ul style="list-style-type: none"> • Aerospace and Defense • Business IT Ecosystems • Clean Energy • Health & Medical Services • Logistics & Operations • Mining • Materials & Manufacturing • Tourism, Gaming and Entertainment. 	Team up with the Governor's Office of Economic Development and target WIA resources in support of industry sectors training needs. <ul style="list-style-type: none"> • Establish a local employer advisory panel (LEAP) for the purpose of gathering and delivering real time workforce intelligence for the one stop career center. • Continue to support DETR's sector councils • Allocate resources to support sector initiatives 	March 2013	<ul style="list-style-type: none"> • State economic development staff invited to Workforce Connections partnership forums • Local Employer Advisory Panel (LEAP) stood up and activated • WC staff and board members on DETR sector councils • Funded partners contracts include resource requirement support to industry sectors 	Executive Committee—three months after Board goal approval

18. SECOND PUBLIC COMMENT: 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

19. INFORMATION: Board Member Comments
