

MINUTES
Workforce Connection
of Central New Mexico
Full Board Meeting
Monday, December 2, 2019
809 Copper Ave. NW, Albuquerque, NM 87102
1:30 pm

Roll Call - Determination of Quorum - by Art Martinez

Present

- Odes Armijo Caster
- Beth Barela
- Celina Bussey
- Doug Calderwood
- Theresa Carson
- Herb Crosby
- Reyes Gonzales
- Marni Goodrich
- Victoria Hernandez
- Richard Holcomb
- Hank Humiston
- Joseph LiRosi
- Doug Majewski
- Vaadra Martinez
- John Mierzwa
- Ralph Mims
- Laura Musselwhite
- Debbie Ortiz
- Melodee Saiz
- Waldy Salazar
- Leslie Sanchez
- Diane Saya, Treasurer
- Jerry Schalow, Vice-Chair
- Raymond Trujillo
- Bob Walton

Absent

- Marvis Aragon
- Michael Herrick
- Gregg Hull
- Krista Kelley
- Valarie Lopez
- Stacy Sacco
- James Salas
- Carolyn VanderGiesen
- Isaac Zamora

Approval of Monday August 19, 2019 Agenda

Motion: Odes Armijo-Caster
Second: Jerry Schalow
No Discussion
Action: Passed unanimously by voice vote

Tab 1 Approval of Minutes, Full Board, August 19, 2019

Motion: Reyes Gonzales
Second: Celina Bussey
No Discussion
Action: Passed unanimously by voice vote

PRESENTATION

Presentation – None

ACTION ITEMS

Tab 2 Approval of Follow Up Services Policy, OP – NO. 416, Change 6

by Lloyd Aragon, Workforce Manager

- Mr. Aragon explained the updated Follow Up Services Policy, transmits guidance for provider follow-up services through the New Mexico Workforce Connection in the Central Region.
- The updated policy will provide Adult/Dislocated Worker and Youth Provider direction for the implementation and/or services such as workforce activities.
- He stated these updates are necessary to comply with the Workforce Innovation and Opportunity Act.

Motion: Doug Calderwood
Second: Theresa Carson
No Discussion
Action: Passed unanimously by voice vote

Tab 3 Approval of Supplemental Wage Data Policy, OP- NO. 437, Change 1

by Lloyd Aragon, Workforce Manager

- Mr. Aragon, Workforce Manager, explained the updated Supplemental Wage Data Policy provides direction to WCCNM providers regarding the permissible use of supplemental wage information, to assist in fulfilling the performance accountability requirements under WIOA.
- The updated policy provides the Adult/Dislocated Worker and Youth Provider, direction for the implementation and/or services such as workforce activities.
- He stated these updates are necessary to comply with the Workforce Innovation and Opportunity Act.

Motion: Raymond Trujillo

Second: Melodee Saiz
No Discussion
Action: Passed unanimously by voice vote

INFORMATION & DISCUSSION ITEMS

Tab 4 Discussion – Conflict of Interest

by Art Martinez, Workforce Administrator

- Mr. Martinez stated he sent out an email to the Board identifying a conflict of interest in the last Board meeting.
- With the direction from the Board Attorney we have to address this matter.
- The administrative staff will work to have additional procedures to help everyone understand where there could potentially be a conflict of interest. We will have the Administrative and Operator Staff review any contracts that may be a potential conflict of interest and notify the board member prior to a board meeting.

Tab 5 WIOA Monthly Expenditure Report for October 31, 2019

by Jesse Turley, Workforce Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, provided reporting for the WIOA Monthly expenditure report as of October 31, 2019.
- Year-to-date formula and other funding sources, Ticket to Work and USDOL Tech Grant expenditures for the current period, totaled \$1,367,481 with a total year-to-date expenditure totaling \$3,631,754.

Questions and Comments Followed

Tab 6 Business and Career Center Update/Dashboard/TechHire

by Joy Forehand, Operation Manager & Tawnya Rowland TechHire Program Director, & Lloyd Aragon, WIOA Manager

- Ms. Forehand gave an update on the Business & Career Centers for October 31, 2019.
- She also gave a brief overview of the economic outlook for the region and discussed all recruiting events which have taken place.
- Ms. Rowland gave an update on TechHire.
- Mr. Aragon presented the Dashboard for of October 31, 2019.
- He also presented the Performance Measures for the 1st Quarter in the Central Region.

REPORTS/UPDATES

Committee Reports

- **Training and Service Provider Committee**
 - Mr. Bob Walton explained this committee reviews applications from providers who would like to get onto our Eligible Training Provider List (ETPL).
 - He stated the committee wants to make sure the providers offer quality training for participants.
 - He also stated to the Board, the committee is in need of additional committee members.
- **Performance and Monitoring Committee**
 - Doug Calderwood stated the Committee met on November 13, 2019 with three board members present and always looking for more.
 - He stated that committee received reports from both providers and staff reporting all performance and activities within the Central Region.
- **Youth Council Committee**
 - Melodee Saiz, stated a couple of months ago, she invited the committee to the Albuquerque Job Corps Center to discuss our mission for the committee. Now that we have a mission in place it will now be enforced at the Youth Standing Committee Meeting.
 - We want to make sure we help YDI reach their goals with their youth.
- **Economic Development**
 - No Report.
- **Disability Standing Committee**
 - Reyes Gonzales stated that the committee has been formed and we will be having a meeting soon.

WIOA Status Updates

By Art Martinez, WCCNM Administrator

- Mr. Martinez provided an update on workforce activities
- He noted that we will be developing an update to the four-year plan and will asks members to be part of an Ad-hoc Committee.

PUBLIC COMMENT/ADJOURNMENT

- **Public Comment –**
- **Adjournment – 2:52 p.m.**

NOTES

Next Meeting:

Date: February 10, 2020

Time: 1:30 p.m.

Location: Mid-Region Council of Governments – Board Room

Approved at the **June** WCCNM Full Board Meeting:

Debbie Ortiz, WCCNM Chair

ATTEST:

Secretary

“Equal Opportunity Program”