



# MINUTES

## Full Board Meeting

### Virtual Meeting

Monday, August 17, 2020  
809 Copper Ave. NW, Albuquerque, NM 87102  
1:30 pm

*Before the meeting started Art Martinez explained that when voting takes place. We will ask for a roll call for those who don't approve and then identify the names of the members that did not respond to the don't approve as an affirmative vote. Additionally, prior to the affirmative roll call members that abstain from voting will respond via voice confirmation to the Board Chair and describe the reason.*

*Notes: After the names are called for the affirmative vote the chair will pause and ask those that do not concur with the affirmative roll call vote to voice a different vote. To ensure that a quorum remains, Ms. Nicole Giddings monitors the participants to ensure quorum is present and note if a member is not available.*

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

##### Present

- Marvis Aragn
- Deborah L. Breitfeld
- Celina Bussey
- Doug Calderwood
- Theresa Carson
- Reyes Gonzales
- Marni Goodrich
- Tracy Lynn Hartzler
- Victoria Hernandez
- Gregg Hull
- Hank Humiston
- Krista Kelley
- Ralph Mims
- John Mierzwa, Chair-Elect
- Ralph Mims
- Laura Musselwhite
- Debbie Ortiz
- Melodee Saiz
- Diane Saya
- Jerry Schalow, Chair
- Carolyn VanderGiesen
- Bob Walton
- Bobbie Williams

##### Absent

- Odes Armijo Caster
- Beth Barela, Treasurer
- Herb Crosby
- Joe LiRosi
- Valarie Lopez
- Vaadra Martinez
- Nora Nixon
- Stacy Sacco
- Waldy Salazar
- Leslie Sanchez
- Raymond Trujillo

Jerry Schalow, Chairman recognized new board members Debra Breitfield and Bobbie Williams.

**Approval of Monday August 17, 2020 Agenda**

**Motion: Gregg Hull**

**Second: Theresa Carson**

**No Discussion**

**Action: Passed unanimously by Roll Call Vote with Melodde Saiz unable to respond therefore Member Melodee Saiz abstained from voting. The roll call noted every member and the disposition of vote by member.**

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>No Vote</b>
<b>Marvis Aragon</b>	<b>X</b>			
<b>Deborah Breitfeld</b>	<b>X</b>			
<b>Celina Bussey</b>	<b>X</b>			
<b>Doug Calderwood</b>	<b>X</b>			
<b>Theresa Carson</b>	<b>X</b>			
<b>Reyes Gonzales</b>	<b>X</b>			
<b>Marni Goodrich</b>	<b>X</b>			
<b>Tracey Hartzler</b>	<b>X</b>			
<b>Victoria Hernandez</b>	<b>X</b>			
<b>Gregg Hull</b>	<b>X</b>			
<b>Hank Humiston</b>	<b>X</b>			
<b>Krista Kelley</b>	<b>X</b>			
<b>John Mierzwa</b>	<b>X</b>			
<b>Ralph L. Mims</b>	<b>X</b>			
<b>Laura Musselwhite</b>	<b>X</b>			
<b>Debbie Ortiz</b>	<b>X</b>			
<b>Melodee Saiz</b>			<b>X</b>	
<b>James Salas</b>	<b>X</b>			
<b>Diane Saya</b>	<b>X</b>			
<b>Jerry Schalow</b>	<b>X</b>			
<b>Carolyn VanderGiesen</b>	<b>X</b>			
<b>33. Bob Walton</b>	<b>X</b>			
<b>34. Bobbie Williams</b>	<b>X</b>			

**Tab 1 Approval of Minutes, Full Board, June 15, 2020**

**Motion: Bob Walton**

**Second: Carolynn VanderGiesen**

**No Discussion**

**Action: Chairman Schalow asked that all board members that choose to vote no to voice their vote – no disapprove votes noted. Prior to the affirmative roll call vote members**

Marvis Aragon, Deborah Breitfeld, Celina Bussey and Bobbie Williams noted that they will abstain from voting because that were not present at the prior board meeting. Approval passed unanimously by Roll Call Vote with Melodde Saiz unable to respond therefore Member Melodee Saiz abstained from voting. The roll call noted every member and the disposition of vote per member.

	Yes	No	Abstain	No Vote
<b>Marvis Aragon</b>			<b>X</b>	
<b>Deborah Breitfeld</b>			<b>X</b>	
<b>Celina Bussey</b>			<b>X</b>	
<b>Doug Calderwood</b>	<b>X</b>			
<b>Theresa Carson</b>	<b>X</b>			
<b>Reyes Gonzales</b>	<b>X</b>			
<b>Marni Goodrich</b>	<b>X</b>			
<b>Tracey Hartzler</b>	<b>X</b>			
<b>Victoria Hernandez</b>	<b>X</b>			
<b>Gregg Hull</b>	<b>X</b>			
<b>Hank Humiston</b>	<b>X</b>			
<b>Krista Kelley</b>	<b>X</b>			
<b>John Mierzwa</b>	<b>X</b>			
<b>Ralph L. Mims</b>	<b>X</b>			
<b>Laura Musselwhite</b>	<b>X</b>			
<b>Debbie Ortiz</b>	<b>X</b>			
<b>Melodee Saiz</b>			<b>X</b>	
<b>James Salas</b>	<b>X</b>			
<b>Diane Saya</b>	<b>X</b>			
<b>Jerry Schalow</b>	<b>X</b>			
<b>Carolyn VanderGiesen</b>	<b>X</b>			
<b>Bob Walton</b>	<b>X</b>			
<b>Bobbie Williams</b>			<b>X</b>	

**ACTION ITEMS**

**Tab 2 Approval of WFCP-03-20, PY20 BAR #1**

by Jesse Turley, Accounting Manager

- Mr. Turley presented BAR #1 for PY20
- This is based on the NMDWS formula allocation letter, dated May 28,20, for PY20 and our carry-in amounts from the prior program year PY19.
- Formula carry-in from PY19 to PY20 in the amount \$2,652,596 of the prelims estimated \$2,665,000. It is \$993,171 Adult, \$317,428 Dislocated Worker, \$913,076 Youth and \$428,921 Administrative dollars.
- This BAR corrects SER Jobs for progress contract preliminary figure of \$1,336,700 to \$1,400,929 negotiated contract.
- It also corrects the placement of the Workers Comp line item from Youth Work Experience column over to Adult / DW's columns to cover for only Internships, Transitional Jobs that SER services.
- BAR #1 also corrects the negotiated YDI Youth Service Provider to manage the Work Experience for the Youth program. They remain with the same \$1,080,861 staff contract, but also have \$1,231,135 additional dollars in their contract to manage & expend on youth work experience payroll costs. The remaining Youth Training dollars available serviced by MRCOG is \$518,974 expected for youth ITA's & \$125,000 for supportive services and incentives.
- BAR #1 adjusts Ticket to Work and TECHHIRE NM monies.

- PY19 budget total is \$13,329,337.

**Questions**

**Motion: Hank Humiston**

**Second: Reyes Gonzales**

**No Discussion**

**Action: Chairman Schalow asked that all board members that choose to vote no to voice their vote – no disapprove votes noted. Prior to the affirmative roll call vote Bobbie Williams voiced that she will abstain from voting because she is new to the Board and not familiar with the action item and is not comfortable voting. Approval passed unanimously by Roll Call Vote with Melodde Saiz unable to respond therefore Member Melodee Saiz abstained from voting. The roll call noted every member and the disposition of vote per member.**

**Passed unanimously by Roll Call Vote**

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>No Vote</b>
<b>Marvis Aragon</b>	X			
<b>Deborah Breitfeld</b>	X			
<b>Celina Bussey</b>	X			
<b>Doug Calderwood</b>	X			
<b>Theresa Carson</b>	X			
<b>Reyes Gonzales</b>	X			
<b>Marni Goodrich</b>	X			
<b>Tracey Hartzler</b>	X			
<b>Victoria Hernandez</b>	X			
<b>Gregg Hull</b>	X			
<b>Hank Humiston</b>	X			
<b>Krista Kelley</b>	X			
<b>John Mierzwa</b>	X			
<b>Ralph L. Mims</b>	X			
<b>Laura Musselwhite</b>	X			
<b>Debbie Ortiz</b>	X			
<b>Melodee Saiz</b>			X	
<b>James Salas</b>	X			
<b>Diane Saya</b>	X			
<b>Jerry Schalow</b>	X			
<b>Carolyn VanderGiesen</b>	X			
<b>Bob Walton</b>	X			
<b>Bobbie Williams</b>			X	

**Tab 3 Approval of OP-419 Individual Training Account –Change 9**

by Art Martinez, WCCNM Administrator

- Mr. Martinez presented Change #9 of the ITA Policy.
- The change increases the cost of limit for short-term training programs that offer in-demand stackable credentials with reimbursement of up to \$15,000.
- The \$9,000 reimbursement for other training programs will remain in effect and additional modifications remove limits and requirements for participants to enroll in distance learning and training opportunities.

**Comments**

**Motion: Carolynn VanderGiesen**

**Second: Celina Bussey**

**No Discussion**

**Action:** Chairman Schalow asked that all board members that choose to vote no to voice their vote – no disapprove votes noted. Prior to the affirmative roll call vote Bobbie Williams voiced that she will abstain from voting because she is new to the Board and not familiar with the action item and is not comfortable voting. Approval passed unanimously by Roll Call Vote with Melodde Saiz unable to respond therefore Member Melodee Saiz abstained from voting. The roll call noted every member and the disposition of vote per member.

**Passed unanimously by Roll Call Vote**

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>No Vote</b>
<b>Marvis Aragon</b>	<b>X</b>			
<b>Deborah Breitfeld</b>	<b>X</b>			
<b>Celina Bussey</b>	<b>X</b>			
<b>Doug Calderwood</b>	<b>X</b>			
<b>Theresa Carson</b>	<b>X</b>			
<b>Reyes Gonzales</b>	<b>X</b>			
<b>Marni Goodrich</b>	<b>X</b>			
<b>Tracey Hartzler</b>	<b>X</b>			
<b>Victoria Hernandez</b>	<b>X</b>			
<b>Gregg Hull</b>	<b>X</b>			
<b>Hank Humiston</b>	<b>X</b>			
<b>Krista Kelley</b>	<b>X</b>			
<b>John Mierzwa</b>	<b>X</b>			
<b>Ralph L. Mims</b>	<b>X</b>			
<b>Laura Musselwhite</b>	<b>X</b>			
<b>Debbie Ortiz</b>	<b>X</b>			
<b>Melodee Saiz</b>			<b>X</b>	
<b>James Salas</b>	<b>X</b>			
<b>Diane Saya</b>	<b>X</b>			
<b>Jerry Schalow</b>	<b>X</b>			
<b>Carolyn VanderGiesen</b>	<b>X</b>			
<b>Bob Walton</b>	<b>X</b>			
<b>Bobbie Williams</b>			<b>X</b>	

Tab 4

**Approval of WCCNM Legal Services Award Recommendation and Subsequent Contract for PY20**

by Art Martinez, WCCNM Administrator

- Mr. Martinez explained WCCNM released an RFP for legal services.
- Responsive proposals were evaluated on the factors specified and were assigned a point value by the WCCNM Evaluation Committee made up of MRCOG Staff.
- The evaluation hereby recommends to the WCCNM Full Board for consideration and final decision to approve German, Burnette and Associates LLC.

**Questions & Comments**

**Motion: Gregg Hull**  
**Second: James Salas**  
**No Discussion**

**Action:** Chairman Schalow asked that all board members that choose to vote no to voice their vote – no disapprove votes noted. Prior to the affirmative roll call vote Bobbie Williams noted that she will abstain from voting because she is new to the Board and not familiar with the action item and not comfortable voting. Approval passed unanimously by Roll Call Vote with Melodde Saiz unable to respond therefore Member Melodee Saiz abstained from voting. The roll call noted every member and the disposition of vote per member.

	Yes	No	Abstain	No Vote
<b>Marvis Aragon</b>	X			
<b>Deborah Breitfeld</b>	X			
<b>Celina Bussey</b>	X			
<b>Doug Calderwood</b>	X			
<b>Theresa Carson</b>	X			
<b>Reyes Gonzales</b>	X			
<b>Marni Goodrich</b>	X			
<b>Tracey Hartzler</b>			X	
<b>Victoria Hernandez</b>	X			
<b>Gregg Hull</b>	X			
<b>Hank Humiston</b>	X			
<b>Krista Kelley</b>	X			
<b>John Mierzwa</b>	X			
<b>Ralph L. Mims</b>	X			
<b>Laura Musselwhite</b>	X			
<b>Debbie Ortiz</b>	X			
<b>Melodee Saiz</b>			X	
<b>James Salas</b>	X			
<b>Diane Saya</b>	X			
<b>Jerry Schalow</b>	X			
<b>Carolyn VanderGiesen</b>	X			
<b>Bob Walton</b>	X			
<b>Bobbie Williams</b>			X	

## INFORMATION & DISCUSSION ITEMS

### Tab 5 **WIOA Monthly Expenditure Report for June 30, 2020**

by Jesse Turley, Workforce Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, provided reporting for the WIOA Monthly expenditure report as of June 30, 2020.
- Year-to-date formula and other funding sources, Ticket to Work and USDOL Tech Grant expenditures for the current period, totaled \$1,001,827 with a total year-to-date expenditure totaling \$10,658,922.

#### **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 July 31, 2020.
- She also gave a brief overview of the economic outlook for the region and how the centers are handling services due to COVID-19
- Ms. Rowland gave an update on TechHire.
- Mr. Aragon presented the Dashboard for of June 30, 2020.
- He also presented the Performance Measures for the 4th Quarter of PY19 in the Central Region.
- Mr. Martinez gave an update on the four-year plan.

## 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 also noted we have six active members.
- **Performance and Monitoring Committee**
  - Mr. Doug Calderwood stated that this committee has three members and at the last meeting they went over policies and performance.
- **Youth Council Committee**
  - No Report.
- **Economic Development**
  - No Report.
- **Disability Standing Committee**
  - No Report.

### WIOA Status Updates

By Art Martinez, WCCNM Administrator

- Mr. Martinez provided an update on workforce activities
- Mr. Martinez presented the Economic Recovery Support Proposal for IT Sector Strategies and Entrepreneurship Training Components
- The State is also bidding on a \$15 million grant with stackable credentials for economic recovery.

### PUBLIC COMMENT/ADJOURNMENT

- **Public Comment – None**
- **Adjournment – 3.15 p.m.**

### NOTES

**Next Meeting:**

**Date:** October 20, 2020

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

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

**Approved at the October 20, 2020 WCCNM Full Board Meeting:**

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

ATTEST:

\_\_\_\_\_  
Secretary

*“Equal Opportunity Program”*