

**Amended  
MINUTES  
Workforce Connection  
of Central New Mexico  
Full Board Meeting  
Monday, June 15, 2020  
809 Copper Ave. NW, Albuquerque, NM 87102  
1:30 pm**

**Roll Call - Determination of Quorum - by Art Martinez**

**Present**

- Beth Barela
- Doug Calderwood
- Theresa Carson
- Reyes Gonzales
- Marni Goodrich
- Tracy Lynn Hartzler
- Victoria Hernandez
- Hank Humiston
- Krista Kelley
- Joseph LiRosi
- Valarie Lopez
- Doug Majewski
- Vaadra Martinez
- John Mierzwa
- Ralph Mims
- Laura Musselwhite
- Nora Nixon
- Debbie Ortiz
- Stacy Sacco
- Melodee Saiz
- Leslie Sanchez
- Diane Saya, Treasurer
- Jerry Schalow, Vice-Chair
- Raymond Trujillo
- Carolyn VanderGiesen
- Bob Walton

**Absent**

- Marvis Aragon
- Odes Armijo Caster
- Celina Bussey
- Herb Crosby
- Michael Herrick
- Richard Holcomb
- Gregg Hull
- James Salas
- Waldy Salazar
- Isaac Zamora

Approval of Monday June 15, 2020 Agenda

Motion: Doug Majewski

Second: Valarie Lopez

No Discussion

Action: Passed unanimously by voice vote

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
<b>Melodee Saiz</b>		
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 1 Approval of Minutes, Full Board, December 2, 2019

Motion:Carolynn VanderGiesen

Second: Beth Barela

No Discussion

Action: Passed unanimously by voice vote

Yes	Abstain	No Vote
Beth Barela		
	Doug Calderwood	
		Theresa Carson
Reyes Gonzales		
Marni Goodrich		
	Tracey Hartzler	
Victoria Hernandez		
Hank Humiston		
Joseph LiRosi		
Krista Kelley		
Valarie Lopez		
Vaadra Martinez		
Doug Majewski		
John Mierzwa		
Ralph L. Mims		
Laura Musselwhite		
	Nora Nixon	
Debbie Ortiz		
Stacy Sacco		
Melodee Saiz		
Leslie Sanchez		
Diane Saya		
Jerry Schalow		
Raymond Trujillo		
Carolyn VanderGiesen		
Bob Walton		

**ACTION ITEMS**

**Tab 2 Approval of WFCP-01-20, PY20 Preliminary Budget**

by Jesse Turley, Accounting Manager

Mr. Turley outlined and discussed the PY20 preliminary budget.

- The budget is based on the allocation received from the New Mexico Department of Workforce Solutions and projected carry-in amounts.
- He stated the allocations are as follows: Adult (\$2,715,244), Dislocated Worker (\$3,776,430), Youth (\$2,361,166), and Admin (\$983,650) for a total PY20 allocation of \$10,295,912.
- The 4.46% decrease from the previous program year.
- The proposed budget also includes a projected carry-in amount from PY19 of \$2,665,000, plus the PY19 H1B TechHire grant of \$185,000, the total PY proposed budget is \$13,332,493.

**Questions**

**Motion: Raymond Trujillo**

**Second: Jerry Schalow**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 3 **Approval of R-01-20, Open Meetings Act Resolution**

by Art Martinez, WCCNM Administrator

- Mr. Martinez stated that the Open Meetings Act Resolution must be approved every program year to remain in compliance with statutory regulations.
- Any policy-making body of any state agency or any agency formulating public policy is required to follow the Open Meetings Act.

**Motion: Krista Kelly**

**Second: Valarie Lopez**

**No Discussion**

**Action: Passed unanimously by voice vote**

<b>Yes</b>	<b>Abstain</b>	<b>No Vote</b>
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 4 **Approval of WFCP-02-20, WCCNM Meeting Dates**

by Art Martinez, WCCNM Administrator

- Mr. Martinez presented the PY19 WCCNM Meeting Dates for July 2020 through June 2021.
- Full Board meetings will be scheduled on the third Monday of every other month. Executive Committee will be scheduled as needed.
- The meeting schedule follows the schedule established in 2003.

**Motion: Valarie Lopez**

**Second: Waldy Salazar**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
	<b>Doug Calderwood</b>	
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
		<b>Melodee Saiz</b>
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 5 **Approval of WCCNM Chair and Nomination of Officers for PY20**

by Art Martinez, WCCNM Administrator

- a. **Chair** – Jerry Schalow assumed Chair responsibilities per bylaws, Section 6.06.
- b. **Chair-Elect** – Nomination for Chair-Elect was John Mierzwa.
- c. **Treasurer** – Nomination for Treasurer was Beth Barela
- d. **County Representative’s-** Nominations were Diana Saya; Bernalillo, Debbie Ortiz; Torrance, Laura Musslewhite; Valencia and Krista Kelley; Sandoval

**Motion: Robert Walton**

**Second: Reyes Gonzales**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

**Approval to Amend and Extend Administrative Entity and Fiscal Agent Contract with the Mid-Region Council of Governments**

by Art Martinez, WCCNM Administrator

- Mr. Martinez stated the Mid-Region Council of Governments has been the Administrative Entity and Fiscal Agent for the WCCNM since 2003. Subsequent contract extensions followed eventually becoming a government-to-government contract. Then in 2017 through RFP process the Mid-Region Council of Governments was selected for the WIOA Administrative Entity and Fiscal Agent.
- The recommendation is to extend the contract with MRCOG for an additional one-year term beginning July 1, 2020 and ending June 30, 2021.
- A budget increase is required to support additional PY20 revenue provided by NMDWS and allocations from WIOA formula funds to support the following special projects.

**Motion: Jerry Schalow**

**Second: Krista Kelley**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		



Tab 7 **Approval to Amend and Extend One-Stop Operator Contract with the Mid-Region Council of Governments**

by Art Martinez, Workforce Administrator

- Mr. Martinez presented the One-Stop Operator Contract with the Mid-Region Council of Governments.
- Per the RFP, initial contract was approved for one-year with options to extend for three additional one-year terms. Upon approval, the term of the Amendment to the Agreement shall be one-year beginning on July 1, 2020 and ending on June 30, 2021.
- Mr. Martinez noted this is the fourth year on this contract and will have to go out for RFP.
- An additional increase in funding is required to address additional infrastructure costs and annual salary increase.

**Motion: Valarie Lopez**

**Second: Ray Trujillo**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

Tab 8 **Approval to Amend and Extend Youth Development Inc. (YDI) Youth Service Provider Contract**

by Art Martinez, Workforce Administrator

- Mr. Martinez presented the Youth Development Inc. (YDI) Service Provider Contract Extension.
- He explained the initial contract was approved for one-year with options to extend for three additional one-year terms. Upon approval, the term of the Amendment to the Agreement shall be one-year beginning on July 1, 2020 and ending on June 30, 2021.
- Mr. Martinez noted this is the fourth year on this contract and will have to go out for RFP.
- Award continuations are contingent upon successful performance and the continued availability of funds.

**Motion: Beth Barela**

**Second: Reyes Gonzales**

**No Discussion**

**Action: Passed unanimously by voice vote**

<b>Yes</b>	<b>Abstain</b>	<b>No Vote</b>
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

**Approval to Amend and Extend SER Jobs for Progress Inc. Adult/Dislocated Worker Service Provider Contract**

by Art Martinez, Workforce Administrator

- Mr. Martinez presented the SER Jobs for Progress Inc. Adult/Dislocated Worker Service Provider Contract Extension.
- He explained that the initial contract was approved for one-year with options to extend for three additional one-year terms. Upon approval, the term of the Amendment to the Agreement shall be one-year beginning on July 1, 2020 and ending on June 30, 2021.
- Mr. Martinez noted this is the fourth year on this contract and will have to go out for RFP.
- Award continuations are contingent upon successful performance and the continued availability of funds.

**Motion: Doug Calderwood**

**Second: Valarie Lopez**

**No Discussion**

**Action: Passed unanimously by voice vote**

Yes	Abstain	No Vote
<b>Beth Barela</b>		
<b>Doug Calderwood</b>		
		<b>Theresa Carson</b>
<b>Reyes Gonzales</b>		
<b>Marni Goodrich</b>		
<b>Tracey Hartzler</b>		
<b>Victoria Hernandez</b>		
<b>Hank Humiston</b>		
<b>Joseph LiRosi</b>		
<b>Krista Kelley</b>		
<b>Valarie Lopez</b>		
<b>Vaadra Martinez</b>		
<b>Doug Majewski</b>		
<b>John Mierzwa</b>		
<b>Ralph L. Mims</b>		
<b>Laura Musselwhite</b>		
<b>Nora Nixon</b>		
<b>Debbie Ortiz</b>		
<b>Stacy Sacco</b>		
	<b>Melodee Saiz</b>	
<b>Leslie Sanchez</b>		
<b>Diane Saya</b>		
<b>Jerry Schalow</b>		
<b>Raymond Trujillo</b>		
<b>Carolyn VanderGiesen</b>		
<b>Bob Walton</b>		

**Tab 10 WIOA Monthly Expenditure Report for May 31, 2020**

by Jesse Turley, Workforce Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, provided reporting for the WIOA Monthly expenditure report as of May 31, 2020.
- Year-to-date formula and other funding sources, Ticket to Work and USDOL Tech Grant expenditures for the current period, totaled \$425,042 with a total year-to-date expenditure totaling \$9,619,319.

**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 June 31, 2020.
- She also gave a brief overview of the economic outlook for the region and how the centers are handling services dues to COVID-19
- Ms. Rowland gave an update on TechHire.
- Mr. Aragon presented the Dashboard for of May 31, 2020.
- He also presented the Performance Measures for the 3<sup>rd</sup> 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**
  - No Report
- **Youth Council Committee**

- Melodee Saiz, stated the committee met on June 9<sup>th</sup>, discussed financial update and training.
- **Economic Development**
  - No Report.
- **Disability Standing Committee**
  - Reyes Gonzales stated that the committee has been formed and had their first meeting. The next meeting take place in May.

### WIOA Status Updates

By Art Martinez, WCCNM Administrator

- Mr. Martinez provided an update on workforce activities
- He noted that the four-year plan is due September 15, 2020. Will be asking members to be part of an Ad-hoc Committee.
- NMDWS received a 3-million-dollar grant to assist in the Economic Development to help assist business and job seekers.

### PUBLIC COMMENT/ADJOURNMENT

- **Public Comment** – None
- **Adjournment** – 3.21 p.m.

### NOTES

**Next Meeting:**

**Date:** August 17, 2020

**Time:** 1:30 p.m.

**Location:** Mid-Region Council of Governments – Board Room

**Approved at the August 17, 2020 WCCNM Full Board Meeting:**

\_\_\_\_\_  
Jerry Schalow, WCCNM Chair

ATTEST:

\_\_\_\_\_  
Secretary

*“Equal Opportunity Program”*