

*workforce***CONNECTIONS**

**YOUTH COUNCIL  
AGENDA**

**September 11, 2013**

**11:00 a.m.**

*workforce***CONNECTIONS**

**6330 W. Charleston Blvd.**

**Suite 150**

**Las Vegas, Nevada 89146**

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

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

City of Las Vegas, 495 S. Main, Las Vegas

City of North Las Vegas, 2250 Las Vegas Blvd. N., 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, 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV

Nevada JobConnect, 3405 S. Maryland Pkwy., Las Vegas, NV

Lincoln County 181 Main Street Courthouse, Pioche, NV

Nye County School District, 484 S. West St., Pahrump, NV

Pahrump Chamber of Commerce, 1302 S. Highway 160, Pahrump, NV

This Agenda is also available on our website at [www.nvworkforceconnections.org](http://www.nvworkforceconnections.org)

**COMMENTARY BY THE GENERAL PUBLIC**

This Board complies with Nevada's Open Meeting Law, by taking Public Comment at the beginning of the meeting immediately after the Board approves the Agenda and before any other action is taken and again before the adjournment of the meeting.

As required by Nevada's Open Meeting Law, the Youth 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 Youth Council to give all citizens an opportunity to be heard.

Welcome to our meeting.

Copies of non-confidential supporting materials provided to the Youth Council are available upon request. Request for such supporting materials should be made to Suzanne Potter at (702) 638-8750 or at [spotter@snvwc.org](mailto:spotter@snvwc.org). Such supporting materials are available at the front desk of WorkforceCONNECTIONS, at 6330 W. Charleston Blvd., Suite 150, Las Vegas, Nevada 89146 and are available on-line at [www.nvworkforceconnections.org](http://www.nvworkforceconnections.org).

Auxiliary aids and services are available upon request to individuals with disabilities by notifying Dianne Tracy, in writing at 6330 W. Charleston Blvd., Suite 150, Las Vegas, Nevada 89146; 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.

**Youth Council Members: Chair Sonja Holloway, Vice-Chair Willie J. Fields, Dan Rose, Stavan R. Corbett, Vida Chan Lin, Lt. Jack Owen, Tommy Rowe, Mujahid Ramadan, Debbie Tomasetti**

*All items listed on this Agenda are for action by the Youth Council 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 ..... 4
- 4. **DISCUSSION AND POSSIBLE ACTION:** Approve the Youth Council Meeting Minutes of July 10, 2013..... 5
- 5. **INFORMATION:** Welcome New Youth Council Member Debbie Tomasetti, Clark County School District ..... 12
- 6. **DISCUSSION AND POSSIBLE ACTION:** Approve staff’s recommendation to award the following Out-of School Youth contracts for the term of October 1, 2013 through September 30, 2014..... 17
  - a. HELP of Southern Nevada ..... \$200,000
  - b. GNJ Family Life Center ..... \$600,000
  - c. Latin Chamber of Commerce Community Foundation .. \$600,000
- 7. **DISUCSSION AND POSSIBLE ACTION:** Approve staff’s recommendation to negotiate and amend Rural Youth contracts for an extended term of October 1, 2013 through September 20, 2014 ..... 20
  - a. Lincoln County ..... \$100,000
  - b. Nye Communities Coalition ..... \$200,000
- 8. **DISCUSSION AND POSSIBLE ACTION:** Approve staff’s recommendation to allow Jobs for America’s Graduates (JAG) and Graduate Advocate Initiative (GAI) to serve eligible youth in the same CCSD high schools ..... 23
  - a. Basic H.S.
  - b. Bonanza H.S.
  - c. Cheyenne H.S.
  - d. Cimarron-Memorial H.S.
  - e. Del Sol H.S.
  - f. Desert Pines H.S.
  - g. Mojave H.S.
  - h. Valley H.S.
- 9. **INFORMATION:** 2012 – 2013 Graduate Advocate Initiative (GAI) Report..... 27

- 10. **INFORMATION**: Southern Nevada Children First (SNCF) “High Risk” Designation Update..... 29
- 11. **INFORMATION**: Awards & Expenditures Report ..... 39
- 12. **INFORMATION**: Youth Funding Plan ..... 41
- 13. **INFORMATION**: Youth Department Director’s Report ~ Ricardo Villalobos ..... 43
- 14. **SECOND PUBLIC COMMENT SESSION**: Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and state your address for the record. Each comment will be limited to three (3) minutes ..... 44
- 15. **INFORMATION**: Youth Council Member Comments ..... 45
- 16. **ACTION**: Adjournment ..... 43

**Agenda Item 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

**Agenda Item 4.**

**DISCUSSION AND POSSIBLE ACTION:**

Approve the Youth Council Meeting Minutes of July  
10, 2013

workforceCONNECTIONS

MINUTES

Youth Council Meeting

July 10, 2013

11:00 a.m.

workforceCONNECTIONS

7251 W. Lake Mead Blvd., Suite 200

Conference Room

Las Vegas, NV 89128

**Members Present**

Sonja Holloway, Chair	Vida Chan Lin	Willie J. Fields	Stavan Corbett
Mujahid Ramadan			

**Members Absent**

Dan Rose	Lt. Jack Owen	Tommy Rowe
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**Staff Present**

Heather DeSart	Suzanne Potter	Melodye Stok	MaryAnn Avendano
Clentine January	Ricardo Villalobos	Byron Goynes	Faith Canella
Brett Miller	Rosie Boulware	Debra Collins	

**Others Present**

Michelle Hinojosa, Goodwill of Southern Nevada	Dr. Tiffany Tyler, Nevada Partners, Inc.
Dr. Rene Cantu, Jr., LCCCF	Tim Williams, Olive Crest
Paula McDonald, HELP of Southern Nevada	Pamela Posten, HELP of Southern Nevada
Evelyn Nuno, HELP of Southern Nevada	Tamico Tenell, Olive Crest
Havrier Lovell, Southern Nevada Children First	Trnee Stephenson, Southern Nevada Children First
Arneller Mullins, Nevada Partners, Inc.	Kirsten Searer, Clark County School District
Jeramey Pickett, Nevada Partners, Inc.	Arcadio Bolanos, Academy of Human Development
Debbie Tarantino, LCCCF	Esther Valenzuela, SNRHA
Helicia Thomas, GNJ Family Life Center	Sherman Rutledge, Jr., GNJ Family Life Center
Debbie Tomasetti, Clark County School District	

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

Matters in the Agenda were taken in the following order.

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

At 11:00 a.m. 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 not present.

**2. FIRST PUBLIC COMMENT SESSION**

None

**3. INFORMATION: HELP of Southern Nevada Youth Presentation**

Pamela Posten, HELP of Southern Nevada provided a PowerPoint presentation titled “*HELP of Southern Nevada – Helping People Help Themselves – WIA Yearbook 2013.*”

Prior to the presentation, two of HELP’s youth participants (Evelyn and Xavier) shared about their positive experience and success with the HELP’s program. Ms. Evelyn is now employed as an operator for HELP’s 2-1-1 program and Xavier will soon be attending college in California to study audio music engineering or graphic design.

Willie J. Fields arrived at 11:10 a.m. Following the presentation, staff confirmed that a quorum was present.

**4. 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 Stavan Corbett. Motion carried.*

**5. DISCUSSION AND POSSIBLE ACTION: Approve the Youth Council Meeting Minutes of May 8, 2013**

*A motion was made to approve the Youth Council Meeting Minutes of May 8, 2013 as presented by Mujahid Ramadan and seconded by Stavan Corbett. Motion carried.*

**6. DISCUSSION AND POSSIBLE ACTION: Election of Committee Officers**

- a. Accept nominations and vote for Committee Chairperson
- b. Accept nominations and vote for Committee Vice-Chairperson

*A motion was made to nominate Sonja Holloway as Chairperson by Stavan Corbett and seconded by Vida Chan Lin. The members present voted unanimously to elect Sonja Holloway as Chairperson. Motion carried.*

*A motion was made to nominate Willie J. Fields as Vice-Chairperson by Mujahid Ramadan and seconded by Sonja Holloway. The members present voted unanimously to elect Willie J. Fields as Vice-Chairperson. Motion carried.*

**7. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to negotiate and amend Nevada Partners, Inc. In-School Youth Program PY2012 contract for an additional amount not to exceed \$750,000 and extend the contract date from October 1, 2013 through September 30, 2014**

See Agenda item 8 for discussion and action on this item.

**8. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to negotiate and amend HELP of Southern Nevada's In-School Youth Program PY2012 contract for an additional amount not to exceed \$750,000 and extend the contract date from October 1, 2013 through September 30, 2014**

Ricardo Villalobos provided perspective highlighting the following key points supporting staff's recommendation to extend Nevada Partners and HELP of Southern Nevada's In-School Youth Contracts to serve In-School Youth through the Graduate Advocate Initiative (GAI) program:

1. Maintain the collaborative partnership with the Clark County School District (CCSD)
2. Continuity of services to youth
3. Increase effectiveness and efficiency of GAI program
4. Complexity of establishing MOU process with the school district if new funded partners identified through RFP process
5. NPI & HELP have staff located on school campuses who have established relationships with students/faculty
6. Enrollment process to begin immediately (outreach and intake)

Chair Holloway asked if youth have been identified for the GAI program.

Debbie Tomasetti, CCSD reported that the student data department is generating a list of students from the 2012-2013 school year that meet the criteria for the GAI program. The schools will have that list at the end of next week and the list will be shared with the GAI Coordinators to begin qualifying students for the program.

Chair Holloway asked representatives from NPI and HELP to provide a GAI progress report.

Dr. Tiffany Tyler reported that Nevada Partners is focused on:

1. Supporting the youth that have recently graduated (70%)

- a. Placement in employment and/or post-secondary education, military, apprenticeships (40%)
2. Supporting youth that are credit deficient
  - a. Summer school enrollment
  - b. Ensuring that students are on track to graduate at the end of the quarter (summer graduation)

Discussion ensued regarding identifying youth who are credit deficient in their freshman and sophomore year to provide them the assistance they need to ensure they pass the proficiency exams and graduate on time.

Ms. Tomasetti stated that the school district would support leveraging resources to provide younger students support and opportunities because national research shows that students first begin thinking about dropping out of school in the sixth grade and again as freshman.

Mujahid Ramadan asked how the youth from Spring Mountain Youth Camp will factor in with the program. Dr. Tyler replied that NPI staff is in contact with the youth's probation officer to ensure the youth has resources to stay engaged in school and opportunities to do something viable during the summer.

Mr. Villalobos said he participates in the Las Vegas Healthy Communities Coalition which focuses on the 'cradle to career' framework. Their goal is to partner with groups and organizations that can "fill in the gaps" and provide younger youth with support and opportunities using other resources that are not as restricted as WIA funds.

Stavan Corbett recalled an individual at Nevada Partners who worked directly with probation officers, case managers and a liaison with the school district to supervise, support and oversee the activities of the youth. The school district liaison was able to navigate and mitigate the bureaucracies and challenges that exist within the school district to expedite resources and success for the youth. Mr. Corbett stated that this infrastructure in terms of pipeline resources should be looked at and discussed as best practices because this type of cohesion would be huge and address many of the issues the youth face when returning back into the community.

Dr. Tyler stated that NPI pays for senior students to attend summer school through the GAI program and all youth (ages 14 – 19) who need summer school through the Youth Program/Summer Component.

Mr. Corbett commented that he had the opportunity to reach out to some of the funded partners and recently visited Dr. Tyler at Nevada Partners, toured the facility, learned a lot about the internal workings of the organization. Mr. Corbett said that Nevada Partners is doing a phenomenal job and he is highly impressed with everything they are doing along with the GAI program.

Paula McDonald, HELP of Southern Nevada reported shares the same goals and commitments as Nevada Partners. The summer school youth that have finished the first session of summer school. HELP's case managers are working with these youth to prepare them for post-secondary education, employment, or military as well as continuing following up with all participants.

Mujahid Ramadan recognized Nevada Partners and Foundation for an Independent Tomorrow for their support in the Safe Village Initiative.

Mr. Villalobos stated that he would like the Youth Council to pursue a CCSD representative to serve on the Youth Council, suggesting Ms. Tomasetti. Staff will send her the requisite forms and get approval from the Board chair.

***A motion was made to approve staff's recommendation to negotiate and amend Nevada Partners, Inc. and HELP of Southern Nevada's In-School Youth Program PY2012 contract for an additional amount not to exceed \$750,000 and extend the contract date from October 1, 2013 through September 30, 2014 by Willie J. Fields and seconded by Mujahid Ramadan. Motion carried.***



**9. DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to support the Governor's Statewide Jobs for America's Graduates (JAG) Initiative in partnership with Clark and Nye County School Districts in an amount not to exceed \$350,000. Allocated funds will become part of statewide resources supported by the Governor's Office; Nevada Department of Education; Nevada Department of Employment, Training and Rehabilitation; NevadaWorks, and School Districts across the State with Service Delivery by the Community Service Agency**

Mr. Villalobos invited Kirsten Searer to provide an overview of the JAG Initiative. Ms. Searer is the Chief of Staff for Superintendent Skorkowsky of the Clark County School District.

Ms. Searer reported that there has been a slight increase in the graduation rate due to the individualized student support provided to the juniors and seniors who really need the support and the hope for a brighter future. There are currently about 120 junior and senior students participating in the JAG program receiving skills counseling, job counseling, mentoring, tutoring and leadership development. The goal of the JAG program is to graduate the students with the skills they need to be successful in college and career. The JAG program fits well into Superintendent Skorkowsky's reform efforts and he asks that the Youth Council support the initiative.

Chair Holloway asked which schools have been identified for the JAG program. Ms. Searer replied Bonanza, Cimarron Memorial, Desert Pines and Valley High Schools.

Chair Holloway said she is concerned that both programs would be serving the same schools and asked if they are flexible with choosing other schools for the JAG program. Ms. Searer deferred the question to Ms. Tomasetti who replied that this would be an opportunity to leverage the resources of the JAG and GAI programs. The JAG program uses only part of the WIA funding stream and the rest of the funding are unrestricted funds which allows JAG to incorporate additional students who do not qualify for GAI. Last year JAG served three of the four high schools that GAI was serving and what happened was the GAI coordinator and the JAG job specialist worked closely together to qualify students quickly and effectively and provided those students with wraparound services. If the students did not qualify for the GAI program, they were perfect candidates for the JAG program. Both programs have strengths and challenges. The challenges the JAG program has are the strengths of the GAI program and vice versa.

Mr. Corbett agreed that this is a smart proposal and a phenomenal opportunity to continue to engage in partnerships, identify best practices as it relates to leveraging resources, and help many more students that need the help but are often turned away because they are not eligible for the WIA program.

Chair Holloway said ok, as long as the programs were not duplicating services.

Mr. Villalobos stated that Ardell Galbreth, Executive Director-Workforce Connections is highly in favor of the JAG Initiative.

Detailed information on the JAG program is provided on page 21 – 38 of the agenda packet.

*A motion was made to approve staff's recommendation to support the Governor's Statewide Jobs for America's Graduates (JAG) Initiative in partnership with Clark and Nye County School Districts in an amount not to exceed \$350,000 by Mujahid Ramadan and seconded by Vida Chan Lin. Motion carried.*

**10. DISCUSSION AND POSSIBLE ACTION AND DIRECT STAFF ACCORDINGLY: Staff has identified significant fiscal problems associated with Southern Nevada Children First's (SNCF) financial management system. Although technical assistance has been provided and is currently underway, closely watched monitoring of SNCF's fiscal transactions is a necessity. If prompt corrective action does not occur soon, "high risk" designation may be necessary**

Heather DeSart, Deputy Director provided a brief overview of the monitoring process and deferred further detail and questions to MaryAnn Avendano, Sr. Financial Analyst.

Workforce Connections' staff issues a monitoring report; SNCF has 30 days to respond to the monitoring report with corrective actions; wC staff verifies that the corrective actions will be adequate and at that time visits the provider to verify that the corrective actions have been implemented. Ms. DeSart stated that the efforts provided to SNCF to fix their financial transactions have not been successful and SNCF has not

responded timely to the timeline provided and has asked for multiple extensions to implement their corrective actions.

Ms. Avendano presented the technical assistance history provided to SNCF through July 1, 2013 (page 66 of the agenda packet). She also noted that on July 8<sup>th</sup>, wC staff issued a pink paper to SNCF listing the corrective action items that still need to be completed and some of those items are due by 4:00 p.m. today (July 10<sup>th</sup>). Discussion ensued. Ms. Avendano said it was difficult to match SNCF's source documentation with invoices and general ledger and SNCF had difficulty locating source documentation when asked.

Monique Harris, SNCF stated that they are fully aware of the severity of the issues and are making efforts to correct them, including hiring new staff and reaching out to a CPA firm that has agreed to help them resolve the issues identified within a 30-40 day timeline. Ms. Harris briefly described some of the issues they were having, apologized and ensured that all issues will be taken care of. Discussion ensued.

Chair Holloway questioned the monitoring process and whether or not there was an internal policy that staff did or did not follow and requested staff to schedule time for her to meet with Ardell Galbreth to further discuss. Mr. Ramadan asked to be a part of the discussion to get a better understanding of the monitoring process.

Ms. DeSart commented that during previous discussion with Ardell, staff was 'scolded' for giving SNCF too many opportunities to fix things rather than getting heavy handed sooner. Staff recognized that they fell down on the job in that respect.

Chair Holloway asked if staff is still paying SNCF's invoices. Ms. DeSart replied that if SNCF is put on high risk it will allow staff to tighten controls. For example, SNCF's payroll will not get paid until very detailed resource documentation that matches the invoice is provided. High risk status is not for the purpose of 'tanking' their operation but no money is released until the invoice is fully reconciled to source documentation.

SNCF's monitoring report and monitoring response, disallowed letter for work experience, SNCF's Technical Assistance History and Timeline for Monitoring Corrective Action are provided as backup on page 40 – 69 of the agenda packet.

*A motion was made to direct staff to move forward with a high risk designation for Southern Nevada Children First by Stavan Corbett and seconded by Vida Chan Lin. Motion carried.*

#### **11. INFORMATION: Awards & Expenditures Report with Expenditures Forecast**

MaryAnn Avendano presented the Awards & Expenditures Report with Expenditures Forecast provided on page 72 of the agenda packet. Ms. Avendano noted that Southern Nevada Children First submitted May invoices that are not recorded on this report because SNCF is on an adjusted timeline for correcting and resubmitting their invoices.

#### **12. INFORMATION: Youth Department Director's Report ~ Ricardo Villalobos**

Mr. Villalobos provided the following report:

- Workforce Connections was awarded the 2013– 2016 YouthBuild grant in the amount of \$1,100,000 and the 2013 YouthBuild USA AmeriCorps Award for \$25,000.
- Workforce Connections is in the process of requesting proposals for the Out-of-School Youth Program for \$1,400,000.
- The Clark County Commissioner's Proclamation for Summer Business Institute is on Friday, July 12<sup>th</sup> at 9:30

**13. SECOND PUBLIC COMMENT SESSION**

Arcadio Bolanos, Director - Academy of Human Development (AHD): Mr. Bolanos shared that AHD was awarded \$150,000 for their computer center. Mr. Bolanos thanked the Board, Youth Council and staff for their support and invited everyone to tour the center. AHD is open Monday -Thursday from 9am-5pm and Friday - Saturday from 9am – 2pm, located on Eastern and Stewart. Mr. Bolanos will provide flyers to staff to distribute to all members of the Board and Local Elected Officials.

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

None

**15. ACTION: Adjournment**

*A motion was made to adjourn the meeting at 12:44 p.m. by Willie J. Fields and seconded by Stavan Corbett. Motion carried.*

**Agenda Item 5.**

**INFORMATION:**

Welcome New Youth Council Member Debbie  
Tomasetti, Clark County School District



*workforce* **CONNECTIONS**  
PEOPLE. PARTNERSHIPS. POSSIBILITIES.

July 23, 2013

Dear Sonja Holloway,

I recommend **Debbie Tomasetti, Clark County School District** to serve on the Youth Council.

Thank you.

 \_\_\_\_\_

Hannah Brown, Chair-WorkforceCONNECTIONS Board

7/23/13

Date

**Debbie Tomasetti**

**(702) 799-6560**

## Education

### **University of Nevada, Las Vegas – 2004**

Professional Administrative Endorsement – Educational Leadership

### **University of Nevada, Las Vegas – 1990**

Master's Degree - Curriculum & Instruction

### **University of Nevada, Las Vegas – 1985**

Bachelor of Science - Elementary Education

Minor in Special Education

## Licenses/Certifications

### **State of Nevada Department of Education**

- Educational Administration
- Elementary Education
- Elementary Literacy
- Generalist Resource Room

### **Advantage Performance Group**

**The Adaptive Schools Leadership Institute**

## National Presentations

**Selected as a presenter for the 2009, 2008 & 2006 National Staff Development Council Annual Conferences**

**Selected as a presenter for the 2007 Association of Supervision and Curriculum Development Annual Conference**

## Professional Associations and Organizations

**National Staff Development Council**

**Association for Supervision and Curriculum Development**

**Professional Development Consortium**

**Advantage Way User's Group**



## Professional Profile

- **Coordinates the Clark County School District Graduation Initiatives**
- **Maintains all documentation related to programs**
- **Develops long-range and short-term goals of programs**
- **Plans and conducts meetings to review progress and develop action plans**
- **Designs training modules for project personnel**
- **Designs training conferences for project personnel**
- **Partners with Instructional Technology Department to design and implement online professional learning systems for mentors**
- **Coordinates presentations with community partners**
- **Designs and implements assessment of training designs**
- **Coordinates monthly and yearly publication projects**
- **Maintains on-line discussion communication systems for mentors and user groups**
- **Assists with district strategic planning and improvement plans**
- **Directs and appraises the performance of the Project staff**
- **Provides feedback to the Project staff utilizing Cognitive Coaching strategies to improve performance**
- **Ensures all training designs align with district vision and standards**
- **Coordinates resources for program implementation**
- **Develops training schedules for all program components**
- **Works closely with community partners for recruitment services to ensure cohesive delivery of services**
- **Presents professional learning sessions for various divisions and departments in the Clark County School District**
- **Serves as the district facilitator for the creation of division and school mission statements**
- **Facilitated Board of School Trustees Community Forums**
- **Served as the Trainer of Trainers for the Clark County School District's training departments**
- **Presents professional learning sessions for community based organizations**
- **Conducts forums with stakeholders to assess specific learning needs and analyze current progress**

## Employment Experience

- November 2011 to Present**                      **Coordinator**  
 Graduation Initiatives  
 Clark County School District Las Vegas, Nevada
- May 2005 to November 2011**                      **Coordinator**  
 Induction Program  
 Teacher Induction and Mentoring Department  
 Human Resources Division  
 Clark County School District Las Vegas, Nevada
- August 2001 to May 2005**                      **Project Facilitator**  
 K-12 Teacher Development Department  
 Curriculum and Professional Development Division  
 Clark County School District Las Vegas, Nevada
- May 1999 to July 2001**                      **Teacher on Special Assignment**  
 Systems Design & Staff Development Department  
 Human Resources Division  
 Clark County School District Las Vegas, Nevada
- August 1996 to April 1999**                      **Literacy Specialist**  
 Clark County School District Las Vegas, Nevada
- August 1995 to July 1996**                      **Reading Improvement Teacher**  
 Clark County School District Las Vegas, Nevada
- August 1994 to July 1995**                      **Title I Specialist**  
 Clark County School District Las Vegas, Nevada
- August 1993 to July 1994**                      **Teacher**  
 Clark County School District Las Vegas, Nevada
- August 1989 to July 1993**                      **Adjunct Professor / District Liaison for Field Experiences**  
 University of Nevada, Las Vegas  
 Las Vegas, Nevada
- September 1988 to July 1989**                      **Gifted and Talented Program Teacher**  
 Clark County School District Las Vegas, Nevada
- August 1985 to July 1988**                      **Teacher**  
 Clark County School District Las Vegas, Nevada

## Contact Information

Debbie Tomasetti  
 Clark County School District  
 4601 W. Bonanza Road  
 Las Vegas, NV 89107  
 (702) 799-6560  
 DTomasetti@interact.ccsd.net

Debbie Tomasetti



**Agenda Item 6.      DISCUSSION AND POSSIBLE ACTION:**  
Approve staff’s recommendation to award the following Out-of School Youth contracts for the term of October 1, 2013 through September 30, 2014:

- a. HELP of Southern Nevada .....\$200,000
- b. GNJ Family Life Center.....\$600,000
- c. Latin Chamber of Commerce Community Foundation ...\$600,000



**2013 Out-of-School RFP**

**Evaluation Scores**

	Agency	Eval 5	Eval 6	Eval 7	Eval 8	Eval 55	Eval 66	Eval 77	Eval 88	Total	Average
1	HELP	91	90	69	76.5	92	83	98	85.5	685	85.63
2	GNJ	85	77	67	77	98	92	98	90	684	85.50
3	LCCCF	89	83	74	71	86.5	91	96	86.5	677	84.63
4	NPI	86	79	64	73.5	97	81	94	88	662.5	82.81
5	YAP	78	65	72	71	94	86	93	89.5	648.5	81.06
6	SNVCF	74	47	73	57.5	76	63	79	82.5	552	69.00
7	CSNV	79	45	61	37	73	81	73	73.5	522.5	65.31

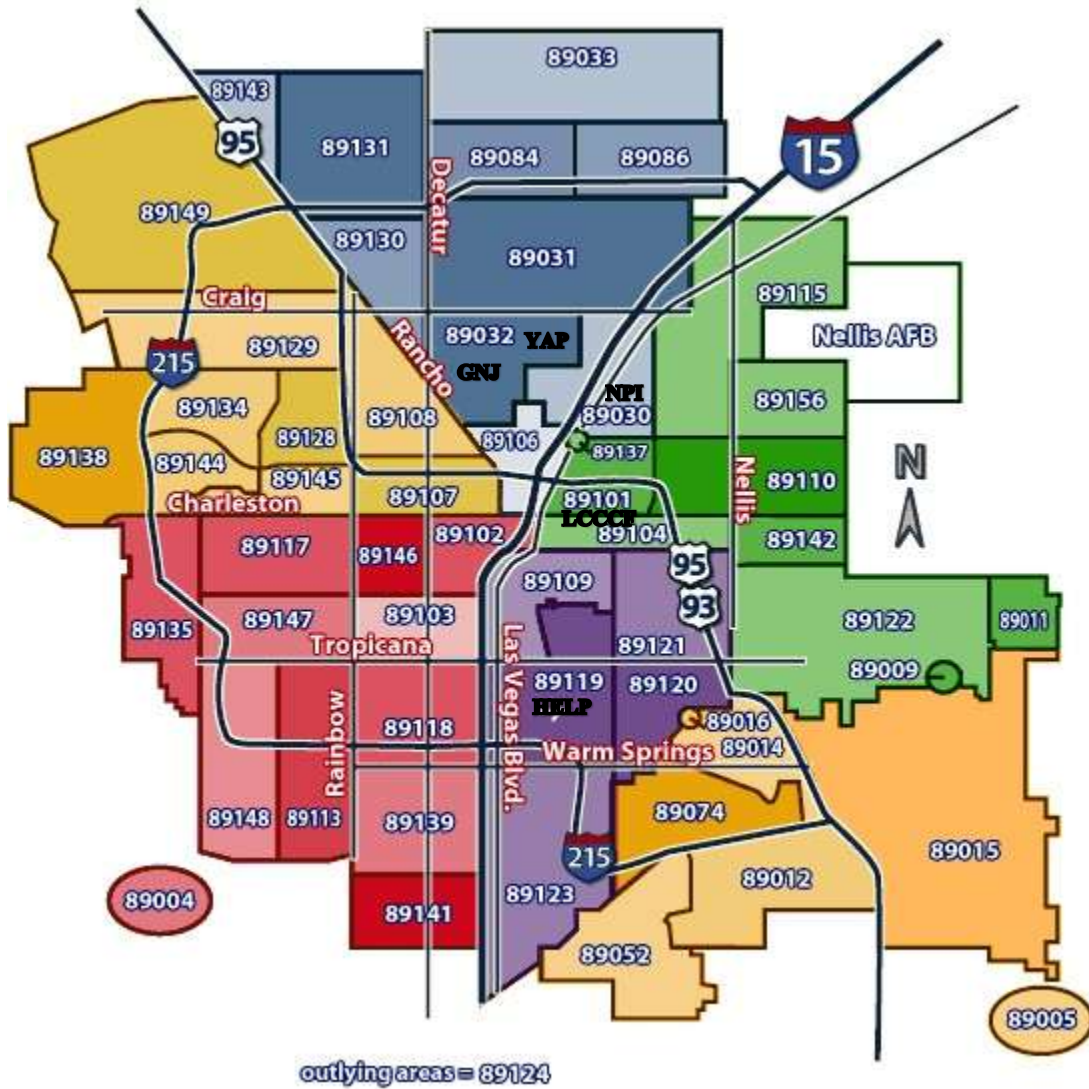
**Recommendation**

Agency	Amount Recommended	Expected Youth to Serve
HELP	\$200,000	70
GNJ	\$600,000	215
LCCCF	\$600,000	215
	<b>\$1,400,000</b>	<b>500</b>

**Current YFP Funding of Top 5 OSY Proposals (80 or above)**

Agency	Program	Recently Awarded	Rec. Funding	Total Funding
HELP	ISY	\$750,000	\$200,000 (OSY)	\$950,000
GNJ	OSY	\$0	\$600,000	\$600,000
LCCCF	OSY	\$0	\$600,000	\$600,000
NPI	ISY	\$750,000	\$0	\$750,000
YAP	Re-Entry	\$300,000	\$0	\$300,000
		<b>\$1,800,000</b>	<b>\$1,400,000</b>	<b>\$3,200,000</b>

**Zip Code Locations of Agencies**



<p><b>Agenda Item 7.     <u>DISCUSSION AND POSSIBLE ACTION:</u></b>          Approve staff’s recommendation to negotiate and amend Rural Youth contracts for an extended term of October 1, 2013 through September 20, 2014:</p>
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- a. Lincoln County .....\$100,000
- b. Nye Communities Coalition.....\$200,000



**Lincoln County  
Youth Contract Recommendation**

<b>Program Year:</b>	PY13
<b>Program/Agency Name:</b>	Lincoln County Workforce Program
<b>Location:</b>	Lincoln County, NV
<b>Program Type:</b> <i>(Please note the funding stream)</i>	WIA Youth Formula
<b>Program Dates:</b>	October 1, 2013 – September 30, 2014
<b>Amount Recommended:</b>	\$100,000
<b>Cost Per:</b>	\$4545
<b># to Serve:</b>	New Youth – 22
<b>Target Population:</b>	17-21 year olds, in and out of school youth
<b>Program Description:</b>	<p>The project will identify gaps in education and career advancement for eligible youth, create exposure to career opportunities and provide urban life skill training. Out of school youth will be aligned for placement in employment, further training or post-secondary education to obtain a degree, certificate or diploma according to their career plan developed through the program. Out of school youth will be approached through adult and alternative education, juvenile parole, family social support agencies and local networks. To identify their education capabilities and weaknesses they will be pre and post tested for Lit/Num levels. Youth in school will dominantly be seniors. In school youth will be pre and post tested for Lit/Num levels. Each youth will establish a career plan including the education required and implement the plan, have individual career alignment, participate in virtual career tours online, and receive needed education counseling. Youth in groups may participate in career days out of the county, job shadowing, leadership activities in community events, and technology education so they can gain an understanding of a career that is interesting and viable for them. Youth will learn about resume development and interviewing, customer service to increase their chances of obtaining employment. Assistance in finding financial aid programs will be provided to increase the feasibility of post-secondary education. Education advancement to achieve higher Lit/Num levels will be attained through addressing visual discrimination processing problems (through targeted training for school district staff), tutoring, and adult and alternative education classes. Life skills for urban living will become blended into teaching curriculum so that these rural youth can thrive in new environments for further education and jobs. The program will hire a case worker/coordinator to provide these services suited to each of the 22 eligible youth.</p>
<b>Contact Person &amp; Info.:</b>	Holly Gatzke, 775-726-3109 ext 106, gatzkeh@unce.unr.edu



**Nye County  
Youth Contract Recommendation**

<b>Program Year:</b>	PY13
<b>Program/Agency:</b>	NyE Communities Coalition
<b>Location:</b>	Pahrump – limited services at Tonopah 1020 East Wilson Road Pahrump NV 89048
<b>Program Type</b>	WIA Youth Formula
<b>Program Dates:</b>	October 1, 2013 – September 30, 2014
<b>Amount Recommended:</b>	\$200,000
<b>Cost Per:</b>	\$2941
<b># to Serve:</b>	New Youth – 68
<b>Target Population:</b>	In school, Out of school, disabled youth, teen parents / pregnant, homeless, youth involved with juvenile justice / courts ages 16-21
<b>Program Description:</b>	<p>Youth participants will participate in the following program activities and elements:</p> <ul style="list-style-type: none"> <li>• Objective assessment of academic levels, skill levels, and service needs along with of basic skills, occupational skills, prior work experience, employability, interests, aptitudes, supportive service needs, and developmental needs.</li> <li>• Development of an Individual Service Strategy for each participant that identifies an employment goal, achievement, objectives, and services using the information obtained in the assessment.</li> <li>• Assistance as appropriate with postsecondary preparation and enrollment, proficiency and graduation requirements; linkage of academic and occupational learning; work experience and internships; connections to local employment / employers.</li> <li>• Educational assistance including tutoring and Study Skills Training; dropout prevention strategies; and connection to alternative secondary school offerings.</li> <li>• Work experiences that are paid and unpaid and is where planned, structured learning will take place.</li> <li>• Leadership development that will include community services and peer centered activities encouraging responsibility and other positive social behaviors along with instruction that encourages decision making, teamwork, and citizenship activities.</li> <li>• Provision of supportive services that may include: Transportation, childcare, other barriers to training / employment; adult mentoring; and referrals for guidance and counseling as needed.</li> <li>• Implementation of the Youth STEM program: “What’s It Mean to Be Green” curriculum and hands on interactive activities. Additional delivery of STEM activities through interactive software and hardware activities including building of computers and use and promotion of alternative green activities including use of bicycles.</li> <li>• Delivery of follow-Up Services.</li> </ul>
<b>Contact Person:</b>	Stacy Smith (775) 727-9970/ stacy@nyecc.org

**Agenda Item 8.**

**DISCUSSION AND POSSIBLE ACTION:**

Approve staff's recommendation to allow Jobs for America's Graduates (JAG) and Graduate Advocate Initiative (GAI) to serve eligible youth in the same CCSD high schools:

- a. Basic H.S.
- b. Bonanza H.S.
- c. Cheyenne H.S.
- d. Cimarron-Memorial H.S.
- e. Del Sol H.S.
- f. Desert Pines H.S.
- g. Mojave H.S.
- h. Valley H.S.

## **Program Differentiation**

### **Graduate Advocate Initiative & Jobs for America's Graduates**

#### **GRADUATE ADVOCATE INITIATIVE**

- A local strategy for helping seniors at 14 at-risk high schools in the Clark County School District succeed, in school and after graduation in both post-secondary endeavors and on the job
- Has served more than 1500 young people in the Clark County School District
- Has been implemented in Clark County since December 2011.
- Completely funded by partnering organizations resulting in no cost to the Clark County School District
- Serves 50 senior class status students in 14 high schools each school year
- Students are selected based on the risk of not completing the requirements for a high school diploma due to:
  - 1-2 credits deficient
  - Unable to pass all or part of the High School Proficiency Exam
  - Possess at least 2 barriers preventing them from being successful academically
- Mentors provided through the Reclaim Your Future Mentoring Project
- Participating students meet with the Graduate Advocate Coordinator monthly and participate in supportive programs provided by the funded partners
- Supportive services are provided by local nonprofit organizations
- Data is collected using the NVTrac data management system

#### **JOBS FOR AMERICA'S GRADUATES**

- A national strategy for helping the highest-risk, most disadvantaged young people succeed, both in school and on the job
- Has served more than 900,000 young people in 32 states
- Has been implemented in the state of Nevada since October 2012
- Funded by federal, state and private resources, including the school district
- Serves 35-45 students each school year; 2/3 junior class status, 1/3 senior class status in 10 high schools
  - Selected students are those that are most at risk of not completing the requirements for a high school diploma, transitioning from school to workplace, and/or enrolling in a postsecondary institution. JAG defines the most at risk young people are those who have one or more of the following characteristics: one or more years behind modal grade for one's age group; below-average



academic test scores relative to students in his class, with particular emphasis on those in the bottom 25% of the test distribution; above-average number of absences during the past school year in comparison to other students in the school; placed on probation, suspended from school one or more times during the past two years; member of an economically disadvantaged family; lives with only one or neither of his/her natural parents; mother has not graduated from high school; closest friends have limited educational experiences

- Student selection is guided by the In-School Advisory Committee
- Students meet with the JAG Specialist every day
- Students must enroll in the Jobs for America's Graduates class as part of their daily school schedule. Students earn an elective credit for completing the class
- Students participate in the Nevada Career Association; a student organization
- Supportive services are provided by a Reno, NV based nonprofit organization
- Data is collected using the e-NDMS and NevadaWorks data management systems

## Community & Government Relations

### *School-Community Partnership Program*

C/O WESTERN HIGH SCHOOL • 4601 W. BONANZA ROAD • LAS VEGAS, NV 89107 • (702) 799-6560 • FAX (702) 799-6570

August 27, 2013

Ardell Galbreth  
Workforce Connections  
7251 W. Lake Mead Blvd., Suite 200  
Las Vegas, NV 89128

Dear Ardell,

I wanted to thank you for your support during the July 23, 2013 Workforce Connections Board meeting regarding the request to allocate funding for the Jobs for America's Graduates (JAG) program. I also wanted to clarify the decisions made regarding the schools which will host the program and the fact that some of these schools also have the Graduate Advocate Initiative (GAI) in place. As was discussed at the Workforce Connections Board meeting, eligible students at the following schools will participate in either the GAI or the JAG program; Basic, Bonanza, Cheyenne, Cimarron-Memorial, Del Sol, Desert Pines, Mojave and Valley. Each program will maintain separate data collection and management systems.

The advantage of providing both programs in these schools is that though both programs focus on improving the graduation rate, the strengths of each program will provide the opportunity to enroll students based on individual need of the students that each program can address. For example, the JAG program has a clearly defined curriculum which provides the students daily contact with the JAG Specialist where the GAI provides monthly contact with the Graduate Advocate Coordinator. The JAG program provides students with the opportunity to participate in the student association as a way to development leadership skills while the GAI provides multiple opportunities for students to engage in workshops and learning activities to develop leadership skills.

I am looking forward to the opportunity to expand the Jobs for America's Graduates Program in our schools to meet the needs of our students.

Sincerely,



Debbie Tomasetti, Coordinator  
Graduation Initiatives  
School-Community Partnership Program  
Clark County School District

**Agenda Item 9.**

**INFORMATION:**

2012 – 2013 Graduate Advocate Initiative Report

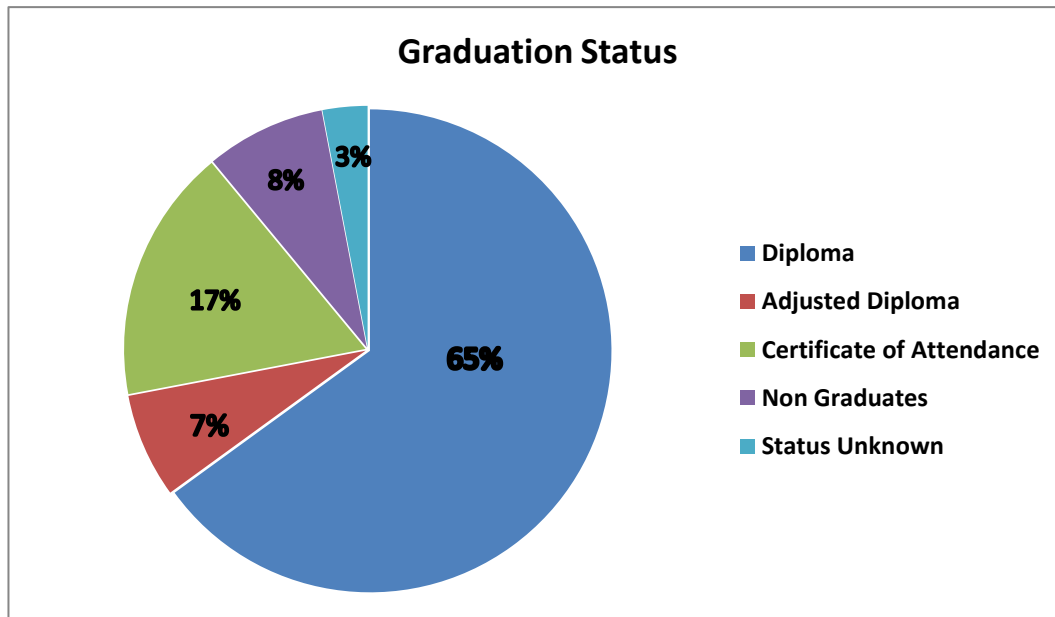
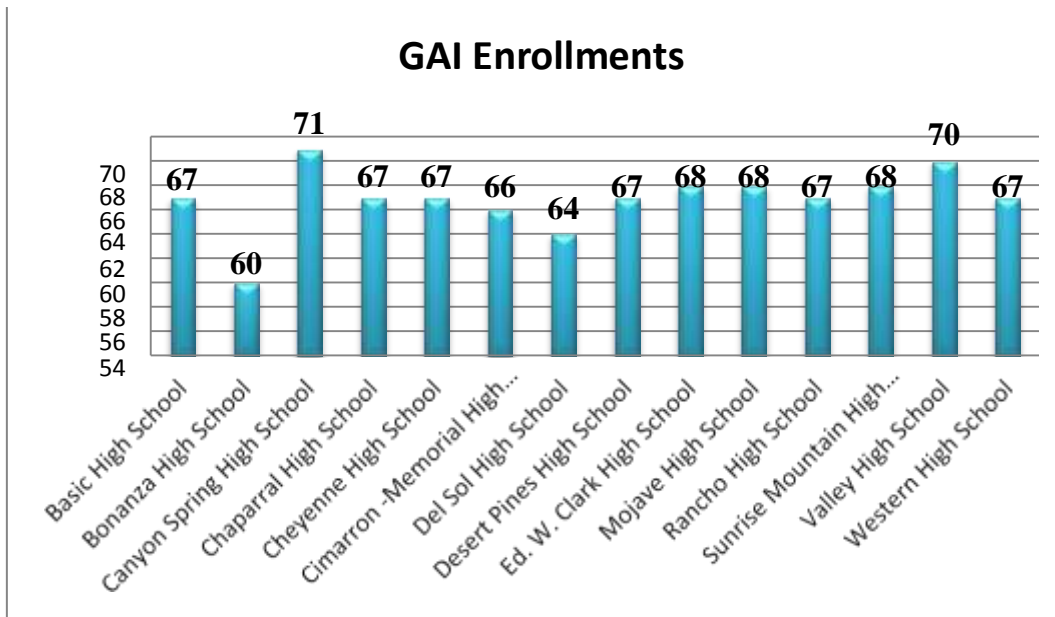


## Graduate Advocate Initiative

2012-2013

Nevada Partners and HELP of Southern Nevada administer the Graduate Advocate Initiative. To date, Nevada Partners' and HELP of Southern Nevada's Youth Divisions have provided services to **937** In School Youth, of the **920** youth participants projected to receive services this program year. Nevada Partners and Help of Southern Nevada have completed **102%** of the projected enrollments.

### Nevada Partners/HELP of Southern Nevada Enrollments



**Agenda Item 10. INFORMATION:**

Southern Nevada Children First (SNCF) “High Risk”  
Designation Update

## PINK PAPER

August 26, 2013

Ms. Monique Harris, Executive Director  
Southern Nevada Children First  
720 W. Cheyenne Ave., #30  
North Las Vegas, NV 89030

RE: Failure to fully complete monitoring corrective action timeline items due August 26, 2013

Dear Ms. Harris:

**Please consider this PINK PAPER notice as warning that further sanctions may be levied if the following deficiency is not resolved within 2 days from the date of this letter:**

**Deficiency:** Per the monitoring corrective action timeline agreed upon by WC and Southern Nevada Children First (SNCF), the January to March 2013 Summer Invoices and the January to March 2013 YOS Invoices were to be fully completed with all source documentation by 10:00 a.m. on August 26, 2013. Faith Cannella and MaryAnn Avendano performed a site visit to verify completion and found that the items referenced on the attachment are still outstanding.

**Corrective Action:** To correct this deficiency, please submit all of the requested items on the attachment entitled "Items outstanding from 8/26/13 monitoring corrective action timeline" to WC by 4:00 p.m. on August 28, 2013.

If the written corrective action is not received within the time requirement indicated above, further sanctions may result. Also, if technical assistance is needed in support of correcting the deficiency, please contact me immediately. I can be reached via phone at (702) 638-8750. Your assistance in resolving this deficiency is most appreciated.

Sincerely,



Jim Kostecki  
Finance Manager

Attachment: Items still outstanding from August 26, 2013 timeline  
Updated monitoring timeline as of August 26, 2013

cc: Angel Melfi, Accountant, Southern Nevada Children First  
Dan Gouker, Budget/Finance Committee Chair, Workforce Connections  
Ardell Galbreth, Executive Director, Workforce Connections  
Heather DeSart, Deputy Director, Workforce Connections  
Ricardo Villalobos, Program/Department Director-Youth  
Clentine January, Program Specialist II-Youth Programs  
MaryAnn Avendano, Sr. Financial Analyst, Workforce Connections  
Faith Cannella, Sr. Financial Analyst, Workforce Connections

Monique Harris, Executive Director  
Southern Nevada Children First  
720 W. Cheyenne #30  
Las Vegas, NV 89117-7528

August 26, 2013

Dear Ms. Harris:

This letter serves to revise the agreed upon timeline to resolve all PY12 fiscal monitoring findings. The newly added items are highlighted in yellow, deadlines not 100% complete by the original requested date are in pink, and completed items are highlighted in green. Following is a matrix listing due dates of specific tasks in order to accomplish this goal by the contract end date of September 30, 2013:

Due Date	Time Due	Invoicing Task Due	Other Task Due
Monday, July 8, 2013	10:00 a.m.	<ol style="list-style-type: none"> <li>1. Bank recons Jan-May 2013</li> <li>2. US Fish &amp; Wild contract completely reconciled and contract to date invoice completed (see July 10, 2013 – items incomplete are now due on July 10)</li> </ol>	<ol style="list-style-type: none"> <li>1. Updated Signature Authority List</li> </ol>
Wednesday, July 10, 2013 (items must be delivered to WC by 4:00 p.m.)	4:00 p.m.	<ol style="list-style-type: none"> <li>1. Items missing from July 8, 2013 due date:                             <ul style="list-style-type: none"> <li>• 16 missing timecards as discussed on July 8</li> <li>• Confirmation of pay rate changes (4 rates) for #33269</li> <li>• Backup for retro pay for #33269 for pay period ending 5/26/13</li> <li>• Backup for ADP fees</li> <li>• Signed final invoice</li> </ul> </li> </ol>	
Monday, July 15, 2013	10:00 a.m.	<ol style="list-style-type: none"> <li>1. June 2012 Summer invoice completed (see July 19, 2013 - items incomplete are now due on July 19)</li> <li>2. July 2012 YOS invoice completed (see July 19, 2013 - items incomplete are now due on July 19)</li> </ol>	<ol style="list-style-type: none"> <li>1. Work experience payment procedure</li> <li>2. Schedule of old outstanding checks through Dec. 2012 listing status (i.e. needs to be voided, needs to be reissued, etc.)</li> <li>3. All outstanding debits and ACH payments voided</li> </ol>



**workforce CONNECTIONS**  
PEOPLE, PARTNERSHIPS, POSSIBILITIES.

<p>Friday, July 19, 2013 (items must be delivered to WC by 4:00 p.m.)</p>	<p>4:00 p.m.</p>	<p>Items missing from July 15, 2013 due date:                      1. June 2012 Summer invoice. GL does not agree with Invoice submitted. Invoice states \$7,075.08 GL states \$7,317.58                      2. July 2012 YOS Invoice is not signed and no GL provided.</p>	<p>NONE</p>
<p>Monday, July 29, 2013</p>	<p>10:00 a.m.</p>	<p>1. July-Sept 2012 Summer invoices completed                      2. Aug-Sept 2012 YOS invoices completed                      (see July 31, 2013 – items incomplete are now due on July 31)</p>	<p>1. June bank recon                      2. Reporting procedure                      3. Show disallowed WEX re-classed to non-federal funds on GL</p>
<p>Wednesday, July 31, 2013 (items must be delivered to WC by 4:00 p.m.)</p>	<p>4:00 p.m.</p>	<p>Items missing from July 29, 2013 due date:                      1. All items listed on the attachment titled “Items still outstanding from 7/29/13 monitoring corrective action timeline”</p>	<p>NONE</p>
<p>Monday, Aug 12, 2013</p>	<p>10:00 a.m.</p>	<p>1. Oct-Dec 2012 Summer invoices completed                      2. Oct-Dec 2012 YOS invoices completed                      (see August 14, 2013 – items incomplete are now due on August 14)</p>	<p>1. Participant Listing for each contract giving the following information:                      a. Participant Name                      b. School Status                      c. NV Trac Number                      d. Enrollment Date                      e. Exit Date (if applicable)</p>
<p>Wednesday, Aug 14, 2013 (items must be delivered to WC by 4:00 p.m.)</p>	<p>4:00 p.m.</p>	<p>Items missing from August 12, 2013 due date:                      1. All items listed on attachment titled “Items still outstanding from 8/12/13 monitoring corrective action timeline”                      2. Revised participant listing with correct exit date instead of follow up date.</p>	<p>NONE</p>

**workforce CONNECTIONS**  
PEOPLE. PARTNERSHIPS. POSSIBILITIES.

		<ol style="list-style-type: none"> <li>Contract period to Dec 2012 bus pass report listing all bus passes distributed per participant in lieu of including them on the B-1 tab. Please include reports for each period billed from now on if not included on tab B-1 of invoices.</li> </ol>	
Monday, Aug 26, 2013	10:00 a.m.	<ol style="list-style-type: none"> <li>Jan-Mar 2013 Summer invoices completed</li> <li>Jan-Mar 2013 YOS invoices completed (see August 28, 2013 – items incomplete are now due on August 28)</li> </ol>	<ol style="list-style-type: none"> <li>Invoicing procedure</li> <li>July bank recon - (uncleared ACH's from prior months must be removed)</li> <li>Bus pass spreadsheet listing payments (unclassified, SNCF, and WC) and disbursements (YOS and Summer) per month through March 2013.</li> </ol>
Wednesday, Aug 28, 2013 (items must be delivered to WC by 4:00 p.m.)	4:00 p.m.	<p>Items missing from August 26, 2013 due date:</p> <ol style="list-style-type: none"> <li>All items listed on attachment titled "Items still outstanding from 8/26/13 monitoring corrective action timeline"</li> </ol>	<ol style="list-style-type: none"> <li>Bus pass spreadsheet – total amount of distributions listed must reconcile to the amount of bus passes billed through March 2013</li> </ol>
Monday, Sept 9, 2013	10:00 a.m.	<ol style="list-style-type: none"> <li>Apr-Jun 2013 Summer invoices completed</li> <li>Apr-Jun 2013 YOS invoices completed</li> </ol> <p>**Payroll will be tested for these invoices – please provide timesheets and payroll reports for all billed payroll charges**</p>	NONE
Monday, Sept 23, 2013	10:00 a.m.	<ol style="list-style-type: none"> <li>Jul-Aug 2013 Summer invoices completed</li> <li>Jul-Aug 2013 YOS invoices completed</li> </ol>	<ol style="list-style-type: none"> <li>August bank recon</li> </ol>

For the Mondays listed in the matrix above where tasks are due, Faith and MaryAnn will conduct a site visit at 10:00 a.m. to review the items.

*workforce* **CONNECTIONS**  
PEOPLE. PARTNERSHIPS. POSSIBILITIES.

Please contact me with any questions regarding this process.

Regards,



Jim Kostecki  
Finance Manager

cc: Angel Melfi, Accountant, Southern Nevada Children First  
Dan Gouker, Budget/Finance Committee Chair, Workforce Connections  
Ardell Galbreth, Executive Director, Workforce Connections  
Heather DeSart, Deputy Director, Workforce Connections  
Ricardo Villalobos, Program/Department Director-Youth  
Clentine January, Program Specialist II-Youth Programs  
MaryAnn Avendano, Sr. Financial Analyst, Workforce Connections  
Faith Cannella, Sr. Financial Analyst, Workforce Connections

## PINK PAPER

August 12, 2013

Ms. Monique Harris, Executive Director  
Southern Nevada Children First  
720 W. Cheyenne Ave., #30  
North Las Vegas, NV 89030

RE: Failure to fully complete monitoring corrective action timeline items due August 12, 2013

Dear Ms. Harris:

**Please consider this PINK PAPER notice as warning that further sanctions may be levied if the following deficiency is not resolved within 2 days from the date of this letter:**

**Deficiency:** Per the monitoring corrective action timeline agreed upon by WC and Southern Nevada Children First (SNCF), the October to December 2012 Summer Invoices and the October to December 2012 YOS Invoices were to be fully completed with all source documentation by 10:00 a.m. on August 12, 2013. Faith Cannella and MaryAnn Avendano performed a site visit to verify completion and found that the items referenced on the attachment were still outstanding.

**Corrective Action:** To correct this deficiency, please submit all of the requested items to WC by 4:00 p.m. on August 14, 2013.

If the written corrective action is not received within the time requirement indicated above, further sanctions may result. Also, if technical assistance is needed in support of correcting the deficiency, please contact me immediately. I can be reached via phone at (702) 638-8750. Your assistance in resolving this deficiency is most appreciated.

Sincerely,



Jim Kostecki  
Finance Manager

Attachment: Items still outstanding from August 12, 2013 timeline  
Updated monitoring timeline as of August 12, 2013

cc: Angel Melfi, Accountant, Southern Nevada Children First  
Ardell Galbreth, Executive Director, Workforce Connections  
Heather DeSart, Deputy Director, Workforce Connections  
Ricardo Villalobos, Program/Department Director-Youth  
Clentine January, Program Specialist II-Youth Programs  
MaryAnn Avendano, Sr. Financial Analyst, Workforce Connections  
Faith Cannella, Sr. Financial Analyst, Workforce Connections

**Technical assistance history for SNCF**

3/29/12 – Onsite technical assistance visit with Janelyn (she had just been hired)

4/3/12 – Onsite technical assistance visit with Janelyn

4/11/12 – Onsite technical assistance visit - monitoring prep with Janelyn

4/18/12 – Comprehensive WIA Fiscal and Admin Mgmt training with Janelyn onsite at SNCF

5/16/12 – SNCF PY11 fiscal monitoring [5 fiscal findings: segregation of duties, procurement, cost allocation, reporting, invoicing]

6/7/12 – Procurement training at WC

8/16/12 – Onsite technical assistance visit – monitoring corrective action progress

9/24/12 – PY11 fiscal monitoring findings closed

GAP IN TA – PERCEIVED EVERYTHING WAS CORRECTED WITH MONITORING CLOSEOUT

1/23/13 – SNCF PY12 fiscal monitoring [10 fiscal findings: records availability, required postings, segregation of duties (repeat), insurance requirements, reporting (repeat), invoicing (repeat), cost allocation (repeat), allowable costs, allowable activities, work experiences]

2/28/13 – Onsite technical assistance visit – acclimate Sonya who had just been hired

3/27/13 – Fiscal and Admin Training held at WC for all new providers and providers with new fiscal personnel, No one from SNCF showed

4/10/13 – Fiscal Invoice training held at WC for all new providers and providers with new fiscal personnel. Monique showed up 10 minutes prior to end of training.

5/22/13 – Onsite technical assistance visit to check progress of monitoring corrective action – received WEX information and reviewed source documents for first quarter, no GL or corrected invoices were provided, therefore not able to test if source documents agreed with anything.

6/27/13 – Onsite technical assistance visit to check progress of monitoring corrective action – timeline for completion established

7/1/13 – Comprehensive WIA Fiscal and Admin Mgmt training with Angel, Lisa, Joanne at WC

**Agenda Item 11. INFORMATION:**  
Awards & Expenditures Report

**workforce CONNECTIONS**  
**Awards and Expenditures**  
**Program Year 2011/2012 Youth Programs**  
**August 31, 2013**

Amounts for Providers reflect invoiced allowable expenditures through July 2013. Starred lines only reflect expenditures through June 2013 or prior as referenced.

Providers highlighted in pink have an active pink paper or are on high risk status.

**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	6/1/12-9/30/13	\$ 286,016	\$ 163,379	\$ 80,643	\$ 244,022	85.32%	\$ 41,994
Latin Chamber Foundation-PY11 Green Consortium	5/1/12-9/30/13	\$ 500,000	\$ 125,737	\$ 161,146	\$ 286,883	57.38%	\$ 213,117
Nevada Partners, Inc-PY11 Summer Component	6/1/12-9/30/13	\$ 585,525	\$ 335,108	\$ 132,345	\$ 467,452	79.83%	\$ 118,073
So. NV Children First-PY11 Summer Component* (HIGH RISK STATUS) - thru 3/13	6/1/12-9/30/13	\$ 264,433	\$ 113,201	\$ 25,938	\$ 139,139	52.62%	\$ 125,294
<b>Total</b>		<b>\$ 1,635,974</b>	<b>\$ 737,423</b>	<b>\$ 400,072</b>	<b>\$ 1,137,495</b>	<b>69.53%</b>	<b>\$ 498,479</b>
			65%	35%			

**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	7/1/12-9/30/13	\$ 680,000	\$ -	\$ 580,113	\$ 580,113	85.31%	\$ 99,887
Goodwill of So. Nevada-PY12 Youth with Disabilities	3/1/13-6/30/14	\$ 500,000	\$ 12,231	\$ 44,490	\$ 56,721	11.34%	\$ 443,279
HELP of So. Nevada-PY12 Youth In School	7/1/12-9/30/13	\$ 973,403	\$ 664,876	\$ -	\$ 664,876	68.30%	\$ 308,527
HELP of So. Nevada-PY12 Youth Out of School	7/1/12-9/30/13	\$ 483,530	\$ -	\$ 355,236	\$ 355,236	73.47%	\$ 128,294
Latin Chamber Foundation-PY12 Youth Out of School	7/1/12-9/30/13	\$ 413,150	\$ -	\$ 238,816	\$ 238,816	57.80%	\$ 174,334
Nevada Partners, Inc-PY12 Youth In School	7/1/12-9/30/13	\$ 1,030,594	\$ 712,128	\$ -	\$ 712,128	69.10%	\$ 318,466
Olive Crest-PY12 Foster Youth	3/1/13-6/30/14	\$ 500,000	\$ 36,606	\$ 38,117	\$ 74,722	14.94%	\$ 425,278
So. NV Children First-PY12 Out of School* (HIGH RISK STATUS) - thru 3/13	7/1/12-9/30/13	\$ 388,798	\$ -	\$ 99,469	\$ 99,469	25.58%	\$ 289,329
So. NV Regional Housing Authority PY12 Youth Housing	5/1/13-9/30/14	\$ 400,000	\$ 28,215	\$ 4,454	\$ 32,669	8.17%	\$ 367,331
<b>Total</b>		<b>\$ 5,369,475</b>	<b>\$ 1,454,056</b>	<b>\$ 1,360,694</b>	<b>\$ 2,814,749</b>	<b>52.42%</b>	<b>\$ 2,554,726</b>
			52%	48%			

**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*	7/1/11-9/30/13	\$ 200,000	\$ 65,554	\$ 88,564	\$ 154,118	77.06%	\$ 45,882
Nye Communities Coalition-PY11 Year Round	7/1/11-9/30/13	\$ 549,284	\$ 267,455	\$ 191,322	\$ 458,777	83.52%	\$ 90,507
<b>Total</b>		<b>\$ 749,284</b>	<b>\$ 333,009</b>	<b>\$ 279,886</b>	<b>\$ 612,894</b>	<b>81.80%</b>	<b>\$ 136,390</b>
			54%	46%			

**WIA PY11-12 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	7/1/12-9/30/14	\$ 600,000	\$ -	\$ 223,364	\$ 223,364	37.23%	\$ 376,636
<b>Total</b>		<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ 223,364</b>	<b>\$ 223,364</b>	<b>37.23%</b>	<b>\$ 376,636</b>
			0%	100%			
<b>Total Youth</b>		<b>\$ 8,354,733</b>	<b>\$ 2,524,488</b>	<b>\$ 2,264,015</b>	<b>\$ 4,788,503</b>	<b>57.31%</b>	<b>\$ 3,566,230</b>
			53%	47%			



**Agenda Item 12. INFORMATION:**  
Youth Funding Plan

**workforce CONNECTIONS**  
**Awards and Expenditures**  
**Program Year 2011/2012 Youth Programs**  
**August 31, 2013**

Amounts for Providers reflect invoiced allowable expenditures through July 2013. Starred lines only reflect expenditures through June 2013 or prior as referenced.

Providers highlighted in pink have an active pink paper or are on high risk status.

**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	6/1/12-9/30/13	\$ 286,016	\$ 163,379	\$ 80,643	\$ 244,022	85.32%	\$ 41,994
Latin Chamber Foundation-PY11 Green Consortium	5/1/12-9/30/13	\$ 500,000	\$ 125,737	\$ 161,146	\$ 286,883	57.38%	\$ 213,117
Nevada Partners, Inc-PY11 Summer Component	6/1/12-9/30/13	\$ 585,525	\$ 335,108	\$ 132,345	\$ 467,452	79.83%	\$ 118,073
So. NV Children First-PY11 Summer Component* (HIGH RISK STATUS) - thru 3/13	6/1/12-9/30/13	\$ 264,433	\$ 113,201	\$ 25,938	\$ 139,139	52.62%	\$ 125,294
<b>Total</b>		<b>\$ 1,635,974</b>	<b>\$ 737,423</b>	<b>\$ 400,072</b>	<b>\$ 1,137,495</b>	<b>69.53%</b>	<b>\$ 498,479</b>
			65%	35%			

**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	7/1/12-9/30/13	\$ 680,000	\$ -	\$ 580,113	\$ 580,113	85.31%	\$ 99,887
Goodwill of So. Nevada-PY12 Youth with Disabilities	3/1/13-6/30/14	\$ 500,000	\$ 12,231	\$ 44,490	\$ 56,721	11.34%	\$ 443,279
HELP of So. Nevada-PY12 Youth In School	7/1/12-9/30/13	\$ 973,403	\$ 664,876	\$ -	\$ 664,876	68.30%	\$ 308,527
HELP of So. Nevada-PY12 Youth Out of School	7/1/12-9/30/13	\$ 483,530	\$ -	\$ 355,236	\$ 355,236	73.47%	\$ 128,294
Latin Chamber Foundation-PY12 Youth Out of School	7/1/12-9/30/13	\$ 413,150	\$ -	\$ 238,816	\$ 238,816	57.80%	\$ 174,334
Nevada Partners, Inc-PY12 Youth In School	7/1/12-9/30/13	\$ 1,030,594	\$ 712,128	\$ -	\$ 712,128	69.10%	\$ 318,466
Olive Crest-PY12 Foster Youth	3/1/13-6/30/14	\$ 500,000	\$ 36,606	\$ 38,117	\$ 74,722	14.94%	\$ 425,278
So. NV Children First-PY12 Out of School* (HIGH RISK STATUS) - thru 3/13	7/1/12-9/30/13	\$ 388,798	\$ -	\$ 99,469	\$ 99,469	25.58%	\$ 289,329
So. NV Regional Housing Authority PY12 Youth Housing	5/1/13-9/30/14	\$ 400,000	\$ 28,215	\$ 4,454	\$ 32,669	8.17%	\$ 367,331
<b>Total</b>		<b>\$ 5,369,475</b>	<b>\$ 1,454,056</b>	<b>\$ 1,360,694</b>	<b>\$ 2,814,749</b>	<b>52.42%</b>	<b>\$ 2,554,726</b>
			52%	48%			

**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*	7/1/11-9/30/13	\$ 200,000	\$ 65,554	\$ 88,564	\$ 154,118	77.06%	\$ 45,882
Nye Communities Coalition-PY11 Year Round	7/1/11-9/30/13	\$ 549,284	\$ 267,455	\$ 191,322	\$ 458,777	83.52%	\$ 90,507
<b>Total</b>		<b>\$ 749,284</b>	<b>\$ 333,009</b>	<b>\$ 279,886</b>	<b>\$ 612,894</b>	<b>81.80%</b>	<b>\$ 136,390</b>
			54%	46%			

**WIA PY11-12 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	7/1/12-9/30/14	\$ 600,000	\$ -	\$ 223,364	\$ 223,364	37.23%	\$ 376,636
<b>Total</b>		<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ 223,364</b>	<b>\$ 223,364</b>	<b>37.23%</b>	<b>\$ 376,636</b>
			0%	100%			
<b>Total Youth</b>		<b>\$ 8,354,733</b>	<b>\$ 2,524,488</b>	<b>\$ 2,264,015</b>	<b>\$ 4,788,503</b>	<b>57.31%</b>	<b>\$ 3,566,230</b>
			53%	47%			

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

**Agenda Item 14. 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

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

**Agenda Item 16. ACTION: Adjournment**