

MINUTES



Executive Committee

Monday, June 5, 2023

1:30 pm

Mid-Region Council of Governments
809 Copper Ave. NW, Albuquerque, N M
Hybrid

Call to Order – 1:35 pm – John Mierzwa

Member

Carl Adams, Youth Standing Committee Chair

Beth Barela, Treasurer

✓ **Doug Calderwood** – Performance & Monitoring Chair

✓ **Honorable Gregg Hull**, CEO

✓ **Krista Kelley** – Sandoval County Rep

✓ **John Mierzwa** - Chair-Elect .

✓ **Debbie Ortiz**- Past Chair, Torrance County Rep.

Diane Saya - Bernalillo County Rep

✓ **Jerry Schalow**, Chair

✓ **Mark Zientek**, Economic Development Chair

Vacant – Valencia County Rep

Approval of Thursday, December 22, 2022, Agenda

Motion : Debbie Ortiz

Second : Jerry Schalow

No Discussion

Action: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Doug Calderwood	X			
Gregg Hull	X			
Krista Kelley	X			
John Mierzwa	X			
Debbie Ortiz	X			
Jerry Schalow	X			
Mark Zientek	X			

Tab 1: PY21 Audit Report by Kory Hoggan, CPA Moss Adams

- Mr. Hoggan presented the PY21 Audit Report from Moss Adams.
- 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, 2022, and was accepted on December 9, 2022.

Tab 2: Approval of WCCNM Minutes for December 22, 2022

Motion: Mark Zientek

Second: Mayor Gregg Hull

No Discussion

Action: Passed unanimously by Roll Call Vote

	Yes	No	Abstain	No Vote
Doug Calderwood	X			
Gregg Hull	X			
Krista Kelley	X			
John Mierzwa	X			
Debbie Ortiz	X			
Jerry Schalow	X			
Mark Zientek	X			

ACTION ITEMS

Tab 3

Approval of WFCP-05-22, PY22 BAR #4

By: Jesse Turley, WIOA Fiscal Program Manager

- Mr. Turley presented PY22 Bar #4.
- He stated this is based on the PY22 Bar #3 totaling \$14,984,673.
- PY22 Bar #3 budget transferred \$850,000 additional monies from the Dislocated Worker into Adult & added \$300,000 additional youth monies redistributed to Central Area.
- PY22 Budget BAR #4 adds an additional \$81,216 to the Central Area by NM DWS 4-3-23. This is 79,094 Dislocated Worker and with it 10% admin of \$8,122.00.
- PY22 WCCNM new budget totals \$15,065,889.

Discussion

Motion: Jerry Schalow

Second: Krista Kelley

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Doug Calderwood	X			
Gregg Hull	X			
Krista Kelley	X			
John Mierzwa	X			
Debbie Ortiz	X			
Jerry Schalow	X			
Mark Zientek	X			

Tab 4

Approval of Policy OP-427 Parameters for Utilization of “Unrestricted”, Non-WIOA Funds

By: Art Martinez, WCCNM Administrator

- Mr. Martinez explained we are requesting modification of Policy OP-427 Parameters for Utilization of “Unrestricted”, Non-WIOA Funds.
- Mr. Martinez stated this policy was first approved around 2021.
- Within the current policy it was only reference Ticket to Work funds. There are additional monies available, which include \$300,000 revenue from a sale of a lease in 2002.
- We are asking for approval to identify additional funds as unrestricted.

Questions

Motion: Jerry Schalow

Second: Krista Kelley

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Doug Calderwood	X			
Gregg Hull	X			
Krista Kelley	X			
John Mierzwa	X			
Debbie Ortiz	X			
Jerry Schalow	X			
Mark Zientek	X			

Tab 5

Approval of Authorizing Budget Allocation to Establish Non-Profit 501C3 (amount to be determined and to most likely exceed \$10,000)

- Mr. Martinez presented the Approval for Authorizing Budget Allocation to Establish Non-Profit 501C3.
- Approval of this will utilize unrestricted funds for the development and creation of a non-profit arm of the WCCNM. The current Operational Policy No. OP-427 dictates that WCCNM Full Board or WCCNM Executive Committee approval is required prior to expenditure of funds that exceed \$10,000.00.
- The WCCNM recommended a non-profit arm of the WCCNM to be established to seek funding from foundations and community-based organizations.
- Krista Kelley, Vice Chair, and chair of the committee stated New Mexico has a highly productive workforce. With local workforce boards, staff and research on the labor shed, the development of New Mexico Workforce Connection 501c3 is a visionary strategy to convene statewide leaders and experts to further support and address gaps that exists for employers and workers across the state of New Mexico. The development of 501c3 is to continue the work of creating economically vibrant and healthy communities across the state.
- With the support of a consultant, this committee will be tasked with creating a vision and mission statement, signing, and filing the articles of incorporation for the non-profit with the help of a local CPA firm, as well as approve bylaws that are put in place to justly govern the operation of the New Mexico Workforce 501c3. The time commitment of participating committee members should be more than 2-4 hours over a six-month period. Local staff will help support the project in the initial implementation and timeline management of this project.
- Unrestricted funding will be needed for consultant services, legal services, CPA services and staff support costs.

Questions, Comments & Discussion

Motion: Krista Kelley

Second: No Second

Action: Item failed for lack of second

For more detailed information for the discussion on Tab 5, you may request a copy of the zoom meeting recording from the Board Secretary of the Workforce Connection of Central New Mexico, Nicole Giddings.

INFORMATION & DISCUSSION ITEMS

Tab 6 WIOA Updates

- Mr. Martinez stated that allocation for funds has been sent out and waiting for NMDWS to send us our allocation.
- USDOL will be here in August.

PUBLIC COMMENT/ADJOURNMENT

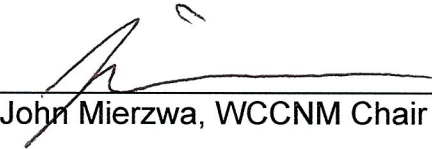
Public Comments – None

Adjournment – 2:38 pm

Next Meeting: July 17, 2023, at 1:30 pm.

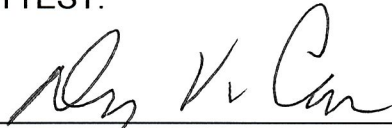
*A more detailed account of the meeting and discussions are available for review at the MRCOG offices at:
809 Copper NW, Albuquerque, NM 87102*

Approved at the WCCNM Executive Committee Meeting on September 25, 2023



John Mierzwa, WCCNM Chair

ATTEST:



Secretary

“Equal Opportunity Program”