



MINUTES
Workforce Connection
of Central New Mexico
Full Board Meeting
Virtual Meeting
Monday, August 16, 2021
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. 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 1:33 pm - by Art Martinez

- ✓ **Marvis Aragon** – American Indian Chamber of Commerce New Mexico
- ✓ **Odes Armijo-Caster** – Luz Energy Corp
- ✓ **Beth Barela, Treasurer** – Manpower of New Mexico
- ✓ **Joseph Bizzell** – Elite Power and Recovery Inc.
- ✓ **Deborah L. Breitfeld** – New Mexico Technology Council
- ✓ **Celina Bussey** – Deloitte

- ✓ **Doug Calderwood** - NM Aging & Long-Term Services Department
- ✓ **Theresa Carson** – African American Greater Albuquerque Chamber of Commerce
- ✓ **Troy Clark** – New Mexico Hospital Association
- ✓ **Herb Crosby** – AVTEC, Inc.

- ✓ **Johnna Chapman** – Facebook

- ✓ **Kristen Gamboa** – Village of Los Lunas
- ✓ **Marni Goodrich** - Yearout Mechanical Inc.

- ✓ **Tracy Hartzler** – Central New Mexico Community College
- ✓ **Victoria Hernandez** - New Mexico Human Services
- ✓ **Antoinette Holmes - DVR**
- ✓ **Gregg Hull** – City of Rio Rancho

- ✓ **Synthia Jaramillo** – City of Albuquerque

- ✓ **Krista Kelley** – Motiva Corporation

- ✓ **Samuel Kolapo** – Albuquerque Job Corps
- ✓ **Joe LiRosi - Toni & Guy Academy & Salon**

- ✓ **Vaadra Martinez** – RiskSense
- ✓ **John Mierzwa, Chair Elect** – Ingenuity Software Labs.

- ✓ **Laura Musselwhite** – University of New Mexico- Valencia Campus
- ✓ **Debbie Ortiz**, RDO Enterprises

- ✓ **Stacy Sacco** – SACCO Connections

- ✓ **James Salas** – New Mexico Commission for the Blind
- ✓ **Waldy Salazar** – New Mexico Department of Workforce Solutions
- ✓ **Leslie Sanchez** – Dual Language Education of New Mexico
- ✓ **Diane Saya** – Bottom Line Funding NM, LLC
- ✓ **Jerry Schalow, Chair**– Rio Rancho Regional Chamber of Commerce
- ✓ **Raymond Trujillo** – UA Local 412 Plumbers & Pipefitters Training Center
- ✓ **Gina Urias-Sandoval** – UNM

- ✓ **David Valles** – Central New Mexico Community College
- ✓ **Carolyn VanderGiesen** - New Mexico Association of Community Partners
- ✓ **Bobbie Williams** – NM Energy Manufacturing, Consortium and Institute
- ✓

Mr. Schalow introduced new Board Member Troy Clark, New Mexico Hospital Association, Kirsten Gamboa, Village of Los Lunas, Antoinette Holmes, DVR and Samuel Kolapo, Albuquerque Job Corps.

Approval of Monday, August 16, 2021 Agenda

Motion: Theresa Carson

Second: Beth Barela

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Marvis Aragon	X			
Beth Barela, Treasurer	X			
Joseph Bizzell	X			
Doug Calderwood	X			
Theresa Carson	X			
Troy Clark			X	
Johnna Chapman	X			
Herb Crosby	X			
Johnna Chapman	X			
Kristen Gamboa	X			
Marni Goodrich	X			
Tracey Hartzler	X			
Victoria Hernandez	X			
Antoinette Holmes	X			
Krista Kelley	X			
Samuel Kolapo			X	
Joseph LiRosi	X			
John Mierzwa	X			
Laura Musselwhite	X			
Stacy Sacco	X			
James Salas	X			
Waldy Salazar	X			
Diane Saya	X			
Jerry Schalow	X			
Raymond Trujillo	X			
Gina Urias-Sandoval	X			
David Valdes	X			
Carolyn VanderGiesen	X			
Bobbie Williams	X			

Tab 1 Approval of Minutes, Full Board, June 21, 2021

Motion: Carolyn VanderGiesen

Second: Bobbie Williams

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Marvis Aragon	X			
Beth Barela, Treasurer	X			
Joseph Bizzell	X			
Doug Calderwood	X			
Theresa Carson			X	
Troy Clark			X	
Johnna Chapman	X			
Herb Crosby	X			
Johnna Chapman	X			
Kristen Gamboa	X			
Marni Goodrich	X			
Tracey Hartzler	X			
Victoria Hernandez			X	
Antoinette Holmes			X	
Krista Kelley	X			
Samuel Kolapo	X			
Joseph LiRosi	X			
John Mierzwa	X			
Laura Musselwhite	X			
Stacy Sacco	X			
James Salas	X			
Waldy Salazar	X			
Diane Saya	X			
Jerry Schalow	X			
Raymond Trujillo	X			
Gina Urias-Sandoval	X			
David Valdes	X			
Carolyn VanderGiesen	X			
Bobbie Williams	X			

ACTION ITEMS

Tab 2 Approval of WFCP-03-21, BAR #1

by Jesse Turley, WCCNM Accounting Manager

- Correction typo of WFCP-01-20 to WFCP-03-21.
- Mr. Turley presented BAR #1 for PY21.
- This is based on the NMDWS allocation letter dated 7-1-21 and our actual second year carry-in from prior program year PY20.
- BAR# 1 trues up the actual formula carry-in from PY20 to PY21 is \$3,403,239
- Bar #1 corrects Service Provider Contracts.
- PY21 budget total is \$14,242,515.

Questions & Comments

Motion: David Valdes

Second: Johanna Chapman

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Marvis Aragon	X			
Beth Barela, Treasurer	X			
Joseph Bizzell	X			
Doug Calderwood	X			
Theresa Carson	X			
Troy Clark	X			
Johanna Chapman	X			
Herb Crosby	X			
Johanna Chapman	X			
Kristen Gamboa	X			
Marni Goodrich	X			
Tracey Hartzler	X			
Victoria Hernandez	X			
Antoinette Holmes	X			
Krista Kelley	X			
Samuel Kolapo	X			
Joseph LiRosi	X			
John Mierzwa	X			
Laura Musselwhite	X			
Stacy Sacco	X			
James Salas	X			
Waldy Salazar	X			
Diane Saya	X			
Jerry Schalow	X			
Raymond Trujillo	X			
Gina Urias-Sandoval	X			
David Valdes	X			
Carolyn VanderGiesen	X			
Bobbie Williams	X			

Tab 3 **Approval of WCCNM Self-Sufficiency Policy - OP – 430 Change 2**

by Tawnya Rowland, WIOA Manager

- Ms. Rowland presented the Self-Sufficiency Policy, Change 2.
- Mr. Martinez stated that the NMDWS changes the Self-Sufficiency every year this year changes went from \$33.26 hr. to \$46.18 hr.
- After further discussion the board asked for clarification from the state why the amount is so high and what guide lines took place in determining this amount.
- Mr. Martinez recommended that no motion be taken on this agenda item and when we get clarification it will be brought back to the board.

No motion was made

Tab 4 **Approval of WCCNM Firewall Policy - AP-209 - New**

by Art Martinez, WCCNM Administrator

- Mr. Martinez, Presented the WCCNM Firewall Policy.
- To ensure compliance with WIOA 20 CFR §679.430, which states that any organization that has been selected or otherwise designated to perform more than one principal function within a local workforce system must develop a written agreement with the Local Workforce Development Board (LWDB) and Chief Elected Official(s) (CEO) to clarify how the organization will carry out its responsibilities while demonstrating compliance with Workforce Innovation and Opportunity Act (WIOA) and corresponding regulations, relevant Office of Management and Budget (OMB) circulars, and the State’s conflict of interest policy.
- This policy is to serve as an agreement between the WCCNM and Mid-Region Council of Governments (MRCOG) as the entity providing multiple principal functions within WCCNM’s workforce system.
- The WCCNM’s Board Members, Administrative Entity, One-Stop Operators, Service Providers, and Fiscal Agent must act solely in the best interest of the community without regard to personal interest and must maintain appropriate firewalls between roles, as defined in WIOA and corresponding regulations, as well as in WCCNM’s Conflict of Interest policy.

Discussion

Motion: Troy Clark

Second: Bobbie Williams

No Discussion

Action: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Marvis Aragon	X			
Beth Barela, Treasurer	X			
Joseph Bizzell	X			
Doug Calderwood	X			
Theresa Carson	X			
Troy Clark	X			
Johnna Chapman	X			
Herb Crosby	X			
Johnna Chapman	X			
Kristen Gamboa	X			
Marni Goodrich	X			
Tracey Hartzler	X			
Victoria Hernandez	X			
Antoinette Holmes	X			
Krista Kelley	X			
Samuel Kolapo	X			
Joseph LiRosi	X			
John Mierzwa	X			
Laura Musselwhite	X			
Stacy Sacco	X			
James Salas	X			
Waldy Salazar	X			
Diane Saya	X			

Jerry Schalow	X			
Raymond Trujillo	X			
Gina Urias-Sandoval	X			
David Valdes	X			
Carolyn VanderGiesen	X			
Bobbie Williams	X			

Tab 5 **Approval of WCCNM Youth Program 14 Elements – OP-441 - New**

by Tawnya Rowland, WIOA Manager

- Ms. Rowland presented a new WCCNM Youth Program 14 Elements Policy.
- The purpose of this policy is to provide direction to Central Region’s Youth Service Provider regarding the permissible use of youth funds for training activities and services associated with youth participants.
- The Workforce Innovation and Opportunity Act (WIOA) requires that every local workforce development area make 14 program elements available.
- These program elements are services that are intended to assist youth in preparing for the workforce. While all program elements must be made available in a local area, each youth does not have to receive all 14 elements. In general, youth workers decide which program elements to provide to youth based on their objective assessment and record a plan to provide these services in the youth’s Individual Service Strategy (ISS) that is directly tied to at least one indicator of performance. In general, it is expected that each youth will receive exposure to multiple program elements during their participation in the WIOA youth program.

Motion: Carolyn VanderGiesen

Second: John Mierzwa

No Discussion

Action: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Marvis Aragon	X			
Beth Barela, Treasurer	X			
Joseph Bizzell	X			
Doug Calderwood	X			
Theresa Carson	X			
Troy Clark	X			
Johnna Chapman	X			
Herb Crosby	X			
Johnna Chapman	X			
Kristen Gamboa	X			
Marni Goodrich	X			
Tracey Hartzler	X			
Victoria Hernandez	X			
Antoinette Holmes	X			
Krista Kelley	X			
Samuel Kolapo	X			
Joseph LiRosi	X			
John Mierzwa	X			
Laura Musselwhite	X			
Stacy Sacco	X			
James Salas	X			
Waldy Salazar	X			
Diane Saya	X			
Jerry Schalow	X			
Raymond Trujillo	X			
Gina Urias-Sandoval	X			
David Valdes	X			

Carolyn VanderGiesen	X			
Bobbie Williams	X			

Tab 6 **Approval of request to update all remaining policies referencing WIA to reflect WIOA.**

by Tawnya Rowland, WIOA Manager

- Ms. Rowland explained that we are requesting approval to update all policies referencing WIA to reflect WIOA.
- She stated if any policies that needed any major updates will be brought back to the board.

Motion: Johnna Chapman

Second: Kirsten Gamboa

No Discussion

Action: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Marvis Aragon	X			
Beth Barela, Treasurer	X			
Joseph Bizzell	X			
Doug Calderwood	X			
Theresa Carson	X			
Troy Clark	X			
Johnna Chapman	X			
Herb Crosby	X			
Johnna Chapman	X			
Kristen Gamboa	X			
Marni Goodrich	X			
Tracey Hartzler	X			
Victoria Hernandez	X			
Antoinette Holmes	X			
Krista Kelley	X			
Samuel Kolapo	X			
Joseph LiRosi	X			
John Mierzwa	X			
Laura Musselwhite	X			
Stacy Sacco	X			
James Salas	X			
Waldy Salazar	X			
Diane Sava	X			
Jerry Schalow	X			
Raymond Trujillo	X			
Gina Urias-Sandoval	X			
David Valdes	X			
Carolyn VanderGiesen	X			
Bobbie Williams	X			

INFORMATION & DISCUSSION ITEMS

Tab 7 **Additional Performance Measures for Service Providers**

by Elizabeth Middleton, Senior Policy Analyst/Apprenticeship Coordinator

- Ms. Middleton, explained that a new subcommittee has been formed that will focus on implementing continuous quality improvements to the programs in the Central Region.
- The goal of this committee is to ensure we are making continuous improvements in our highest needs area of performance across all our programs.
- She stated that the committee has selected three initial focus areas Measurable Skill Gains, Enrollments & recruitments and expenditures for the Youth Program with the goal of moving on to all the other Title One programs we have.
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Tab 8 **WIOA Monthly Expenditure Report for June 30, 2021**

by Jesse Turley, Workforce Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, provided reporting for the WIOA Monthly expenditure report as of June 30, 2021.
- Year-to-date formula and other funding sources, and Ticket to Work expenditures for the current period, totaled \$1,690,282 with a total year-to- date expenditure totaling \$10,107,529

Questions and Comments Followed

Tab 9 **Updates Workforce Operations and Workforce Connection Center(s) Update –**

by Joy Forehand, Operation Manager

- Ms. Forehand gave an update on the Business & Career Centers for July 31, 2021.
- She also gave a brief overview of the economic outlook for the region and how the centers are handling services due to COVID-19

Tab 10 **EDA American Rescue Plan Grants (ARPA)**

- Mark Zientek, City of Albuquerque, gave update on the possible EDA American Rescue Plan Grant Opportunities. The major grant that they could possibly apply for is the Build back better challenge Due October 19, 2021. It's a two-phase plan with the next plan due March 15, 2022.

Comments

REPORTS/UPDATES

Committee Reports

- **Disability Standing Committee**
 - No Report
- **Economic Development**
 - Mark Zientek, City of Albuquerque, gave update on the possible EDA American Rescue Plan Grant Opportunities. The major grant that they could

possibly apply for is the Build back better challenge Due October 19, 2021.
It's a two-phase plan with the next plan due March 15, 2022.

- **Performance and Monitoring Committee**
 - Mr. Calderwood stated that at the last meeting performance was discussed and Youth improvements.
- **Training and Service Provider Committee**
 - No Report
- **Youth Council Committee**
 - No Report

WIOA Status Updates

- None.

PUBLIC COMMENT/ADJOURNMENT

- **Public Comment – None**
- **Adjournment – 3:55 p.m.**

NOTES

Next Meeting:

Date: October 18, 2021

Time: 1:30 p.m.

Location: Mid-Region Council of Governments – Board Room

Approved at the October 18, 2021 WCCNM Full Board Meeting.