

Eastern Area Workforce Development Board

Board Meeting

Clovis, NM

November 18, 2014

Approved..... March 17, 2014

CALL TO ORDER

Chairwoman Judith Cooper called the meeting to order at 1:00 p.m.

ROLL CALL

Chairwoman Cooper stated that in lieu of roll call the sign-in sheet (**Attachment #1**) would be maintained as the official record of attendance. It was noted that a quorum was not present to conduct business and indicated the following:

Board Members Present: P. Barnes (Unsigned), J. Cooper, J. Hemphill, M. Martinez, B. Rowley, P. Stevens, M. Vigil

Board Members Absent: R. Aguilar, D. Armijo, D. Batista, S. Bracksieck, A. Buurma, C. Cheadle, T. Chester, T. Christesson, G. Corliss, T. Douglass, M. Duryea, E. Garcia, R. Giron, R. Hatfield, V. Horner, M. Lake, L. Lewis, J. Lopez, G. Melpolder, A. Pacheco, D. Power, S. Reshetar, L. Ridge, W. Robinson, B. Rowley, T. Rutter, A. Sparks, J. Spillane, L. Spooner, R. Spragins, P. Stevens, P. Tupper, T. Villanueva

AE/FA Staff Present: V. Davis, B. Elias, C. Lehman, T. Roth

Guests: E. Beagles, R. Zollars, N. Teel, T. Mondragon, J. Oyler

WELCOME/INTRODUCTIONS

Attendees introduced themselves.

APPROVAL OF THE MINUTES FROM AUGUST 2014 MEETING

On a motion from J. Hemphill and seconded by P. Stevens the minutes from the August 2014 minutes were approved.

APPROVAL OF AGENDA

On a motion from P. Barnes and seconded by B. Rowley the agenda was approved.

APPROVAL OF CONSENT AGENDA ITEMS

There were no consent agenda items.

REQUEST FOR WAIVERS

There were no request.

NMJC-Hobbs

Jai Oyler, the TAACCCT grant coordinator, presented information on the new CDL and Electrical Transmission Linesman programs at NMJC.

CHAIRMAN'S REPORT

Judith Cooper reported on her activities on behalf of the board including participating in the entrance conference for the annual audit, meeting with AE staff & Mayor White on transition activities, and attending the economic development meetings in Tucumcari, NM with C. Lehman.

DIRECTOR'S REPORT

C. Lehman reported on electronic records. B. Elias said that the eastern area is well on target to have records scanned electronically. B. Elias reported that she is working to set up and accept electronic signatures. C. Lehman reported on IT issues. C. Lehman reported on employability skills. C. Lehman reported on AE activities including AE staff meeting with the Mayor and Librarian in Clayton and AE staff representing the eastern area at the Albuquerque One-Stop job fair. C. Lehman discussed some of the efforts toward staffing the WIA positions throughout the eastern area. E. Beagles reported on community outreach efforts. C. Lehman reported on the EEICNM legislative committee support work. C. Lehman reported on the current status of the audits. C. Lehman provided a brief update of the pending WIOA and the upcoming AE transition. T. Roth presented to the attendees the WIOA impact on board membership.

QUARTERLY PERFORMANCE REPORT

B. Elias reported on the quarterly performance reports.

OPERATIONS/FINANCE COMMITTEE

T. Roth reported on the financial reports.

SYSTEMS DEVELOPMENT

J. Hemphill reported on the staffing issues and current status of training expenditures. Site Managers reported on activities at individual one-stop centers.

YOUTH PROVIDER

Staff survived youth audit from the state monitoring office. Youth staff is fully staffed.

On a motion from B. Rowley and seconded by J. Hemphill, the board approved not entering a Request for Proposal process for youth services.

NEW/OLD BUSINESS

Next meeting is to be held on March 17, 2014 in Roswell, NM.

On a motion from J. Hemphill and seconded by P. Barnes the meeting was adjourned at 3:25pm.

Executive Committee Meeting

Called to order at 3:26pm Attendees: J. Cooper, J. Hemphill, M. Martinez, B. Rowley

On a motion from B. Rowley and seconded by J. Hemphill, the Executive Committee voted unanimously to ratify the actions taken by the board.

Meeting adjourned at 3:27pm.