

Eastern Area Workforce Development Board

Board Meeting

Roswell, NM

June 21, 2016

To Be ApprovedJuly 12, 2016

CALL TO ORDER

CEO Matt White, Mayor of Eunice, called the meeting to order at 1:15 P.M.

ROLL CALL

M. White 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: S. Bracksieck, T. Chester, T. DeKay, J. Lopez, M. Martinez, P. Stevens, T. Villanueva

Board Members present via telephone: P. Barnes, T. Christesson

Board Members absent: A. Buurma, J. Cooper, B. Duryea, R. Hatfield, J. Jaramillo, J. Mulcahy, B. Rowley, N. Sisneros, M. Vigil

CEOs present: M. White, G. Williams

AE/FA Staff present: B. Elias, V. Davis, T. Roth,

Guests: J. Rodriguez, G. Corliss, M. Anaya, N. Daniel, N. Teel

WELCOME/INTRODUCTIONS

APPROVAL OF AGENDA

M. Martinez requested the addition in New Business of discussion of an AE Site Supervisor position. On a motion from T. Villanueva and seconded by T. Chester the agenda with this change was unanimously approved.

APPROVAL OF THE MINUTES FROM MARCH 15, 2016 MEETING

On a motion from T. Chester and seconded by P. Stevens the minutes from the March 2016 meeting were approved.

REQUESTS FOR WAIVER

T. Chester, S. Bracksieck, P. Stevens, T. Villanueva, G. Corliss, J. Hemphill

RENEWAL OF EXPIRING TERM MEMBERS

On a motion by T. Chester and seconded by P. Stevens the board member terms expiring on 6/30/2016 were renewed for two years.

OPEN MEETING ACT RESOLUTION

On a motion by M. Martinez and seconded by T. Villanueva the motion to adopt the Open Meeting Act resolution was unanimously approved.

APPROVAL OF THE FISCAL AGENT CONTRACT

On a motion by G. Williams and seconded by M. White the Fiscal Agent contract for July 1, 2016-June 30,2017 was unanimously approved.

COST ALLOCATION PLAN

On a motion by P. Stevens and seconded by T. Villanueva the 2016-17 Cost Allocation Plan was unanimously approved.

EAWDB 2015-16 Budget

On a motion by T. Villanueva and seconded by M. Martinez, the EAWDB 2016-17 Operating Budget was unanimously approved.

EAWDB COMP TIME POLICY

No action taken. Referred to AE staff for revision and resubmitting to the Operations & Finance Committee.

ONE STOP OPERATOR CONTRACT

On a motion from T. Chester and seconded by T. Villanueva, the One Stop Operator Contract recommended by the One Stop Operations committee for award to Eastern New Mexico University-Ruidoso in the amount of \$550,000.00 was unanimously approved.

On a motion from G. Williams and seconded by M. White, the CEOs unanimously agreed with the awarding of the One Stop Operator Contract to Eastern New Mexico University- Ruidoso.

BASIC SKILLS DEFICIENCY POLICY

On a motion from P. Stevens and seconded by T. Chester, the EAWDB unanimously approved a recommendation from the One Stop Operations committee to establish a policy defining Basic Skills Deficiency as any participant scoring below 4 on the Work Keys Applied Math, Reading for Information, and Locating information assessments.

SITE MANAGER REPORTS

J. Hemphill reported on the activities of the Ruidoso location and the One Stop Operator activities, N. Teel reported on the activities of the Carlsbad and Artesia locations, M. Anaya reported on the Alamogordo and Roswell locations.

YOUTH SERVICES PROVIDER CONTRACT

The EAWDB voted unanimously to approve the Youth Committee vote awarding the Youth Services Provider contract to Region IX Educational Cooperative in the amount of \$545,000.00.

PROVIDER REPORT

G. Corliss reported on Youth Services.

AE SITE SUPERVISOR POSITION

No action taken. Referred to AE staff for resubmitting.

MOTION TO ADJOURN

On a motion from T. Chester and seconded by T. Villanueva, meeting was unanimously adjourned at 3:25pm.