

MINUTES

Tab 1



Executive Committee

Thursday, May 17, 2021

1:30 pm

Mid-Region Council of Governments

Call to Order – 1:34 pm – Jerry Schalow

Present

Beth Barela, Treasurer

Doug Calderwood – Performance & Monitoring Chair

Honorable Gregg Hull, CEO,

Krista Kelley – Sandoval County Rep

John Mierzwa - Chair-Elect

Laura Musselwhite – Valencia County Rep.

Debbie Ortiz- Past Chair, Torrance County Rep.

Diane Saya - Bernalillo County Rep

Jerry Schalow, Chair

Robert Walton – Training & Service Provider Chair

Absent

Melodee Saiz- Youth Standing committee Chair

Quorum Established

Approval of Monday, May 17, 2021 Agenda

Motion: Bob Walton

Second: Beth Barela

No Discussion

Action: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Beth Barela	X			
Doug Calderwood	X			
Gregg Hull	X			
Krista Kelley	X			
Laura Musselwhite	X			
John Mierzwa	X			
Debbie Ortiz	X			
Melodee Saiz				Absent

Diane Saya	X			
Jerry Schalow	X			
Robert Walton	X			

Tab 1: Approval of Minutes, Executive Committee: May 11, 2020

Motion: Beth Barela
Second: Laura Musselwhite
No Discussion
Action: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Beth Barela	X			
Doug Calderwood	X			
Gregg Hull	X			
Krista Kelley	X			
Laura Musselwhite	X			
John Mierzwa	X			
Debbie Ortiz	X			
Melodee Saiz				Absent
Diane Saya	X			
Jerry Schalow	X			
Robert Walton	X			

ACTION ITEMS

Tab 2	<p>Approval of WFCP-06-20, PY20 BAR #3</p> <p>by Jesse Turley, WCCNM Accounting Manager</p> <ul style="list-style-type: none"> ▪ Mr. Turley presented BAR #3 for PY20 ▪ This is BAR, is based on late-year PY20 changes in funding with NMDWS, for projects and the additional monies granted earlier in PY20. ▪ Bar # 3 Requests to transfer a NMDWS authorized amount of \$1,200,000 from DW to Adult categories to allow staff to serve customer flow experienced this year and open the services to Adult populations. ▪ The PY20 Bar # 3 Updates the amount of administrative dollars for Legal Services from \$20,000 to \$55,000. Removed from Business and Career Center Improvements line. ▪ PY20 Bar #3 Updates correctly MRCOG's AE/FA \$1,300,000 portion of their contract with WCCNM. When additional NM DWS projects are put in place – the staffing of those are charged to this MRCOG contract even though more monies are given to WCCNM the MRCOG AE/FA contract remains fixed ▪ PY20 budget total is \$14.443,296. <p>Questions & Comments</p>
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Questions & Comments

Motion: Beth Barela

Second: Bob Walton

No Discussion

Action: Passed unanimously by Roll Call Vote.

Motion: Jerry Schalow

Second: Mayor Gregg Hull

No Discussion

Actions: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Beth Barela	X			
Doug Calderwood	X			
Gregg Hull	X			
Krista Kelley	X			
Laura Musselwhite	X			
John Mierzwa	X			
Debbie Ortiz	X			
Melodee Saiz				Absent
Diane Saya	X			
Jerry Schalow	X			
Robert Walton	X			

Tab 3

Approval of Approval of WCCNM R-02-20 Disposition of WCCNM Property

by Art Martinez, WCCNM Administrator & Nicole Giddings, Program Coordinator

- Mr. Martinez & Ms. Giddings presented the disposition of property.
- They explained that they needed a three-member subcommittee to approve the disposition of WIOA office equipment and Resolution.
- The three members that agreed to view the inventory are Bob Walton, Debbie Ortiz and Diane Saya.
- After, further discussion of the process Resolution R-02-20 was deferred to the Full Board meeting in June as the inventory needs to be reviewed prior to approving the resolution.

Questions & Comments

Motion: Mayor Gregg Hull made a motion to recommend the three member Sub-Committee that includes Bob Walton, Debbie Ortiz and Diane Saya.

Second: Krista Kelley

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Beth Barela	X			
Doug Calderwood	X			
Gregg Hull	X			
Krista Kelley	X			
Laura Musselwhite	X			
John Mierzwa	X			
Debbie Ortiz	X			
Melodee Saiz				Absent
Diane Saya	X			
Jerry Schalow	X			
Robert Walton	X			

Motion: Doug Calderwood made a motion to delay Resolution R-02-02 to the Full Board Meeting in June.

Second: Beth Barela

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Beth Barela	X			
Doug Calderwood	X			
Gregg Hull	X			
Krista Kelley	X			
Laura Musselwhite	X			
John Mierzwa	X			
Debbie Ortiz	X			
Melodee Saiz				Absent
Diane Saya	X			
Jerry Schalow	X			
Robert Walton	X			

Tab 4

Approval of Request for Proposal Award for One-Stop Operator

by: Jerry Schalow Board Chair & Cindy Cordova, Board Attorney

- Ms. Cordova explained that usually she is the Attorney for the Board. But she currently serving as the Procurement Manager for the three Request for Proposals. Back in September or October they identified a conflict of interest when the Mid-Region Council of Governments notified us that they had plan to bid one of more of the RFP's.
- They immediately excluded any staff/employees from the MRCOG for the RFP's process.
- She stated that Melanie Scholar and herself from the Firm of German, Burnette Associate have been working on the RFP's for about seven months.
- There were three RFP's that went out One-Stop Operator, Adult/Dislocated Worker and Youth.
- RFP's were released for sixty days. There was a lot of inquiries and only

one responsive proposal.

- The Ad-hoc Committee determined that the response with complete, concise and responsive to the RFP.
- The Ad-hoc Committee recommends the Mid-Region Council of Governments as the successful bidder as the One-Stop Operator.

No Comments

Motion: Krista Kelley

Second: Debbie Ortiz

No Discussion

Actions: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Beth Barela	X			
Doug Calderwood	X			
Gregg Hull	X			
Krista Kelley	X			
Laura Musselwhite	X			
John Mierzwa	X			
Debbie Ortiz	X			
Melodee Saiz				Absent
Diane Saya	X			
Jerry Schalow	X			
Robert Walton	X			

Tab 5

Approval of Request for Proposal Award for WIOA Adult/Dislocated Worker Service Provider

by: Jerry Schalow Board Chair & Cindy Cordova, Board Attorney

- Ms. Cordova explained that an Ad-Hoc Committee was selected to review the RFP for the Adult/Dislocated Worker Service Provider.
- This RFP had the most interest and four responses.
- The RFP committee went through all four responses and scored them 4,472, 4,396, 3,646, 2,693 out 5,000 points
- This RFP was the most difficult RFP as there was so many questions and answers. After the Committees review and discussion of all factors it was recommended that Mid-Region Council of Governments as the successful bidder as the WIOA Adult/Dislocated Worker Service Provider.

Comments

Motion: Bob Walton

Second: Beth Barela

No Discussion

Actions: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Beth Barela	X			
Doug Calderwood	X			
Gregg Hull	X			

Krista Kelley	X			
Laura Musselwhite	X			
John Mierzwa	X			
Debbie Ortiz	X			
Melodee Saiz				Absent
Diane Saya	X			
Jerry Schalow	X			
Robert Walton	X			

Tab 6

Approval of Request for Proposal Award for WIOA Youth Service Provider

by: Jerry Schalow Board Chair & Cindy Cordova, Board Attorney

- Ms. Cordova explained that an Ad-Hoc Committee was selected to review the RFP for the Youth Service Provider.
- This RFP had two responses and both entities were highly qualified to the job.
- The Ad-hoc Committee went out requested best and final offer from both entities and asked for a revision to certain requirements from both.
- The RFP committee went through all four responses and scored them 2,2738 ,2,581 out of 3000 points
- The Ad-hoc Committee recommends the Youth Development Inc s as the successful bidder as the WIOA Youth Service Provider.

Comments

Motion: Krista Kelley

Second: Gregg Hull

No Discussion

Actions: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Beth Barela	X			
Doug Calderwood	X			
Gregg Hull	X			
Krista Kelley	X			
Laura Musselwhite	X			
John Mierzwa	X			
Debbie Ortiz	X			
Melodee Saiz				Absent
Diane Saya	X			
Jerry Schalow	X			
Robert Walton	X			

INFORMATON & DISCUSSION ITEMS

Tab 7

PY19 Audit Report –

by Amy Meyer & Kory Hoggan

- Mr. Hoggan presented the PY19 Audit Report from Moss Adams.
- He noted that the audit was done 100% remotely.

	<ul style="list-style-type: none"> ▪ He stated that Moss Adams issued an unmodified opinion of the Workforce Connection of Central New Mexico's financial practices. ▪ They also noted that this was a smooth audit with no audit findings and the management of the organization is well established. ▪ The WCCNM financial audit was submitted to the Office of the State Auditor on December 1, 2020 and was accepted on March 3, 2021. ▪
Tab 9	<p>COVID-19 Pandemic Office Re-Opening Update</p> <p>by Joy Forehand, Operation Manager</p> <ul style="list-style-type: none"> ▪ Ms. Forehand discussed the Re-Opening of Offices.
Tab 10	<p>WIOA Status Updates</p> <p>by Art Martinez, WCCNM Administrator</p> <ul style="list-style-type: none"> ▪ Mr. Martinez gave update on WIOA ▪ He stated that the state asked for a waiver due to Economic Recovery. ▪ Asking to allow to spend more in Youth School and Customized Training Programs.

PUBLIC COMMENT

Public Comments – None

ADJOURNMENT

Adjournment – 2:58 pm.

Next Meeting- As Needed.

*A more detailed account of the meeting and discussions are available for review at the MRCOG offices at:
809 Copper NW, Albuquerque, NM 87102*

Approved at the WCCNM Executive Committee Meeting:

Jerry Schalow, WCCNM Chair

ATTEST:

Secretary

“Equal Opportunity Program”

DRAFT