



Full Board Hybrid

Monday, June 16, 2025

1:30 pm

809 Copper Ave. NW, Albuquerque, NM 87102

https://us06web.zoom.us/webinar/register/WN_q6pDAHU7QZOtVZBcYVi5WA

Stacy Sacco, Chair

Vaadra Chavez, Chair-Elect

AGENDA

- ☐ **Call to Order**
- ☐ **Roll Call – Determination of Quorum**

- ☐ **Marvis Aragon** – American Indian Chamber of Commerce New Mexico
- ☐ **Danielle Casey** - Albuquerque Economic Development
- ☐ **Karla Causey, Treasurer** - Black Chamber of Commerce of New Mexico
- ☐ **Robert Chavez** – Youth Development Inc.
- ☐ **Vaadra Chavez ,Chair-Elect** - Securin
- ☐ **Troy Clark** – New Mexico Hospital Association

- ☐ **Gabriel Esparza** – Albuquerque Job Corps
- ☐ **Bobby Getts** - NM JATC for the Electrical Industry.
- ☐ **Marni Goodrich** - Yearout Mechanical Inc.
- ☐ **Tracy Hartzler** – Central New Mexico Community College
- ☐ **Justin Hilliard** – City of Albuquerque, Economic Development
- ☐ **Antoinette Holmes** - NM Department of Vocational Rehabilitation
- ☐ **Gregg Hull** – City of Rio Rancho
- ☐ **Dr. Kristopher Johnson** – Rio Rancho Public Schools
- ☐ **Robert Leming** – New Mexico Chamber of Commerce
- ☐ **Sara Limon** – Lovelace Health Systems
- ☐ **Roxanne Luna** - New Mexico Human Services Department

- ☐ **John Mierzwa** – Ingenuity Software Labs, Inc
- ☐ **Leslie Munoz**, Maxeon
- ☐ **Debbie Ortiz**, RDO Enterprises
- ☐ **Stacy Sacco, Chair**– 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
- ☐ **Elisha Torres-Saavedra** – PNM
- ☐ **Raymond Trujillo** – Southwest Piping Institute (Local 412)
- ☐ **David Valdes** – Central New Mexico Community College

- ☐ **David Vadera** – Women's Economic Self Sufficiency Team (WESST)
- ☐ **Susan YaSenka** - University of New Mexico Valencia Campus
- ☐

Approval of Monday, June 16, 2025 WCCNM Agenda

Motion

Second

Action

Tab 1 **Approval of WCCNM Full Board Minutes, April 21, 2025**

Motion

Second

Action

ACTION ITEMS

Tab 2 **Approval of WFCP-01-25, PY25 Preliminary Budget**

Motion

Second

Action

Tab 3 **Approval of Open Meetings Act Resolution R-01-25**

Motion

Second

Action

Tab 4 **Approval of WFCP-02-25, WCCNM Meetings Dates**

Motion

Second

Action

Tab 5 **Approval of Workforce Connection of Central New Mexico Service Provider Annual Contract Renewal Requests (with Risk Assessments)**

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

Motion

Second

Action

B. H1-B Pathways to Infrastructure Jobs Grant

Motion

Second

Action

C. Pathway Home 3 - CHANCES

Motion

Second

Action

Tab 6 **Approval of Request for Proposal Award for One-Stop Operator**

Motion

Second

Action

Tab 7 **Approval of Request for Proposal Award for WIOA Adult/Dislocated Worker Service Provider**

Motion

Second

Action

Tab 8 **Approval of Request for Proposal Award for WIOA Youth Service Provider & Renewal of YDI Pathway Home 3 – Chances**

A. Award for WIOA Youth Service Provider

Motion

Second

Action

B. YDI Pathway Home 3 - CHANCES

UPDATES

Chairman's Items

COMMITTEE REPORTS

- Disability Standing Committee
- Finance Standing Committee
- Operations Standing Committee
- Youth Standing Committee
- Business Engagement \ Economic Development Ad-Hoc
- Establish Separate Funding Entity Ad-Hoc

PUBLIC COMMENTS/ADJOURNMENT

Public Comments – Anyone who wishes to address the Board must register with the Program Coordinator of the Board

Adjournment

NOTES

Next Meeting:

Date: Monday, August 18, 2025
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"

MINUTES
Full Board Meeting
Hybrid Meeting
Monday, October 21, 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.

Call to Order: Stacy Sacco, Chair-Elect at 1:34 pm

Roll Call - by Art Martinez

Marvis Aragon – American Indian Chamber of Commerce New Mexico

Danielle Casey - Albuquerque Economic Development

- ✓ **Karla Causey, Treasurer** - Black Chamber of Commerce of New Mexico
- ✓ **Robert Chavez** – Youth Development Inc.
- ✓ **Vaadra Chavez, Chair-Elect** - Securin

Troy Clark – New Mexico Hospital Association

- ✓ **Gabriel Esparza** – Albuquerque Job Corps

Bobby Getts - NM JATC for the Electrical Industry.

- ✓ **Marni Goodrich** - Yearout Mechanical Inc.

- ✓ **Tracy Hartzler** – Central New Mexico Community College

- ✓ **Justin Hilliard** – City of Albuquerque, Economic Development

- ✓ **Antoinette Holmes** - NM Department of Vocational Rehabilitation

Gregg Hull – City of Rio Rancho

- ✓ **Dr. Kristopher Johnson** – Rio Rancho Public Schools

- ✓ **Robert Leming** – New Mexico Chamber of Commerce

Sara Limon – Lovelace Health Systems

- ✓ **Roxanne Luna** - New Mexico Human Services Department

- ✓ **John Mierzwa** – Ingenuity Software Labs, Inc

- ✓ **Leslie Munoz**, Maxeon

Debbie Ortiz, RDO Enterprises

- ✓ **Stacy Sacco, Chair**– 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

Elisha Torres-Saavedra – PNM

Raymond Trujillo – Southwest Piping Institute (Local 412)

- ✓ **David Valdes** – Central New Mexico Community College

- ✓ **David Vedera** – Women's Economic Self Sufficiency Team (WESST)

- ✓ **Susan YaSenka** - University of New Mexico Valencia Campus

Introduction – New Board Member

Gabriel Esparza – Albuquerque Job Corps.

Kristopher Johnson – Rio Rancho Public Schools

Approval of WCNM Full Board Agenda, April 21, 2025, 2024

Motion: Tracy Hartzler

Second: Robert Leming

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Carl Adams				
Marvis Aragon				
Danielle Casey				
Karla Causey	X			
Robert Chavez	X			
Vaadra Chavez	X			
Troy Clark				
Gabriel Esparza	X			
Bobby Getts				
Marni Goodrich	X			
Tracey Hartzler	X			
Antoinette Holmes	X			
Justin Hilliard	X			
Gregg Hull				
Dr. Kristopher Johnson	X			
Robert Leming	X			
Sara Limon				
Roxanne Luna	X			
John Mierzwa	X			
Leslie Munoz	X			
Debbie Ortiz				
Stacy Sacco	X			
James Salas	X			
Waldy Salazar	X			
Leslie Sanchez				
Diane Saya				
Jerry Schalow				
Tom Schuch				
Jennifer Sinsabaugh				
Elisha Torres-Saavedra				
Raymond Trujillo				
David Valdes	X			
Davud Vadera	X			
Susan YaSenka	X			

Tab 1: Approval of WCCNM Full Board Minutes, October 21, 2024

Motion: Robert Leming

Second: David Vedera

No Discussion

Action: Passed unanimously by voice vote (in-person and virtual)

	Yes	No	Abstain	No Vote
Carl Adams				
Marvis Aragon				
Danielle Casey				
Karla Causey	X			
Robert Chavez	X			
Vaadra Chavez	X			
Troy Clark				
Gabriel Esparza	X			
Bobby Getts				
Marni Goodrich	X			
Tracey Hartzler	X			
Antoinette Holmes	X			
Justin Hilliard	X			
Gregg Hull				
Dr. Kristopher Johnson	X			
Robert Leming	X			
Sara Limon				
Roxanne Luna	X			
John Mierzwa	X			
Leslie Munoz	X			
Debbie Ortiz				
Stacy Sacco	X			
James Salas			X	
Waldy Salazar	X			
Leslie Sanchez				
Diane Saya				
Jerry Schalow	X			
Tom Schuch				
Jennifer Sinsabaugh				
Elisha Torres-Saavedra				
Raymond Trujillo				
David Valdes	X			
Davud Vedera	X			
Susan Vasenka	X			

Tab 2: Adult Education Presentation – by David Valdes, CNM

New Mexico Correction Department Discussion – Susan Yassenka, UNM-Valencia

- If you would like more detailed information on the presentations (please request in writing for a copy of the zoom recording).

ACTION ITEMS

Tab 3 Approval of WCCNM Chair and Nomination of Officers for PY25

By Art Martinez, Workforce Administrator

- Mr. Martinez explained our bylaws state that officers may serve two consecutive, one-year terms in the same position.
- Mr. Martinez asked our current officers Stacy Sacco – Chair, Vaadra Chavez, Chair-Elect and Karla Causey, Treasure if they would accept their roles for another term.
- After discussion and clarification of the current officers a motion needed to be changed to clarify they will be serving their first as officers.

Motion: Robert Chavez made a motion to make a correction that the language states that the Chair, Chair-Elect and Treasurer to begin their first year of service.

Second: Tracy Hartzler

No Discussion

Action: Passed unanimously by voice vote (in-person and virtual)

	Yes	No	Abstain	No Vote
Carl Adams				
Marvis Aragon				
Danielle Casey				
Karla Causey	X			
Robert Chavez	X			
Vaadra Chavez	X			
Troy Clark				
Gabriel Esparza	X			
Bobby Getts				
Marni Goodrich	X			
Tracey Hartzler	X			
Antoinette Holmes	X			
Justin Hilliard	X			
Gregg Hull				
Dr. Kristopher Johnson	X			
Robert Leming	X			
Sara Limon				
Roxanne Luna	X			
John Mierzwa	X			
Leslie Munoz	X			
Debbie Ortiz				
Stacy Sacco	X			
James Salas	X			

Waldy Salazar	X			
Leslie Sanchez				
Diane Saya				
Jerry Schalow	X			
Tom Schuch	X			
Jennifer Sinsabaugh				
Elisha Torres-Saavedra				
Raymond Trujillo				
David Valdes	X			
Davud Vadera	X			
Susan Yashenka	X			

Motion: Robert Leming made a motion to approve as amended

Second: Robert Chavez

No Discussion

Action: Passed unanimously by voice vote (in-person and virtual)

	Yes	No	Abstain	No Vote
Carl Adams				
Marvis Aragon				
Danielle Casey				
Karla Causey	X			
Robert Chavez	X			
Vaadra Chavez	X			
Troy Clark				
Gabriel Esparza	X			
Bobby Getts				
Marni Goodrich	X			
Tracey Hartzler	X			
Antoinette Holmes	X			
Justin Hilliard	X			
Gregg Hull				
Dr. Kristopher Johnson	X			
Robert Leming	X			
Sara Limon				
Roxanne Luna	X			
John Mierzwa	X			
Leslie Munoz	X			
Debbie Ortiz				
Stacy Sacco	X			
James Salas	X			
Waldy Salazar	X			
Leslie Sanchez				
Diane Saya				
Jerry Schalow	X			
Tom Schuch	X			
Jennifer Sinsabaugh				
Elisha Torres-Saavedra				
Raymond Trujillo				

David Valdes	X			
Davud Vedera	X			
Susan YaSenka	X			

Tab 4 Approval of Operational Policy NO. OP- 426 – Change 2, WCCNM Participant File

By Tawnya Rowland, Program Manager

- Ms. Rowland presented the Policy OP-426-Change 2, WCCM Participant File.
- She stated that we have been working with NMDWS on several monitoring's for PY21, PY22, PY23 & PY24.
- One of the monitor findings asked for a definition all other relevant individual/entity information in our policy. That information came from NMDWS Policy.
- The solution is the removal of the DWS Participant File STAG language "all other relevant individual/entity information." Other minor edits include updated background information and MRCOG AE/FA invoice procedure using PDS.

Questions & Comments

Motion: Tracy Hartzler

Second: Kristopher Johnson

No Discussion

Action: Passed unanimously by Roll Call Vote.

	Yes	No	Abstain	No Vote
Carl Adams				
Marvis Aragon				
Danielle Casey				
Karla Causey	X			
Robert Chavez	X			
Vaadra Chavez	X			
Troy Clark				
Gabriel Esparza	X			
Bobby Getts				
Marni Goodrich	X			
Tracey Hartzler	X			
Antoinette Holmes	X			
Justin Hilliard	X			
Gregg Hull				
Dr. Kristopher Johnson	X			
Robert Leming	X			
Sara Limon				
Roxanne Luna	X			
John Mierzwa	X			
Leslie Munoz	X			
Debbie Ortiz				
Stacy Sacco	X			
James Salas	X			
Waldy Salazar	X			
Leslie Sanchez				
Diane Saya				
Jerry Schalow	X			

Tom Schuch	X			
Jennifer Sinsabaugh				
Elisha Torres-Saavedra				
Raymond Trujillo				
David Valdes	X			
Davud Vadera	X			
Susan Yashenka	X			

SERVICE and TRAINING PROVIDER UPDATES

Tab 5 Chairman's Items

National Association of Workforce Boards (NAWB) Update

Mr. Sacco, Vaadra Chavez, David Vadera and John Mierzwa gave update on the the National Association of Workforce Boards Conference.

- If you would like more detailed information on the presentations (please request in writing for a copy of the zoom recording).

Tab 6 Strategies and Initiatives - Technology Update Presentation -

<https://youtu.be/25rlm9DShxk> - by Carmela Beck, Aymara Reyes & Lixmara Reyes

- Presentation was given lost sound on zoom

Tab 7 Workforce Connection Operations Report

Due to time allotment this was not discussed. Report was provided in packet.

Tab 8 Quarterly Performance Report (PY24 Q2)

Due to time allotment this was not discussed. Report was provided in packet.

Tab 9 Additional Grant Updates

Due to time allotment this was not discussed.

Pathway Home 3 – CHANCES

H1B Building Career Pathways for Infrastructure Fund Jobs

Due to time allotment this was not discussed. Report was provided in packet.

INFORMATIONAL UPDATES

Tab 10 Request For Proposals Update – Adult/Dislocated Worker, Youth and One-Stop Operator (Service Providers) – by Cindy Cordova

Due to time allotment this was not discussed. Report was provided in packet.

Tab 11 Summary of Executive Committee Meeting for November 18, 2024

Due to time allotment this was not discussed. Report was provided in packet.

Tab 12 WIOA Monthly Expenditure Report for March 31, 2025

by Jesse Turley, Workforce Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, provided reporting for the WIOA Monthly expenditure report as of March 31, 2025
- Year-to-date formula and other funding sources expenditures including the UDSDOL Chances Grant & USDOL H1BP Grant for the current period, totaled \$2,254,332 with a total year-to- date expenditure totaling \$6,968,889.

Questions and Comments Followed

Tab 13 WIOA Updates

Due to time allotment this was not discussed. Report was provided in packet.

UPDATES

COMMITTEE REPORTS

- Disability Standing Committee - No Report
- Finance Standing Committee – Mr. Chavez stated the Finance Committee has been meeting due to an issue they were notified of. Unfortunately, a very good imposter

submitted information to Mr. Turley and the Board to transition some paper payments via ACH. The transactions looked legitimate in regard to the transaction, and therefore, three transactions were processed through that transfer of payment from a check to ach totaling about \$45,000. The Finance Committee spent a lot of time with the staff and Mr. Turley. I want to recognize Mr. Turley for his ownership of the incident, he feels remorse about this occurring under his watch. He stated they were a very good imposter, and I think anybody in the finance department would have probably been pulled by the way the information was submitted, and he wholeheartedly wanted to make sure that steps are being taken to ensure that this would not happen again. Mr. Turley thanked the staff member, Hannah Gadri, for catching this and bringing it to our attention.

If you would like more detailed information on Finance Standing Discussion (please request in writing for a copy of the zoom recording).

- Operations Standing Committee – No Report
- Youth Standing Committee – No Report
- Business Engagement \ Economic Development Ad-Hoc – No Report
- Establish Separate Funding Entity Ad-Hoc – No Report

PUBLIC COMMENTS/ADJOURNMENT

Public Comments – No
Adjournment 3:43 pm

NOTES

Next Meeting:

Date: Monday, June 16, 2025
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 June 16, 2025, WCCNM Full Board Meeting:

Stacy Sacco, WCCNM Chair-Elect

ATTEST:

Secretary

“Equal Opportunity Program”

Workforce Connection of Central New Mexico WFCP- 01-23 PY25 Preliminary Budget

Action Requested:

Requesting approval of the Preliminary Budget for the program year PY25 year 7-1-25 to 6-30-26. This is based on the NMDWS allocation letter dated 7-01-25 and our estimate of the 2nd year carry-in from the prior program year end June 30, 2025 (PY24). Many figures are estimates. Bar #1 will true to actuals once the books are closed.

Background:

The New Mexico Department of Workforce Solutions (NMDWS) issued the PY25 allocation which indicated an 10.38% decrease for the Central Region. The allocation presented to WCCNM are as follows: Adult \$1,845,822, Dislocated Worker \$3,911,008, Youth \$1,706,934 and Administrative in the amount of \$829,308 for a total PY25 allocation of \$8,293,072. This is a \$960,362 decrease from the prior year's \$9,253,434.

The PY25 Preliminary Budget estimates the formula carry-in from PY24 to PY25 in the amount of \$2,140,000. It is estimated with \$975,000 Adult, \$525,000 Dislocated Worker, \$440,000 Youth and \$200,000 Administrative dollars.

The PY25 Preliminary Budget has an initial request to transfer \$864,000 monies of Dislocated Worker to Adult to align with currently experienced clientele mix. This will still need approval by NMDWS. An Additional \$1,800,000 is being planned for later.

The PY25 Preliminary Budget provides monies in the Professional Services category of: \$20,000 Board Expenses, \$15,000 Legal and \$65,000 Audit, \$278,687 in Contingency which includes the balance of the sale of lease & no Social Security Ticket-to-Work.

PY25 Preliminary budget continues to have the two ongoing USDOL grants, Chances and Career Pathways Infrastructure. Both bring in additional directed funding streams to serve central area, thus there are two additional service provider contracts with MRCOG and ongoing with YDI.

Policy Ramification:

Approval of Policy WFCP-01-23 will allow the WCCNM to adjust the PY25 budget by categories as reflected in the attached worksheet.

Financial Impact: PY25 WCCNM budget total is estimated to be \$13,542,760.

Financial Impact: PY25 Adult / DW Service Provider MRCOG \$1,912,843

Financial Impact: PY25 Youth Service Provider YDI WIOA Staff Costs \$1,128,240

Financial Impact: PY25 Youth Service Provider YDI Staff CHAN \$542,648

Financial Impact: PY25 WCCNM Operator MRCOG \$220,298

Financial Impact: PY25 WCCNM Special Board Projects MRCOG \$340,000

Financial Impact: PY25 WCCNM Apprenticeship Project MRCOG \$180,000

Financial Impact: PY25 WCCNM AE/FA MRCOG \$977,023

Financial Impact: PY25 WCCNM USDOL CHAN Chances MRCOG \$121,278

Financial Impact: PY25 WCCNM USDOL H1BP Career Pathways MRCOG \$1,022,267

Do Pass _____ Do Not Pass _____

WCCNM Full Board, June 16, 2025

WORKFORCE CONNECTION OF CENTRAL NEW MEXICO

PY25 Prelim

BUDGET Effective JULY 1, 2025

As of: 6-4-25	Prior PY24/FY25 Diff	2,055,322 (209,500) -10.19%	4,339,724 (428,716) -9.88%	1,933,043 (226,109) -11.70%	925,345 (96,037) -10.38%	\$ 9,253,434 (960,362)	Prior Yr PY24 WIOA Allocation -10.38%	PY24 Comparison
		ADULT	DISL WKR	YOUTH	ADMIN	ADDITIONAL	TOTAL	
WCCNM REVENUES								
PY25/FY26 Allocation		\$ 1,845,822	\$ 3,911,008	\$ 1,706,934	\$ 829,308	\$ -	\$ 8,293,072	PY25 Formula Allocation 9,253,434
PY24/FY25 Estimated Carry-in (Prior Yr PY24)		975,000	525,000	440,000	200,000	-	2,140,000	Carried into PY24 from PY23 2,189,787
Transfer Request DW to Adult- Year Code PY25 All DW Available		864,000	(864,000)	-	-	-	-	
Mid Year Transfer Request DW to Adult- Year Code FY26 DW		1,800,000	(1,800,000)	-	-	-	-	
NMDWS Apprenticeship Project - Forward 25-631-1001-00042				-	-	180,000	180,000	180,000
US DOL Chances Grant 4.0 Yr \$1,999,999 (July 2022 to Dec 2026) 4th Yr Final					-	1,085,885	1,085,885	1,424,716
US DOL H1BP Career Pathways 5.0 Yr \$1,999,996 (9-30-23 to 9-30-28) 3rd Yr					-	1,565,116	1,565,116	1,816,606
PY07 Sale Of Lease - Balance FWD		-	-	-	-	278,687	278,687	298,975
PY25 Ticket To Work Revenue Available Year Begin		-	-	-	-	-	-	
TOTAL REVENUES		\$ 5,484,822	\$ 1,772,008	\$ 2,146,934	\$ 1,029,308	\$ 3,109,688	\$ 13,542,760	
Required Work Exp 20% of Youth				429,387				Training Basis Adult/ DW \$ 7,256,831
WIOA EXPENSES								
Adult/Dislocated Worker Service Provider								
MRCOG		1,262,476	650,367				1,912,843	
Subtotal		\$ 1,262,476	\$ 650,367	\$ -	\$ -	\$ -	\$ 1,912,843	1,950,000
Adult/Dislocated Wkr Client Services								
Adult/Disl Wkr Participant Services		3,081,854	659,270	-	-		\$ 3,741,125	Green Plugs
Worker's Compensation Insurance Policy		1,200	1,000				2,200	
Supportive Services		55,000	5,500				60,500	
Subtotal		\$ 3,138,054	\$ 665,770	\$ -	\$ -	\$ -	\$ 3,803,825	Adult DW Training 52.42% 4,494,142
Youth Service Provider								
Service Provider - YDI				1,128,240			\$ 1,128,240	
Subtotal		\$ -	\$ -	\$ 1,128,240	\$ -	\$ -	\$ 1,128,240	1,332,458
Youth Client Services (min. 75% Out)								
Youth Participant Services YDI Work Experience				429,387			\$ 429,387	Overall Training 48.70%
Youth Transportation YDI				28,000			28,000	
Youth Participant Services ITA's MRCOG				298,457			298,457	
Youth Supportive Services MRCOG				20,000			20,000	
Subtotal		\$ -	\$ -	\$ 775,844	\$ -	\$ -	\$ 775,844	Youth Training 36.14% 691,314
Business & Career Center Operation								
Business & Career Center Facility Operations / IFA Costs		520,000	125,000	300,000	-		\$ 945,000	1,008,400
Business & Career Center Facility Operations / IFA Reimbursement		(360,000)	(85,000)	(200,000)	-		(645,000)	(615,000)
Business & Career Center Management -MRCOG Operator		-	-	-	220,298		220,298	192,000
Business & Career Center Management -MRCOG Operations/ Special Projects / Board Proj		207,400	105,400	27,200			340,000	242,000
Business & Career Center - DWS Apprenticeship Proj		-	-	-	-	180,000	180,000	180,000
Business & Career Center Improvements		-	-	-	-	-	-	90,000
Subtotal		\$ 367,400	\$ 145,400	\$ 127,200	\$ 220,298	\$ 180,000	\$ 1,040,298	1,097,400
Professional Services								
AE/FA - MRCOG		116,891	110,471	40,650	709,010		\$ 977,023	978,000
Program Support/Board Expense					20,000		20,000	64,354
Contractual Services - Available					-		-	75,552
Legal Services					15,000		15,000	20,000
Audit Services					65,000		65,000	65,000
Contingency, \$ Ticket to Work & \$ Sale of Lease						278,687	278,687	298,975
Carved Out Plan for Carry In - Reserved for Initial part 2nd year - July - Sep 25		600,000	200,000	75,000	-		875,000	855,000
Subtotal		\$ 716,891	\$ 310,471	\$ 115,650	\$ 809,010	\$ 278,687	\$ 2,230,709	2,356,881
TOTAL WIOA EXPENSES		\$ 5,484,822	\$ 1,772,008	\$ 2,146,934	\$ 1,029,308	\$ 458,687	\$ 10,891,759	11,922,195

WORKFORCE CONNECTION OF CENTRAL NEW MEXICO
PY25 Prelim
BUDGET Effective JULY 1, 2025

USDOL Chances Grant Expenses 4.0 Yr 7-1-22 to ext 6-30-26

US DOL Chances Client Services	-	-			391,959	\$	391,959	
US DOL Chances Contracts to Sub Recipients (\$950,000 Started) Balance	-	-			542,648		542,648	
MRCOG Admin for Chances - Staffing (\$271,879 Started) Balance			-		121,278		121,278	
Audit Services - Chances Portion 3.5 yrs \$30,000			-		30,000		30,000	

TOTAL CHANCES GRANT EXPENSES	\$	-	\$	-	\$	-	\$	-	\$	1,085,885	\$	1,085,885	\$	1,085,885	1,424,716
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USDOL H1BP Career Pathways Expenses 5.0 Yr 9-30-23 to 9-30-28

US DOL Career Pathways Client Services	-	-			542,849	\$	542,849	
US DOL Career Pathways to Sub Recipients	-	-			-		-	
MRCOG Admin for H1BP - Remaining Mltiple Yrs			-		1,022,267		1,022,267	
Audit Services - Career Pathways Portion 5.0 yrs \$15,000			-		-		-	

TOTAL H1BP GRANT EXPENSES	\$	-	\$	-	\$	-	\$	-	\$	1,565,116	\$	1,565,116	\$	-	1,816,606
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TOTAL WCCNM EXPENSES	\$	5,484,822	\$	1,772,008	\$	2,146,934	\$	1,029,308	\$	3,109,688	\$	13,542,760		15,163,518
		-		-		(0)		-		-		-		

Stacy Sacco - WCCNM Chair

Full Board Meeting 06-16-25

Dewey V. Cave, MRCOG Executive Director

**Workforce Connection of Central New Mexico
(R-01-25)
Open Meetings Act Resolution**

Action Requested:

Approval of R-01-25 Open Meetings Act Resolution, to remain in compliance with statutory regulations.

Background:

NMSA 1978, Section 10-15-1 B, of the Open Meetings Act states that, except as otherwise provided in the Constitution of New Mexico of the Provisions of the Open Meetings Act, all meetings of a quorum of members of any board, commission or other policy-making body of any state agency, any agency or authority of formulation public policy, discussion public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings.

Policy Ramifications:

Section 10-15-1 of the Open Meetings Act requires WCCNM to determine annually what constitutes reasonable notice of its public meetings.

Financial Impact:

None

Do Pass: _____

Do not Pass: _____

RESOLUTION
of the
Full Board
of the
Workforce Connection of Central New Mexico
R-01-25

OPEN MEETINGS RESOLUTION

WHEREAS, Section 10-15-1 B NMSA 1978, of the Open Meetings Act states that, except as otherwise provided in the Constitution of New Mexico or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, commission or other policy-making body of any state agency, any agency or authority of any county, municipality, district or any political subdivision held for the purpose of formulating public policy, discussion of public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings; and

WHEREAS, in an effort to ensure a quorum of board meetings, transparency, participation and the discussion of public business, Section 10-15-1 (C) allows a public body to provide members of a public body to participate in a meeting of the public body by means of a conference telephone or other similar communicating equipment when it is otherwise difficult or impossible for the member to attend the meeting in person, provided that each member participating, by conference telephone can be identified when speaking, all participants are able to hear each other at the same time and members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting; and

WHEREAS, Oxford Languages Dictionary online defines “difficult” as characterized by or causing hardships or problems to include and not limited to: *awkward, unfavorable, unsuitable, untimely, ill-timed, inopportune, inexpedient, disadvantageous, and hard-pressed*. Oxford Languages Dictionary online defines “impossible” as not able to occur or be done; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed policy, resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, NMSA § 10-15-1, the Open Meetings Act requires WCCNM to determine annually what constitutes reasonable notice of its public meetings;

WHEREAS, WCCNM complies with all the requirements set forth in NMSA § 10-15-1 et. seq, the Open Meetings Act.

NOW THEREFORE BE IT RESOLVED by the WCCNM Full Board that:

1. In an effort to ensure a quorum of the full board, transparency, participation and compliance with the Open Meetings Act, regular meetings of the WCCNM Full Board shall be held at least once each quarter at 809 Copper Avenue NW, Albuquerque, New Mexico, as indicated on the meeting notice. For those board members or members of the public who find it is otherwise difficult or impossible to attend in person, the WCCNM has available for their use a hybrid system via ZOOM with advanced board room technologies.

This hybrid system allows board members to attend WCCNM Board Meetings and to be identified and visible when speaking and voting. The public may attend WCCNM Board Meetings and provide public comment, via this hybrid system.

2. Regular meetings of the WCCNM Executive Standing Committee are held the opposite months once each quarter of the WCCNM Full Board and the WCCNM Chief Elected Officials Board of the WCCNM board are held three times a year at 809 Copper Ave. NW, Albuquerque, New Mexico or as indicated on the meeting notice.

3. For the purposes of regular meetings, notice requirements are met if notice of the date, time, place, and information on how the public may obtain an agenda, is placed as a legal notice in newspapers of general circulation in the state at least ten (10) days in advance of the meeting date. Written notice shall also be mailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation which have made a written request of the WCCNM for notice of public meetings. A proposed agenda will be posted on the WCCNM website at wccnm.org one week before the meeting; and

4. The final agenda will be available on the WCCNM website at wccnm.org not less than seventy-two (72) hours prior to the meeting.

5. Special meetings may be called by the Chairman or a majority of the members upon three (3) days notice.

6. Emergency meetings will be called only under circumstances which demand immediate action to protect the health, safety and property of citizen. WCCNM will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon twenty-four (24) hours notice, unless threat of personal injury or property damage requires less notice.

7. For the purposes of special meetings and emergency meetings described in paragraphs 6 and 7 of this Policy, notice requirements shall be met by posting notices on the MRCOG website and or WCCNM website. The WCCNM secretary shall also provide email notice to newspapers of general circulation that have made a written request for notice of public meetings.

8. Pursuant to its rules of procedure, the WCCNM Board intends to hold hybrid meetings allowing members of the public to attend in person or virtually. A member of the Board(s) may participate in any Board meeting by means of a virtual meeting software such as Zoom, conference telephone, video conference or other similar communications equipment.

A Board member may participate in a Board meeting pursuant to this paragraph, so long as:

- a. the Board member participating pursuant to this paragraph is identifiable when speaking; all participants are able to hear each other at the same time; and
- b. members of the public attending the meeting are able to hear any Board member who speaks during the meeting.

9. The WCCNM Board may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meetings requirement pursuant to Section 10-15-1(H) of the Open Meetings Act.

- a. If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the WCCNM Board taken during the open meeting. The authority for the closure and the subjects to be discussed shall be stated in the motion for closure and the vote on closure of each individual board member shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in a closed meeting; and
- b. If the decision to hold a closed meeting is made when WCCNM is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances and stating the specific provision of law authorizing the closed meeting and the subjects to be discussed, is given to the Board members and to the general public; and
- c. Except as provided in Section 10-15-1(I), any final action taken as a result of discussions in a closed meeting shall be made by vote of the WCCNM Board in an open meeting.

PASSED, APPROVED, AND ADOPTED this 16th day of June 2025 by the Workforce Connection of Central New Mexico (WCCNM) Full Board.

Stacy Sacco, WCCNM Chair

ATTEST:

Secretary

Tab 4

Workforce Connection of Central New Mexico (WFCP-02-25) WCCNM Meeting Dates

Action Requested:

Approval of WCCNM Chief Elected Officials, Full Board and Executive Standing Committee Meeting dates July 1, 2025, through June 30, 2026.

Background:

CEO's will meet three times a year. Full Board meetings will be scheduled to meet the third Monday of every other month and Executive Standing Committee will be scheduled the alternating months of the Full Board to occur on the third Thursday.

Financial Impact:

None

Do Pass: _____

Do not Pass: _____

WCCNM Full Board – June 16, 2025



PY25 WCCNM Meeting Schedule

July 1, 2025 – June 30, 2026

<u>MEETING</u>	<u>DATE</u>	<u>TIME</u>
Chief Elected Officials	July 8, 2025	10:00 am
Executive Committee	July 21, 2025	1:30 pm
Full Board	August 18, 2025	1:30 pm
Executive Committee	September 15, 2025	1:30 pm
Full Board	October 20, 2025	1:30 pm
Joint Chief Elected Official's /Executive Committee	November 17, 2025	10:00 am
Full Board Meeting	December 15, 2025	1:30 pm
Executive Committee	January 26, 2026	1:30 pm
Full Board	February 23, 2026	1:30 pm
Chief Elected Official's	March 10, 2026	10:00 am
Executive Committee	March 16, 2026	1:30 pm
Full Board	April 20, 2026	1:30 pm
Executive Committee	May 18, 2026	1:30 pm
Full Board	June 15, 2026	1:30 pm

Disability Standing Committee – Twice Annually

Finance Standing Committee – To be Determined

Operations Standing Committee– 3rd Thursday of every other month–1:00 pm

Youth Standing Committee – quarterly 2nd Tuesday of the month at 2:00 pm

*All meetings subject to change. Special or Emergency meetings may be scheduled at any time

Workforce Connection of Central New Mexico MRCOG Service Provider Annual Contract(s) Renewal Request for Approval

Action Requested:

Request for approval of contract renewals for PY25 (July 1, 2025 – June 31, 2026) for:

- A. MRCOG - Administrative Entity / Fiscal Agent
- B. MRCOG – H1B Infrastructure Jobs
- C. MRCOG – Pathway Home 3 - Chances Grant

Background:

Each year, the MRCOG prepares contract renewal requests for the WCCNM Board's consideration.

Accompanying this AISS request for the MRCOG AE/FA, MRCOG- H1B, MRCOG - Chances renewals is a MRCOG's Risk Assessment.

Financial Impact:

None

Do Pass: _____

Do not Pass: _____

WCCNM Full Board – June 16, 2025

Workforce Connection of Central New Mexico One-Stop Operator Contract

Action Requested:

Approval of recommendation from the Ad-Hoc Procurement and WCCNM Finance Standing Committee for the WCCNM provider of One-Stop Operator.

Background:

The WCCNM Local Workforce Development Board released RFPs for the One-Stop Operator, Adult/Dislocated Worker and Youth Provider(s), Under the Workforce Innovation and Opportunity Act. An Ad-hoc RFP Procurement Committee was formed to review and to score all bids under guidance by the WCCNM Legal Counsel. The WCCNM Ad-hoc RFP Procurement Committee and WCCNM Finance Standing Committee is prepared to recommend award and approval by the WCCNM Full Board. Upon approval, contract negotiations will begin and submitted to the WCCNM Finance Standing Committee prior to recommending contract execution with signatures by the WCCNM Lead CEO and WCCNM Board Chair.

MRCOG Risk Assessment included within board documents.

Financial Impact:

Subject to contract negotiations and WIOA budget allotment

Do Pass: _____

Do not Pass: _____

WCCNM Full Board, June 16th, 2025

Workforce Connection of Central New Mexico Adult/Dislocated Worker Services Provider Contract

Action Requested:

Approval of recommendation from the Ad-Hoc Committee for the provider of WCCNM Adult/Dislocated Worker Services.

Background:

The WCCNM Local Workforce Development Board released RFPs for the One-Stop Operator, Adult/Dislocated Worker and Youth Provider(s), Under the Workforce Innovation and Opportunity Act. An Ad-hoc RFP Procurement Committee was formed to review and to score all bids under guidance by the WCCNM Legal Counsel. The WCCNM Ad-hoc RFP Procurement Committee and WCCNM Finance Standing Committee is prepared to recommend award and approval by the WCCNM Full Board. Upon approval, contract negotiations will begin and submitted to the WCCNM Finance Standing Committee prior to recommending contract execution with signatures by the WCCNM Lead CEO and WCCNM Board Chair.

MRCOG Risk Assessment included within board documents.

Financial Impact:

Subject to contract negotiations and WIOA budget allotment

Do Pass: _____

Do not Pass: _____

WCCNM Full Board, June 16th, 2025

**Workforce Connection of Central New Mexico
(WCCNM)
Youth Services Provider Procurement Award
&
USDOL Pathway Home 3 Service Provider Annual Renewal**

Action Requested:

Approval of recommendation from the Ad-Hoc Procurement and WCCNM Finance Standing Committee for the WCCNM provider of Youth services.

Approval of recommendation for annual renewal of the Service Provider for the USDOL Pathway Home 3 Grant - CHANCES.

Background:

The WCCNM Local Workforce Development Board released RFPs for the One-Stop Operator, Adult/Dislocated Worker and Youth Provider(s), Under the Workforce Innovation and Opportunity Act. An Ad-hoc RFP Procurement Committee was formed to review and to score all bids under guidance by the WCCNM Legal Counsel. The WCCNM Ad-hoc RFP Procurement Committee and WCCNM Finance Standing Committee is prepared to recommend award and approval by the WCCNM Full Board. Upon approval, contract negotiations will begin and submitted to the WCCNM Finance Standing Committee prior to recommending contract execution with signatures by the WCCNM Lead CEO and WCCNM Board Chair.

The WCCNM Issued an RFP in October of 2022 and Contract Award on January 2023. This is the final annual renewal that begins in July 2025 and ends June 2026. Recommend approval for renewal.

YDI Risk Assessment included within board documents.

Financial Impact:

Subject to contract negotiations and WIOA budget allotment.

Do Pass: _____

Do not Pass: _____

WCCNM Full Board , June 16th, 2025

WCCNM YDI Service Provider Risk Assessment for WIOA Youth & CHANCES

General Assessment

(Yes responses indicate risk)

1. Is the entity new to operating or managing state and/or federal funds (has not done so within the past five years)?

Yes _____ No X N/A _____

Comments: The MRCOG has provided oversight of the WCCNM WIOA Title (Adult/Dislocated Worker and Youth programs) since 2003.

2. Is this program new for the entity (*managed for less than three years*)?

Yes _____ No X N/A _____

Comments:

3. Has there been high staff turnover or agency reorganization that affects this program?

Yes _____ No X N/A _____

Comments:

4. Are the staff assigned to the program inexperienced with the program (*worked with the program for less than two funding cycles*)?

Yes _____ No X N/A _____

Comments:

5. Has the entity been untimely in the submission of:

a. applications Yes _____ No X N/A _____

b. amendments Yes _____ No X N/A _____

c. fiscal reporting Yes _____ No X N/A _____

d. draw downs Yes _____ No X N/A _____

e. budgets/revisions Yes _____ No X N/A _____

Comments:

6. Has the entity been timely in responding to program/fiscal questions?

Yes X No _____ N/A _____

Comments:

WCCNM YDI Service Provider Risk Assessment for WIOA Youth & CHANCES

7. Is the program unusually complex (*e.g., program, funding, matching requirements*)?

Yes ____ No X ____ N/A ____

Comments: The WIOA Title I, One-Stop Operator and all program partners programs combined do create a complex system of constantly changing and evolving programs with each requiring USDOL and state regulatory oversight and compliance. The MRCOG has successfully managed the Central Region Workforce activities since 2003.

8. Have any other entities (program offices, auditors, staff employed by the entity, etc.) alerted us of potential risk areas?

Yes ____ No X ____ N/A ____

Comments: The WIOA Youth and CHANCES programs are both WIOA Title I programs. Youth Development, Inc. (YDI) is the subrecipient contractor for both WIOA Youth and the CHANCES grant.

The MRCOG AE is currently conducting the WIOA Youth monitoring and CHANCES grant monitoring for PY24. Monitoring activities to-date do not indicate any programmatic risks or deficiencies. The CHANCES grant monitoring was completed in May 2024 and no program risks were identified.

9. Does the entity have effective procedures and controls?

Yes X ____ No ____ N/A ____

Comments: WIOA Youth and CHANCES grant service providers develop and maintain all program procedures required to comply with USDOL and State regulatory requirements.

10. Other areas of general assessment risk (entity-specific)

Legal Assessment

(Yes responses indicate risk)

1. Does the agency/entity have or previously had a lawsuit(s) filed against them?

If yes, list all pending and/or previous lawsuits with detailed information regarding who filed the lawsuit, the reason for filing and the final judgment rendered.

Yes ____ No X ____ N/A ____

Comments:

2. Is agency/entity currently or previously been suspended or debarred?

WCCNM YDI Service Provider Risk Assessment for WIOA Youth & CHANCES

Yes ____ No X ____ N/A ____

If yes, explain. _____
(Attach additional sheet if needed).

Comments:

3. Have any organization staff been jailed, convicted of a felony or are currently under criminal investigation?

Yes ____ No X ____ N/A ____

Comments: The USDOL requires CHANCES Grant program to be staffed by individuals with lived justice involved experiences. As such the CHANCES case managers may have a history of incarceration and/or justice involvement. The WIOA Youth staff do not fall under this requirement.

4. Other areas of legal assessment risk (entity-specific)

Monitoring/Audit Assessment (Yes responses indicate risk)

1. Have more than last three funding cycles passed since the entity had an on-site monitoring visit?

Yes ____ No X ____ N/A ____

Comments:

2. Were there findings/violations in the prior visit?

Yes X ____ No ____ N/A ____

Comments: In 2023 YDI's accounting department converted to a new accounting system. In March 2024, the WCCNM Fiscal Agent received YDI's Independent Auditor's Report for 2022 and 2023. SJT Group performed the audit, which stated "In our opinion, YDI complied, in all material respects, with the types of compliance requirements referred to in the OMB Compliance Supplement that could have a direct material effect on its major Federal program for year ended June 2023". The MRCOG AE/FA is currently conducting YDI Youth program monitoring for PY24. To date, no findings or violations have been identified.

3. Has it been more than one year since the recipient received a single audit? (no single audit=higher risk)

Yes ____ No X ____ N/A ____

WCCNM YDI Service Provider Risk Assessment for WIOA Youth & CHANCES

If Not, Why Not?

4. Has it been more than one year since the program audited was as a major program?

Yes ___ No X ___ N/A ___

Comments:

If no, then were there findings?

Yes ___ No X ___ N/A ___

What were the number and extent of findings/violations in prior visit (more violations/more severe=higher risk), and does the entity have a corrective action plan for correcting the finding?

Comments: The NMDWS conducted WCCNM/MRCOG WIOA Youth program monitoring for PY21, PY22, and PY23 during PY24. All concerns identified in the NMDWS monitoring report have been addressed.

5. Other factors of monitoring/risk assessment (entity-specific)

Financial System Assessment **(No responses indicate risk)**

1. Does the state require the use of a uniform financial management/accounting system?

Yes X ___ No ___ ___ N/A ___ (If "Yes" proceed to Question 3)

Comments:

2. Does the entity have a financial management system in place to track and record the program expenditures? (Example: QuickBooks, Visual Bookkeeper, Socrates Media, Peachtree or a Custom Proprietary System)

Yes X ___ No ___ ___ N/A ___

Comments:

3. Does the accounting system identify the receipts and expenditures of program funds separately for each award?

Yes X ___ No ___ ___ N/A ___

Comments:

4. Will the accounting system provide for the recording of expenditures for each award by the budget cost categories shown in the approved budget?

Yes X ___ No ___ ___ N/A ___

WCCNM YDI Service Provider Risk Assessment for WIOA Youth & CHANCES

Comments:

5. Does the entity have a time and accounting system to track effort by cost objective?

Yes X No _____ N/A _____

Comments:

6. Are time distribution records (time studies) maintained for all employees when his/her effort cannot be specifically identified to a particular program cost objective?

Yes X No _____ N/A _____

If “No,” does the entity have an approved alternative system to account for time distribution, and when was it approved?

Comments:

7. Does the entity have an indirect cost rate that is approved and current?

Yes X No _____ N/A _____ (If “Yes,” who approved the rate?)

Comments: United States of Department of Health and Human Services

8. Are the Federal base dollars of this indirect cost rate calculation comparable to other organizations of similar size, purpose and budget?

Yes X No _____ N/A _____

Comments:

9. Other items of financial system assessment (entity-specific)

In 2023 YDI’s accounting department converted to a new accounting system. In March 2024, the WCCNM Fiscal Agent received YDI’s Independent Auditor’s Report for 2022 and 2023. SJT Group performed the audit, which stated “In our opinion, YDI complied, in all material respects, with the types of compliance requirements referred to in the OMB Compliance Supplement that could have a direct material effect on its major Federal program for year ended June 2023”.

Overall Fiscal Assessment **(Yes responses indicate risk)**

1. Is this grant large in terms of percentage of overall funding for the entity?

Yes _____ No X N/A _____

Comments:

WCCNM YDI Service Provider Risk Assessment for WIOA Youth & CHANCES

2. Is there an unusual level of discretion in monetary decisions?

Yes ____ No X N/A ____

Comments:

3. Has the entity frequently been untimely in the drawn down of funds?

Yes ____ No X N/A ____

Comments:

4. Are there variations between expenditures and the budget?

Yes ____ No X N/A ____ (*large variations=higher risk*)

Comments:

5. Has the entity returned (lapsed) significant unspent funds?

Yes ____ No X N/A ____

Comments:

6. Does the entity have a large amount of budget carryover?

Yes ____ No X N/A ____

Comments:

7. Are the entity's fiscal statistics outside of tolerance or trends (*e.g., much more expenditures on supplies than average*)?

Yes ____ No X N/A ____

Comments:

8. Other items of overall fiscal assessment (entity-specific)

The MRCOG AE/FA and the WCCNM Finance Standing Committee monitors and oversees all YDI inc. fiscal activities and should continue to monitor YDI as they work to provide timely reconciliations and financial statements.

Financial Stability Assessment

The assessment of financial stability of an entity will vary depending upon the type of entity being assessed. If the entity is a public entity (e.g., school district, public university, municipality, local air authority, etc.) the Public Entity criteria below may be used to assess financial stability. Non-public entities should be assessed using the Non-Public/Not-For-Profit/Community Base Organizations criteria.

WCCNM YDI Service Provider Risk Assessment for WIOA Youth & CHANCES

Financial Stability Assessment: Public Entities

(Yes responses indicate risk)

1. Has the State or other authority placed the entity in a special financial status (e.g., financial watch, fiscal emergency, high risk, etc.)?

Yes ____ No X ____ N/A ____

Comments:

2. Has the entity ever used special loan or funding programs to meet its cash needs?

Yes ____ No X ____ N/A ____

Comments:

3. Has the entity had difficulties raising local revenue (e.g., taxes, levies, etc.)?

Yes ____ No X ____ N/A ____

Comments:

4. Has the State or other authority placed special financial conditions on the entity's award?

Yes ____ No X ____ N/A ____

Comments:

5. Do the financial reports show an insufficient fund balance after meeting its obligations?

Yes ____ No X ____ N/A ____

Comments:

6. Has the entity had difficulty meeting matching/maintenance of effort requirements?

Yes ____ No X ____ N/A ____

Comments:

7. Do the entities financial reports indicate cash flow problems?

Yes ____ No X ____ N/A ____

Comments:

8. Do the financial reports indicate possible supplanting issues?

Yes ____ No X ____ N/A ____

Comments:

WCCNM YDI Service Provider Risk Assessment for WIOA Youth & CHANCES

9. Do the entity's financial reports indicate a large number of corrections or journals?

Yes ___ No X ___ N/A _____

Comments:

10. Has the entity provided adequate supporting documentation for draws and reporting requirements?

Yes X ___ No ___ ___ N/A _____

Comments:

11. Other items of financial stability assessment (public entity-specific)

Financial Stability Assessment: Non-Public/Not-For Profit/ Community Base Organizations

The purpose of this section is to use the Financial Statements of the entity/organization to determine its financial health. If independently audited financial statements are not available, the organization's Chief Financial Officer should be asked to prepare and certify a financial statement. Generally Accepted Accounting Principles require organizations to maintain the following information:

- Financial Statements:
 - a. Balance sheet or statement of financial position
 - b. Income statement or statement of operations
 - c. Statement of cash flows
 - d. Other statements, such as:
 - i. Retained earnings statement
 - ii. Industry-specific statements
- Notes to the Financial Statements, such as:
 - a. Accounting policies
 - b. Related party transactions
 - c. Subsequent events
 - d. Contingent liabilities
 - e. Details about debt and equity investments, inventories, fixed assets and depreciation, long-term debt and capital stock
 - f. Disclosures as needed in other areas (e.g., leases, pensions or income taxes)

The Balance Sheet Statement can answer these questions:

WCCNM YDI Service Provider

Risk Assessment for WIOA Youth & CHANCES

1. Can the organization pay its bills?

Yes X No _____ N/A _____

Comments:

2. Is there cash left over after the organization pays its bills?

Yes X No _____ N/A _____

Comments:

Specifically Answer:

a) What is the organization's debt trend?

Answer: YDI's debt trend is down.

b) What is the "current ratio"? (Current Assets ÷ Current liabilities)

Note: A 1 ÷ 1 ratio means that the organization can just pay its bills.

Answer: 1.42 (\$4,144,892/\$2,924, 977)

(c) What is the "Acid Test Ratio"?

The formula is:

Current Assets – Inventories

Liabilities N/A

Note: The current asset – current liabilities ratio provides you with a working capital index. This ratio measures the immediate debt paying ability of an organization. A 1.0 to 1.01 acid-test ratio is usually considered adequate because it indicates that for every dollar of debt there is one dollar of assets that can be converted into cash on short notice to meet current obligations.

(d) What is the organization's Debt to Equity Ratio?

The formula is:

Total Liabilities ÷ Total Equity _

Note: The "debt to equity ratio" provides information on what the organization owns.

Answer: 1.48 (\$5,917,816/\$4,004,650)

3. Statement of Cash Flows

The Statement of cash flows shows cash "coming in and going out" and can help answer important questions, like:

- What generated the entity's increase (or decrease) in cash balance?

WCCNM YDI Service Provider Risk Assessment for WIOA Youth & CHANCES

Answer: Cash received from Grants & Contracts & Financing Notes Payable is down,
Line of Credit is up

- How did the entity utilize the cash provided by operations?

Answer: Cash paid out to employees, Interest & Line of Credit payback

- How did the entity finance any fixed asset purchases or long-term investments?

Answer: Some cash used to purchase Property Furniture & Equipment

- What uses did the entity make of cash generated by borrowing or by issuing stock?

Answer: Paying back Interest on notes and line of credit

- If a entity operated at a loss, how was it able to pay its bills?

Answer: YDI did not operate at a loss.

- If an entity operated at a profit, why didn't the cash balance increase?

Answer: Cash balance and liabilities were lower.

- Can cash flow support future needs such as debt requirements?

Answer: Yes

(a) Has the organization operated at a loss for the current or past periods?

Yes___ No__X___ N/A_____

Comments:

(b) Is debt growing or declining?

Growing___ Declining_X___

4. Notes to the Financial Statement and Report of the Independent Auditor

The notes and “management letters” contain information and disclosures important to the understanding of the financial statements. The notes may seem lengthy and detailed, but some of the real story may be gleaned from a careful reading of these notes.

(a) Do the notes to the financial statements or management letters disclose potential financial problems at the organization (e.g., pending lawsuits, outstanding judgments, major loans to or from officers, etc.)?

Yes___ No_X___ N/A_____

Comments:

No unqualified audit opinion was expressed.

WCCNM YDI Service Provider Risk Assessment for WIOA Youth & CHANCES

(b) Do the loan notes reflect (including loans from officer) indicating poor financial health (e.g., unusually high interest rates, unusual repayment provisions, etc.)?

Yes ___ No X N/A ___

Comments:

(c) Does the independent audit report for the most recent fiscal year contain an unqualified audit opinion?

Yes ___ No X N/A ___

If not, what kind of opinion did the auditor express? Why did the entity not receive an unqualified opinion?

Answer: SJT's March 2024 Audited Financials gave no opinion on deficiencies based on audit outcome being considered low risk. YDI's June 2023 Audit Report, received on March 2024, is available upon request.

5. Other non-public entity financial stability assessment (entity-specific)

Programmatic Assessment

Similar to the sections above, the programmatic risk assessment should include items that assess risks in meeting program requirements and objectives. The examples below are geared toward Department of Education assessments. However, agencies using this tool should review their applicable programmatic requirements found in statute, rule and supplements to develop specific risk criteria.

1. Did the entity meet Annual Measurable Achievement Objectives?

Yes X No ___ N/A ___

Comments:

2. Does the entity have a system in place for participant notification?

Yes X No ___ N/A ___

Comments:

3. Did the entity meet notification requirements?

Yes X No ___ N/A ___

WCCNM YDI Service Provider Risk Assessment for WIOA Youth & CHANCES

Comments:

4. Other criteria which are required by applicable statute/rule.

YDI and its affiliated workforce programs follow all Federal (USDOL) and State (NMDWS) applicable statutes and rules.