

Eastern Area Workforce Development Board

Board Meeting

Via ZOOM Video Conference

June 16, 2020

Approved September 15, 2020

CALL TO ORDER

J. Cooper called the meeting to order at 1:12pm

ROLL CALL

Roll call was taken. It indicated the following:

Board Members present: T. Chester, T. Christesson, J. Cooper, T. DeKay, E. Hollon, B. Gonzales, L. Kite, R. Kuykendall, R. Martinez, P. Stevens, P. Vanderpool, T. Villanueva

Board Members absent: K. Byrnes, R. Hatfield, L. Jackson, C. Jaramillo, T. Jones, M. Martinez, N. Wyatt

CEOs present: Mayor M. Burns

AE/FA Staff present: C. Carrasco, V. Davis, B. Elias, G. Kramer, T. Roth, M. Sosa, T. Suarez, G. Windle

Guest(s): J. Hemphill, B. Silvers, Z. Estrada, K. Ferrell, N. Teel, M. Hopkin, S. Saucedo, J. VanPelt, M. Rincon, S. McQuaig, S. Russell, J. Cherry, J. Beuerle, M. Archibeque, F. Serim, G. Pantoja, V. Alonzo, S. Eliason, A. King, E. Glikas, C. Jaquette, J. Pacheco, M. Aragon

It was noted that a quorum was present.

WELCOME/INTRODUCTIONS

REQUEST FOR WIAVERS

B. Gonzales – ENMU Ruidoso

APPROVAL OF AGENDA

On a motion by T. Christesson and seconded by T. Chester the agenda was unanimously approved.

APPROVAL OF THE CONSENT AGENDA

On a motion B. Gonzales and seconded by T. Chester the consent agenda was unanimously approved.

REPORTS

NM Department of Workforce Solutions

A. King of the NM DWS reported that the next state board meeting will be held on the morning of July 9, 2020.

Service Provider

John Hemphill reported that this will be his last EAWDB board meeting. He is retiring as of July 31, 2020. He will remain on in a limited role to help with the transition to a new director. John reported that they still have several staff vacancies that they are working to fill. He has secured increases in starting salary for the positions and with higher unemployment in the area anticipates more applicants than the prior year. New computers and laptops have been purchased for field staff and additional professional development opportunities for staff were reported. John addressed Title I activities impacted by COVID-19 and how he and his staff were accommodating participants in the eastern area. Both Mike Hopkin and Jessica Van Pelt updated the board on Adult/DW and Youth participant activities.

Service Provider Initiative – CareerEdge

Harrison Tonne (sp?) presented to the board the Career Edge program that has been purchased by ENMU-Ruidoso as part of their program design.

Single Audit

Scott Eliason of Jaramillo Accounting Group presented the audit report and any findings to the board. On a motion by T. Chester and seconded by T. Christesson the board voted unanimously to accept the audit.

Administrative Entity (A/E)

B. Elias and T. Roth reported on:

- current performance reporting
- current board membership including the vacancy at the Title III partner seat.
- new IT and financial staff
- current state of staff training and canceled travel due to COVID-19
- board issues related to COVID-19 including re-opening activities

Youth/Adult Education and Literacy – Entrepreneurial Pilot Project

Representatives of StartUp Generation presented information on the proposed pilot project with AEL providers throughout the eastern area to co-enroll youth participants in entrepreneurial training. The EAWDB would contract with AEL providers to act as the trainers and will contract directly with StartUp generation for the licensing on a per seat basis. Funding for the project is included in the proposed budget for PY20FY21.

One Stop Operator and Site Manager Reports

Ben Silvers reported on the status of the closed field offices and how services are being provided. Site Managers reported on area specific activities. It was noted that while every effort is made to engage participants and potential participants in career activities and training, the current state of closures and pandemic assistance has made outreach extremely difficult. Additionally, the drastic jump in Unemployment Insurance claims has resulted in staff, primarily state employees, being reassigned to assist in UI claims processing.

One Stop Service Delivery Committee

On a motion by T. Chester and seconded by T. Christesson, the board unanimously approved the recommendations of the One Stop Service Delivery committee. These recommendations include:

- Awarding the PY20 Adult/DW contract to ENMU-Ruidoso in the amount of \$1,075,000.00.
- Awarding the PY20 One Stop Operator contract to ENMU-Ruidoso in the amount of \$300,000.00.
- Revised policy recommendations, as presented.

Youth Committee

On a motion by R. Kuykendall and seconded by E. Hollon, the board unanimously approved the recommendation of the Youth committee to award the PY20 Youth contract to ENMU-Ruidoso in the amount of \$1,100,000.00.

Operations and Finance committee

On a motion by T. Christesson and seconded by R. Kuykendall, the board unanimously approved the recommendations of the Operations and Finance committee. These recommendations include:

- the PY20FY21 Grant budget
- the PY20FY21 Administrative Entity budget
- the revised Fiscal Policies

Chief Elected Officials

Mayor Marilyn Burns, as the lead CEO, approved the EAWDB as fiscal agent for the PY20FY21 program year. It was noted that additional input from CEOs is crucial and a meeting of the CEOs should be scheduled before the end of the calendar year.

Mayor Marilyn Burns, as the lead CEO, approved the EAWDB PY20FY21 grant budget.

NEW BUSINESS (if any) – None

OLD BUSINESS (if any) – None

NEXT MEETING – September 15, 2020 via ZOOM Video Conference

MOTION TO ADJOURN

On a motion by T. Chester and seconded by T. DeKay, the board voted unanimously to adjourn at 3:44pm.