



MINUTES
Full Board Meeting
Hybrid Meeting
Monday, June 17, 2024
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 notes if a member is not available.

Roll Call - Determination of Quorum 1:37 pm - by Art Martinez

- ✓ **Carl Adams** – Albuquerque Job Corps
- ✓ **Marvis Aragon** – American Indian Chamber of Commerce New Mexico
- ✓ **Odes Armijo-Caster** – Luz Energy Corp.
- ✓ **Joseph Bizzell** – Elite Power and Recovery Inc.
- ✓ **Doug Calderwood** - NM Aging & Long-Term Services Department
- ✓ **Karla Causey** – African American Greater Albuquerque Chamber of Commerce
- ✓ **Danielle Casey** - Albuquerque Economic Development
- ✓ **Robert Chavez** – Youth Development Inc.
- ✓ **Vaadra Chavez** – Cyber Security Works
- ✓ **Troy Clark** – New Mexico Hospital Association
- ✓ **Bobby Getts** - NM JATC for the Electrical Industry.
- ✓ **Marni Goodrich** - Yearout Mechanical Inc.
- ✓ **Tracy Hartzler** – Central New Mexico Community College
- ✓ **Antoinette Holmes** - NM Department of Vocational Rehabilitation
- ✓ **Justin Hilliard** – City of Albuquerque, Economic Development
- ✓ **Gregg Hull** – City of Rio Rancho
- ✓ **Krista Kelley, Chair-Elect** – Motiva Corporation
- ✓ **Joe LiRosi** - Toni & Guy Academy & Salon
- ✓ **Roxanne Luna** – New Mexico Human Services Department
- ✓ **John Mierzwa, Chair** – Ingenuity Software Labs, Inc
- ✓ **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**– Rancho Regional Chamber of Commerce
- ✓ **Tom Schuch**– New Mexico Restaurant Association
- ✓ **Jennifer Sinsabaugh** – New Mexico MEP
- ✓ **Raymond Trujillo** – Southwest Piping Institute (Local 412)
- ✓ **David Valdes** – Central New Mexico Community College
- ✓ **Susan YaSenka** - University of New Mexico Valencia Campus

Approval of WCNM Full Board Agenda, June 17, 2024

Motion: Jerry Schalow

Second: Karla Causey

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Carl Adams				
Marvis Aragon				
Odes Armijo-Caster				
Joseph Bizzell				
Doug Calderwood	X			
Karla Causey	X			
Danielle Casey				
Robert Chavez	X			
Vaadra Chavez				
Troy Clark	X			
Bobby Getts	X			
Marni Goodrich	X			
Tracey Hartzler	X			
Antoinette Holmes	X			
Justin Hilliard	X			
Gregg Hull	X			
Krista Kelley	X			
Joseph LiRosi				
Roxanne Luna	X			
John Mierzwa	X			
Debbie Ortiz	X			
Stacy Sacco	X			
James Salas	X			
Waldy Salazar	X			
Leslie Sanchez				
Diane Saya	X			
Jerry Schalow	X			
Tom Schuch	X			
Jennifer Sinsabaugh				
Raymond Trujillo	X			
David Valdes				
Susan YaSenka	X			

Tab 1: Approval of WCCNM Full Board Minutes, February 26, 2024

Motion: Jerry Schalow

Second: Tracey Hartzler

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Carl Adams	X			
Marvis Aragon				
Odes Armijo-Caster				
Joseph Bizzell				
Doug Calderwood	X			
Karla Causey	X			
Danielle Casey				
Robert Chavez	X			
Vaadra Chavez				
Troy Clark	X			
Bobby Getts	X			
Marni Goodrich	X			
Tracey Hartzler	X			
Antoinette Holmes	X			
Justin Hilliard	X			
Gregg Hull	X			
Krista Kelley	X			
Joseph LiRosi				
Roxanne Luna	X			
John Mierzwa	X			
Debbie Ortiz	X			
Stacy Sacco	X			
James Salas	X			
Waldy Salazar	X			
Leslie Sanchez				
Diane Saya	X			
Jerry Schalow	X			
Tom Schuch	X			
Jennifer Sinsabaugh				
Raymond Trujillo	X			
David Valdes	X			
Susan YaSenka	X			

ACTION ITEMS

Tab 2 Approval of WFCP-02-24, PY24 Preliminary Budget

By Jesse Turley, WIOA Fiscal Program Manager

- Mr. Turley outlined and discussed the PY24 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 \$2,055,322, Dislocated Worker \$4,339,724, Youth \$1,933,043 and Administrative in the amount of \$925,345 for a total PY24 allocation of \$9,253,434. This is a \$855,507 decrease from the prior year's \$10,108,941.
- The PY24 Preliminary Budget estimates the formula carry-in from PY23 to PY24 in the amount of \$2,025,000. It is estimated with \$755,000 Adult, \$430,000 Dislocated Worker, \$555,000 Youth and \$285,000 Administrative dollars.
- The PY24 Preliminary Budget has an initial request to transfer \$935,501 monies of Dislocated Worker to Adult to align with current clientele mix. This will still need approval by NMDWS. An Additional \$1,700,000 planned in November 2024.
- The PY24 Preliminary Budget provides monies in the Professional Services category of: \$60,000 Board Expenses, \$20,000 Legal and \$65,000 Audit, \$297,921 in Contingency & no Social Security's Ticket-to-Work monies. Hopefully there will be more Ticket-to-Work monies during PY24.
- PY24 Preliminary budget continues to have the two ongoing USDOL grants, Chances and Career Pathways Infrastructure. Both bring in additional directed funding streams to serve the central area, thus there are two additional service provider contracts with MRCOG and ongoing with YDI.
- Total Financial Budget totals \$14,806,785.

Questions & Comments

Motion: Jerry Schalow

Second: Troy Clark

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Carl Adams	X			
Marvis Aragon	X			
Odes Armijo-Caster				
Joseph Bizzell				
Doug Calderwood	X			
Karla Causey	X			
Danielle Casey				
Robert Chavez	X			
Vaadra Chavez				
Troy Clark	X			
Bobby Getts	X			
Marni Goodrich	X			
Tracey Hartzler	X			

Antoinette Holmes				X
Justin Hilliard	X			
Gregg Hull	X			
Krista Kelley	X			
Joseph LiRosi				
Roxanne Luna	X			
John Mierzwa	X			
Debbie Ortiz	X			
Stacy Sacco	X			
James Salas	X			
Waldy Salazar			X	
Leslie Sanchez				
Diane Saya	X			
Jerry Schalow	X			
Tom Schuch	X			
Jennifer Sinsabaugh				
Raymond Trujillo	X			
David Valdes	X			
Susan YaSenka	X			

Tab 3

Approval of Workforce Connection of Central New Mexico Service Provider Annual Contract Renewal Requests (with Risk Assessments)

By Art Martinez, WCCNM Administrator & Tawnya Rowland, Sr. Program Manager

- Mr. Martinez stated that Ms. Rowland and Staff have reviewed the contracts and risk assessments for each program presented: MRCOG AE/FA. MRCOG One-Stop Operator, MRCOG AD/DW Program, YDI - WIOA Youth and YDI - Chances Grant for PY24.
- Ms. Rowland explained that as far as changes are set up, its purpose is to highlight the continuous quality improvements that each one of these contracts have made over the previous year.
- As Jerry mentioned, yes, all these are contract renewals. The contracts and sub-recipient contracts expire at the end of this month, on June 30, 2024. This will be the last renewal as all contracts will go out for RFP next year except the MRCOG AE/FA Contract as that is Government to Government.
- She stated that there hadn't been any scope of work changes and Jesse is good about going over the budget for these service providers.

Questions & Comments

A. Administrative Entity and Fiscal Agent Contract with the Mid-Region Council of Governments

Motion: Jerry Schalow

Second: Stacy Sacco

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote	Recusal
Carl Adams	X				
Marvis Aragon	X				
Odes Armijo-Caster					
Joseph Bizzell					
Doug Calderwood	X				
Karla Causey	X				
Danielle Casey					
Robert Chavez	X				X
Vaadra Chavez					
Troy Clark	X				
Bobby Getts	X				
Marni Goodrich	X				
Tracey Hartzler	X				
Antoinette Holmes				X	
Justin Hilliard	X				
Gregg Hull	X				
Krista Kelley	X				
Joseph LiRosi					
Roxanne Luna	X				
John Mierzwa	X				
Debbie Ortiz	X				
Stacy Sacco	X				
James Salas	X				
Waldy Salazar				X	
Leslie Sanchez					
Diane Saya	X				
Jerry Schalow	X				
Tom Schuch	X				
Jennifer Sinsabaugh					
Raymond Trujillo	X				
David Valdes	X				
Susan YaSenka	X				

B. One-Stop Operator Contract with the Mid-Region Council of Governments

Motion: Jerry Schalow

Second: Ray Trujillo

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote	Recusal
Carl Adams	X				
Marvis Aragon	X				
Odes Armijo-Caster					
Joseph Bizzell					
Doug Calderwood	X				
Karla Causey	X				
Danielle Casey					
Robert Chavez	X				X
Vaadra Chavez					
Troy Clark	X				
Bobby Getts	X				
Marni Goodrich	X				
Tracey Hartzler	X				
Antoinette Holmes				X	
Justin Hilliard	X				
Gregg Hull	X				
Krista Kelley	X				
Joseph LiRosi					
Roxanne Luna	X				
John Mierzwa	X				
Debbie Ortiz	X				
Stacy Sacco	X				
James Salas	X				
Waldy Salazar				X	
Leslie Sanchez					
Diane Saya	X				
Jerry Schalow	X				
Tom Schuch	X				
Jennifer Sinsabaugh					
Raymond Trujillo	X				
David Valdes	X				
Susan YaSenka	X				

C. Mid-Region Council of Governments Adult/Dislocated Worker Service Provider Contract

Motion: Jerry Schalow

Second: Justin Hilliard

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote	Recusal
Carl Adams	X				
Marvis Aragon	X				
Odes Armijo-Caster					
Joseph Bizzell					
Doug Calderwood	X				
Karla Causey	X				
Danielle Casey					
Robert Chavez	X				X
Vaadra Chavez					
Troy Clark	X				
Bobby Getts	X				
Marni Goodrich	X				
Tracey Hartzler	X				
Antoinette Holmes				X	
Justin Hilliard	X				
Gregg Hull	X				
Krista Kelley	X				
Joseph LiRosi					
Roxanne Luna	X				
John Mierzwa	X				
Debbie Ortiz	X				
Stacy Sacco	X				
James Salas	X				
Waldy Salazar				X	
Leslie Sanchez					
Diane Saya	X				
Jerry Schalow	X				
Tom Schuch	X				
Jennifer Sinsabaugh					
Raymond Trujillo	X				
David Valdes	X				
Susan YaSenka	X				

D. Youth Service Provider Contract with Youth Development Inc. (YDI)

Motion: Jerry Schalow

Second: Justin Hilliard

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote	Recusal
Carl Adams	X				
Marvis Aragon	X				
Odes Armijo-Caster					
Joseph Bizzell					
Doug Calderwood	X				
Karla Causey	X				
Danielle Casey					
Robert Chavez	X				X
Vaadra Chavez					
Troy Clark	X				
Bobby Getts	X				
Marni Goodrich	X				
Tracey Hartzler	X				
Antoinette Holmes				X	
Justin Hilliard	X				
Gregg Hull	X				
Krista Kelley	X				
Joseph LiRosi					
Roxanne Luna	X				
John Mierzwa	X				
Debbie Ortiz	X				
Stacy Sacco	X				
James Salas	X				
Waldy Salazar				X	
Leslie Sanchez					
Diane Saya	X				
Jerry Schalow	X				
Tom Schuch	X				
Jennifer Sinsabaugh					
Raymond Trujillo	X				
David Valdes	X				
Susan YaSenka	X				

E. Pathway Home 3 - CHANCES – Youth Development Inc.

Motion: Jerry Schalow

Second: Tom Schuch

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote	Recusal
Carl Adams	X				
Marvis Aragon	X				
Odes Armijo-Caster					
Joseph Bizzell					
Doug Calderwood	X				
Karla Causey	X				
Danielle Casey					
Robert Chavez	X				X
Vaadra Chavez					
Troy Clark	X				
Bobby Getts	X				
Marni Goodrich	X				
Tracey Hartzler	X				
Antoinette Holmes				X	
Justin Hilliard	X				
Gregg Hull	X				
Krista Kelley	X				
Joseph LiRosi					
Roxanne Luna	X				
John Mierzwa	X				
Debbie Ortiz	X				
Stacy Sacco	X				
James Salas	X				
Waldy Salazar				X	
Leslie Sanchez					
Diane Saya	X				
Jerry Schalow	X				
Tom Schuch	X				
Jennifer Sinsabaugh					
Raymond Trujillo	X				
David Valdes	X				
Susan YaSenka	X				

Tab 4 **Approval of Legal Services Contract**

By Art Martinez, WCCNM Administrator

- Mr. Martinez presented the list of Mid-Region Council of Governments issued RFP-2021-01 titled on call legal services on January 18, 2021.
- Contracts will end on April 21, 2025, but expect a renewal and solicitation prior to the expiration date.
- Our current legal contract is with German Burnette & Associates, LLC and is set to expire on June 30, 2024.
- An exploration of other vendors may be done upon request.
- The recommendation made by Mr. Martinez would be to remain with German Burnette & Associates, LLC and if there are other vendors up for consideration, that list may be taken to the Finance Standing Committee for review.
- We could also use one of the vendors on that list that have a specific specialty that the others lack.

Questions & Comments

Motion: Krista Kelley

Second: Stacy Sacco

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote	Recusal
Carl Adams	X				
Marvis Aragon	X				
Odes Armijo-Caster					
Joseph Bizzell					
Doug Calderwood	X				
Karla Causey	X				
Danielle Casey					
Robert Chavez	X				
Vaadra Chavez					
Troy Clark	X				
Bobby Getts	X				
Marni Goodrich	X				
Tracey Hartzler					X
Antoinette Holmes				X	
Justin Hilliard	X				
Gregg Hull	X				
Krista Kelley	X				
Joseph LiRosi					
Roxanne Luna	X				
John Mierzwa	X				
Debbie Ortiz	X				
Stacy Sacco	X				

James Salas	X				
Waldy Salazar				X	
Leslie Sanchez					
Diane Saya	X				
Jerry Schalow	X				
Tom Schuch	X				
Jennifer Sinsabaugh					
Raymond Trujillo	X				
David Valdes	X				
Susan YaSenka	X				

Tab 5 **Approval of WCCNM Chair and Nomination of Officers for PY24**

by Art Martinez, WCCNM Administrator

- Mr. Martinez presented the nomination of Officers for PY24.

Discussion

- a. **Chair** – Krista Kelley accepted the Chair responsibilities per WCCNM bylaws, Section 6.06.
- b. **Chair-Elect** – Stacy Sacco accepted the position as Chair-Elect.
- c. **Treasurer** – Karla Causey accepted to remain in the position as Treasurer
- d. **Secretary** – Dewey Cave being the Executive Director of the Mid-Region Council of Governments is the Secretary of the Board.

Motion: Debbie Ortiz made a motion to nominate the Chair, Chair-Elect and Treasure by acclamation.

After discussion, Debbie Ortiz amended her motion to include Dewey Cave as Secretary, Krista Kelley, Chair, Stacy Sacco, Chair-Elect and Karla Causey, Treasurer and she moved elect the slate of four by acclamation

Second: Troy Clark

No Discussion

Action: Passed unanimously by Roll Call Vote.

Approval of WCCNM County Representatives

by John Mierzwa, Chair & Art Martinez, WCCNM Administrator

- John Mierzwa, Board Chair presented the nomination of Officers for PY24. He stated its one represented for per county
- Mr. Martinez stated this is typically done at the county level.
- Mr. Martinez asked that we ask the members from the counties if they accept the position.

Approval of County Representatives Nomination are as follows:

Bernalillo County – Marvis Aragon, Tracy Hartzler and Stacy Sacco

- Marvis Aragon, accepted the Bernalillo County Representative.
Torrance County – Debbie Ortiz
- Debbie Ortiz, accepted the Torrance County Representative.
Valencia County – Susan YaSenka
- Susan YaSenka accepted the Valencia County Representative.
Sandoval County – Jerry Schalow and Krista Kelley
- Both Jerry Schalow and Krista Kelley accepted the nomination as Sandoval County Representative. Only one slot is open for that position.
- Mr. Martinez stated with a tie, he would suggest that this be taken to Chief Elected Officials for recommendation.

Further Discussion, Questions & Comments

The Nomination are as follows: Marvis Aragon, Bernalillo County, Debbie Ortiz, Torrance County, Susan YaSenka, Valencia County and no representative for Sandoval County until we take it to the Chief Elected Official's

**Motion: Ray Trujillo
Second: Stacy Sacco
No Discussion
Action: Passed unanimously by Roll Call Vote.**

For a more detailed discussion please request the zoom recording.

SERVICE and TRAINING PROVIDER UPDATES

- Tab 7 **Chairman's Items**
Due to time allotment this was not discussed.
- Tab 8 **Workforce Connection Operations Report**

Due to time allotment this was not discussed. Report was provided in packet.
- Tab 9 **WCCNM Quarterly Performance Report PY23 Q3**

Due to time allotment this was not discussed. Report was provided in packet.
- Tab 10 **Additional Grant Updates**
Due to time allotment this was not discussed.
Pathway Home 3 – CHANCES
H1B Building Career Pathways for Infrastructure Fund Jobs

INFORMATIONAL UPDATES

- Tab 11 **Summary of Executive Committee Meeting for May 20, 2024**

Due to time allotment this was not discussed. Report was provided in packet.
- Tab 12 **WIOA Monthly Expenditure Report for May 31, 2024**

Due to time allotment this was not discussed. Report was provided in packet.
- Tab 13 **WIOA Updates**
 - Brief Overview of new WCCNM Local Plan 2024-2028
 - o Ms. Rowland explained it is time create the new four-year plan. She stated we have to

develop from scratch, a brand-new local workforce development board, WCCNM four-year plan that will go from 2024 through 2028. She will be reaching out to the board.

- We need to develop an ad-hoc committee to help oversee and guide the drafts that are going to be coming out and contribute input.
- Ms. Rowland stated she'd try this year to keep this as concise as possible.
- So, in addition to being concise, she will try and incorporate strategic plans with action plans associated with them. Hopefully this can be a working document that we can refer to once the board approves it.
- We do have a deadline to have this completed by the end of August.
- Mr. Martinez thanked John who has served us for 2 years. He's done a great job for us. He's been deeply involved and supportive. We want to thank you for all your time.
- Mr. Martinez encouraged everybody to join in and thank John for the effort and support he has shown this program.
- Mr. Mierzwa stated; "I appreciate it., it is some, work, but it's really good, meaningful work, as we all know, a reason why we're on the board. Thank you, Board members, for your energy, enthusiasm and participation. Staff of course, is amazing. We all, need to say Thank You to them for their work".
- He continued to say, "We all serve on different boards and organizations and it's a great staff and a great team that makes it easy to focus on the issues and not the details.
- I appreciate service providers and employers who work hard for opportunities for people in this region and state".
- Ms. Kelley thanked John for his leadership for the past two years and stated, "You have done a great job, and I am super excited to be working with you all and staff. Thank You to the board members for your time and dedication".

UPDATES

COMMITTEE REPORTS

- Establish Separate Funding Entity Ad-Hoc
 - Ms. Kelley gave a status update. She stated they have been in the process of trying to get some clarification on the use of the funds and we are not at a point where we have that clarification. We hope to have an update at the next board meeting. There needs to be guidance from both the WCCNM Board and our nonprofit legal counsel that provide the guidance on how those funds can be expended and we're not at that point yet.
- Disability Standing Committee - No Report
- Finance Standing Committee – No Report
- Operations Standing Committee
 - Mr. Calderwood stated that the committee met on Thursday, May 16th and a large portion of our time was going over the monitoring of the chances grant. Which is going well. An application is going to be to USDOL requesting to extend the grant.
- Youth Standing Committee
 - Mr. Adams stated the committee met last week and went over the budget and YDI success stories.
- Business Engagement \ Economic Development Ad-Hoc – No Report

PUBLIC COMMENTS/ADJOURNMENT

Public Comments – Anyone who wishes to address the Board must register with the Program Coordinator of the Board
Adjournment 3:35 pm

NOTES

Next Meeting:

Date: Monday, August 19, 2024
Time: 1:30 p.m.
Location: Mid-Region Council of Governments

Anyone requiring special accommodations please notify the MRCOG office at 247-1750 seven (7) days prior to the meeting

“Equal Opportunity Program”

Approved at the October 21, 2024, WCCNM Full Board Meeting:

Stacy Sacco, WCCNM Chair-Elect

ATTEST:

Secretary

“Equal Opportunity Program”