

**WORKFORCE CONNECTIONS
ADULT & DISLOCATED WORKER PROGRAM COMMITTEE**

Wednesday, October 9, 2013

9:30 AM

6330 W. Charleston Blvd., Bronze Conference Room

Las Vegas, NV 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 North Las Vegas, 2200 Civic Center Dr., North Las Vegas, NV
City of Las Vegas, City Clerk's Office, 495 S. Main St., 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., 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.

Copies of non-confidential supporting materials provided to the ADW Committee are available upon request.

Request for such supporting materials should be made to Kelly Ford at (702) 638-8750 or at kford@snvwc.org. Such supporting materials are available at the front desk of Workforce Connections, at 6330 W. Charleston Blvd., Suite 150, Las Vegas, Nevada 89146.

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 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.

Adult & Dislocated Worker Program Committee members: Valerie Murzl, Chair; Daniel Rose, Vice-Chair; Chelle Bize'; Hannah Brown; Matt Cecil; Mark Edgel; Dr. David Lee; Lynda Parven; Bart Patterson; Charles Perry; Maggie Arias-Petrel; and Bill Regenhardt.

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

AGENDA

1. Call to order, confirmation of posting and roll call.
2. **ACTION:** Approve the agenda with inclusions of any emergency items and deletion of any items.
3. **FIRST PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this Agenda, which is before this Committee for consideration and action today. Please clearly state and spell your name and state your address for the record. Each public comment will be limited to three (3) minutes.
4. **DISCUSSION AND POSSIBLE ACTION:** Approve staff's recommendation to change meeting time to 9:00am 1
5. **DISCUSSION AND POSSIBLE ACTION:** Approve the meeting minutes of September 11, 2013 2
6. **INFORMATION:** Ramifications of Government Shutdown10
7. **DISCUSSION AND POSSIBLE ACTION:** Accept staff's recommendation to award the following funded partners National Emergency Grant (NEG) funds. NEG funds can only be utilized for WIA allowable training activities. NEG funds can only be expended on participants who are considered "long-term unemployed". These are individuals who have been unemployed for 27 weeks or longer..... 11

FUNDED PARTNER	AMOUNT RECOMMENDED
Easter Seals of Southern Nevada	\$100,000.00
Foundation for an Independent Tomorrow	\$150,000.00
GNJ Family Life Center	\$150,000.00
Goodwill of Southern Nevada	\$150,000.00
Nevada Hospital Association	\$150,000.00
Nevada Partners, Inc.	\$150,000.00
Southern Nevada Regional Housing Authority	\$150,000.00
TOTAL	\$1,000,000.00

8. **INFORMATION:** Latin Chamber of Commerce Community Foundation, High Risk Status Update..... 12
9. **INFORMATION:** Inaugural Local Employer Advisory Panel (LEAP) meeting took place on 9/25/13. Next meeting planned for November..... 16
10. **INFORMATION:** Training and Wage Reports 17
11. **INFORMATION:** Adult and Dislocated Worker Fiscal Reports..... 20
12. **INFORMATION:** ADW Committee Member comments 23
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 your address for the record. Each comment will be limited to three (3) minutes
14. Adjournment

Agenda Item #4: DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation to change meeting time to 9:00 a.m.

ADULT & DISLOCATED WORKER COMMITTEE MINUTES

September 11, 2013 - 9:30 AM

Workforce Connections

Bronze Conference Room

6330 W. Charleston Blvd., Ste. 150

Las Vegas, NV 89146

Members Present

Maggie Arias-Petrel
Chelle Bize
Matt Cecil
David Lee
Valerie Murzl, Chair
Bart Patterson
Lynda Parven
Charles Perry
Dan Rose, Vice-Chair

Members Absent

Hannah Brown
Mark Edgel
Bill Regenhardt

Staff Present

Debra Collins
Heather DeSart
Kelly Ford
Ardell Galbreth
Jim Kostecki
Jeannie Kuennen
Brett Miller
Emilio Pias
Dianne Tracy
Carol Turner

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

Others Present

Donna Bensing – New Horizons CLC
Dr. Tiffany Tyler – Nevada Partners
Janice Rael – Nevada Partners
Threseka Kaufman - NHA
Rene Cantu, Jr. – Latin Chamber Community Foundation
Nield Montgomery – The Learning Center
Sharon Morales – Latin Chamber Community Foundation
Arcadio Bolanos – Academy of Human Development
Helicia Thomas – GNJ Family Life Center
Cherie Miller - SNRHA
Ann Marie-Colin - FIT
Esther Valenzuela - SNRHA
Michelle Carter - SNRHA
Debbie Tarantino – Latin Chamber Community Foundation
Nancy Karr – Bridge Counseling Associates
Joleen Arnold – Easter Seals
Tamara Collins – Las Vegas Urban League
Chris Carothers – Bridge Counseling Associates
Vincent Miller – Good will of Southern Nevada
Linda Montgomery – The Learning Center
Kevin Hooks, Las Vegas Urban League

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

Valerie Murzl, Chair, called the meeting to order at 9:33 a.m. and a quorum present. Staff confirmed the meeting had been properly noted and posted in accordance with the Nevada Open Meeting Law. Roll call was taken, and the quorum was confirmed.

Agenda Item 2 –Action: Approval of the agenda with the inclusions of any emergency items, and deletion of any items

A motion to approve the agenda as presented was made by Charles Perry and seconded by Dan Rose. The motion carried.

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

Hearing no comments, Valerie Murzl, Chair, closed the Public Comment Session.

Agenda Item 4 - Information: Welcome new ADW Committee member, Bart Patterson

Ms. Murzl welcomed Bart Patterson as a new member of the ADW Committee.

Agenda Item 5 – Discussion and Possible Action: Approval of minutes of the previous ADW Committee meeting minutes of June 19, 2013

A motion to approve the meeting minutes of June 19, 2013 presented by staff, made by Chelle Bize and seconded by Dr. David Lee. Motion carried.

Agenda Item 6 – Discussion and Possible Action: The Committee Chairperson will ask the committee members to provide nominations for potential officers. There are two officers' positions – chairperson and vice-chairperson. Any Board member who is nominated and seconded is considered a candidate, unless that Board member does not accept the nomination. Committee members will then vote on members who accept their nominations. Candidates who receive the most votes for the individual offices will serve in their respective office.

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

Ms. Murzl opened the floor to accept nominations for the position of Chairperson and Vice-Chairperson for the ADW Committee.

A motion made by Charles Perry to nominate the current Chairperson, Valerie Murzl and current Vice-Chairperson, Dan Rose with a second from Chelle Bize. Ms. Murzl presented the nominees: Valerie Murzl, Chairperson and Dan Rose as Vice-Chairperson for the vote. The vote was taken and a unanimous vote accepted. Motion carried.

Congratulations, Valerie and Dan!

Agenda Item 7 – Discussion and Possible Action: Accept staff's recommendation to re-release the Veterans' RFP in order to encourage responses that indicate stronger partnerships and more quantifiable outcomes.

Heather DeSart, Deputy Director stated scores were returned from the evaluators on five proposals with a required score of at least 80 points to be considered for recommendation of funding. Two of the five scored above 80 points, but were not strong proposals according to the evaluators' observations. Comments by the evaluators in the scoring were:

- Lack of partnerships established
- Lack of strong outreach plans in program design
- Lack of clear and decisive deliverables in the proposal

Staffs' decision was to forego awarding funds to one of the two proponents that could technically have been recommended, but rather prepare a stronger RFP for Veteran's under a re-release in the RFP process. The RFP re-release would have the same criteria stipulated, and the same evaluators have agreed to return and re-evaluate the RFP re-release.

Discussion ensued regarding questions related to the RFP re-release with respective answers:

- Q: The two that reached the 80 points, can they revamp their proposals and resubmit and improve their proposal?

A: Yes. Those that submitted proposals the first time could make their proposals stronger, and staff will have another bidders' conference with invitation to new proposers.

- Q: Do you (WC staff) walk the proposers through any detail, or are the proposers required to go back and resubmit on their own?

A: At the bidders' conference staff is comprehensive in disbursing information and technical assistance regarding what it is that WC is looking for in the proposal. The proposers that did submit the first time could review their score sheets to learn where their strengths and weaknesses are, and to assist them in revamping their existing proposal.

- Q: Outreach is critical.

A: Outreach is very important. Staff did not feel it met the mark in the proposals submitted.

- Q: What is our liability with the proposers that did successfully complete and submit RFP's? For those that submitted their proposals the first time, and are able to review their scores to strengthen their proposals under the re-release, there may be a sense of favoritism to the new proposers.

A: Staff brings this recommendation to this committee today because it is in the best interest of the local area to get stronger programs.

- Q: Is the RFP itself, there is language that says you must score 80 points or higher to be considered for recommendation.

A: There is also very specific language that states WC reserves the right not to award funds, or partial funds to augment or modify a proposal if it is the best interest of the local area. Regarding favoritism: Staff will proceed with the same process as was the first time. The proposers that previously submitted will already have the framework in which to start their second proposal if they choose to resubmit; those that come in fresh all RFP's will be evaluated with the same tools, and the same criteria as was the first time.

- Q: Have there been any issues/grievances from the first proposers with this re-release?

A: To date, they have not. They are welcomed to submit a grievance to the process which always an opportunity to anyone who proposes.

- A: Concern was conveyed regarding a relationship, impropriety, or benefit that would be conferred to someone or WC from the proposers who were below the threshold creating a perception of favoritism.

A: Assumption is there is no relationship or inappropriate conduct between WC staff and any proposers. The fact that staff is re-releasing the RFP is not necessarily an advantage to any proposers, except the proposers that have not submitted an RFP. WC staff is to be commended for taking the effort to realize the proposers met the minimum threshold, but did not meet the mark for a strong program, and they are not quite in the best interest of the local area. WC should be cautious when providing a re-release of an RFP to avoid 'burn-out' by the proposers [perception that they would not be awarded anyway]. Staff must be very clear as to the reason why there is a re-release, use this re-release option judiciously, and offer the resources that the responders may need in order to reapply it will be a benefit for Workforce Connections.

Mr. Perry requested that the record reflect, "That he may have misspoke saying 'favoritism'. It may have been an inappropriate word. He further stated that he did not in any respect or to any degree mean to imply that there was anything inappropriate between WC staff and any of the applicants. If all of the processes are in place, I do not see a problem with what we are doing. Has this been done before as an example, do we have precedent for this?"

Ms. Bize voiced concern regarding the significant number of Veteran's groups in southern Nevada and very surprised that only five (5) proposals received. Ms. DeSart responded that she too was surprised, and that

none of the proposers to her knowledge were Veteran's organizations, but all non-profit or community based organizations. That would be part of the outreach WC staff would perform with the secondary notice and may broaden the outreach to Veteran's organizations specific.

Ms. Murzl commented that with her affiliation with Veteran groups, she too is surprised at the number of respondents, further stating that her view is they do not have the infrastructure to accommodate WIA requirements and monitoring.

Ms. DeSart requested of Ms. Murzl, that she send the word out to the groups she is affiliated and request that the groups attend the bidders' conference, ask questions that may be answered both fiscally and programmatically and perhaps those groups could collaborate [partner] with another agency that provides Veteran's exposure.

Mr. Perry stated that there are resources in the One-Stop Career Center and queried if there were any people that concentrate on Veteran's groups located in the Center. Mr. Galbreth responded that WC does not have a co-locator in the Center; however, Department of Employment, Training and Rehabilitation (DETR) are responsible for the disabled Veteran outreach program as well as the local Veteran area representative. There is a connection via Memorandum of Understanding (MOU) on a referral basis, but WC does not currently have Veteran's services specifically delivered out of this particular location. He further stated that Lynda Parven could answer further details he may have.

Ms. DeSart stated that in answer to Mr. Perry's questions, staff does have language in the RFP mandating representation located in the One-Stop Career Center to the awarded agency.

A motion made by Charles Perry to accept staff's recommendation to re-release the Veterans' RFP with a second from Matt Cecil. The motion carried.

Agenda Item 8 – Discussion and Possible Action: Approve staff's initiatives to modify the strategic plan to streamline access to the delivery of employment and training services to eligible clients.

Ms. DeSart presented and reviewed page 10 of the agenda packet illustrates item 3 of the 2-Year Strategic Plan that includes having ownership responsibility by the ADW Committee over some of the goals, and recommending approval of this modification to the Strategic Plan. It has become very important with feedback from the LEOs, board members, and people in the community the difficulty for clients to access services. Item 3.3 added to streamline access to employment and training service delivery with four objectives and detailed criteria on how to accomplish these goals. She further stated that staff would provide training [Workforce Connections Development Academy] encompassing Item 3.3.

A motion made by Dr. David Lee to approve staff's initiatives to modify the strategic plan to streamline access to the delivery of employment and training services with a second from Lynda Parven. The motion carried.

Agenda Item 9 – Discussion and Possible Action: Bridge Counseling Associates' "High Risk" Designation

Mr. Galbreth presented and reviewed the letter on page 11 of the agenda packet notifying Bridge Counseling Associates' on their "High Risk" Designation. He further stated that staff is in support of providing technical assistance to Bridge Counseling Associates (BCA) in an effort to allow BCA to overcome their shortcomings with regards to the fiscal and programmatic requirements.

Mr. Galbreth has met with Frank Parenti, Program Director for Bridge Counseling Associates requesting some assurances from him and the Chairman of the Board regarding this issue. He further stated that the letter requests corrective action(s) completed by no later than September 30, 2013, with a response back from BCA requesting a 90-day reprieve. Funds currently allocated to BCA at approximately \$115,500.00 in training accruals are at risk of a disallowed cost.

Mr. Galbreth stated he is in support of allowing BCA the time (90-days) to re-coop the non-Federal dollars to cover the cost of the liquidated funds that they have expended. This will allow WC as a board and citizen counties that make up the consortium, to avoid disallowed costs. The funds have to be paid back. We could put restrictions in place that would certainly force BCA to close their doors, but this would not benefit WC, the community, or the consortium. WC will outline specific details as to how this process will take place.

Discussion ensued regarding the timeline leading up to the “High Risk” Designation (pages 11 -16 of the agenda packet).

Mr. Galbreth further stated that a policy is in process to reflect that all contracts will be closed out annually, allowing no opportunity to carry funds from one program year to another.

Ms. Murzl stated that her question is obvious as BCA has been a great provider for WC for years and shocking that BCA used WC money for disallowed costs. Did you have a revamp of your staff, and they do not know what they are doing? It does not make logical sense. Understandable if you were a new provider.

Chris Carothers, Board Chair, BCA and Nancy Karr, Treasurer, and Frank Parenti, Program Director.

Mr. Carothers stated that basically, the leadership that was in place to do part of the corrective actions resigned. We are taking great strides to pay it back in a very short period. We actually discovered it at our year-end budget, we saw the shortfall, but as a board of director's we were not aware of it. It was, “yes, we are getting money in to pay it, we will be flush, we are good!” Unfortunately, it was a snowball effect. There was nothing intentional going on, but I think that it caught up to them because of the grant year-end as you mentioned. I do think it is a great safety measure, because it does cause the books to be closed. However, they did say that there was money coming in which a large portion of that money was paid to the vendor and we are making payments.

Our financial person did not return a phone call, it was not proactive in working with the vendor, which caused a second phone call, and that is why we have made changes within the staff because of the lack of communication. We have relieved that staff based on a resignation and opening that line of communication to resolve this issue.

We are a viable agency providing quality service for many years in this community and our only goal is to protect BCA for the benefit of our community. We are making hard changes quickly because it is for the benefit of all. We are disappointed to be here today, but if we would have known sooner, we could have alleviated this issue. I do not think the intent was purposeful by anyone's part, but sometimes things creep up on you and you are backed into a corner.

Frank Parenti, Program Director stated the issue is the snowball effect and because we did have grants that paid late, or did not pay at all for a six-month period (first in first out) which is where the lack of oversight came in as far as we understand it. The fiscal and executive director both resigned over this issue, because this has been somewhat of a reoccurring problem paying late. We do not pay on a cash basis we pay and are reimbursed. We did it on an accrual basis, based on the fact, that it is a large amount of money. Our payroll is so large and our obligations are so large that when we had three specific grants that were not paying over a six-month period, we were always behind. When that last final payment came in to close out the program year that is where this actually happened. We would have floated over to the next program year and be caught up in our obligation.

We are not happy about what has happened, what has become known through this process, this has resulted in some dramatic steps and measures taken by the board for BCA. We feel very confident that through our conversation with Ardell yesterday, that we can repay this obligation. It is not a matter of solvency; it is a matter of catching up, and to catch up in the 2-3 days or twenty-five days

was not feasible or viable for us, and the reason for asking for an extension. It is not a matter of can we pay it, it is a matter of when we can pay it and the very reason for requesting this extension.

Programmatically we are doing what we need to (always have) and have been able to get thousands of people employed. It started with Dr. Lee making small recommendations for us to be funded thirteen years ago. We are aware of what we need to be doing in the community, we are mindful of what the requirements are, it is just unfortunate that there was a level of mismanagement that we were not aware of. Programmatically we have not suffered or failed. Fiscally we have, and a result of this is a serious issue we do not take lightly. We want to make sure we can continue to offer this valuable service to the community as part of services we have been providing for 43 years.

Ms. Murzl thanked both Mr. Carothers and Mr. Parenti for their clarification noting that this is a timing issue to get the money back, and that BCA will continue to serve the community.

Ms. Bize stated that she is familiar with Southwest Truck Driving Academy. It seems significant the amount of money you are paying for training which is probably justified. Ms. Bize suggested that for the next Board meeting to have the logistics: How many people served; total was \$200,000, which Mr. Carothers said was partially paid; what is the remaining balance; and, detail on the total amount.

Ardell stated for the record as Executive Director for this agency that he takes full responsibility, and with a clear understanding that staff could not have seen this particular problem. BCA has received clean audits from Independent Auditors throughout the years. He noted that it should not be construed that staff did not do their job. They monitored with detailed testing of the financial records. With the carryforward money from one contract year to another that will change, and in no way could staff have detected this issue until now.

Mr. Rose queried regarding the current participants, and if this was affecting them in any way. Moreover, where will WC be 91-days down the road with BCAs current participants? Mr. Parenti responded that the meeting scheduled with WC fiscal staff and board staff next week, is to go over the details and expectations going forward. Anyone that was registered, or about to be registered prior to the letter on August 30, have they been assisted? BCA is not seeing new clients until there is a plan that is agreeable with the board. It is not having an immediate effect on those served, it is a matter for those that were scheduled through the intake process that schedule within a 24-48 hour, BCA is referring them to other providers.

Mr. Galberth stated that the tentative plan is to avoid disruption of training or services to the clients. The very reason for the recommendation to approve the request for the 90-day extension is to allow BCA to serve the clients they currently have, and not bring on additional clients at this time.

Mr. Carothers stated that they have reached out to their CPA for suggestions, others in the community, working with Frank and the program directors to work together to ensure communication. We have an all staff meeting coming up, as well as keeping the board involved.

Ms. Murzl offered a lesson to be learned by this, that for all providers that floating money should first come forward to the committee members and WC staff and communicate concerns to see what resolutions that could be offered or assist with before it gets to this point where they have to be placed on "High Risk". She asked if the institution of closing out the books been communicated to the providers. Mr. Galbreth responded that the policy; has not been instituted or communicated, and that is it is not a one-time occurrence it will become policy for Workforce Connections.

Mr. Rose queried whether the "High Risk" designation would be a huge negative affect on BCA in the future in becoming eligible as a service provider receiving funds. Mr. Galbreth responded that those agencies placed on "High Risk" and removed from "High Risk," will not be a barrier on whether or not they will be awarded funds based on their proposal for service delivery. He further clarified the distinction between

“High Risk” and “Debarment”. Debarment is a critical position for any agency to be in and would not be eligible to apply for any Workforce Connections funds or any federal funds.

Dr. Lee suggested a 4-8 week mid-month meeting with the service providers requesting them to present their financial status prior to the annual close out timeframe. Mr. Galbreth concurred with Dr. Lee’s suggestion.

Agenda Item 10 – Discussion and Possible Action: Training, Wage, Job Title, and Employment Reports

Ms. DeSart presented the Training, Wage, Job Title, and Employment Reports with the first month of PY13 on pages 17-18 of the agenda packet. The report indicates the average training costs by sector for the month of July. Trainings are dominating in the Health and Medical Services, Logistics & Operations and Business IT Ecosystems, and Cross Sectors. Page 18 illustrates Wage by Sector and Employed by Sector. Pages 19 – 28 of the agenda packet indicates the corresponding information from last months’ ADW meeting for job placements with Job Titles and Average Wage information detail. Page 29 of the agenda packet is a snapshot on the Employment Wage Distribution detail.

Mr. Patterson requested a benchmark on each of the sectors in terms of wage and average training costs to see a trend line. Brett Miller queried if Mr. Patterson was requesting a year-to-year comparison, and Mr. Patterson concurred.

Dr. Lee requested additional information and outreach to the manufacturing sector. Ms. Bize will provide the manufacturing list of information to Ms. DeSart.

Agenda Item 11 – Information: Adult and Dislocated Worker Fiscal Reports

Mr. Kostecki presented the Awards and Expenditures Fiscal Report (active contracts only) illustrated on page 30 of the agenda packet and stated that providers highlighted in pink have an active pink paper or are on “High Risk” status: Bridge Counseling Associates and Lincoln County School District.

	Adult Expenditures	Dislocated Worker Expenditures	% Spent
WIA PY11 One-Stop			3.45%
WIA PY11 Home Office			5.28%
WIA PY11 Other (Disabilities, Re-Entry, Rural)			52.19%
Total PY2011/PY2012 Adult & Dislocated Worker	70%	30%	18.43%

Discussion ensued regarding the One-Stop Career Center with Mr. Galbreth expressing his view that he would like to see the consortium of entities take more control of the operations of the One-Stop Career Center as Workforce Connections staff is to provide guidance, leadership, and technical assistance.

Agenda Item 12 – Information: ADW Committee Member Comments

Ms. Murzl requested a moment of silence acknowledging 9/11 to remember and honor the fallen of that devastating day on September 11, 2001.

Mr. Cecil queried if there was feedback or a client survey from those served at the One-Stop Career Center. One of the concerns is it is so centralized we are not able to serve the people as well. Have we received feedback and/or are they agreeing that we need to branch out further? Mr. Galbreth responded that for the partners in the One-Stop, any questions asked are addressed. The QLess system is not working as anticipated, additional training implemented and the operation of the system software reviewed.

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.

Arcadio Bolanos, Director, Academy of Human Development expressed his thanks to the committee and reported. Contract started July 1, 2013 and as of July 31, 2013: 187 clients served and exceed all expectations; 31 clients per week, 103 from the 187 were job search.

Mr. Bolanos extended an invitation to all members of the committee, the board members, and the community to an Open House, Friday, September 20, 2013 at 11:00 a.m.

Janice Rael, Program Manager – ADW, Nevada Partners, Inc., thanked the committee and reported: 107 enrollments; 61 of those enrollments are in the One-Stop Career Center; 42 gainfully employed with an average wage of \$20.16 with a return on investment of \$1,761,177.60

Kevin Hooks, Las Vegas Urban League, conveyed as a responder of the Veteran's grant that he wanted this committee know that WC staff is to be commended on the RFP process. Mr. Hooks stated, it is incumbent upon the responder to hold themselves accountable for those who do not exceed the minimum threshold. Not only has WC staff looked at the process and requested a re-release; we appreciate all of the support we have received so much support through the process. Questions answered and staff was available for technical support. The team did a fantastic job and thank you.

Helicia Thomas, GNJ Family Life Center. We are so excited at GNJ to be a part of the One-Stop Career Center and report: 96 registered at the One-Stop Career Center, 6 pending, 80% are currently in training; 97 registered in the home office; 150 carryovers and in training

Ms. Thomas expressed thanks to the committee and Jeannie Kuennen for her technical assistance.

Agenda Item 14 – Adjournment: The meeting adjourned at 11:03 a.m.

Mr. Galbreth extended a tour of the new Administrative Offices of Workforce Connections to the committee.

Agenda Item #6: DISCUSSION AND POSSIBLE ACTION: Ramifications of Government Shutdown

Agenda Item #7: DISCUSSION AND POSSIBLE ACTION: Accept staff's recommendation to award the following funded partners National Emergency Grant (NEG) funds. NEG funds can only be utilized for WIA allowable training activities. NEG funds can only be extended on participants who are considered "long-term unemployed". These are individuals who have been unemployed for 27 weeks or longer.

FUNDED PARTNER	AMOUNT RECOMMENDED
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Southern Nevada Regional Housing Authority	\$150,000.00
TOTAL	\$1,000,000.00

September 27, 2013

Irene Bustamante Adams, Co-Chair
Eloiza Martinez, Co-Chair
Latin Chamber of Commerce Community Foundation
2900 E. Stewart Ave.
Las Vegas, NV 89101

RE: High Risk Designation-REVISED

Ms. Bustamante Adams and Ms. Martinez:

Please be advised effective immediately Latin Chamber of Commerce Community Foundation (LCCCCF) WIA Adult/Dislocated Worker (DW) program has officially been placed on **High Risk** (29 CFR 97.12) status according to the following Workforce Connections high risk designation clauses:

- Contractor is not financially stable.
- Contractor has not conformed to the closeout terms and conditions of previous award.

This determination was made because:

- LCCCCF has not paid WIA accounts payable in a timely manner despite having already been reimbursed for those expenses.
- LCCCCF failed to liquidate \$58,047.29 in training accruals as required during the 60 day closeout period of PY11 Adult/DW HOT contract. Please note, LCCCCF has not been reimbursed for \$5,185.85 in funds that are expected from the State in December. The net amount of \$52,861.44 is due to Workforce Connections.

According to 29 CFR 97.12, Workforce Connections also reserves the right to institute special conditions or restrictions on high-risk grantees including:

- Withholding authority to proceed to the next phase until receipt of evidence of acceptable performance within a given funding period; or
- Requiring additional, more detailed financial reports.

Per 29 CFR 97.12, the following programmatic and fiscal restrictions are effective immediately:

- LCCCCF will need approval to enroll any new participants under any contract of its WIA Adult/DW program.
- LCCCCF will need approval to initiate any new training activities with existing WIA Adult/DW participants. A list of participants with pending training activities must be sent to Jeannie Kuennen, Program Manager by Monday, September 30, 2013 at 4:00 p.m.

- LCCCF must provide the following report with each invoice for all vendor payments:
 - Vendor Name
 - Vendor Contact Name
 - Vendor Phone Number
 - Date Paid
 - Amount Paid
 - Description of payment

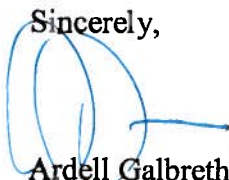
The following corrective action **must be** taken before LCCCF's WIA Adult/DW program will be removed from this high risk designation:

- LCCCF must liquidate all accruals from its PY11 Adult/DW Healthcare of Tomorrow contract.
- LCCCF must demonstrate at least six months of on-time contract vendor payments.

If corrective action is not taken prior according to the payment terms, Workforce Connections' pending and/or current contracts may be rescinded or cancelled.

Workforce Connections' staff is hopeful that these issues can be successfully resolved so that LCCCF's WIA Adult/DW programs can continue to provide valuable employment and training services to southern Nevada. If you have any questions regarding this notification, please don't hesitate to contact us at (702) 638-8750.

Sincerely,



Ardell Galbreth
Executive Director

Enclosure: Workforce Connections' Policy 2.12

cc: Hannah Brown, Chair, Workforce Connections
Commissioner Lawrence Weekly, Chair Local Elected Officials Consortium, wC
Dan Gouker, Chair Budget/Finance Committee, wC
Heather DeSart, Deputy Director, Workforce Connections
Jim Kostecki, Finance Manager, Workforce Connections
Jeannie Kuennen, Program Manager, Workforce Connections
Faith Cannella, Sr. Financial Analyst, Workforce Connections
MaryAnn Avendano, Sr. Financial Analyst, Workforce Connections
Dr. Rene Cantu Jr., Ph.D., Executive Director, LCCCF

September 27, 2013

Irene Bustamante Adams, Co-Chair
Eloiza Martinez, Co-Chair
Latin Chamber of Commerce Community Foundation
2900 E. Stewart Ave.
Las Vegas, NV 89101

RE: Disallowed Cost and Debt Establishment for Repayment-REVISED

Ms. Bustamante Adams and Ms. Martinez:

Please note that this correspondence establishes a debt whereby Latin Chamber of Commerce Community Foundation (LCCCF) owes Workforce Connections \$58,047.29. This debt is established in accordance with Workforce Connections' Policy 2.12. Due to LCCCF's misappropriation of awarded funds in accordance with the Workforce Investment Act (WIA), your agency/organization must repay the identified disallowed costs. Workforce Connections disbursed funds to your agency/organization for training costs to be paid to vendors delivering such training. However, both Workforce Connections and your records do not reflect such payments being made to appropriate vendors or training providers. This determination resulted in LCCCF being placed on High Risk status in accordance with 29 CFR 97.12—as per my letter dated September 25, 2013.

As indicated in the High Risk Designation letter, LCCCF is given until December 31, 2013 to repay the amount owed Workforce Connections. The following repayment scheduled has been established with associated amounts and due dates:

- \$17,500.00 minimum installment by October 31, 2013
- \$17,500.00 minimum installment by November 30, 2013
- \$17,861.44 final installment due by December 31, 2013
- The total of \$52,861.44 can be paid in full to WC at any time.

Please note that the total amount due to vendors is \$58,047.29. This amount is reduced by \$5,185.85 for funds not yet reimbursed to LCCCF as stale dated funds from the State. The net amount due vendors at this time is \$52,861.44. Should LCCCF not adhere to the repayment schedule above, further immediate sanctions, up to and including contract cancellation may be imposed.

Also, LCCCF may appeal the noted disallowed cost in accordance with Workforce Connections' Policy 2.12 (Please see enclosure).

If you have any questions regarding this notification, please don't hesitate to contact us at (702) 638-8750.

Sincerely,



Ardell Galbreth
Executive Director

Enclosure: Workforce Connections' Policy 2.12

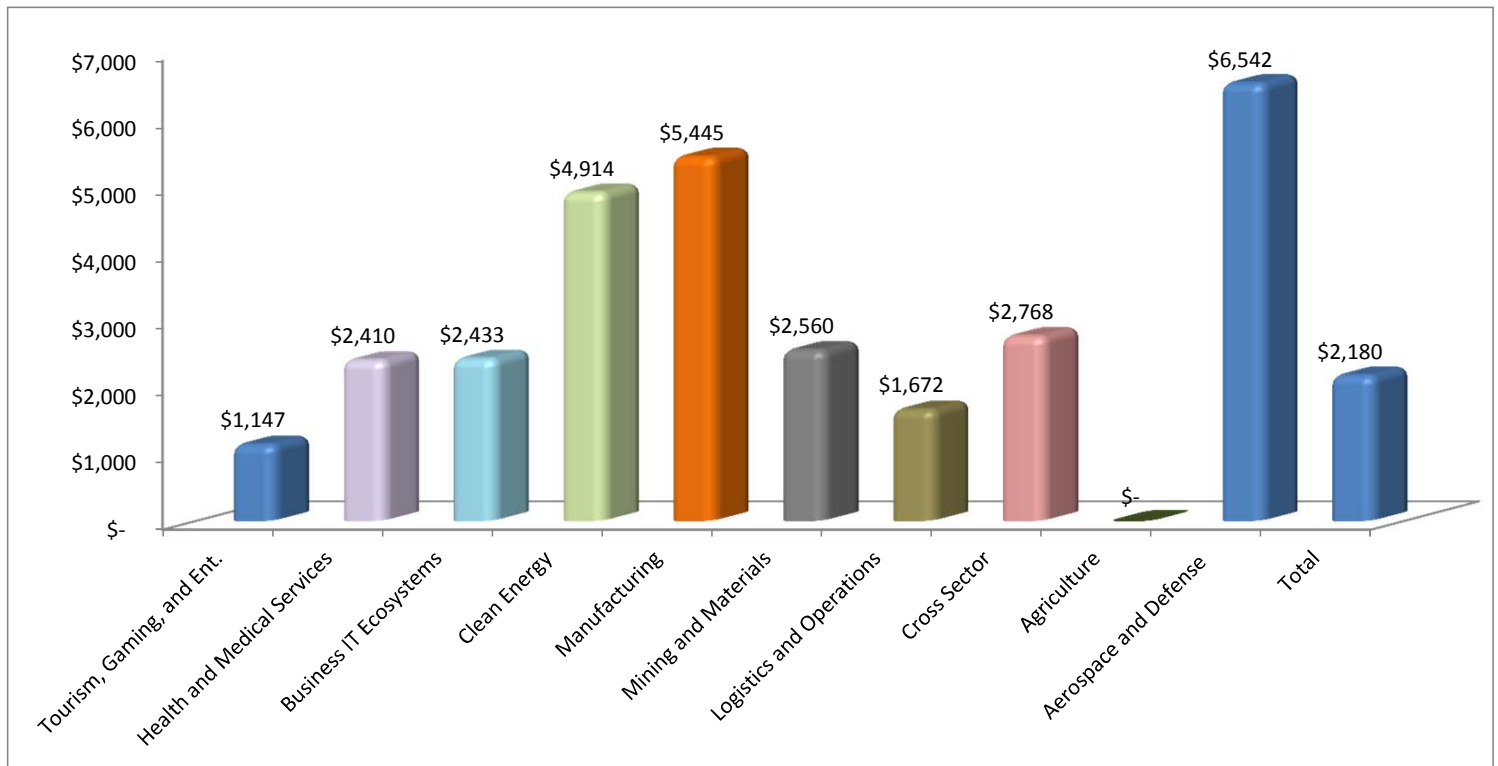
cc: Hannah Brown, Chair, Workforce Connections
Commissioner Lawrence Weekly, Chair Local Elected Officials Consortium, wC
Dan Gouker, Chair Budget/Finance Committee, Workforce Connections
Heather DeSart, Deputy Director, Workforce Connections
Jim Kostecki, Finance Manager, Workforce Connections
Jeannie Kuennen, Program Manager, Workforce Connections
Faith Cannella, Sr. Financial Analyst, Workforce Connections
MaryAnn Avendano, Sr. Financial Analyst, Workforce Connections
Clentine January, Program Specialist II, Workforce Connections
Dr. Rene Cantu Jr., Ph.D., Executive Director, LCCCF

Agenda Item #9: INFORMATION: Inaugural Local Employer Advisory Panel (LEAP) meeting took place on September 25, 2013. Next meeting planned for November.

Agenda Item #10: INFORMATION: Training and Wage Reports

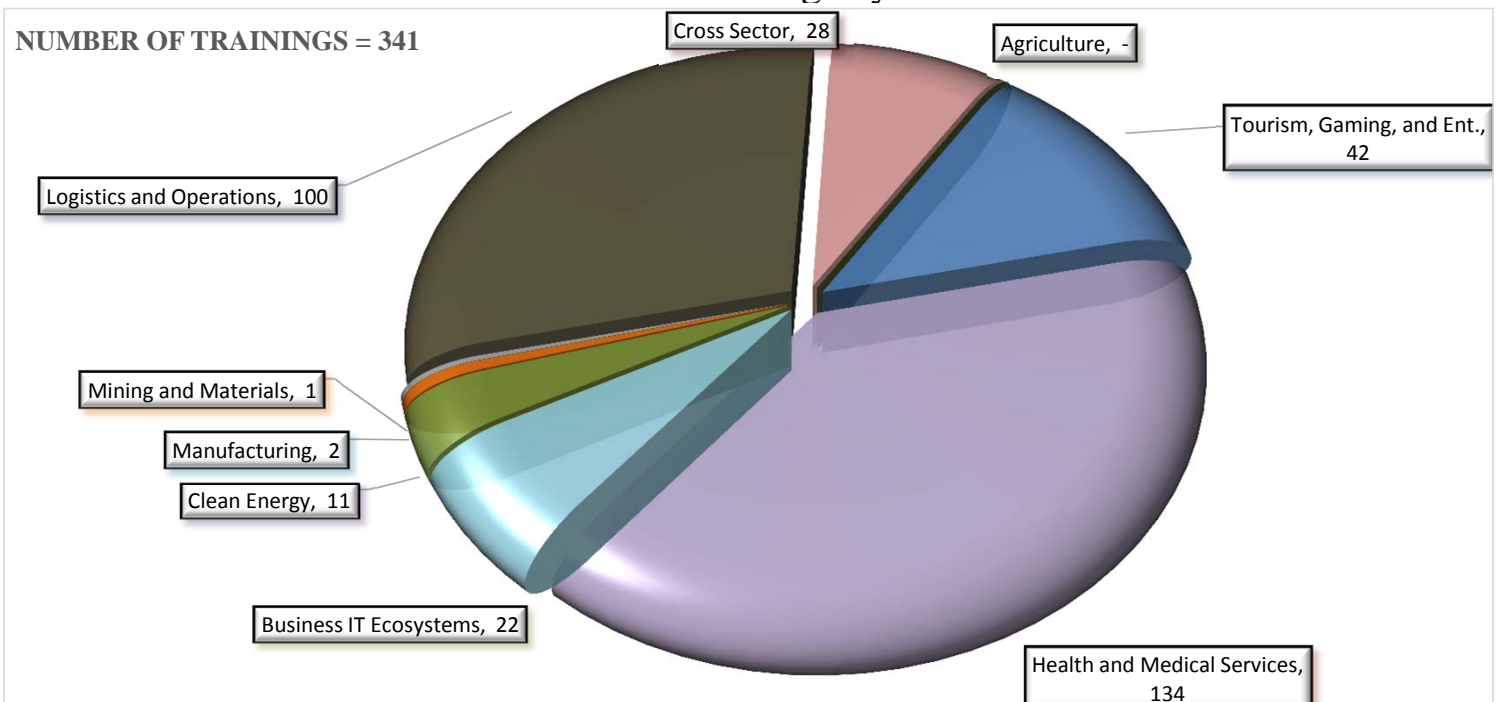
Adult and Dislocated Workers Trained by Industry Sector July 1, 2013 through August 31, 2013

Average Training Cost by Sector



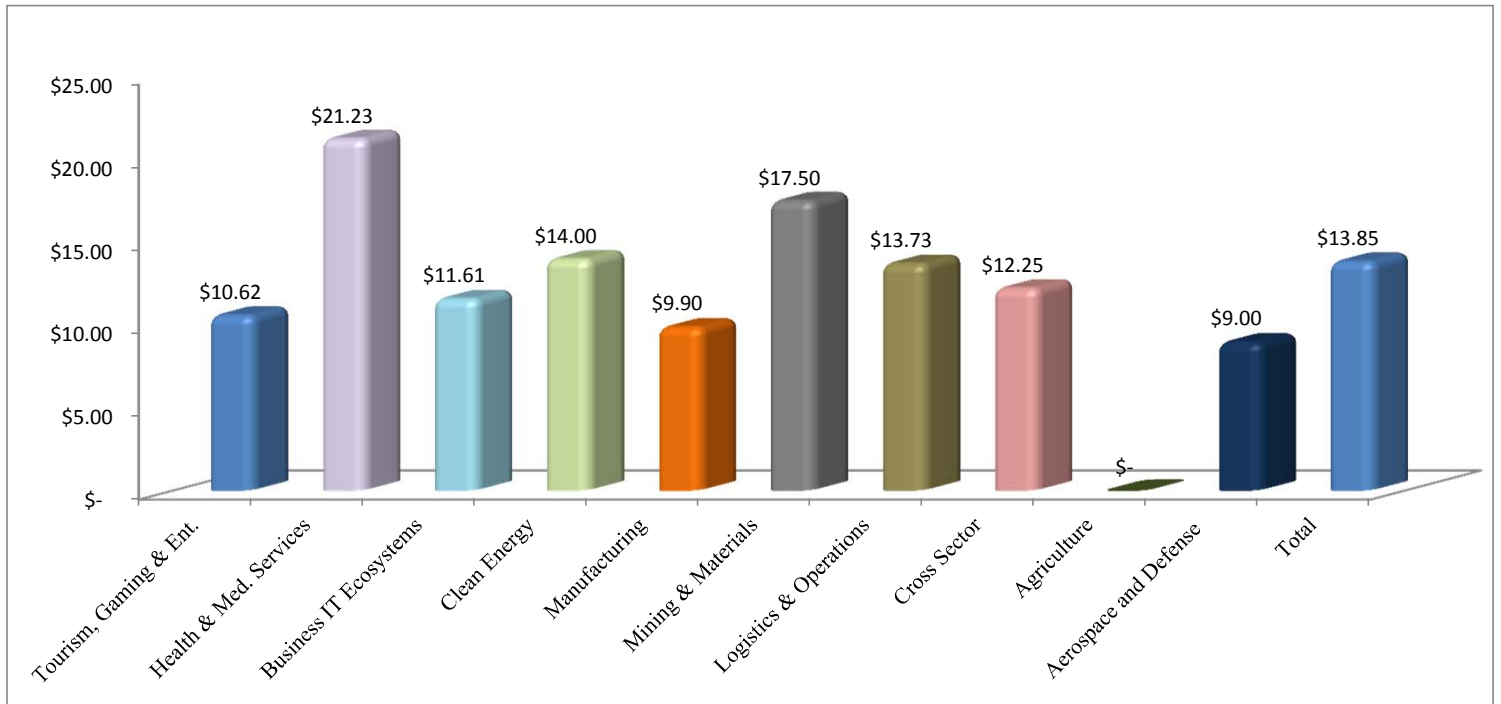
Number of Trainings by Sector

NUMBER OF TRAININGS = 341

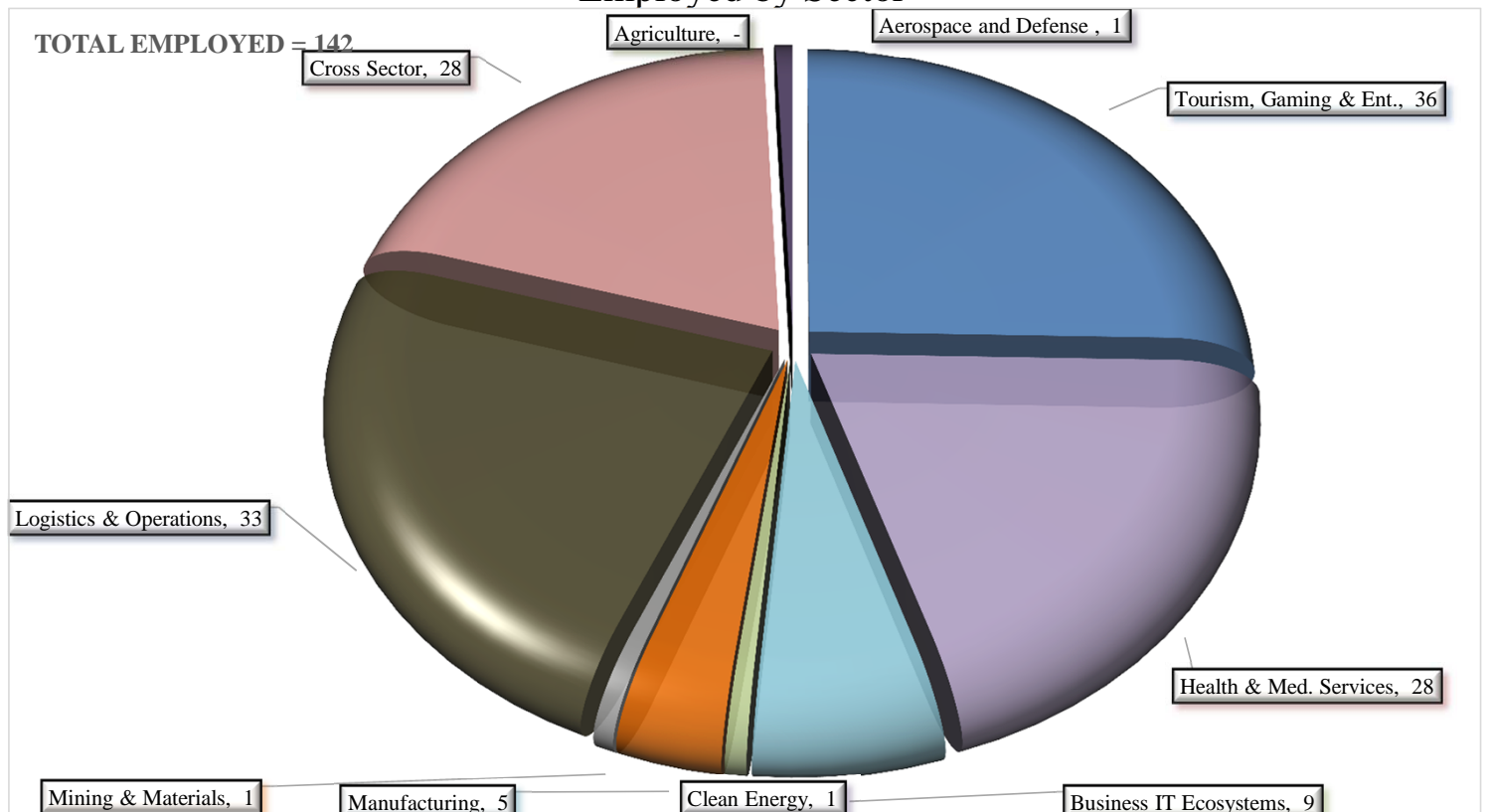


Adult and Dislocated Workers Employed by Industry Sector July 1, 2013 through August 31, 2013

Wage by Sector



Employed by Sector



Agenda Item #11: INFORMATION: Adult and Dislocated Worker Fiscal Reports

Workforce Connections
Adult and Dislocated Worker Funding Plan
PY 2013 Projections

	Budget	Remaining Available Funds	Projections Based on Monthly Invoices						
			Jul-Sep 2013	Oct-Dec 2013	Jan-Mar 2014	Apr-Jun 2014	Next Program Year	Projected PY2013 TOTAL	Remaining
			1 Month	3 Months	3 Months	3 Months			
REVENUES (Available as of September 30, 2013)									
PY2011 Incentive Funding for June 2012 Performance - Waiting for DETR	Unknown								
PY2012 Adult and DW Funding	13,164,641	2,757,763	549,500	2,208,263				2,757,763	-
PY2011/2012 Additional Dislocated Worker Funding (BOE approval 05/2013)	2,028,047	1,003,900	250,000	753,900				1,003,900	-
PY2013 Adult and DW Funding	14,806,576	14,806,576		1,731,337	5,235,223	5,222,500	1,160,000	13,349,060	1,457,516
TOTAL REVENUES	29,999,264	18,568,239	799,500	4,693,500	5,235,223	5,222,500	1,160,000	17,110,723	1,457,516
EXPENDITURES									0.84 Months
Community Resources									
PY2011 Nye Rural Services (Extended to June 2014)	1,700,000	378,523	55,000	165,000	158,523		-	378,523	
PY2011 Extend Adult and DW Contracts (One-Stop Center Partners)	4,800,000	4,401,544	200,000	1,380,000	1,380,000	1,380,000	-	4,340,000	
PY2011 Extend Adult and DW Contracts (One-Stop Affiliate Locations)	4,800,000	4,205,832	300,000	1,275,000	1,275,000	1,275,000	-	4,125,000	
PY2012 Lincoln County Rural Services (Extended to June 2014)	100,000	47,200	7,500	22,500	17,200		-	47,200	
PY2012 Reentry Program (Extended to June 2014)	1,400,000	670,330	55,000	195,000	195,000	195,000	-	640,000	
PY2012 Adult and DW (Adults with Disabilities)	800,000	673,732	25,000	210,000	210,000	210,000	-	655,000	
PY2012 One-Stop Center Operations / One-Time Construction/Equipment	1,855,600	-						-	
PY2012 Workforce Connections Urban Computer Center	150,000	72,684	12,000	36,000	12,000			60,000	
PY2013 Academy of Human Development - Computer Center	150,000	140,000	10,000	30,000	30,000	30,000	40,000	140,000	
PY2013 One-Stop Center Operations	392,734	342,459	25,000	105,000	105,000	105,000	-	340,000	
PY2013 One-Stop System Operations	1,155,266	1,052,916	60,000	285,000	285,000	285,000	-	915,000	
Operations									
PY2013 Administration and Programs	3,861,314	3,121,901	50,000	990,000	990,000	990,000	-	3,020,000	
Pending Contracts									
PY2011 Additional Rural Funding	200,000	200,000			12,500	187,500		200,000	
PY2013 New One-Stop Partner RFP (Veterans Jan 2014 to Dec 2014)	650,000	650,000			162,500	162,500	325,000	650,000	
PY2013 Workforce Connections Urban Computer Center	150,000	150,000			40,000	40,000	70,000	150,000	
PY2013 New Adult and DW (New Rural Areas - Start Jan 2014)	100,000	100,000			25,000	25,000	50,000	100,000	
PY2013 Adult and DW Contracts (Reentry - Barber Training)	850,000	850,000			212,500	212,500	425,000	850,000	
PY2013 Adult and DW Contracts (Reentry - Logistics/Warehousing Operations)	500,000	500,000			125,000	125,000	250,000	500,000	
TOTAL			799,500	4,693,500	5,235,223	5,222,500	1,160,000	17,110,723	

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	1,548,000	6,998,000	39%
Home Office and Affiliate Locations	8,350,000	450,000	8,800,000	49%
Rural Locations	2,100,000	-	2,100,000	12%
Total Community Resources	15,900,000	1,998,000	17,898,000	100%
	89%	11%	100%	

workforce CONNECTIONS
Awards and Expenditures
Program Year 2011/2012/2013 Adult/Dislocated Worker Programs
October 1, 2013

Amounts for Providers reflect invoiced allowable expenditures through August. Starred lines only reflect expenditures through July 2013.

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

WIA PY11 One-Stop

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Bridge Counseling Associates* (HIGH RISK STATUS)	6/1/13-6/30/14	\$ 400,000	\$ 6,834	\$ 5,734	\$ 12,568	3.14%	\$ 387,432
Foundation for an Independent Tomorrow	6/1/13-6/30/14	\$ 800,000	\$ 66,367	\$ 21,328	\$ 87,695	10.96%	\$ 712,305
GNJ Family Life Center	6/1/13-6/30/14	\$ 400,000	\$ 45,187	\$ 51,248	\$ 96,434	24.11%	\$ 303,566
Goodwill of Southern Nevada	6/1/13-6/30/14	\$ 400,000	\$ 14,320	\$ 3,310	\$ 17,630	4.41%	\$ 382,370
Latin Chamber Foundation (HIGH RISK STATUS)	6/1/13-6/30/14	\$ 800,000	\$ 22,417	\$ 13,305	\$ 35,722	4.47%	\$ 764,278
Nevada Hospital Association	6/1/13-6/30/14	\$ 400,000	\$ 13,282	\$ 15,398	\$ 28,680	7.17%	\$ 371,320
Nevada Partners, Inc	6/1/13-6/30/14	\$ 1,200,000	\$ 58,718	\$ 43,665	\$ 102,383	8.53%	\$ 1,097,617
So. NV Regional Housing Authority	6/1/13-6/30/14	\$ 400,000	\$ 12,547	\$ 30,671	\$ 43,218	10.80%	\$ 356,782
Total		\$ 4,800,000	\$ 239,673	\$ 184,659	\$ 424,331	8.84%	\$ 4,375,669

WIA PY11 Home Office

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Bridge Counseling Associates* (HIGH RISK STATUS)	7/1/13-6/30/14	\$ 600,000	\$ 10,890	\$ 10,352	\$ 21,242	3.54%	\$ 578,758
Foundation for an Independent Tomorrow	7/1/13-6/30/14	\$ 600,000	\$ 67,010	\$ 58,635	\$ 125,644	20.94%	\$ 474,356
GNJ Family Life Center	7/1/13-6/30/14	\$ 600,000	\$ 95,719	\$ 48,772	\$ 144,491	24.08%	\$ 455,509
Goodwill of Southern Nevada	7/1/13-6/30/14	\$ 600,000	\$ 47,523	\$ 17,866	\$ 65,388	10.90%	\$ 534,612
Latin Chamber Foundation (HIGH RISK STATUS)	7/1/13-6/30/14	\$ 600,000	\$ 32,852	\$ 20,474	\$ 53,325	8.89%	\$ 546,675
Nevada Hospital Association	7/1/13-6/30/14	\$ 600,000	\$ 34,030	\$ 1,511	\$ 35,540	5.92%	\$ 564,460
Nevada Partners, Inc	7/1/13-6/30/14	\$ 600,000	\$ 51,630	\$ 27,502	\$ 79,132	13.19%	\$ 520,868
So. NV Regional Housing Authority	7/1/13-6/30/14	\$ 600,000	\$ 57,594	\$ 10,213	\$ 67,807	11.30%	\$ 532,193
Total		\$ 4,800,000	\$ 397,247	\$ 195,324	\$ 592,571	12.35%	\$ 4,207,430

WIA PY11 Other (Disabilities, Re-Entry, Rural)

	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Easter Seals*	4/1/13-6/30/14	\$ 800,000	\$ 75,456	\$ 18,934	\$ 94,390	11.80%	\$ 705,611
Foundation for an Independent Tomorrow	7/1/12-6/30/14	\$ 1,400,000	\$ 729,667	\$ -	\$ 729,667	52.12%	\$ 670,333
Lincoln County School District	10/1/12-6/30/14	\$ 100,000	\$ 33,049	\$ 19,189	\$ 52,238	52.24%	\$ 47,762
Nye Communities Coalition	7/1/11-6/30/14	\$ 1,700,000	\$ 757,855	\$ 563,622	\$ 1,321,477	77.73%	\$ 378,523
Total		\$ 4,000,000	\$ 1,596,026	\$ 601,745	\$ 2,197,771	54.94%	\$ 6,009,659

Total PY11-PY12 Adult/DW		\$ 13,600,000	\$ 2,232,946	\$ 981,727	\$ 3,214,673	23.64%	\$ 14,592,757
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69%

31%

Agenda Item #12: INFORMATION: ADW Committee Member comments

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 your address for the record. Each comment will be limited to three (3) minutes.