

Eastern Area Workforce Development Board

Board Meeting

Via ZOOM Video Conference

September 15, 2020

Approved December 22, 2020

CALL TO ORDER

J. Cooper called the meeting to order at 1:02pm.

ROLL CALL

Roll call was taken. It indicated the following:

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

Board Members absent: K. Byrnes, T. Chester, C. Jaramillo, T. Jones, 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): B. Silvers, C. Jaquette, J. Cherry, J. VanPelt, J. Beuerle, J. Pacheco, M. Hopkin, N. Teel, V. Alonzo, S. Schilling

It was noted that a quorum was present.

WELCOME/INTRODUCTIONS

REQUEST FOR WIAVERS

P. Stevens – RMS Foods

B. Gonzales – ENMU Ruidoso

APPROVAL OF AGENDA

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

APPROVAL OF THE JUNE 2020

On a motion P. Stevens and seconded by T. Villanueva the meeting minutes were unanimously approved.

PRESENTATION OF BOARD EFFECT

Sylviann Schilling presented the new board platform, Board Effect. T. Roth will send instructions for access to the board members.

REPORTS

NM Department of Workforce Solutions

V. Alonzo of the NM DWS reported that the next state is currently scheduling performance negotiations and that the schedule for the Local Plan has been sent out.

Service Provider

M. Hopkin reported that adult vacancies are down to one. They have currently obligated approximately \$575k in adult, \$56k in DW, and \$70k in Youth. There is a new apprenticeship in Roswell for sheet metal and plumbing. J. Van Pelt reported that the youth are approximately 50% staffed with offers out to additional personnel. They are preparing for the launch of CareerEdge..

Administrative Entity (A/E)

B. Elias and T. Roth reported on:

- current performance reporting
- Monitoring and audit status
- current board membership including the vacancy at the Title III partner seat.
- Website
- CEO meeting and outreach
- board issues related to COVID-19 including re-opening activities
- annual report

One Stop Operator and Site Manager Reports

Ben Silvers reported on ZOOM status and new licenses, workshops being offered remotely, Larry Robbins training, and the Facebook live events. N. Teel updated the board on current job postings which have seen a drastic decline, the four Title III job vacancies, and current outreach activities. M. Hopkin reported on job postings and current one-on-one services being provided.

One Stop Service Delivery Committee

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

- Revised supportive service policy.
- Revised supportive service operational guidance.

Youth Committee

There was no Youth update at this time.

Operations and Finance committee

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

- the PY19FY20 year end financials
- the PY20FY21 YTD financials
- DW to Adult funding transfer
- the revised Travel policy

LOCAL PLAN APPROVAL

Local Plan input and development assistance was offered by Mayor Burns of Tatum, E. Hollon, M. Hopkin, J. Van Pelt, B. Gonzales, R. Vanderpool, R. Kuykendall, T. Christesson

On a motion by P. Stevens and seconded by T. Villanueva, the board unanimously approved authorizing the executive committee to approve the PY2020-2023 Local Plan with appropriate public comment revisions by November 1, 2020.

It was noted that the EAWDB will ratify the Executive Committee decision at the December 2020 board meeting

EMPLOYEE HANDBOOK

T. Roth reviewed the revised employee handbook.

On a motion from T. Villanueva and seconded by R. Kuykendall, the board unanimously approved the revised employee handbook.

NEXT MEETING – December 15, 2020 via ZOOM Video Conference

MOTION TO ADJOURN

On a motion by T. Christesson and seconded by T. Villanueva, the board unanimously approved the motion to adjourn.

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.