

Eastern Area Workforce Development Board

CEO Meeting Minutes
Via ZOOM Video Conference
September 18, 2024

Meeting called to Order at 1:03 pm by Lead CEO Jon Crunk.

ROLL CALL

Roll call was taken. Below is the record of attendance based on that:

CEO's present: C. Kiesling, S. Martin, J. Crunk

CEO's absent: B. Bowen, R. Lopez, T. Dixon, V. Marquardt, M. Burns

AE/FA Staff present: B. Elias, T. Roth, T. Suarez, A. Torres, M. Sosa, C. Carrasco

Board Members present: D. Davis, J. Martinez, K. Ferrell, L. Melendez, S. Pawlyshyn

Guests present: L. De La Cruz, B. Silvers, C. Kirlin, C. Hollon, M. Walsh, R. Pazos

It was noted that there was not a quorum present, however, the agenda only contained two voting items that will be addressed at the December meeting.

WELCOME/INTRODUCTIONS

T. Suarez introduced the guests attending via zoom.

APPROVAL OF THE AGENDA

In the absence of a quorum the Agenda was not approved. This will occur at the December meeting.

APPROVAL OF THE JULY CEO MEETING MINUTES

In the absence of a quorum the CEO Meeting Minutes were not approved and will be presented at the CEO Meeting in December.

PRESENTATION OF FINANCIAL REPORTS

T. Roth provided an update on the financials for the period ending June 30, 2024. She explained that the previous set of financials sent out was based on year-end projections. The revised year-end financials were adjusted after the closeout process. These figures outline the PY 23 expenditures and the actual carry-in budget will be for the upcoming year. These adjustments also modified the year-end financial performance measures as well.

T. Roth presented the CEOs with the funding balances by program, detailing opening balances in the

Title I funded and the local admin budget. She discussed how the funds were spent, highlighting the amounts spent on individual training accounts, on the job training, and supportive services.

She also reported on service provider contract spending. Most contracts closed at close to 100% of their contracts, except for the youth, which was slightly under due to staff vacancies/savings during the year.

T. Roth highlighted two key grant measures: the 60/40 participant expenditure requirement, and the obligation expenditure rate. For the 60/40 requirement, T. Roth reviewed the grant agreement requirement, the board's waiver request to allow for 40% of the expenditures to be direct and that the East met the requirement at 45.16%. It was explained to the CEOs that there is a requirement that all boards must obligate 80% and expend 40% of their funds by March 30th. The EAWDB was obligated at 93% and expended at 68.28%.

T. Roth mentioned that the updated beginning budget includes the additional funding from the DWG grant and the revised carry-in figures. She stated that a transfer request would be submitted on October 1 when the funds become available and this is reflected in the budget.

She explained there will be \$50,000 contract modification to the ENMU adult/dw contract from DWG program funds for DWG case management. This modification was approved by the board on September 17th and will be reflected in the budget figures and financials for the next CEO meeting.

DWG UPDATE

B. Elias provided an update regarding the emergency dislocated worker grant application, which aims to assist individuals impacted in Lincoln and Otero counties. In July, she applied for the grant to secure additional funding for services and specialized assistance to help affected individuals regain employment and to provide labor for clean up and debris removal to help the community fully re-open and help stabilize the local economy.

B. Elias shared that the grant request was for \$2 million. \$800,000 has been conditionally awarded upfront and is available now, with the remaining \$1.2 million contingent upon the approval of the fully detailed application, referred to as the "full packet." These positions come with specific federal caveats and requirements, making the application process more detailed and time-consuming. B. Elias expects to have the full submission completed by the 27th, though she noted that some corrections may be required after the submission before the remaining funds are released.

B. Elias stated that while participation is still low for disaster relief employment (DRE), they have begun enrolling individuals. The enrollment process was delayed slightly due to the time it took to receive the contract and purchase order from the Department of Workforce Solutions, which had to go through various procurement and legal processes. Now that everything is in place they have individuals that have begun working to help clean up Ski Apache, a vital part of the local economy.

B. Elias concluded by encouraging local county managers (Lincoln and Otero) to consider participating as disaster relief employers, which would allow them to be reimbursed for wages related to community

cleanup efforts that aren't covered by FEMA or other emergency services. She expressed a strong interest in involving the county in this initiative.

J. Crunk expressed concerns about delayed payments affecting contractors and businesses. He mentioned that although funds were received from Homeland Security and the state, they primarily covered current employees. Many businesses would be willing to hire more staff if payments were processed faster. He noted that some entities, like NRCS subcontractors, have not yet begun their projects despite discussions. J. Crunk expects progress in the coming weeks and mentioned that the governor is scheduled to visit, which could bring more clarity.

B. Elias shared that the governor, along with the entire cabinet, would be visiting for two days, which is unusual compared to other communities. This extended visit is likely due to the significant impact of recent events in Ruidoso. There will be an event on Friday at the Inn of the Mountain Gods and another on Saturday at Ruidoso High School.

CHIEF ELECTED OFFICIALS – COUNTIES REPRESENTATIVE

B. Elias reported that there was no new update on county representation. She mentioned that Dora had been in contact with several counties, and while fewer commissions remain without an appointed official representative, a couple still have not done so. Additionally, some counties have participated, but they do not yet have an official CEO of record.

EAWDB CHAIRMANSHIP

B. Elias informed the board that T. Christesson, who has served as the board chair for several years, is stepping down due to health concerns. Although he is making efforts to remain on the board, he has requested to be replaced as chair, as he feels his health will not allow him to dedicate the necessary attention and effort to the role. In response, the board has temporarily appointed S. Pawlyshyn as the acting chair while nominations are being sought for a permanent replacement.

B. Elias explained that the responsibilities of the chair and vice chair have been divided to manage the board's workload effectively. Since the board does not have a contract for administrative services and acts as its own employer, the chair handles the HR and administrative duties, while the vice chair, D. Davis, focuses on financial oversight and reporting tasks, such as reviewing financials and participating in performance negotiations, as demonstrated in the recent discussions on the PY 2024-2025 performance negotiations.

J. Crunk mentioned that he has 90 more days working as the county commissioner in Lincoln and will step down after December 31. He expects to be unavailable after that date.

LOCAL PLAN

B. Elias provided an update on the local plan, which has been posted for its 30-day comment period. She highlighted that the development of the plan involved discussions with various officials and feedback sessions conducted by the secretary to align with the state plan. The plan is about 127 pages, but she encouraged the board to at least review the goals section within the first 60 pages. She emphasized that locally identified goals were established to align with state goals, including expanding

sector strategies and partnerships in healthcare and energy (both renewable and oil and gas). She also noted that New Mexico is receiving significant national infrastructure funding, particularly for broadband expansion, and the board will be partnering with the state to roll out training programs in those areas.

As part of that discussion, she addressed the growing need for training in electric vehicle (EV) technology. She acknowledged the sensitivity around oil and gas, pointing out that electric cars are becoming more common, and the region lacks enough qualified technicians to service or repair them or the charging stations. This will be a focus for future training initiatives.

Another key goal of the local plan is to increase co-enrollment across partner programs such as vocational rehabilitation, Department of Workforce Solutions, TANF, adult education, and literacy programs. By co-enrolling individuals in multiple programs, they aim to provide more comprehensive services and improve outcomes for individuals and the state. Lastly, B. Elias noted concerns over the declining population in New Mexico and the importance of finding ways to retain talent in the region.

Next Meeting

December 18, 2024 at 1:00 pm.

Motion to Adjourn

Meeting adjourned at 1:50 pm.