

Eastern Area Workforce Development Board

Board Meeting

Via ZOOM Video Conference

June 15, 2021

Approved October 26, 2021

CALL TO ORDER

J. Cooper called the meeting to order at 1:06pm.

ROLL CALL

Roll call was taken. It indicated the following:

Board Members present: T. Christesson, J. Cooper, E. Hollon, R. Kuykendall N. Teel, T. Villanueva, P. Vanderpool, R. Martinez, B. Gonzales, J. Lopez

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

CEOs present: Mayor M. Burns

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

It was noted that a quorum was present.

WELCOME AND INTRODUCTIONS

REQUEST FOR WAIVERS – None

APPROVAL OF THE AGENDA

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

AUDIT REPORT

Jaramillo Accounting Group – Audit

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

APPROVAL OF THE CONSENT AGENDA

1. March 2021 Meeting Minutes
2. Renewing Membership – 2 year terms
3. Open Meetings Act Resolution for 2021-22
4. PY21 Meeting Schedule
5. Acceptance of the PY21 Grant Agreement
6. Cost Allocation Plan

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

REPORTS

NM Department of Workforce Solutions

C. Tenorio gave brief updates on State Workforce Board highlighting the East work done in the last 3 quarters and submission of the Entrepreneurial to the Feds for highlighting progress of the program. Grant Agreements and Regional Redesignation.

Service Provider

Luis De La Cruz updated the board on staffing for all Title I field positions, this PY have done over 50 OJT's and 50% of Entrepreneurial youth have received proficiency for placement in workforce upon completion. Utilizing Workforce 180 to provide training to increase Work Experience in Youth and OJT in Adult. Working with DVR to better referral process.

Administrative Entity

B. Elias & T. Roth gave brief updates on change in NMAC in regards to the CEO oversight is effective June 22, and program activities including PY2020 3rd Quarter enrollment numbers and performance measures, youth engagement and Dislocated Worker outreach, impact of the entrepreneurial program.

One Stop Operator and Site Manager Reports

B. Silvers introduced R. Van Leuven as the Area Site Manager. B. Silvers updated the board on the One Stop offices appointment only services. B. Silvers reported on Alamogordo and N. Teel reported on Carlsbad and Artesia.

APPROVAL OF THE ONE STOP DELIVERY AND YOUTH COMMITTEE RECOMMENDATIONS

- 1. Policy Revision(S)**
- 2. Title 1 Service Provider contract recommendation**
- 3. One Stop Operator Service Provider Contract Recommendation**
- 4. Additional Title 1 Performance Metrics**

On a motion from T. Villanueva and seconded by E. Hollon the One Stop Delivery and Youth Committee Recommendations were approved.

CLOSED SESSION

At 2:28pm -T. Christesson motioned and E. Hollon seconded.

Roll Call vote was taken: T. Christesson, J. Cooper, R. Martinez, B. Gonzales, J. Lopez, N. Teel, P. Vanderpool, R. Kuykendall, E. Hollon, T. Villanueva.

At 2:31pm Quorum was present for closed session to discuss limited personnel matters, pursuant to NMSA 1978, Section 10-15-1 (H)(2).

At 3:04pm - Roll Call vote to move back into Open Sessions. T. Christesson, J. Cooper, B. Gonzales, J. Lopez, N. Teel, P. Vanderpool, R. Kuykendall, E. Hollon, T. Villanueva, R. Martinez.

APPROVAL OF PROPOSED ORGANIZATION CHART

On a motion from N. Teel and seconded by T. Villanueva the changes were unanimously approved.

APPROVAL OF THE OPERATIONS AND FINANCE COMMITTEE RECOMMENDATIONS

- **PY20FY21 YTD Financials**
- **PY21FY22 Proposed budget**
- **Fiscal Agent Agreement**
- **NM DWS 60/40 waiver**
- **DW to Adult Transfer Funds**

On a motion from T. Christesson and seconded by N. Teel the Operations and Finance Committee recommendations were unanimously approved.

NEW BUSINESS (if any) – None

OLD BUSINESS (if any) – None

NEXT MEETING – September 14, 2021

MOTION TO ADJOURN

On a motion by T. Christesson and seconded by E. Hollon, the board voted unanimously to adjourn at 3:38pm.