

State Workforce Development Board Meeting

Wednesday, July 17th, 2019

1:00 p.m. – 5:00 p.m.

Roadrunner Food Bank

5840 Office Blvd. NE

Albuquerque, NM 87110

Meeting called to order: (1:04 p.m.) Tracey Bryan, Board Chair

Welcome, Introductions, and Opening Remarks (Agenda Item I): Tracey Bryan and Bill McCamley

Roll Call: Roll was called and quorum was not present.

Attendees:

Senator Michael Padilla

Representative Antonio “Moe” Maestas

Tracey Bryan, Board Chair*

Bryn Davis*

Dale Dekker*

Bob Grassberger*

Debra “DJ” Heckes*

Mark Fidel*

Paul Chavez*

Carla Kugler*

Secretary Bill McCamley

Deputy Secretary Ricky Serna

Deputy Secretary Carmen Lopez-Wilson

Secretary Dr. David Scrace

Secretary Greg Trapp

Richard Meyer*

Elaine Perea (attended for Public Ed)

Deputy Secretary Jon Clark (attended for
Economic Development)

Absent:

Diego Arencon (for Governor Michelle

Lujan Grisham)

Justin Winfield

Ella Leeper

Tim Rabon

Dale Armstrong

Rick Davis

John Rockwell

Rene Lowden

Vince Alvarado

Mayor Gregory Hull

Minutes

Agenda Item II: Motion to approve agenda.

There was not a quorum of the membership therefore Secretary Greg Trapp moved to make the meeting a “Meeting of the Whole” and Deputy Secretary Carmen Lopez-Wilson seconded the motion.

Deputy Secretary Yolanda Montoya-Cordova announced the Governor’s Board and Commission office is currently reviewing proposed candidates and appointments are underway. It is hoped new members will be approved before the next State Workforce Board.

No quorum of business members was present so motion to approve was tabled.

Agenda Item III: Motion to approve State Workforce Development Board Meeting minutes from May 8, 2019.

No quorum was present, so motion to approve was tabled.

Agenda Item IV: Approval of State Workforce Board Bylaws

- It was suggested to add HSD to the list of Lead State Officials section on page 19 of the Board By Laws.
- It was suggested to strike the following sentences on page 21, section Voting: “At the meeting without a quorum, the Board shall present and second a desired motion, and the vote on the motion shall take place electronically after the meeting. Should a motion pass, it shall be announced at the subsequent meeting.”

Conclusions:

- Quorum not present, motion to approve was tabled.

Agenda Item V: Presentation – Overview of Federal and State Monitoring	Presenter: Margarito Aragon, WIOA Operations and Performance Manager
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Margarito Aragon presented on Federal and State Monitoring.

- Reports on NMDWS program monitoring and fiscal review activities and proposed schedule, along with highlights of key findings throughout the year.
- Federal outcome of monitoring visit April 8-12 of Southwest Workforce Board. Key findings indicated concerns with quality of case management, follow up services and outreach to specific populations. WIOA staff providing oversight for review/completion of federal response.

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- Administrative Oversight and technical assistance underway with Northern Area Board effective July 1 – September 30, 2019. Emphasis of oversight is to provide technical guidance and assistance with administrative functions, including recruitment of new administrative director, financial review/financial controls, policy development and board governance. Additional support will also be provided to identify a one-stop operator. An interim director and one-stop operator currently named and working in partnership with WIOA staff.

Discussion:

- Members suggested having an executive summary to give highlights of the reports.
- Secretary Dr. David Scrace of HSD, said it is illegal for boards not to have done a fiscal monitoring of their providers and wants the State Board to put a check list in place to make sure local workforce boards are in legal compliance.
- Margarito Aragon and Tracey Bryan suggested also sending monitoring reports to board members.
- Margarito Aragon also suggested requiring the local board to send NMDWS information on the evaluations of their Administrative Entities, their Fiscal Agents and their One Stop Operators.
- The topic of how the State Board can better support strong local boards was discussed.
- There are opportunities to learn about available case management training from some of the other agencies and could be made available to our staff as well, so we can learn best practices.
- NMDWS staff is working with USDOL to keep them involved with the department's participation with the Northern Board to get them functional. The overall goal is fix the administrative piece for the board.
- Board review of local board annual reports and board files is a best practice.
- Strong fiscal and programmatic practices at the Eastern and Central Boards were also noted.
- Dale Decker also asked for a one paragraph definition of the requirements to be a board member, because he has a network of business friends he could reach out to for local workforce board memberships.

Action items

Person responsible

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| ✓ Executive Summary of reports. | NMDWS staff |
| ✓ Working on getting Northern Board functional. | NMDWS staff |
| ✓ Board review of local board's annual reports and files. | NMDWS staff |

Agenda Item VI: Presentation – Business Outreach Services	Presenter: Ricky Serna, Deputy Cabinet Secretary & Marcos Martinez, Employment Services Director
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Deputy Secretary Ricky Serna and Marcos Martinez presented on Business Outreach Services

- Discussion about current business utilization of workforce system, identification of barriers, opportunities to improve efficiency and effectiveness in meeting employer needs.

Discussion:

- Focus more on soft skills (employability skills, interview readiness, quality of candidates in the system).
- Is it possible to have Workforce Connection centers located in Community Colleges? The challenge is community colleges are often located on the edge of town so it creates a transportation barrier for some individuals and often schools don't want the unemployed coming on campus.
- The State Board wants the delivery of services to employers to be more efficient.
- Get business success stories out to employers to make them aware of our tools and services.
- Help employers and employees get into higher skilled, higher paying jobs to accommodate the rising minimum wage and address the growing gap in NM vs. national wage growth.
- Align K-12 and High School programs with the jobs of the future.
- Get apprentices into state offices.
- Be more proactive in industry shifts and job losses due to economic changes.
- Important for Business owners to visit Workforce locations.
- Strategy on reaching out to the employment recruitment services.

Agenda Item: Presentation – Youth Services	Presenter: Rebecca Sisneros, Statewide Youth Engagement Coordinator & Margarito Aragon, WIOA Operations and Performance Manager
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Rebecca Sisneros presented on Youth Services

- Data analysis of service delivery and outcomes for out-of-school and in-school youth, opportunities for increasing in-school youth investments, exploration of Dept. of Labor waiver to change distribution ratios, Governor and Secretary McCamley vision for in-school youth services.

Discussion:

- No discussion from board.

Agenda Item IX: Public Comment

Conclusions:

No public comment.

Agenda Item X: Other Business

No other business discussed

Meeting Adjournment at 4:10 p.m.

Motion to Adjourn: All
(No second needed)