

WORKFORCE CONNECTIONS
LOCAL ELECTED OFFICIALS CONSORTIUM
AGENDA

February 11, 2014
1:00 p.m.

Workforce Connections
Bronze Conference Room
6330 W. Charleston Blvd., Ste. 150
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 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 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 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 to give all citizens an opportunity to be heard.

Welcome to our meeting.

Copies of non-confidential supporting materials provided to the Board are available upon request. Request for such supporting materials should be made to Suzanne Potter at (702) 638-8750 or at spotter@snvwc.org. Such supporting materials are available at the front desk of Workforce Connections, at 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV 89146 and are available on-line at 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., Ste. 150, Las Vegas, NV 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.

LEO Consortium Members: Chair Commissioner Lawrence Weekly (Clark County), Vice-Chair Councilwoman Anita Wood (City of North Las Vegas), Councilwoman Peggy Leavitt (Boulder City), Councilwoman Gerri Schroder (City of Henderson), Commissioner Butch Borasky (Nye County), Councilman Bob Beers (City of Las Vegas), Commissioner Ralph Keyes (Esmeralda County), Commissioner Adam Katschke (Lincoln County)

All items listed on this Agenda are for action by the Local Elected Officials Consortium 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 Minutes from the Local Elected Officials Consortium meeting of December 10, 2013 5
5. **DISCUSSION AND POSSIBLE ACTION:** Approve the reappointment of Sonja Holloway, Sierra Nevada Job Corp Center to the Workforce Connections’ Board representing “Required One-Stop Partner” category for a two-year term beginning April 1, 2014 and expiring March 31, 2016..... 10
6. **DISCUSSION AND POSSIBLE ACTION:** Review, Accept or Consider Modifying Chief Local Elected Official Consortium Agreement Two-Year Review 16
7. **DISCUSSION AND POSSIBLE ACTION:** Review, Accept or Consider Modifying Agreement Between the Chief Local Elected Officials Consortium and the Southern Nevada Workforce Investment Board 24
8. **DISCUSSION AND POSSIBLE ACTION:** Review, Discuss, Accept and Approve Reports 31
 - a. PY2013 WIA Formula Budget July 1, 2013 through June 30, 2014 and Budget Narrative ... 32
 - i. Budget & Finance Committee recommends approval of the reallocation of \$15,000 of strategic initiative funds to program support contracts for procurement training
 - ii. Budget & Finance Committee recommends approval of \$372,061 from unobligated community resources funds to support three existing Business Services positions and fill two additional Business Services positions in the One-Stop System 41
 - iii. Budget & Finance Committee recommends approval of the reallocation of \$7,200 of One-Stop System strategic initiative funds to program support contracts for programming of a queuing system at the One-Stop Career Center

- b. Budget vs. Actual Finance Report (Workforce Connections’ Operations) for the period July 1, 2013 through June 30, 2014 (Formula WIA) 45
- c. Awards & Expenditures Report - (Compliance and Operational Status of Service Providers/Funded Partners..... 47
- d. Funding Plans – Adult/Dislocated Worker and Youth..... 50
- e. Workforce Connections’ Standing Professional Services Contracts..... 52
- 9. **DISCUSSION AND POSSIBLE ACTION:** Executive Director’s Report ~ Ardell Galbreth..... 58
- 10. **SECOND PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name and state your address for the record. Each comment will be limited to three (3) minutes..... 61
- 11. **INFORMATION:** LEO Consortium Member Comments..... 62
- 12. **ACTION:** Adjournment

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 Minutes from the Local Elected Officials Consortium meeting of December 10, 2013

**WORKFORCE CONNECTIONS
LOCAL ELECTED OFFICIALS CONSORTIUM
MINUTES**

December 10, 2013

1:00 p.m.

*Workforce Connections
Bronze Conference Room
6330 W. Charleston Blvd., Suite 150
Las Vegas, NV 89146*

Members Present

Commissioner Lawrence Weekly
Councilwoman Anita Wood
Councilman Bob Beers
Commissioner Butch Borasky (Phone)
Councilwoman Peggy Leavitt
Councilwoman Gerri Schroder (Phone)

Members Absent

Commissioner Ralph Keyes
Commissioner Adam Katschke

Staff Present

Ardell Galbreth
Heather DeSart
Jim Kostecki
Ricardo Villalobos
Byron Goynes

Others Present

Mark Wood, Legal Counsel
Jack Eslinger, City of Las Vegas
Dr. Rene Cantu, Latin Chamber of Commerce Community Foundation
Dr. Tiffany Tyler, Nevada Partners, Inc.
Helicia Thomas, GNJ Family Life Center
Bishop James M. Rogers Sr., GNJ Family Life Center

1. CALL TO ORDER, confirmation of posting, roll call

The meeting was called to order by Chair Commissioner Lawrence Weekly at 1:00 p.m. Staff confirmed the meeting had been properly noticed and posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.

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

Heather DeSart, Deputy Director requested the deletion of agenda item 5.

A motion was made to approve the agenda as presented by Councilman Bob Beers and seconded by Councilwoman Peggy Leavitt. Motion carried.

3. FIRST PUBLIC COMMENT SESSION: None

4. DISCUSSION AND POSSIBLE ACTION: Approve the Minutes from the Local Elected Officials Consortium Meeting of November 12, 2013

A motion was made to approve the Minutes from the Local Elected Officials Consortium Meeting of November 12, 2013 by Councilwoman Peggy Leavitt and seconded by Councilman Bob Beers. Motion carried.

5. **DISCUSSION AND POSSIBLE ACTION: Review, discuss, and approve Workforce Connections' policy related to oversight and sub-recipients high risk designation**

Deleted from the agenda.

6. **INFORMATION: Bridge Counseling Associates (BCA) "High Risk" and Debt Repayment Plan Update**

Jim Kostecki, Finance Manager reported that Bridge made their second debt repayment installment before the due date, and they have one more payment due by December 31, 2013.

7. **INFORMATION: Latin Chamber of Commerce Community Foundation (LCCCF) Removal of "High Risk" Status and Debt Repayment Plan Update**

Jim reported that Latin Chamber of Commerce Community Foundation was removed from high risk status. Early in November, LCCCF submitted two invoices that recaptured unbilled overhead costs to the first year of the three year contract. The amount of both invoices exceeded the amount of LCCCF's outstanding debt with Workforce Connections. Staff validated the costs, offset the debt and reimbursed the remaining funds to LCCCF.

8. **DISCUSSION AND POSSIBLE ACTION: Review, Discuss, Accept and Approve Reports**

All reports were reviewed, discussed, accepted and approved at the October 22nd Board meeting.

a. **Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2013 through June 30, 2014 (Formula WIA)**

Jim presented the Budget vs. Actual Finance Report provided on page 16 of the agenda packet and reported variances (August):

- **7040 – Office Supplies:** expenses running high due to the relocation, which included ordering new business cards for employees, envelopes, and other office supplies.
- **7045 – System Communications:** running high due to annual fee for the Sonic Wall system.
- **7070 – Rent:** running high due to relocation and how the budget was created. The budget was built anticipating duplicate facility rent for the month of September, and has three months of the higher old facility rent and ten months of new facility rent built in. This line item will remain high until later in the year when the lower payments will catch up to the budget.
- **7090 – Non-Board Meetings & Outreach:** running high due to Hispanic Youth Leadership Summit event and annual fee for Latin Chamber membership.

b. **Awards & Expenditures Report – November 2013**

Jim presented the Awards & Expenditures Report provided on page 18 – 21 of the agenda packet and reported that invoices are through September and expenditures should be at approximately 25%. Jim noted that some Youth providers are spending at a higher rate and may request additional funding based on their expenditures.

c. **Adult & Dislocated Worker and Youth Funding Plans**

Jim presented the Adult & Dislocated Worker Funding Plan (p. 21) and Youth Funding Plan (p. 22).

<u>Program</u>	<u>Remaining Funds</u>	<u>Obligated Funds for next year</u>
ADW:	\$1,668,495 (.86 months)	\$1,796,961
YOUTH:	\$461,122 (.69 months)	\$1,621,500

d. Audit Findings for PY2011 (Year Ended June 30, 2012) – No Change

Jim presented the PY2011 Audit Findings report provided on page 23 of the agenda packet and reported that the current PBTk audit is going strong and field work is due to end by December 25, 2013. Jim noted that he is working with the auditors regarding a minor lease issue whereby the auditors are proposing he make a capitalized lease entry for tenant improvements paid by the landlord.

Councilman Beers thanked Jim for sharing this report template with the Health District to document their audit findings.

e. Workforce Connections' Standing Professional Services Contracts – October 2013

Jim presented the Standing Professional Services Contracts report provided on page 25 – 30 of the agenda packet and reported that CST Project Consulting contract will be renewed for one year, Lanter Consulting Group contract will not be renewed, Marquis Aurbach Coffing contract will terminate on January 24, 2014 and an RFP for Legal Services will be released this month.

Chair Weekly requested that staff indicate on future reports which contracts will be renewed, terminated, etc.; Jim concurred.

A motion was made to accept and approve the Operations reports by Councilman Bob Beers and seconded by Councilwoman Anita Wood. Motion carried.

9. DISCUSSION AND POSSIBLE ACTION: Executive Director's Report ~ Ardell Galbreth

Heather DeSart presented the Executive Director's Report provided on page 32 of the agenda packet:

- Golden Corral Hiring Event
 - 3,000 individuals submitted job applications
 - 207 job seekers were hired
 - Phil Abney, General Manager shared about Golden Corral's Ribbon Cutting planned for December 18th and Grand Opening on December 19th
 - Byron Goynes, Business Services shared about the success of the Hiring Event
- One-Stop Career Center does not have heat and plans to purchase portable heaters for staff and seated partners
- Proposal for Veteran's Services are under evaluation; staff will make recommendations at the January Board Meeting

10. SECOND PUBLIC COMMENT SESSION

Dr. Rene Cantu, Executive Director, LCCCF thanked the Board and staff for working with them through the high risk status and announced an upcoming event at the Latin Chamber of Commerce on Saturday, December 14th from 11:00 a.m. until 2:00 p.m., sponsored by Bob Coffin and Amerigroup, to help enroll individuals enroll in the Affordable Care Act or Medicaid. There will be food, music and entertainment for all ages.

Bishop Rogers, CEO, GNJ Family Life Center thanked the LEOs for the great work they do in the community and Workforce Connections for allowing GNJ to serve individuals in the community.

11. INFORMATION: LEO Consortium Member Comments

Councilwoman Leavitt commented that St. Jude's is partnering with Workforce Connections to establish a One-Stop Center.

Councilwoman Wood stated that Workforce Connections has made tremendous strides reaching out into the community this year and thanked staff for their efforts.

Chair Weekly welcomed Mr. Abney and Golden Corral into the community. Weekly commented on the Gas Tax Initiative and asked the LEOs to take the responsibility of ensuring Southern Nevadans are awarded these jobs. Heather ensured that staff will stay involved, and Councilman Beers offered to attend the RTC Pre-Bid meeting with Ardell and Heather.

Weekly has teamed up with Comedian George Wallace to serve 300 underserved foster children for the holidays by filling a bus with unwrapped toys and gifts for the children. Donations can be made by contacting Weekly's office.

Commissioner Borasky announced Nye Communities Coalition's Annual Holiday Task Force Dinner on December 25th 12:00 p.m. until 2:00 p.m. at 1020 E. Wilson Rd. The event is open to the public.

The LEOs expressed interest in having a Golden Corral in their districts and wished everyone Happy Holidays.

12. ACTION: Adjournment

The meeting adjourned at 1:50 p.m.

Agenda Item 5. DISCUSSION AND POSSIBLE ACTION:

Approve the reappointment of Sonja Holloway, Sierra Nevada Job Corp Center to the Workforce Connections' Board representing "Required One-Stop Partner" category for a two-year term beginning April 1, 2014 and expiring March 31, 2016

PLEASE INCLUDE A CURRENT RESUME

Name (Last, First, Middle): <i>HOLLOWAY, SANJA, YVETTE</i>		Title: <i>DA/CTB MANAGER</i>	Agency/Organization Represented: <i>SNJCC</i>
Address (Street, City, State, Zip Code): <i>1050 E. FLAMINGO SUITE 1024D, LV, NV 89119</i>			
Phone Number: <i>(702) 382-2702</i>	Alternate Phone: <i>(702) 348-0576</i>	Email Address: <i>HOLLOWAY.SANJA@JOBCCORPS.DK9</i>	
Manager/Supervisor: <i>Robin Bolter</i>	Phone Number: <i>(775) 789-0998</i>	Manager/Supervisor Email Address: <i>Bolter.SANJA@JOBCCORPS.DK9</i>	
# of employees supervised: <i>8</i>	# of employees in your organization: <i>131</i>		
Nominating Agency/Organization: <i>SIERRA NEVADA JOB CORPS CENTER</i>			

CATEGORY REPRESENTED (CHECK ALL THAT APPLY):

- BUSINESS
- EDUCATION
- LABOR ORGANIZATION
- COMMUNITY BASED ORGANIZATION
- ECONOMIC DEVELOPMENT AGENCY
- REQUIRED ONE-STOP PARTNER

Please return completed form to:

Suzanne Potter
 Workforce Connections
 6330 W. Charleston Blvd., Suite 150
 Las Vegas, NV 89146
 Email: spotter@snywc.org
 Fax: (702) 636-4375

DATE OF APPOINTMENT/REAPPOINTMENT: _____

WORKFORCE CONNECTIONS

Board Member Conflict of Interest Guidance and Acknowledgement Certification

Your current relationship with Workforce Connections (Check all that apply)

- Have Relatives Working for Workforce Connections
- Any Partnership(s) with Workforce Connections Staff or Board Members (Current/active contracts or vendor business)
- Any Partnership(s) with Workforce Connections Local Elected Officials
- I currently have no partnership with any Board or Staff member of Workforce Connections
- Other (Please Explain: _____)

Conflict of Interest

A member of a local board may not:

- a) Vote on a matter under consideration by the local board:
 - i. Regarding the provision of services by such member (or by entity that such member represents); or
 - ii. That would provide direct financial benefit to such member or the immediate family of such a member; or
- b) Engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

1. Will your appointment/reappointment to Workforce Connections potentially violate any of the criteria listed above?

- Yes No

If yes, please provide an attached letter explaining your potential conflict of interest.

2. Please provide a letter from a supervisor/manager or from an elected official verifying provided information.

I certify that the statements provided are, to the best of my knowledge, true, complete and correct. If appointed/reappointed, I understand that any misrepresentation or material omission of fact on this or any other document required by Workforce Connections may be considered as constituting grounds for disqualification and/or dismissal.

SPN/A Ap/1/30/14

Applicant's Name

Signature of Applicant

Date

1/30/2014

ATTENDANCE POLICY

ANY BOARD MEMBER OF WORKFORCE CONNECTIONS SHALL BE REMOVED FROM THE BOARD AFTER THREE CONSECUTIVE ABSENCES FROM REGULARLY SCHEDULED BOARD MEETINGS.

COMMITTEE ASSIGNMENT

ALL BOARD MEMBERS OF WORKFORCE CONNECTIONS ARE REQUIRED TO SERVE ON A STANDING COMMITTEE.


PLEASE INDICATE A COMMITTEE YOU ARE WILLING TO SERVE (*PLEASE CHECK AT LEAST ONE*):

YOUTH COUNCIL

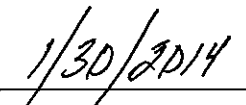
ADULT & DISLOCATED WORKERS COMMITTEE

BUDGET COMMITTEE

SIGNATURE:



DATE:



Please return completed form to:

Suzanne Potter
Workforce Connections
6330 W. Charleston Blvd., Suite 150
Las Vegas, NV 89146

Email: spotter@snywc.org

Fax: (702) 636-4371

Sonja Holloway

Manager, Outreach & Admissions, Career Transitions

EXPERIENCE

Job Title: Manager, Outreach & Admissions, Career Transitions 2007 - Present
Management & Training Corporation/Sierra Nevada Job Corps Center Las Vegas, NV

Plan, coordinate and manage the administrative and programmatic services of the department. Provide staff training; evaluate staff performance and recommend departmental and personnel changes. Develop and implement new and revised policies and procedures affecting career recruitment and employment; coordinate with other departments to ensure compliance with overall center objectives. Audit department for contractual compliance quality of services to students; prepare reports on audits and assessments. Assist in the development of the CDSS plan; meet contractual arrival and placement goals; monitor and report on performance. Manage the Nevada OA/CTS contract; prepare OA and CTS plans. Verify, prepare and document all placement efforts and forms. Manage assignment, input and exit process of students. Audit records and folders for accuracy and compliance with regulations. Participate in student employability programs and activities.

Job Title: Career Transitions Specialist 2006 - 2007
Management & Training Corporation/Sierra Nevada Job Corps Center Las Vegas, NV

Responsible for determining student qualifications for placement, conducting placement activities and follow up in compliance with government and management directives. Identified potential jobs, schools, military or other training programs for placement purposes and conducted job development activities; follow up with separated students and placed them within established time limits. Conducted follow-up with graduates during 12 month service period; documented all placement efforts according to requirements. Supported and promoted CDSS, CSS and Employability Skills.

Job Title: Admissions Counselor 2005 – 2006
Management & Training Corporation/Sierra Nevada Job Corps Center Las Vegas, NV

Responsible for direct screening and recruitment of candidates for enrollment in the Job Corps program. Performed outreach, screening and recruiting activities to meet arrival quotas. Established and maintained liaison with public service agencies, organizations, schools and individuals that might refer eligible candidates to the Job Corps Program. Participated in community relations activities. Coordinated and delivered recruitment activities and presentations within the community. Interviewed interested candidates, prepared and verified required documentation for each applicant. Followed up on student progress and assisted center with student related activities. Provided positive customer services to students and staff.

Job Title: Career Development Specialist 2003 - 2005
Applied Technology Systems Incorporated/Cleveland Job Corps Center Cleveland, OH

Responsible for completing activities that ensure all placement outcomes were met. Arranged job interviews for graduates and former enrollees. Maintained placement and follow up service activities

on all graduates throughout 12 month period. Established personal contact with prospective area employers to expand job development and employment opportunities.

Job Title: **Substitute Teacher**
Cleveland Heights/ University Heights School District

1997 - 2003
Cleveland Heights, OH

Responsible for adhering to the designated lesson plan for teaching academic, social and motor skills to students of all educational grades. Maintained classroom management and enforced school policies and procedures. Prepared daily substitute reports.

EDUCATION

Bachelors of Arts, Liberal Arts
Kent State University
Kent, Ohio
1996

Agenda Item 6. DISCUSSION AND POSSIBLE ACTION:

Review, Accept or Consider Modifying Chief Local Elected Official Consortium Agreement Two-Year Review

AMENDED AND RESTATED CHIEF LOCAL ELECTED OFFICIAL CONSORTIUM
AGREEMENT

THIS AMENDED AND RESTATED AGREEMENT, entered into this 20th -
day of JUNE 2006, by and among the counties of CLARK, LINCOLN, NYE, and
ESMERALDA and the cities of BOULDER CITY, HENDERSON, LAS VEGAS
and NORTH LAS VEGAS under the Workforce Investment Act of 1998 [P.L.
105-220].

RECITALS

WHEREAS, the counties of CLARK, LINCOLN, NYE, and ESMEALDA (the
"Counties") are political subdivisions of the State of Nevada; and

WHEREAS, the cities of BOULDER CITY, HENDERSON, LAS VEGAS and
NORTH LAS VEGAS (the "Cities") are municipal corporations organized and existing
under Nevada law and located within the geographical boundaries of Clark County; and

WHEREAS, the County Commissions/City Councils of each of the
aforementioned counties and cities did previously adopt resolutions authorizing the
Chairperson of the respective Commission or Council to sign a charter creating the Chief
Local Elected Official Consortium in order to administer the provisions of Public Law
105-220, the federal Workforce Investment Act; and

WHEREAS, the County Commissions/City Councils of each of the
aforementioned counties and cities has adopted a resolution authorizing the Chairperson
of the respective Commission or Council to sign this Charter of the Local Elected
Officials Consortium under the Workforce Investment Act of 1998 (P.L. 105-
220)(*hereinafter*, the Charter); and

WHEREAS, the aforementioned counties and cities desire to amend and restate
the terms and conditions of the Charter as set forth in the original April 19, 2000
consortium agreement; and

WHEREAS, this amended and restated consortium agreement will be submitted
to the governing bodies of the aforesaid counties and cities for adoption by concurrence
as provided in Section 9 of the April 19, 2000 consortium agreement; and

WHEREAS, each of the parties is empowered to enter into cooperative
agreements for the performance of any governmental function pursuant to NRS Chapter
277.

NOW, THEREFORE, in consideration of the above premises and the mutual
covenants of the parties hereinafter set forth, the receipt and sufficiency of which each

party acknowledges for itself, the Counties and Cities do hereby agree to the following amendment and restatement of the Charter.

1. That the Counties and the Cities under N.R.S. Chapter 277, do hereby constitute themselves to be a consortium for the purposes of Section 117 (c)(1)(B) of Public Law 105-220, the Workforce Investment Act (WIA).

2. The Chief Local Elected Officials (Chairpersons of the respective Commissions or City Councils) or the designees of said officials of the Counties and Cities shall constitute the Local Workforce Development Area Consortium of Commissioners and Councilpersons(hereinafter, the LEOs).

A. The LEOs is hereby constituted to fulfill the responsibilities of and to function as the “chief elected officials” of the participating “units of general local government” as those terms are used under the WIA.

3. The LEOs shall elect from its membership a Chairperson, and Vice-Chairperson and such other officers as may be provided in the by-laws to serve for a term of one year or until a successor is elected and qualified.

4. The LEOs may adopt operational and procedural by-laws consistent with this Charter, applicable federal and state laws and rules/regulations pursuant thereto. By-laws or amendments thereto may be adopted by the affirmative vote of a majority of the entire membership of the LEOs at any regular meeting called for that purpose, provided that written copies thereof are delivered to each member 15 days prior to consideration.

5. *Membership of the SNWIB*

The LEOs shall appoint members to the Local Workforce Investment Board of the area, under section 117(c)(1)(A) of P.L. 105-220 and applicable rules thereunder, herein referred to as the Southern Nevada Workforce Investment Board (SNWIB). The SNWIB will additionally be governed by the “Agreement Between The Chief Local Elected Officials Consortium and the Southern Nevada Workforce Investment Board” or any amendment and/or restatement thereof, which will provide the operational framework for administration of and responsibility for the WIA funds.

Members of the SNWIB that represent organizations, agencies, or other entities shall be individuals with optimum policymaking authority within the organizations, agencies or entities. A majority of the members of the SNWIB shall be represented as described in paragraph 5(A-F) below. The SNWIB shall elect a chair from among the representatives described in 5(A-F) below. Pursuant to the WIA, criteria for membership is established by the state, but must include at a minimum:

A. Representatives of business in the local area who:

- i. are owners of businesses, chief executives or operating officers of businesses, and other business executives or employers with optimum policymaking or hiring authority;
 - ii. represent businesses with employment opportunities that reflect the employment opportunities of the local area; and
 - iii. are appointed from among individuals nominated by local business organizations and business trade associations;
- B. Representatives of local educational entities, including representatives of local educational agencies, local school boards, entities providing adult education and literacy activities, and Postsecondary educational institutions (including representatives of community colleges, where such entities exist), selected from among individuals nominated by regional or local educational agencies, institutions, or organizations representing such local educational entities;
- C. Representatives of labor organizations (for a local area in which employees are represented by labor organizations), nominated by local labor federations, or (for a local area in which no employees are represented by such organizations), other representatives of employees;
- D. Representatives of community-based organizations (including organizations representing individuals with disabilities and veterans, for a local area in which such organizations are present;
- E. Representatives of economic development agencies, including private sector economic development entities; and
- F. Representatives of each of the one-stop partners; and

In addition, the SNWIB may include such other individuals or representatives or entities as the LEOs may determine to be appropriate.

6. Staff of the SNWIB

The SNWIB is authorized to employ staff including, but not limited to, an Executive Director. The staff shall be employees of the separate legal, administrative entity known as SNWIB. The staff shall perform support functions for the SNWIB in performance of its responsibilities under the WIA. The SNWIB staff will be governed by the Amended and Restated Agreement Between The Chief Local Elected Officials Consortium and the Southern Nevada Workforce Investment Board” which will provide the operational framework for administration of and responsibility for the WIA funds.

- A. Whenever a vacancy occurs in the position of Executive Director of SNWIB, a new Executive Director shall be selected by the LEOs. The Executive Director shall be directed by and answer solely to the LEOs and shall serve at the pleasure of LEOs.
- B. The Executive Director shall provide all information and documentation regarding all SNWIB administrative, operational, and fiscal matters and to the LEOs and the SNWIB upon request. The nature, scope and frequency of the information relating to the WIA that is to be provided pursuant to this paragraph by the Executive Director shall be specified by the LEOs.

7. The LEOs shall execute an agreement with the SNWIB for the operation and functions of the Board under Section 117 of the WIA and shall approve the Local Plan under Section 118 of the WIA, which has been agreed to by all participating Counties and Cities.

8. LEOs Fiscal Responsibilities

The LEOs shall perform all functions of local elected officials as contained in P.L. 105 220, the federal Workforce Investment Act of 1998. Specifically, the LEOs, as the local grant recipient for funds allocated under WIA, shall:

- A. Be financially liable for any misuse of grant funds and disallowed costs pursuant to WIA.
- B. The LEOs, by and through the Southern Nevada Workforce Investment Board shall have sole responsibility for
 - i. Receiving, disbursing and budgeting of all funds relating to WIA programs.
 - ii. Collecting program data necessary for management, evaluation and preparation of required and desired reports.
 - iii. Monitoring and evaluation of programs and program operators, subrecipients and service providers pursuant to the WIA.
 - iv. Procuring audits of funds as required under the WIA and resolving any questions arising from the audits. Staff shall report the results of the audits to the Southern Nevada Workforce Investment Board and the LEO.
- C. Develop and manage a system to hear and resolve grievances brought by participants, vendors and other interested parties as required by the WIA.

D. In the case where liability is identified and validated concerning the misuse of grant funds or the disallowance of costs, liability and repayment of funds shall be in accordance with the following formula based on per capita:

- i. Clark County – 42.71%
- ii. City of Las Vegas- 30.78%
- iii. City of Henderson- 13.11%
- iv. City of North Las Vegas- 9.97 %
- v. Boulder City- .86%
- vi. Nye County- 2.37%
- vii. Esmeralda County – .04%
- viii. Lincoln County- .25%

A mandatory review of the liability formula and the underlying factors upon which the calculations are based will be performed every two years and adjusted as deemed necessary by a vote of the LEOs. The recommended formula and the underlying calculation factors, or any amendment thereto, must be approved by the governing bodies of each of the respective counties or cities upon who liability is to be imposed in order to be effective. The formula liability herein governs prospective liability and becomes effective upon executing this consortium agreement. The liability formula provision regarding fiscal liability shall also be included in the required two-year WIA plan.

9. The LEO's shall have the power to establish all boards, councils, or committees or other advisory groups as mandated by the federal laws or regulations or as deemed necessary to ensure that the SNWIB conforms with applicable laws and meets the WIA objectives.

- A. The LEOs shall create a fiscal advisory committee consisting of members from each municipality and/or county represented by the LEOs, herein referred to as the Joint Chief Finance Officer Committee. The Joint Chief Finance Officer Committee will be responsible for advising the LEOs with regards to budget development and execution, procurement policies, accounting systems and practices and other financial matters to ensure proper fiscal controls.
- B. The LEOs shall create a legal counsel advisory committee consisting of members attorneys from the Cities of Las Vegas, North Las Vegas


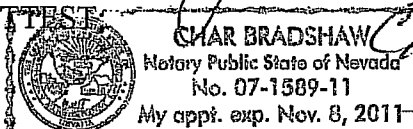
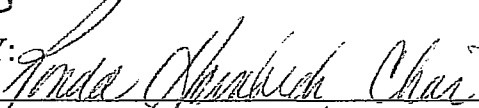


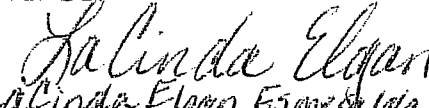
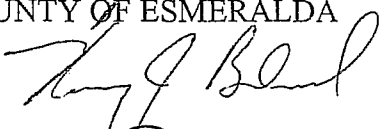


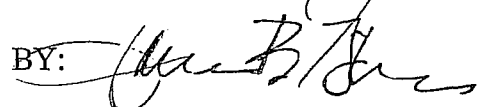
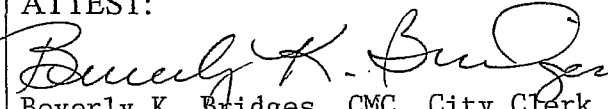

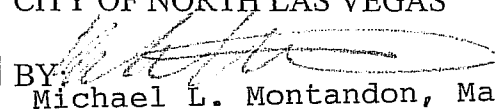
and Henderson and the County of Clark, herein referred to as the Joint Legal Counsel Advisory Committee. The Joint Legal Counsel Advisory Committee will be responsible for advising the LEOs, providing legal opinions and ensuring compliance with applicable laws. The Joint Legal Counsel Advisory Committee will also be responsible for rendering direction and suggestions to the LEOs in order to maintain due diligence compliance with the requirements of the WIA. The LEOs shall formulate a schedule appointing one jurisdiction to assume the role of lead counsel, to be rotated no less than annually among those jurisdictions. The SNWIB will be required to obtain separate representation on behalf of the members and the organization.


10. This amendment to and restatement of the Charter agreement shall be effective when approved by Resolutions adopted by the County Commission and City Councils of each county and city party hereto and executed by the chief elected official thereof pursuant to said resolution and shall thereupon act to repeal and supersede any and all prior written or oral consortium agreements under P.L. 105-220, the Workforce Investment Act of 1998, or P.L. 102-367, the Job Training Partnership Act.

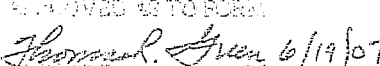
11. Amendments to this Charter agreement may be adopted with concurrence of the Commissions and City Councils of each county and city party hereto. The LEOs may be dissolved and this agreement may be rescinded with two-thirds vote of the county and city parties hereto and the Governor.

This section left intentionally blank

12. This Charter agreement shall be of full fare and effect upon its passage and execution of all the Counties and Cities herein. IN WITNESS WHEREOF, the parties hereto have caused this Charter agreement to be executed by the Chairperson of the County Commission and City Council of the aforementioned Counties and Cities.

ATTEST:  Shirley B. Parraguirre, County Clerk	COUNTY OF CLARK  BY: Rory Reid, Chairman
ATTEST:  CHAR BRADSHAW Notary Public State of Nevada No. 07-1589-11 My app. exp. Nov. 8, 2011 	COUNTY OF LINCOLN BY:  Ronda Abraham, Chair
ATTEST:  Sandra L. Merlino, Nye County Clk	COUNTY OF NYE BY:  Gary Hallen
ATTEST:  Lalinda Elgan, Esmeralda Co. Clerk	COUNTY OF ESMERALDA BY:  Tony J. Beal
ATTEST: 	CITY OF BOULDER CITY BY:  Heidi L. Hayes
ATTEST:  Monica M. Simmons, CMC, City Clerk Council Action: 7/3/07	CITY OF HENDERSON BY:  Marc B. Jones
ATTEST:  Beverly K. Bridges, CMC, City Clerk	CITY OF LAS VEGAS BY:  Oscar B. Goodman, Mayor
ATTEST:  Karen L. Storms, CMC, City Clerk	CITY OF NORTH LAS VEGAS BY:  Michael L. Montandon, Mayor

APPROVED AS TO FORM:

 Dave Olsen, City Attorney

APPROVED AS TO FORM:
 6/19/07

Agenda Item 7. DISCUSSION AND POSSIBLE ACTION:

Review, Accept or Consider Modifying Agreement between the Chief
Local Elected Officials Consortium and the Southern Nevada
Workforce Investment Board

AMENDED AND RESTATED AGREEMENT BETWEEN THE CHIEF LOCAL ELECTED OFFICIALS CONSORTIUM AND THE SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD TO A SOUTHERN NEVADA WORKFORCE INVESTMENT AREA

THIS amendment and restatement of the April 10, 2000 AGREEMENT, entered into this 20TH day of JUNE, 07, and effective as of the ____ day of _____, by and between the Chief Local Elected Officials Consortium (herein after "LEOs") and the SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD (herein after "SNWIB") for the Southern Nevada Workforce Service Delivery Area.

WITNESSETH

WHEREAS, the Workforce Investment Act of 1998 (P.L. 105-220, 112 Stat. 936, as amended) herein referred to as the "Act" authorizes the expenditure of federal funds for workforce development services in locally determined workforce investment areas; and

WHEREAS, pursuant to the Act, the Chief Local Elected Officials (LEOs) Consortium has been created and consists of elected officials of the Cities of Las Vegas, North Las Vegas, Henderson and Boulder City and the Counties of Clark, Lincoln, Nye and Esmeralda; and

WHEREAS, pursuant to the Act, the Southern Nevada Workforce Investment Board (SNWIB) has been created and consists of representatives of the private sector, educational agencies, organized labor, one-stop partners, community based organizations, economic development agencies and such other representatives as the LEOs deems appropriate; and

WHEREAS, pursuant to the Act, the LEOs have designated the SNWIB as the administrative entity and grant subrecipient to administer WIA funds; and

WHEREAS, pursuant to the Act the LEOs and the SNWIB may enter into an agreement that describes the respective roles and responsibilities of the parties.

WHEREAS, LEOs and the SNWIB desire, by this Agreement to define the scope of their relationship and their individual rights, duties and obligations;

NOW, THEREFORE, in accordance with the Act and related regulations and in consideration of the mutual covenants contained herein, the parties hereby agree as follows:

1. The LEOs is designated as the policy-making and budgetary control body for the SNWIB to the extent that such policies recognize and do not conflict with State law, the Workforce Investment Act State Compliance Policies, and the terms of this agreement which establish the SNWIB as a separate entity. These two boards are responsible for carrying out their respective and joint responsibilities under the Act in accordance with guidelines that may be approved by the Governor of the State of Nevada and the terms of the Act and as such shall:

- A. Ensure delivery of services pursuant to the Act and other workforce investment programs and related services in such a manner to provide the most beneficial mix of program options to residents of the Local Workforce Investment Area (LWIA).
 - B. Stimulate the active, effective participation of all sectors of the LWIA community in the provision of workforce development services.
 - C. The LEOs or the SNWIB, as applicable, shall establish all advisory boards, councils, or committees, or other advisory groups as mandated by federal laws and state regulations.
 - D. The LEOs and the SNWIB shall establish their respective bylaws for meetings and other matters of internal governance. These bylaws shall be consistent with any applicable federal and state laws, any regulations promulgated by the Governor and/or the State, and the provisions of this agreement. All meetings of the LEOs, the SNWIB, or its subcommittees shall be conducted in accordance with Nevada's Open Meeting Law NRS Chapter 241.
 - E. Establish the criteria for workforce service centers and the criteria, for the process for the selection or designation of one-stop operators and service providers.
 - F. Select youth service providers and programs after receiving recommendations of the Youth Council.
 - G. Review and approve all programs and budgets to be funded under the Act; except the LEOs may withhold approval of any training program if:
 - 1) There are insufficient funds available to support the program; or
 - 2) Funding of the program is not authorized by the Act.
 - H. Provide oversight with respect to activities authorized under the Act to include youth activities, local employment and training activities and the one-stop delivery system in the local area.
2. The SNWIB shall undertake the following and may do so jointly with the LEOs:
- A. Identify
 - 1) employer labor force needs
 - 2) programs to address those needs
 - 3) appropriate linkages with resources
 - 4) economic development opportunities of the area
 - 5) employment needs of the unemployed or underemployed

- B. Develop programs based on locally determined business community needs.
 - C. Provide policy recommendations to the LEOs on matters pertaining to the provision of services under the Act.
 - D. Select, monitor and independently assess the performance of and evaluate the benefit, productivity and impact of all programs funded and report their assessment and recommendations to the LEOs.
 - E. The SNWIB staff is responsible for preparing an annual budget which must be submitted for approval by the LEOs.
 - F. Maintain a consolidated office support and staff structure in order to minimize costs of administration, and maximize the funding available for programs and services under the Act. The SNWIB is authorized to employ support staff as recommended by the Executive Director. The staff shall be considered to be employees of the separate legal entity known as SNWIB. However, the staff shall provide support services to the LEOs and SNWIB jointly and perform functions for the SNWIB in performance of its responsibilities under the Act.
 - G. The SNWIB will be required to obtain legal counsel, separate and apart from the LEOs, on behalf of the SNWIB members and the organization. The legal counsel will be responsible for advising the SNWIB, providing legal opinions and ensuring compliance with applicable laws. The legal counsel will also be responsible for rendering direction and suggestions to the SNWIB in order to maintain due diligence.
3. Any member of the SNWIB may be removed for cause, by majority vote of the LEOs at a regularly scheduled meeting of the LEOs. "Cause" includes, but is not limited to:
- A. Failure to attend meetings as required by the SNWIB Bylaws.
 - B. Unprofessional conduct, including conduct detrimental to the effectiveness and/or objectives of the SNWIB.
 - C. Willful neglect or failure to observe and carry out programs or policies adopted by the SNWIB.

If a member is removed, a vacancy occurs and a new member shall be appointed by the LEOs pursuant to the LEO Consortium Agreement and State Policy for notification of and filling of Local Workforce Investment Board vacancies.

4. The LEOs shall:
- A. Be financially liable for any misuse of grant funds and disallowed costs pursuant to WIA.

- B. Have sole responsibility, by and through the SNWIB, for:
- 1) Receiving, disbursing and budgeting of all funds relating to WIA programs.
 - 2) Collecting program data necessary for management, evaluation and preparation of required and desired reports.
 - 3) Monitoring and evaluation of programs and program operators, subrecipients and service providers pursuant to the Act.
- C. Work with the Executive Director and SNWIB staff to resolve any questions arising from the audits.
- D. Develop and manage a system to hear and resolve grievances brought by participants, vendors and other interested parties as required by the Act and state compliance regulations.
- E. Hire, evaluate and remove the Executive Director. The Executive Director shall be directed by and answer solely to the LEOs and shall serve at the pleasure of LEOs. The Executive Director shall provide all information and documentation regarding all SNWIB administrative, operational, and fiscal matters relating to the Act to the LEOs and the SNWIB upon request. The nature, scope and frequency of the information relating to the Act that is to be provided pursuant to this paragraph by the Executive Director shall be specified by the LEOs. Whenever a vacancy occurs in the position of Executive Director of SNWIB, a new Executive Director shall be selected by the LEOs.
- F. In the case where liability is identified and validated concerning the misuse of grant funds or the disallowance of costs, liability and repayment of funds shall be in accordance with the following formula based on per capita:
- i. Clark County – 42.71%
 - ii. City of Las Vegas- 30.78%
 - iii. City of Henderson- 13.11%
 - iv. City of North Las Vegas- 9.97 %
 - v. Boulder City- .86%
 - vi. Nye County- 2.37%
 - vii. Esmeralda County – .04%

viii. Lincoln County- .25%

A mandatory review of the liability formula and the underlying factors upon which the calculations are based will be performed every two years and adjusted as deemed necessary by a vote of the LEOs. The recommended formula and the underlying calculation factors, or any amendment thereto, must be approved by the governing bodies of each of the respective counties or cities upon who liability is to be imposed in order to be effective. The formula liability herein governs prospective liability and becomes effective upon executing this consortium agreement. The liability formula provision regarding fiscal liability shall also be included in the required two-year WIA plan.

5. This Agreement may be amended by mutual consent of the SNWIB and LEOs at any time. Either party may propose amendment(s) by providing written notice; thereof, to the other party at least 60 days in advance of a regular meeting of the SNWIB. Any amendment must be approved by majority vote of each party.

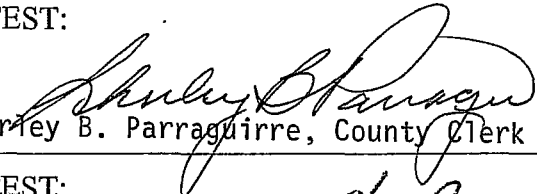

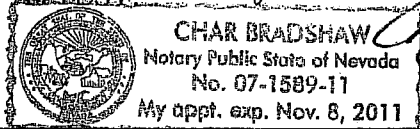
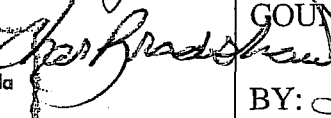
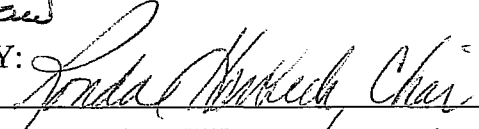


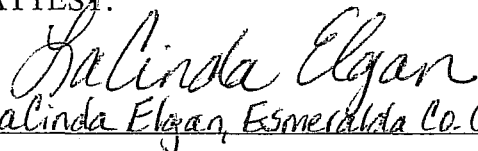

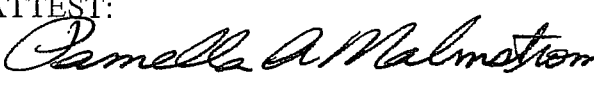
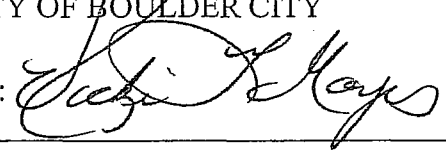
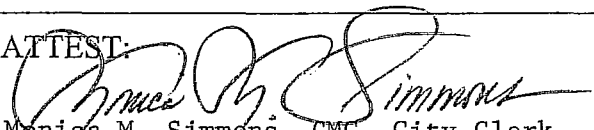
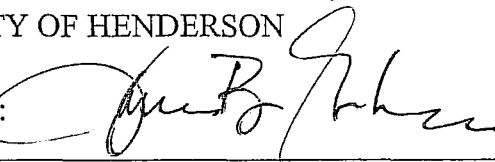
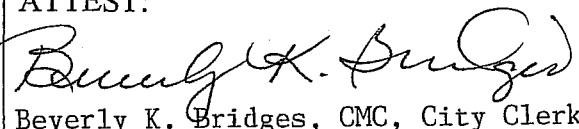
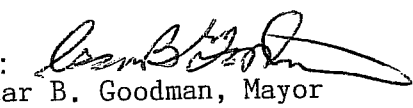
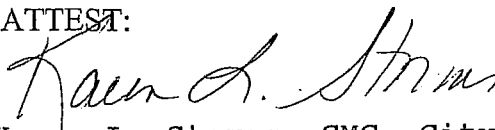
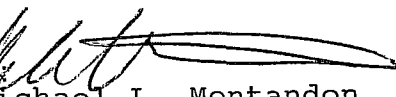
- A. Amendments to this Agreement become effective only upon concurrence of the respective county commissions and city councils of each county and city which is a signatory hereto.

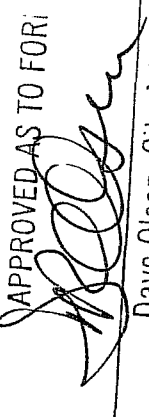
6. This Agreement shall automatically be renewed from year to year unless either party notifies the other in writing of its intention not to renew at least 180 days prior to the expiration of any one year period.

This page left intentionally blank

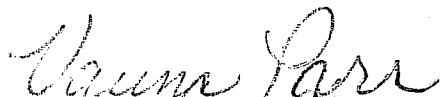
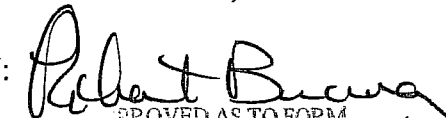
7. SNWIB and the LEOs agree that this document contains all of the agreements between the parties and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the matter hereof. All terms referred to in this Agreement are deemed to be part of this Agreement.

CHIEF LOCAL ELECTED OFFICIALS


ATTEST:  Shirley B. Parraguirre, County Clerk	COUNTY OF CLARK  BY: Rory Reid, Chairman
ATTEST:  CHAR BRADSHAW Notary Public State of Nevada No. 07-1589-11 My appt. exp. Nov. 8, 2011 	COUNTY OF LINCOLN BY:  Linda Wick, Chair
ATTEST:  Sandra L. Merlino, Nye County clk	COUNTY OF NYE BY:  Gary Haller
ATTEST:  Lalinda Elgan, Esmeralda Co. Clerk	COUNTY OF ESMERALDA BY:  Tony Bland
ATTEST:  Pamela A. Malmstrom	CITY OF BOULDER CITY BY:  Liza L. Hays
ATTEST:  Monica M. Simmons, CMC, City Clerk Council Action: 6/19/07	CITY OF HENDERSON BY:  Dave Olsen
ATTEST:  Beverly K. Bridges, CMC, City Clerk	CITY OF LAS VEGAS BY:  Oscar B. Goodman, Mayor
ATTEST:  Karen L. Storms, CMC, City Clerk	CITY OF NORTH LAS VEGAS BY:  Michael L. Montandon, Mayor

APPROVED AS TO FORM:

 Dave Olsen, City Attorney

SOUTHERN NEVADA WORKFORCE INVESTMENT BOARD

ATTEST:  Laura Parr	ROBERT BREWER, CHAIR BY:  Robert Brewer
--	--

6

APPROVED AS TO FORM

 Thomas R. Green
 Date 6/19/07

Agenda Item 8. DISCUSSION AND POSSIBLE ACTION:

Review, Discuss, Accept and Approve Reports

- a. PY2013 WIA Formula Budget July 1, 2013 through June 30, 2014 and Budget Narrative
 - i. Budget & Finance Committee recommends approval of the reallocation of \$15,000 of strategic initiative funds to program support contracts for procurement training
 - ii. Budget & Finance Committee recommends approval of \$372,061 from unobligated community resources funds to support three existing Business Services positions and fill two additional Business Services positions in the One-Stop System
 - iii. Budget & Finance Committee recommends approval of the reallocation of \$7,200 of One-Stop System strategic initiative funds to program support contracts for programming of a queuing system at the One-Stop Career Center
- b. Budget vs. Actual Finance Report (Workforce Connections' Operations) for the period July 1, 2013 through June 30, 2014 (Formula WIA)
- c. Awards & Expenditures Report - (Compliance and Operational Status of Service Providers/Funded Partners.
- d. Funding Plans – Adult/Dislocated Worker and Youth
- e. Workforce Connections' Standing Professional Services Contracts

workforceCONNECTIONS
PY2013 WIA Formula Budget
July 1, 2013 - June 30, 2014
(Revised Budget - December 1, 2013 Revision)

Revenue by Funding Stream	Approved Budget PY2013	Proposed Budget PY2013	\$ Change	Available for LWIB Operations		Community Resource Allocations	TOTAL
				10% Admin	10% Program		
PY2013 Adult	10,665,753	10,665,753	-	1,066,575	1,066,575	8,532,603	10,665,753
PY2013 Dislocated Worker	4,140,823	4,140,823	-	414,082	414,082	3,312,659	4,140,823
PY2013 Youth	6,564,523	6,564,523	-	656,452	656,452	5,251,619	6,564,523
PY2011 Dislocated Worker - Addl. DETR Allocation Apr	-	-	-	-	-	-	-
PY2012 Dislocated Worker - Addl. DETR Allocation Apr	628,047	628,047	-	62,805	62,805	502,437	628,047
PY2011/2012 Adult Carry Forward	3,400,000	3,400,000	-	340,000	340,000	2,720,000	3,400,000
PY2011/2012 Dislocated Worker Carry Forward	471,953	471,953	-	47,195	47,195	377,563	471,953
PY2011/2012 Youth Carry Forward	2,000,000	2,000,000	-	50,000	200,000	1,750,000	2,000,000
Other Revenues (Interest)	25	25	-		25	-	25
Total Revenue by Funding Stream	\$ 27,871,124	\$ 27,871,124	\$ -	\$ 2,637,109	\$ 2,787,134	\$ 22,446,881	\$ 27,871,124
				Subtotal Board Operations \$ 5,424,243			

Notes:

1. PY2013 Estimated Revenues include WIA funding in the total amount of \$21,371,099
2. Carry forward funds have been estimated for PY2012 in the amount of \$6,500,000.
3. The Department of Labor allows local boards to expend up to 10% of their total allocation for administrative costs. WC also allocates 10% of the total allocation for program management and oversight.
4. WIA funds have a two year life at the local board level and an additional year at the state level.

Community Resource Allocations	Approved Budget PY2013	Proposed Budget PY2013	\$ Change	One-Stop Center	One-Stop System	Community Resource Allocation	TOTAL
Adult Services	11,252,603	11,252,603	-	263,142	1,023,309	9,966,152	11,252,603
Dislocated Worker Services	4,192,659	4,192,659	-	129,592	504,018	3,559,049	4,192,659
Youth Services	7,001,619	7,001,619	-			7,001,619	7,001,619
Subtotal Community Resource Allocations	\$ 22,446,881	\$ 22,446,881	\$ -	\$ 392,734	\$ 1,527,327	\$ 20,526,820	\$ 22,446,881

Board Operations	Approved Budget PY2013	Proposed Budget PY2013	\$ Change	Admin	Program	Total
Subtotal Operating Expenditures	5,424,243	5,424,243	-	1,920,032	3,504,211	5,424,243
Total Expenditures	\$ 27,871,124	\$ 27,871,124		\$ 1,920,032	\$ 3,504,211	
Fund Balance	\$ -	\$ -		\$ 717,077	\$ (717,077)	\$ -

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

workforceCONNECTIONS
PY2013 WIA Formula Budget
July 1, 2013 - June 30, 2014
(Revised Budget - December 1, 2013 Revision)

Board Operations	Authorized FTE	Actual FTE	Original Budget PY2013	Proposed Budget PY2013	\$ Change	Admin	Program	Total
6500 Salaries	33.18	28.75	2,692,533	2,692,533	-	807,760	1,884,773	2,692,533
7000 Accounting and Auditing			300,000	300,000	-	300,000	-	300,000
7005 Legal Fees			50,000	50,000	-	50,000	-	50,000
7010 Legal Publication Advertising			18,000	18,000	-	6,480	11,520	18,000
7020 Licenses and Permits			3,000	3,000	-	1,080	1,920	3,000
7025 Dues and Subscriptions			12,000	12,000	-	4,320	7,680	12,000
7030 Postage and Delivery			6,000	6,000	-	2,160	3,840	6,000
7035 Printing and Reproduction			4,000	4,000	-	1,440	2,560	4,000
7040 Office Supplies			15,000	15,000	-	5,400	9,600	15,000
7045 Systems Communications			68,000	68,000	-	24,480	43,520	68,000
7050 Tuition, Training, and Seminars - Staff			40,000	40,000	-	14,400	25,600	40,000
7055 Travel and Mileage - Staff			40,000	40,000	-	14,400	25,600	40,000
7060 Utilities			30,000	30,000	-	10,800	19,200	30,000
7065 Telephone			30,000	30,000	-	10,800	19,200	30,000
7070 Rent (Offices)			264,723	264,723	-	95,300	169,423	264,723
7075 Facilities Repairs & Maintenance			41,680	41,680	-	15,005	26,675	41,680
7080 Admin Support Contracts			135,000	135,000	-	135,000	-	135,000
7085 Program Support Contracts			195,000	210,000	15,000	-	210,000	210,000
7085 Program Support Contracts - IT NVTrac/Web			121,800	121,800	-	-	121,800	121,800
7090 Non-Board Meetings and Outreach			39,168	39,168	-	14,100	25,068	39,168
7095 Board Meetings and Travel			18,000	18,000	-	-	18,000	18,000
7100 Insurance			47,500	47,500	-	17,100	30,400	47,500
7100-7120 Employee Fringe Benefits			846,140	846,140	-	253,842	592,298	846,140
7125 Employer Payroll Taxes			80,777	80,777	-	24,233	56,544	80,777
7130/7135 Payroll Services and Bank Fees			11,000	11,000	-	3,960	7,040	11,000
7200 Equipment - Operating Leases			23,000	23,000	-	8,280	14,720	23,000
8500 Capital - Equipment and Furniture			102,000	102,000	-	36,720	65,280	102,000
8900 Strategic Initiative - WIA			189,922	174,922	(15,000)	62,972	111,950	174,922
Subtotal Board Operations			5,424,243	5,424,243	-	1,920,032	3,504,211	5,424,243

**Workforce Connections
Program Year 2013
WIA Formula Budget Narrative**

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

Revenues:

Workforce Investment Act (WIA) Program Year PY2013 allotted funds are in the amount of \$21,371,099. Funding is allocated among the three funding streams: Adult - \$10,665,753, Dislocated Worker - \$4,140,823, Youth - \$6,564,523.

Overall funding for PY2013 is projected to increase by \$1,868,559 (10%), compared to the PY 2012 WIA allocation which was \$19,502,540.

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

Total budgeted revenues for PY2013 are \$27,871,124.

Expenditures – Community Resource Allocation:

On November 13, 2013, the Executive Committee approved additional funding for the Adult & Dislocated Worker contract to Nye Community Coalition for \$105,000 and to Lincoln County School District for \$42,000 to continue to serve the rural Adult & Dislocated Worker population.

On November 13, 2013, the Executive committee approved additional funding for the In-school Youth contract to HELP of Southern Nevada for \$97,500 and to Nevada Partners for \$60,000 to serve transferred youth. They also approved additional funding for the Out-of-School Youth contract to HELP of Southern Nevada for \$260,000 and to GNJ Family Life Center for \$120,000 to serve transferred youth.

Administrative and Program Operating Expenditures – Board Staff:

The Department of Labor allows local workforce investment boards to expend up to 10% of their total formula funding allocation for administrative services. For programmatic operations and oversight, the board of directors has allocated 10% of the total budget allocation. Such operational and management oversight includes but is not limited to:

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

- 6500 - Salaries: \$2,692,533** –Allocated costs for administrative and program staff salaries.
- 7000 - Accounting and Auditing: \$300,000** –Allocated costs for the A-133 audit as well as extended accounting, financial consulting, and technical support.
- | | |
|---------------------|-----------|
| A-133 Audit | \$ 80,000 |
| Auditing Services | \$ 55,000 |
| Accounting Services | \$165,000 |
- 7005 Legal Fees: \$50,000** –Allocated costs for legal services in areas such as board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies.
- 7010 Legal Publication Advertising: \$18,000** – Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.
- 7020 Licenses and Permits: \$3,000** – Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.
- 7025 Dues and Subscriptions: \$12,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
- 7030 Postage and Delivery: \$6,000** –Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.
- 7035 Printing and Reproduction: \$4,000** –Allocated costs for monthly copier per copy charges and other ancillary copying and printing costs associated with Board administration and daily operations.
- 7040 Office Supplies: \$15,000** – Allocated costs for various office supplies needed for daily operations.
- 7045 Systems Communications: \$68,000** – Allocated costs for support systems such as data backup, T-1 computer lines, and web hosting for internal e-mail support.
- 7050 Tuition, Training, and Seminars (Staff): \$40,000** –Allocated costs for local and out-of-town staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.
- 7055 Travel and Mileage (Staff): \$40,000** – Allocated costs for local mileage and out-of-town staff travel for grant related matters, State and USDOL sponsored training and conferences. Mileage includes an array of programmatic and fiscal activities, local and rural areas site reviews and monitoring visits to ensure compliance with WIA initiatives and work plans.

- 7060 Utilities: A new line item \$30,000** – Allocated costs for utilities for the new location. Utilities are included in our current lease agreement.
- 7065 Telephone: \$30,000** – Allocated costs for all activities related to telephone services including local and long distance phone charges and wireless communication.
- 7070 Rent (Offices): \$264,723** –Allocated costs for Workforce Connections’ office space for staff in support of the Board’s administrative and programmatic functions.
- 7075 Facilities Maintenance: \$41,680** –Allocated costs for equipment or facility repairs and maintenance..
- 7080 Admin Support Contracts: \$135,000** – Allocated costs for administrative support agreements and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085 Program Support Contracts: \$210,000 – An increase of \$15,000 – The increase is requested for additional procurement training provided by a DOL consultant.** Allocated costs for program support training agreements and security guard costs.
- 7085 Program Support Contracts – IT NVTrac and Web: \$121,800** –Allocated costs for temporary staffing to support program and data support activities.
- 7090 Non-Board Meetings and Outreach: \$39,168** –Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 7095 Board Meetings and Travel: \$18,000** –Allocated costs for facility and event related charges tied to board and committee meetings and Board travel to grant activities.
- 7100 Insurance: \$47,500** –Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ omission and errors liability.
- 7100-7120 Employee Fringe Benefits: \$846,140** –Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 35% of the total salaries is used to calculate the fringe benefits.
- 7125 - Employer Payroll Taxes: \$80,777** –Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$11,000** –Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
- | | |
|------------------|---------|
| Bank Fees | \$6,000 |
| Payroll Services | \$5,000 |
- 7200 Equipment – Operating Leases: \$23,000** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.

- 8500 Capital – Equipment and Furniture: \$102,000** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.
- 8900 Strategic Initiatives: \$174,922 – A decrease of \$15,000 – This decrease is a result of the change above.** This account line was created to utilize and track strategic projects in support of workforce initiatives with detailed tactics and strategies in response to unanticipated high demand workforce needs. These funds are available to be allocated for future workforce initiatives approved by the Board.

workforceCONNECTIONS
PY 2013 WIA Formula Budget
One Stop Center - Charleston
(Revised Budget - December 1, 2013 Revision)

One-StopCenter	Authorized FTE	Actual FTE	Approved Budget PY2013	Proposed Budget PY2013	\$ Change	Admin	Program	Total
6500 Salaries	2.00	2.00	88,526	88,526	-		88,526	88,526
7000 Accounting and Auditing					-		-	-
7005 Legal Fees					-		-	-
7010 Legal Publication Advertising					-		-	-
7020 License and Permits					-		-	-
7025 Dues and Subscriptions			1,000	1,000	-		1,000	1,000
7030 Postage and Delivery			2,820	2,820	-		2,820	2,820
7035 Printing and Reproduction			10,500	10,500	-		10,500	10,500
7040 Office Supplies			20,000	20,000	-		20,000	20,000
7045 Systems Comm./Telephone Support			9,810	9,810	-		9,810	9,810
7050 Tuition, Training, and Seminars - Staff					-		-	-
7055 Travel and Mileage - Staff			2,000	2,000	-		2,000	2,000
7060 Utilities			13,800	13,800	-		13,800	13,800
7065 Telephone					-		-	-
7070 Facility Rent/Lease			64,032	64,032	-		64,032	64,032
7075 Facilities Repairs and Maintenance			16,082	16,082	-		16,082	16,082
7080 Admin Support Contracts					-		-	-
7085 Program Support Contracts			13,442	13,442	-		13,442	13,442
7085 Program Support Contracts - IT NVTrac/Web					-		-	-
7090 Non-Board Meetings and Outreach			6,825	6,825	-		6,825	6,825
7095 Board Meetings and Travel					-		-	-
7100 Insurance			12,900	12,900	-		12,900	12,900
7100-7120 Employee Fringe Benefits			30,984	30,984	-		30,984	30,984
7125 Employer Payroll Taxes			2,656	2,656	-		2,656	2,656
7130/7135 Payroll Services and Bank Fees					-		-	-
7200 Equipment - Operating Leases			4,446	4,446	-		4,446	4,446
8500 Capital - Equipment and Furniture					-		-	-
8510 Capital - Software NVTrac - Data System					-		-	-
8900 Strategic Initiative - WIA			42,000	42,000	-		42,000	42,000
GASB Depreciation			50,911	50,911	-		50,911	50,911
Subtotal One-Stop Center			392,734	392,734	-	-	392,734	392,734
Per Partner Cost - 38 Total			\$ 10,335.11					

workforceCONNECTIONS
PY 2013 WIA Formula Budget
One Stop Systems
(Revised Budget - December 1, 2013 Revision)

One-Stop System	Authorized FTE	Actual FTE	Approved Budget PY2013	Proposed Budget PY2013	\$ Change	Admin	Program	Total
6500 Salaries	9.43	7.43	263,358	532,967	269,609		532,967	532,967
7000 Accounting and Auditing					-			
7005 Legal Fees					-			
7010 Legal Publication Advertising			1,000	1,000	-		1,000	1,000
7020 License and Permits			500	500	-		500	500
7025 Dues and Subscriptions					-		-	-
7030 Postage and Delivery			3,180	3,180	-		3,180	3,180
7035 Printing and Reproduction			4,500	4,500	-		4,500	4,500
7040 Office Supplies			5,000	5,000	-		5,000	5,000
7045 Systems Comm./Telephone Support			11,310	11,310	-		11,310	11,310
7050 Tuition, Training, and Seminars - Staff			1,000	1,000	-		1,000	1,000
7055 Travel and Mileage - Staff			13,480	13,480	-		13,480	13,480
7060 Utilities			16,200	16,200	-		16,200	16,200
7065 Telephone			3,720	3,720	-		3,720	3,720
7070 Facility Rent/Lease			75,168	75,168	-		75,168	75,168
7075 Facilities Repairs and Maintenance			19,898	19,898	-		19,898	19,898
7080 Admin Support Contracts					-			
7085 Program Support Contracts			345,159	345,159	-		345,159	345,159
7085 Program Support Contracts - IT NVTrac/Web			25,000	32,200	7,200		32,200	32,200
7090 Non-Board Meetings and Outreach			15,750	15,750	-		15,750	15,750
7095 Board Meetings and Travel					-			
7100 Insurance			2,100	2,100	-		2,100	2,100
7100-7120 Employee Fringe Benefits			92,176	186,539	94,363		186,539	186,539
7125 Employer Payroll Taxes			7,901	15,990	8,089		15,990	15,990
7130-7135 Payroll Services and Bank Fees			500	500	-		500	500
7200 Equipment - Operating Leases			28,000	28,000	-		28,000	28,000
8500 Capital - Equipment and Furniture			208,260	208,260	-		208,260	208,260
8510 Capital - Software NVTrac - Data System					-		-	-
8900 Strategic Initiative - WIA			12,106	4,906	(7,200)		4,906	4,906
GASB Depreciation					-		-	-
Subtotal One-Stop System			1,155,266	1,527,327	372,061	-	1,527,327	1,527,327

Note: Urban League Resource Center and Academy of Human Development have been included for \$150,000 each.

One-Stop Budget Change Explanations

- 1. Account 6500 – Salaries – Account 7100-7120 – Employee Fringe Benefits – Account 7125 – Employer Payroll Taxes – The total increase of \$372,061 is requested from un-obligated community resources to support the existing three Business Services positions along with the addition of two Business Services employees. Business Services works closely with the One-Stop to get employers and clients matched together.**
- 2. Account 7085 – Program Support Contracts-IT – Request a reallocation of budget from the strategic initiative funds for an IT consultant to program a queuing system for the One-Stop.**

Business Services Department Summary

The goal of Business Services is to provide a qualified workforce to Southern Nevada employers. By working closely with employers hoping to hire and jobseekers looking for employment, Business Services Specialists work to connect talent with opportunity and bridge the training gap.

Who are Business Services Specialists?

Business Services Specialists are the local workforce investment board's eyes and ears in the business community.

- They are tasked with identifying employer needs and providing workforce solutions.
- They are on the frontlines with job seekers during pre-screenings, essentially working as matchmakers to ensure successful hires.
- They are true community ambassadors, creating partnerships and educating the public about Workforce Connections while safeguarding the One-Stop brand.

Successful events, like the **Nevada Day Super Hiring Event** in October 2013, which attracted more than 2,000 job seekers, highlight the potential of the Business Services outreach. The event successfully brought together 27 employers who were all offering on-site interviews for 507 open job positions. In addition to introducing employers and job seekers to One-Stop services, the event generated more than \$175K in publicity. As a result, both job seeker and employer traffic and inquiries spiked.

As our visibility grows within the Southern Nevada community, so does the need to increase the Business Services team. The demand for business services continues to increase. Currently, the team is working in partnership with the Regional Transportation Commission (RTC) to support a pipeline of journeymen and women in road construction in response to the fuel revenue index, which went into effect January 1, 2014. More than 8,000 new jobs will be created as a result.

The maximum requisition workload for Workforce Connections' Business Services Specialists is 15. In November, we had 90 requisitions. For this kind of workload, the department needs a staff of six (6). However, this request is only for two additional staff. Without additional staff to effectively manage new projects and excel at existing efforts, customer service for both the job seeker and employer will be at risk. Poor customer service may lead to a damaged reputation making new partnerships and fulfilling One-Stop's mission challenging.

2013	September	October	November	December	Total
Open Requisitions at a time	12	54	90	79	94
Direct hires/placements	12	88	214	17	331
Applicants	87	3542	1522	307	5458

Business Services Numbers at a Glance

- 8,000+ new jobs in the construction industry on the horizon
- 5,458 individuals applied online for jobs listed by Business Services
- 2,000+ job seekers participated in the Nevada Day Super Hiring Event
- 331 direct hires/placements through Business Services Specialists
- 207 direct hires with Golden Corral
- 94 job orders from local employers

*workforce***CONNECTIONS****Business Services Specialist I****Salary Range \$42,500 - \$57,500****Organization Name:** Workforce Connections**Hours/Week:** 40**FLSA:** Non-Exempt**Receives Direction From:** Business Services Manager**Job Purpose**

The Business Services Specialist I supports and assists the Business Services Manager in implementing an effective and quantifiable menu of business services offered through the One Stop System and One Stop Career Center. These services will respond to the specific needs of the local workforce investment area. The position supports the implementation of a strategic business engagement plan that leads to repeat use of the services and takes relationships with local businesses beyond placement to partnership levels.

Essential Job Functions:

- Conduct employer outreach activities. Contact businesses to explain and promote business services.
- Assist employers in developing job orders/job descriptions for posting and distribution.
- Develop and maintain relationships with local employers for job placement, on-the-job training and apprentice leads based on employer needs and customer skill training.
- Conduct research and contact new businesses/employers to provide welcome information and orientate them to our business services.
- Assess the human resource needs of area businesses by conducting business surveys, customer satisfaction surveys, and or job profiling/job analysis.
- Identify challenges/unmet needs and workforce solutions from a business perspective.
- Participate in Business Services' outreach efforts. Assist in the development of outreach materials.
- Provide businesses with information and assistance regarding incentive programs such as On-the-Job Training incentives, tax credits, etc.
- Assist in the coordination of hiring events. Contact employers to recruit their participation in hiring events, contacts vendors to secure donations and participates in hiring events, trade shows and related events.
- Enter and track employer data, job orders and job placements using the applicant tracking system and other databases. Conducts follow-up with employers regarding their job orders.

- Provide recommendations for new employer services or projects, and assists in the planning and implementation of special projects and/or employer services such as employer seminars, pre-employment testing services, employee credentialing, etc.
- Establish effective and productive working relationship with One-Stop System Program Managers in an effort to meet benchmarks and participation rates.
- Assure all relevant and appropriate information is always updated and accurate on the Business Services website and social media pages in order for it to be an effective communication interface with the business community, job seekers and other partners.
- Prepares reports by collecting, analyzing and summarizing information
- Maintains quality service by establishing and enforcing department standards.
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing professional networks, benchmarking best practices.
-
- Performs other duties and related work as assigned.

Marginal Functions:

- Performs related work as assigned.

Ability to:

- Ability to gather and analyze facts; to devise solutions to problems; to prepare clear and concise reports. Ability to follow instructions, attention to details and to perform with a high level of accuracy, completeness and legal compliance.
- Ability to interpret and implement rules, regulations and administrative procedures.
- Ability to compose clear and concise written and verbal correspondence.
- Ability to communicate effectively on a professionally level with business community, agency personnel, and the public both orally and in writing.
- Ability to perform multiple tasks and to meet simultaneous deadlines.
- Ability to plan and organize work without close supervision.
- Ability to exercise sound judgment and discretion.
- Ability to maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include the following:
 - *Walking, standing, or sitting for extended periods of time; and*
 - *Operating assigned equipment*
- Ability to maintain effective audio-visual discrimination and perception needed for:
 - *Making observations;*
 - *Communicating with others;*
 - *Reading and writing; and*
 - *Operating assigned equipment*
- Ability to maintain mental capacity which allows the capability of:
 - *Making sound decisions;*
 - *Effective interaction and communication with others; and*
 - *Demonstrating intellectual capabilities.*

EDUCATION AND EXPERIENCE

- Bachelor's degree required;
- Three years of relevant sales, training, human resources, and/or administrative experience required or a combination thereof that demonstrates the ability to perform the duties of the position;
- Must be results oriented and able to work both independently and within a team environment;
- Must possess excellent verbal, written and presentation skills;
- Proficiency using Microsoft Office Suite programs and other software applications;
- Must be extremely organized – strong multi-tasking and time management skills'
- Valid Nevada Driver's license

WORKING CONDITIONS:

Environment Condition:

Work in an office environment, travel from site to site; exposure to computer screens and other equipment as assigned.

Physical Conditions:

Essential and marginal functions may require maintaining physical condition necessary for sitting or standing for prolonged periods of time.

EEO/AA Employer

OCTOBER YTD 2013 REPORT-PRELIMINARY

workforce CONNECTIONS

October YTD

PY2012 WIA Formula Expenses

Administrative and Program Operating Budget

For the Period : July 1, 2013 through June 30, 2014

Line Item Number	Budget	% of Program Year Concluded											33.33%	
		Admin			Program			Total			% Expended from Budget			
		Admin	Program	Total	Admin	Program	Total	Admin	Program	Total	Admin	Program		Total
6500	Salaries	807,760	1,884,773	2,692,533	119,319	582,783	702,102	688,441	1,301,990	1,990,431	14.77%	30.92%	26.08%	
7000	Accounting and Auditing	300,000	0	300,000	39,204	0	39,204	260,796	0	260,796	13.07%	0.00%	13.07%	
7005	Legal Fees	50,000	0	50,000	4,175	0	4,175	45,825	0	45,825	8.35%	0.00%	8.35%	
7010	Legal Publication Advertising	6,480	11,520	18,000	373	1,724	2,097	6,107	9,796	15,903	5.75%	14.97%	11.65%	
7020	Licenses and Permits	1,080	1,920	3,000	44	205	250	1,036	1,715	2,750	4.11%	10.70%	8.33%	
7025	Dues and Subscriptions	4,320	7,680	12,000	558	2,378	2,936	3,762	5,302	9,064	12.93%	30.96%	24.47%	
7030	Postage & Delivery	2,160	3,840	6,000	180	848	1,028	1,980	2,992	4,972	8.35%	22.08%	17.14%	
7035	Printing and Reproduction	1,440	2,560	4,000	410	1,006	1,416	1,030	1,554	2,584	28.45%	39.29%	35.39%	
7040	Office Supplies	5,400	9,600	15,000	1,889	3,564	5,453	3,511	6,036	9,547	34.99%	37.12%	36.35%	
7045	System Communications	24,480	43,520	68,000	7,899	21,019	28,918	16,581	22,501	39,082	32.27%	48.30%	42.53%	
7050	Tuition, Training and Seminars	14,400	25,600	40,000	1,477	6,526	8,003	12,923	19,074	31,997	10.26%	25.49%	20.01%	
7055	Travel and Mileage (Staff)	14,400	25,600	40,000	3,476	14,157	17,634	10,924	11,443	22,366	24.14%	55.30%	44.08%	
7060	Utilities	10,800	19,200	30,000	1,393	6,248	7,641	9,407	12,952	22,359	12.90%	32.54%	25.47%	
7065	Telephone	10,800	19,200	30,000	1,030	4,525	5,555	9,770	14,675	24,445	9.53%	23.57%	18.52%	
7070	Rent	95,300	169,423	264,723	21,261	98,460	119,721	74,039	70,963	145,002	196.86%	58.11%	45.22%	
7075	Facilities Maintenance	15,005	26,675	41,680	1,543	11,965	13,508	13,462	14,710	28,172	1.62%	44.85%	32.41%	
7080/7085	Support Contracts	135,000	316,800	451,800	26,000	128,911	154,911	109,000	187,889	296,889	173.28%	40.69%	34.29%	
7090	Non-Board Meetings & Outreach	14,100	25,068	39,168	3,355	15,060	18,414	10,745	10,008	20,754	23.79%	60.08%	47.01%	
7095	Board Meetings and Travel	0	18,000	18,000	0	3,786	3,786	0	14,214	14,214	0.00%	21.03%	21.03%	
7100	Insurance	17,100	30,400	47,500	2,442	11,311	13,753	14,658	19,089	33,747	14.28%	37.21%	28.95%	
7120	Employee Fringe Benefits	253,842	592,298	846,140	41,258	184,979	226,237	212,584	407,319	619,903	16.25%	31.23%	26.74%	
7125	Employer Payroll Taxes	24,233	56,544	80,777	2,159	9,678	11,838	22,074	46,866	68,939	8.91%	17.12%	14.65%	
7130/7135	Payroll Services and Bank Fees	3,960	7,040	11,000	761	0	761	3,199	7,040	10,239	19.21%	0.00%	6.92%	
7200	Equipment - Operating Leases	8,280	14,720	23,000	1,447	7,241	8,689	6,833	7,479	14,311	17.48%	49.19%	37.78%	
8500	Equipment and Furniture	36,720	65,280	102,000	8,397	37,506	45,903	28,323	27,774	56,097	22.87%	57.45%	45.00%	
8900	Strategic Initiative (Operations)	68,372	121,550	189,922	0	0	0	68,372	121,550	189,922	0.00%	0.00%	0.00%	
	Total	1,925,432	3,498,811	5,424,243	290,053	1,153,879	1,443,932	1,635,379	2,344,932	3,980,311	15.06%	32.98%	26.62%	

NOTE:

- SYSTEM COMMUNICATIONS
- TRAVEL & MILEAGE
- RENT
- NON BOARD MEETINGS
- EQUIPMENT & FURNITURE

- RENEWAL ANNUAL LICENSES
- NAWDP TRAVEL
- RENT WILL DECREASE DUE TO MONTHLY TIMING
- SUPER HIRING EVENT
- STEM EQUIPMENT PURCHASES

Legend

Correct Now	
Watch	
OK	

October-Budget to Actual Variances

- 1. Account 7045 – System Communications – Expenses are running high because of annual fee renewals.**
- 2. Account 7055 – Travel & Mileage – Expenses are running high because of four staff attended the NAWDP training in Chicago.**
- 3. Account 7070 – Rent – This account is running high due to the recent relocation and how the budget was created. The budget was built anticipating duplicate facility rent for the month of September. We have three months of the higher old facility rent and ten months of new facility rent built into the budget. If you just divide to total rent for the year by the twelve months, you understate the beginning of the year’s actual budget. This account line will remain high until later in the year when the lower payments will catch up to the budget.**
- 4. Account 7090 –Non-Board Meetings & Outreach – The account is running high because the Hispanic Youth Leadership Summit event, annual chamber membership fees and expenses for the Super Hiring Event were paid.**
- 5. Account 8500 –Equipment and Furniture – This account is running high because of an equipment purchase for STEM items that was approved and purchased last year. However, the items were not received until August of this fiscal year. Accounting rules require the purchase to be recorded in this year instead of last year.**

**Workforce Connections
Awards and Expenditures
Program Year 2011/2012/2013 Adult/Dislocated Worker Programs
December 31, 2013**

Amounts for Providers reflect invoiced allowable expenditures through November. Starred lines only reflect expenditures through October 2013.

Providers highlighted in pink are on high risk status.

Providers highlighted in pink have an active pink paper.

WIA PY11 One-Stop

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Bridge Counseling Associates	6/1/13-6/30/14	\$ 400,000	\$ 49,015	\$ 49,272	\$ 98,287	24.57%	\$ 301,713
Foundation for an Independent Tomorrow	6/1/13-6/30/14	\$ 800,000	\$ 248,424	\$ 76,803	\$ 325,228	40.65%	\$ 474,772
GNJ Family Life Center	6/1/13-6/30/14	\$ 400,000	\$ 172,647	\$ 88,468	\$ 261,115	65.28%	\$ 138,886
Goodwill of Southern Nevada	6/1/13-6/30/14	\$ 400,000	\$ 92,965	\$ 36,349	\$ 129,314	32.33%	\$ 270,686
Latin Chamber Foundation	6/1/13-6/30/14	\$ 800,000	\$ 103,491	\$ 52,735	\$ 156,227	19.53%	\$ 643,773
Nevada Hospital Association	6/1/13-6/30/14	\$ 400,000	\$ 51,029	\$ 46,408	\$ 97,436	24.36%	\$ 302,564
Nevada Partners, Inc	6/1/13-6/30/14	\$ 1,200,000	\$ 220,413	\$ 120,018	\$ 340,432	28.37%	\$ 859,568
So. NV Regional Housing Authority	6/1/13-6/30/14	\$ 400,000	\$ 54,657	\$ 82,059	\$ 136,716	34.18%	\$ 263,284
Total		\$ 4,800,000	\$ 992,642	\$ 552,112	\$ 1,544,754	32.18%	\$ 3,255,246

WIA PY11 Home Office

Provider	Contract Dates	Contract Award	Adult Expenditures	DW Expenditures	Total Invoiced	% Spent	Remaining Balance
Bridge Counseling Associates	7/1/13-6/30/14	\$ 600,000	\$ 133,754	\$ 41,333	\$ 175,086	29.18%	\$ 424,914
Foundation for an Independent Tomorrow	7/1/13-6/30/14	\$ 600,000	\$ 154,004	\$ 123,113	\$ 277,117	46.19%	\$ 322,883
GNJ Family Life Center	7/1/13-6/30/14	\$ 600,000	\$ 265,655	\$ 133,885	\$ 399,540	66.59%	\$ 200,460
Goodwill of Southern Nevada	7/1/13-6/30/14	\$ 600,000	\$ 214,553	\$ 38,694	\$ 253,246	42.21%	\$ 346,754
Latin Chamber Foundation	7/1/13-6/30/14	\$ 600,000	\$ 118,652	\$ 55,961	\$ 174,613	29.10%	\$ 425,387
Nevada Hospital Association	7/1/13-6/30/14	\$ 600,000	\$ 203,747	\$ 3,615	\$ 207,362	34.56%	\$ 392,638
Nevada Partners, Inc	7/1/13-6/30/14	\$ 600,000	\$ 155,893	\$ 69,949	\$ 225,842	37.64%	\$ 374,158
So. NV Regional Housing Authority	7/1/13-6/30/14	\$ 600,000	\$ 157,570	\$ 65,258	\$ 222,827	37.14%	\$ 377,173
Total		\$ 4,800,000	\$ 1,403,827	\$ 531,807	\$ 1,935,634	40.33%	\$ 2,864,366

WIA PY11/12 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	\$ 163,251	\$ 40,691	\$ 203,943	25.49%	\$ 596,057
Foundation for an Independent Tomorrow	7/1/12-6/30/14	\$ 1,400,000	\$ 906,223	\$ -	\$ 906,223	64.73%	\$ 493,777
Lincoln County School District	10/1/12-6/30/14	\$ 100,000	\$ 47,575	\$ 23,544	\$ 71,119	71.12%	\$ 28,881
Nye Communities Coalition	7/1/11-6/30/14	\$ 1,700,000	\$ 850,284	\$ 604,790	\$ 1,455,074	85.59%	\$ 244,926
Total		\$ 4,000,000	\$ 1,967,334	\$ 669,025	\$ 2,636,359	65.91%	\$ 4,228,008

Total PY11-PY12 Adult/DW		\$ 13,600,000	\$ 4,363,803	\$ 1,752,943	\$ 6,116,746	44.98%	\$ 10,347,621
---------------------------------	--	----------------------	---------------------	---------------------	---------------------	---------------	----------------------

71%

29%

**Workforce Connections
Awards and Expenditures
Program Year 2011/2012/2013 Youth Programs
December 31, 2013**

Amounts for Providers reflect invoiced allowable expenditures through November. Starred lines only reflect expenditures through October 2013.

Providers highlighted in pink are on high risk status.

Providers highlighted in pink have an active pink paper.

WIA PY12 Youth General

Provider	Contract Dates	Contract Award	Youth In-School		Youth Out-Of-School		Total Invoiced	% Spent	Remaining Balance
			Expenditures	Expenditures	Expenditures	Expenditures			
Goodwill of So. Nevada-PY12 Youth with Disabilities	3/1/13-6/30/14	\$ 500,000	\$ 27,518	\$ 134,467	\$ 161,985	32.40%	\$ 338,015		
HELP of So. Nevada-PY12 Youth In School	7/1/12-9/30/14	\$ 1,723,403	\$ 1,003,844	\$ -	\$ 1,003,844	58.25%	\$ 719,559		
Nevada Partners, Inc-PY12 Youth In School	7/1/12-9/30/14	\$ 1,780,594	\$ 971,447	\$ -	\$ 971,447	54.56%	\$ 809,147		
Olive Crest-PY12 Foster Youth	3/1/13-6/30/14	\$ 500,000	\$ 95,160	\$ 75,171	\$ 170,331	34.07%	\$ 329,669		
So. NV Regional Housing Authority PY12 Youth Housing	5/1/13-9/30/14	\$ 400,000	\$ 91,154	\$ 39,295	\$ 130,450	32.61%	\$ 269,550		
Total		\$ 4,903,997	\$ 2,189,124	\$ 248,934	\$ 2,438,057	49.72%	\$ 2,465,940		
			90%	10%					

WIA PY11-12 Youth Re-Entry

Provider	Contract Dates	Contract Award	Youth In-School		Youth Out-Of-School		Total Invoiced	% Spent	Remaining Balance
			Expenditures	Expenditures	Expenditures	Expenditures			
Youth Advocate Programs	7/1/12-9/30/14	\$ 600,000	\$ -	\$ 315,280	\$ 315,280	52.55%	\$ 284,720		
Total		\$ 600,000	\$ -	\$ 315,280	\$ 315,280	52.55%	\$ 284,720		
			0%	100%					

WIA PY13 Youth Out-of-School

Provider	Contract Dates	Contract Award	Youth In-School		Youth Out-Of-School		Total Invoiced	% Spent	Remaining Balance
			Expenditures	Expenditures	Expenditures	Expenditures			
GNJ Family Life Center-PY13 Youth Out of School	10/1/13-9/30/14	\$ 600,000	\$ -	\$ 57,770	\$ 57,770	9.63%	\$ 542,230		
HELP of So. Nevada-PY13 Youth Out of School	10/1/13-9/30/14	\$ 400,000	\$ -	\$ 47,499	\$ 47,499	11.87%	\$ 352,501		
Total		\$ 1,000,000	\$ -	\$ 105,269	\$ 105,269	10.53%	\$ 894,731		
			0%	100%					

WIA PY13 Youth Rural and Tri-County

Provider	Contract Dates	Contract Award	Youth In-School		Youth Out-Of-School		Total Invoiced	% Spent	Remaining Balance
			Expenditures	Expenditures	Expenditures	Expenditures			
Lincoln County School District-Tri-County-PY11 Year Round	10/1/13-9/30/14	\$ 100,000	\$ 9,439	\$ 2,285	\$ 11,723	11.72%	\$ 88,277		
Nye Communities Coalition-PY11 Year Round	10/1/13-9/30/14	\$ 200,000	\$ 14,079	\$ 18,140	\$ 32,219	16.11%	\$ 167,781		
Total		\$ 300,000	\$ 23,517	\$ 20,425	\$ 43,942	14.65%	\$ 256,058		
			54%	46%					

Total Youth		\$ 6,803,997	\$ 2,212,641	\$ 689,907	\$ 2,902,548	42.66%	\$ 3,901,449
			76%	24%			

**Workforce Connections
Awards and Expenditures
Program Year 2011/2012/2013 Direct Programs
December 31, 2013**

Amounts for Internal Programs reflect expenditures as of December 26, 2013.

Amounts for Providers reflect invoiced allowable expenditures through November. Starred lines only reflect expenditures through October 2013.

Direct Grants

Program	WC FTE	Contract Dates	Contract Award	Total Expended	% Spent	Remaining Balance
Americorps YouthBuild PY12		8/15/12-8/14/13	23,820	\$ 23,820	100.00%	-
Americorps YouthBuild PY13	0.30	8/15/13-8/14/14	25,000	\$ 4,696	18.78%	20,305
US Fish & Wildlife - WC		6/28/11-12/31/16	27,500	\$ 25,330	92.11%	2,170
Youth Build PY11 - WC	0.95	6/1/11-5/31/14	1,100,000	\$ 1,013,652	92.15%	86,348
Youth Build PY13 - WC	2.95	7/15/13-11/14/16	940,406	\$ 70,321	7.48%	870,085
Youth Build PY13 - CCSD DRHS		10/1/13-9/30/15	159,594	\$ 9,055	5.67%	150,539
Total	4.20		2,276,320	1,146,874	50.38%	1,129,446

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

	Prior Year PY2012 Budget	Current Year PY2013 Budget	Remaining Available Funds	Projections Based on Monthly Invoices					
				Oct-Dec 2013	Jan-Mar 2014	Apr-Jun 2014	Next Program Year	Projected PY2013 TOTAL	Remaining
				1 Month	3 Months	3 Months			
REVENUES (Available as of December 26, 2013)									
PY2011/2012 Incentive Funding for June 2012/2013 Performance	75,000	Unknown							
PY2011 Adult and DW Funding	4,893,039								
PY2012 Adult and DW Funding	13,164,641	3,871,953	262,402	262,402				262,402	-
PY2011/2012 Additional Dislocated Worker Funding (Begin 5/2013)	2,707,512	628,047	-	-				-	-
PY2013 Adult and DW Funding		14,806,576	14,461,581	1,091,098	4,728,000	5,445,516	2,800,000	14,064,614	396,967
TOTAL REVENUES	20,840,192	19,306,576	14,723,983	1,353,500	4,728,000	5,445,516	2,800,000	14,327,016	396,967
EXPENDITURES									0.22 Months
Community Resources									
PY2011 Nye Rural Services	1,076,043	582,779	349,926	44,500	144,000	144,000		332,500	
PY2011 Extend Adult and DW Contracts (One-Stop Center Partners)	-	4,800,000	3,255,246	350,000	1,335,000	1,535,000		3,220,000	
PY2011 Extend Adult and DW Contracts (Home Office Locations)	9,753,138	5,528,950	2,864,366	365,000	1,140,000	1,340,000		2,845,000	
PY2012 Lincoln County Rural Services	100,000	95,667	70,881	10,000	30,000	30,000		70,000	
PY2012 Reentry Program	700,000	782,573	493,777	60,000	210,000	210,000		480,000	
PY2012 Adult and DW (Adults with Disabilities)	800,000	729,448	596,058	26,000	105,000	105,000		236,000	
PY2012 Workforce Connections Urban Computer Center	150,000	92,443	43,809	10,000	15,000			25,000	
PY2013 Academy of Human Development - Computer Center (To Oct 2014)	-	150,000	84,351	8,000	24,000	16,351	36,000	84,351	
PY2013 One-Stop Center Operations - Charleston	-	392,734	226,553	27,000	90,000	90,000		207,000	
PY2013 One-Stop System Operations	1,855,600	1,155,266	747,220	88,000	315,000	315,000		718,000	
Operations									
PY2013 Administration and Programs	3,438,540	3,861,314	2,415,165	365,000	1,095,000	955,165		2,415,165	
Pending Projects or Contracts									
Additional Training Funding - GNJ One-Stop		150,000	150,000		50,000	100,000		150,000	
Additional Training Funding - GNJ Home Office		200,000	200,000		100,000	100,000		200,000	
PY2013 New One-Stop Partner RFP (Veterans - to June 2015)		800,000	800,000		50,000	150,000	600,000	800,000	
PY2013 New Adult and DW (New Rural - Mesquite/Laughlin)		100,000	100,000		25,000	25,000	50,000	100,000	
PY2013 Additional Re-entry Funds - Department of Corrections		750,000	750,000			150,000	600,000	750,000	
PY2013 Pre-apprenticeship Program (RTC Construction/Other)		900,000	900,000			180,000	720,000	900,000	
Projected - First Quarter Obligations for PY2014 Awards			794,000				794,000	794,000	
TOTAL	17,873,321	21,071,174	14,841,352	1,353,500	4,728,000	5,445,516	2,800,000	14,327,016	

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)

	WC Operations	Service Provider	One-Stop Ctr/Sys	Total	
One Stop System/Center	3,861,314	5,750,000	1,548,000	11,159,314	53%
Home Office and Affiliate Locations		8,890,971	242,443	9,133,414	43%
Rural Locations		778,446	-	778,446	4%
Total Community Resources	3,861,314	15,419,417	1,790,443	21,071,174	100%
	18%	73%	8%	100%	

**Workforce Connections
Youth Funding Plan
PY 2013 Projections**

	Prior Year PY2012 Budget	Current Year PY2013 Budget	Available Funds	Projections Based on Monthly Invoices					
				Oct-Dec 2013	Jan-Mar 2014	Apr-Jun 2014	Next Program Year	Projected PY2013 TOTAL	Remaining
				1 Month	3 Months	3 Months			
REVENUES (Available as of December 26, 2013)									
PY2011 Youth Funding	4,252,714								
PY2012 Youth Funding	6,337,899	2,000,000	612,762	562,000	50,762			612,762	-
PY2013 Youth Funding		6,564,523	6,564,523	-	1,993,238	2,369,000	1,790,058	6,152,296	412,227
TOTAL REVENUES	10,590,613	8,564,523	7,177,285	562,000	2,044,000	2,369,000	1,790,058	6,765,058	412,227
EXPENDITURES									0.52 Months
Community Resource Contracts - PY2011/2012 (To Sept 2014)									
PY2011 Rural Youth	749,284	463,563	256,058	30,000	90,000	90,000	46,058	256,058	
PY2012 Youth In-School Contracts	2,003,997	2,440,866	1,686,207	160,000	504,000	504,000	504,000	1,672,000	
PY2012 Youth Re-entry	300,000	402,097	284,720	25,000	90,000	90,000	70,000	275,000	
PY2012 Foster Care and Youth with Disabilities	1,000,000	910,651	667,684	55,000	195,000	195,000	195,000	640,000	
PY2012 Youth Summer Component / Year Round	1,536,064	687,634	269,550	22,000	75,000	75,000	65,000	237,000	
PY2012 WC New Office Location/One-time Construction	430,000								
Community Resource Contracts - PY2013 (To Sept 2014)									
PY2013 Youth Out-of-School Contracts	1,965,478	2,156,870	1,274,731	115,000	360,000	360,000	360,000	1,195,000	
PY2013 Youth In-School Contract - Jobs for America's Graduates (JAG)	-	350,000	350,000	50,000	150,000	150,000		350,000	
Operations									
PY2013 Administration and Programs	2,118,122	1,562,904	1,081,836	105,000	405,000	405,000		915,000	
Pending Contracts									
Additional Out-of-School Youth Funding (Latin Chamber)		250,000	250,000		75,000	75,000	100,000	250,000	
Additional In-School, Summer Component, and Rural Youth		675,000	675,000			325,000	350,000	675,000	
PY2013 New Youth Contracts - (New Rural Areas - Boulder City/Laughlin)		300,000	300,000		100,000	100,000	100,000	300,000	
TOTAL	10,102,945	10,199,585	7,095,786	562,000	2,044,000	2,369,000	1,790,058	6,765,058	

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

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

**WORKFORCE CONNECTIONS & ONE STOP CAREER CENTER
PROFESSIONAL SERVICES CONTRACTS
As of 12/29/2013**

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
ALLIEDBARTON SECURITY SERVICES One-Stop Center & WC Administrative Offices Security Services	\$80,000.00	Competitive [State Procurement Process]	<i>Based on performance, may be renewed</i>	7/1/2013 to 6/30/2014
JOHN CHAMBERLIN ARRA/WIA Program/Fiscal Attorney Technical Assistance	\$20,000.00	Sole Source	<i>Currently not being considered for renewal</i>	4/1/2008 to 6/30/2014
Amendment #1 Procurement Technical Assistance & SNWA LEO Technical Assistance	\$15,000.00			
Amendment #2 Board & Staff Technical Assistance for Program Year 2012 Strategic Plan	\$10,000.00			
Amendment #3 Board Strategic Planning	\$20,000.00			
Amendment #4 Continuation of PY2013 Strategic Plan	\$1,000.00			
Amendment #5 Legal Status of New Workforce Federal PY2013 Legislation & "SKILLS ACT"	\$10,000.00			
COVERALL HEALTH BASED CLEANING SYSTEM SERVICES & SUPPLIES Cleaning & Maintenance of Administrative Offices & One Stop Center	\$38,412.00	Competitive	<i>Based on performance, may be considered for renewal</i>	12/13/2013 to 12/13/2014

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
CST PROJECT CONSULTING Development of Responses to Clear PY2010 A-133 Audit findings Amendment #1 Development and Establishment of an Effective Cash Management System Amendment #2 Fiscal Technical Assistance for WC Cash Management System Amendment #3 Fiscal Technical Assistance	\$74,990.00 \$163,184.00 \$163,440.00 \$163,400.00	Sole Source	<i>Based on performance, may be considered for award with RFP</i>	9/15/2011 to 4/22/1012 9/15/2011 to 1/31/2013 9/15/2011 to 1/1/2015
LAURA DIEKEN Software Development	\$26,400.00	Competitive	<i>Currently not being considered for renewal</i>	8/7/2013 to 6/30/2014
GREG NEWTON ASSOCIATES One Stop System Planning Training Amendment # 1 Partners One Stop System Training Amendment #2 One Stop Training for New Partners	\$25,200.00 \$8,400.00 \$10,000.00	Competitive	<i>Based on performance, may be renewed</i>	8/1/2012 to 6/30/2014
JANTEC Temporary Employment Services for Workforce Connections Temporary Employees Amendment# 1 Youth WEX Special discount Amendment# 2 Contract Renewal	32.4% overhead cost	Competitive	<i>Will be renewed</i>	2/12/2011 to 2/12/2014
TAKA KAJIYAMA Software Development	\$62,400.00	Competitive	<i>Currently not being considered for renewal</i>	8/7/2013 to 6/30/2014

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
LANTER CONSULTING GROUP Development of One-Stop Manual	\$6,000.00	Competitive	<i>Currently not being considered for renewal</i>	1/8/2013 to 1/30/2014
MACEY PRINCE CONSULTANTS Fiscal & Procurement Technical Assistance Amendment #1 Funded Partners & DETR Fiscal Training Amendment #2 Modification to hourly rate Amendment #3 Development of Procurement Manual and Modifications and Revisions to Fiscal Policies and Procedures Amendment #4 Staff & Workforce Community RFP Training Amendment #5 Fiscal Aspects of High Risk Contracts & Procurement Manual	\$5,000.00 \$20,000.00 No cost amendment \$25,000.00 \$20,000.00 \$15,000.00	Competitive	<i>Based on performance, will be renewed</i>	9/23/2011 to 6/30/2014
MARQUIS AURBACH COFFING Board Legal Counsel Second Contract Board/WC Legal Counsel Amendment #1 Board/WC Legal Counsel	\$100 to \$250 per hour (not to exceed \$100,000.00) \$100,000.00 \$100,000.00	Sole Source Competitive	<i>Legal Services RFP in process</i>	5/18/2009 to 1/25/2014

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
PENTA BUILDING GROUP CMR One Stop Center Pre-Construction Services Amendment #1 One-Stop Center Construction Services Amendment #2 One-Stop Center Construction Change Order Amendment #3 One-Stop Construction Change Order Amendment #4 Compliance with prior construction warranties	\$5,244.00 \$849,214.00 \$25,079.00 \$10,456.00 No cost	Competitive	<i>Currently under review</i>	2/12/2013 to 12/31/2013
PIERCY BOWLER TAYLOR & KERN A-133 AUDITING SERVICES–PY2010 Contract Extension A-133 AUDITING SERVICES for Program Year 2011 Amendment #1 A-133 AUDITING SERVICES for Program Year 2012 Amendment #2 Change in Amendment #1 Terms	\$219,296.67 \$75,724.00 \$75,724.00 No cost	Competitive	<i>Based on performance, will be considered for renewal</i>	9/15/2011 to 3/31/2014
PRISM GLOBAL MANAGEMENT GROUP HR Services Amendment #1 HR Services Amendment #2 HR Services Amendment #3 HR Services	\$40,000.00 \$27,000.00 \$8,000.00 \$82,000.00 per year (not to exceed \$164,000.00 for 2 years)	Competitive	<i>Based on performance, may be considered for award with RFP</i>	9/22/2011 to 9/30/2014

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
PUNAM MATHER Staff Leadership/Organizational Training	\$25,000.00		<i>Currently not being considered for renewal</i>	11/1/2013 to 6/30/2014
RED 7 COMMUNICATIONS One Stop and WC Out Reach Services	\$15,000.00		<i>Will be renewed</i>	9/1/2013 to 2/28/2014
SIN CITY MAD MEN Web Development Services Amendment #1 Maintenance of WC Web Site Amendment #2 Maintenance of One Stop Web Site Amendment #3 One Stop Web Development	\$8,000.00 \$26,120.00 \$61,500.00 \$7,200.00	Competitive	<i>Currently not being considered for renewal</i>	11/5/2012 to 6/30/2014
STRATEGIC PROGRESS Research and Assistance in Grant Writing Amendment #1 Research and Assistance in Grant Writing	\$8,000.00 per grant (not to exceed \$24,000.00) No Cost	Competitive	<i>Currently under review</i>	10/1/2012 to 10/31/2014
ANNIE V. WHITE, PHD Staff Team Building Training Amendment #1 Continuation of Staff Team Building	\$3,500.00 \$10,000.00	Competitive	<i>Currently not being considered for renewal</i>	4/5/2013 to 6/30/2014

Contractor/Consultant Scope of Work Summary	Amount of Contract	Procurement Method & WISS/State Approval**	Renewal Status	Term of Contract
WORKPLACE ESL SOLUTIONS Staff Training - Basic Office & Communications Skills Workshop Amendment #1 Staff Training-Basic Skills Monitoring Reports Amendment #2 Continuation of Improvement of Staff's Basic Writing Skills Amendment #3 Staff Writing Skills	\$2,000.00 \$5,000.00 \$10,000.00 \$5,000.00	Competitive	<i>Currently not being considered for renewal</i>	4/9/2013 to 6/30/2014

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

Agenda Item 9. DISCUSSION AND POSSIBLE ACTION:

Executive Director's Report ~ Ardell Galbreth

Executive Director's Report January 28, 2014

Rural Counties Update

- **Nye/Esmeralda County**
 - Workforce Connections' staff met with representatives from Great Basin College and a local dentist's office in Pahrump
 - Discussed training opportunities either online or in Pahrump
 - The dentist office recently received certification from Nevada Postsecondary to offer dental assistant training in Pahrump
 - The final training cohort for the Brownfields Training will be in February 2014

- **Lincoln County**
 - Lincoln County School District staff is currently meeting with local employers to survey trainings/certifications needs
 - With recently assigned staff, much workforce activities are taking place in the way of preparing people for employment
 - Due to such few available jobs, most of the youth in Lincoln County normally relocate to where employment opportunities exist

One-Stop Career Center

- Continued, steady traffic averaging over approximately 100 clients per day
- The Golden Corral had its Grand Opening December 18, 2013 with the support of some 206 individuals hired through Workforce Connections' One-Stop Career Center

Upcoming Training Activities

- Board Development Training—Ethics in Government—January 2014
- Board Development Training—Open Meeting Law Training – February 2014
- Service Providers and Community/Faith Based Agencies RFP 101 Training – January/February 2014 (Prior to release of RFPs)
- Comprehensive Fiscal Accounting and Cash Management training for staff and subrecipients—February 2014

Workforce Development Challenges

- Failed one youth performance measure—Literacy/Numeracy gain
 - This particular performance measure was increased by 29.27% over the previous year
 - Cause for failure: Targeted/served hardest to serve youth were (i.e., foster care and youth with disabilities)
 - Corrective action for improvement: Automated management system or tool that allows supervisors and managers to review “real time” performance. Far better than the current system which has no mechanism that allows supervisors and managers to review programmatic activities prior to exiting and posting final measurable outcome

Workforce Activities Update

- Revived Works for Vegas 501(c)3 for the purpose of enhancing Workforce Connections’ employment and training activities

Hip Pocket Workforce Activities

- Workforce Connections is recognized as one of Las Vegas’ Best Places to Work, based on a survey conducted by the Las Vegas Review Journal

Agenda Item 10. 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 11. INFORMATION:

LEO Consortium Member Comments