

# State Workforce Development Board Meeting

Wednesday, October 23, 2019

9:00 a.m. – 12:00 p.m.

Mid-Region Council of Governments

809 Copper Ave. NW

Albuquerque, NM 87102

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**Meeting called to order:** (9:12 a.m.) Tracey Bryan, Board Chair

**Roll Call:** Roll was called and quorum was not met.

**Attendees:**

Tracey Bryan, Chair Board

Deputy Secretary Yolanda Montoya-Cordova  
(for Secretary Bill McCamely)

Bryn Davis

Deputy Secretary Angel Medrano (for Secretary Dr. David Scrase)

Debra “DJ” Heckes

Secretary Greg Trapp

Carla Kugler

Deputy Secretary Gwen Perea-Warniment (for Secretary Ryan Stewart)

Dale Dekker (9:30 a.m. arrival)

Patrick Gannon (for Secretary Alicia Keyes)

**Absent:**

Senator Michael Padilla

Diego Arencon (for Governor Michelle Lujan Grisham)

Representative Antonio “Moe” Maestas

Justin Winfield

Ella Leeper

Tim Rabon

Bob Grassberger

Mark Fidel

Paul Chavez

Dale Armstrong

Steven Garcia

Rick Davis

John Rockwell

Rene Lowden

Vince Alvarado

Richard Meyer

Mayor Gregory Hull

Deputy Secretary Carmen Lopez-Wilson (for Secretary Kate O’Neill)

## Minutes

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**Welcome, Introductions, and Opening Remarks (Agenda Item I):** Tracey Bryan and Deputy Secretary Yolanda Montoya-Cordova

- Board Chair Bryan announced that the board does not have quorum.
- Deputy Secretary Montoya-Cordova discussed board opening opportunities. There is currently a queue of candidates being processed to fill vacancies on board.

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**Agenda Item II:** Motion to approve agenda.

**Motion by:** Tracey Bryan

**Discussion:** Table Item; no quorum was present to approve agenda.

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**Agenda Item III:** Motion to approve State Workforce Development Board Meeting minutes from May 8, 2019 and July 17, 2019

**Motion by:** Board Chair Bryan

**Discussion:** Table Item; no quorum was present to approve minutes. Will approve three sets of minutes at next board meeting.

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**Agenda Item IV:** Approval of State Workforce Board Bylaws

**Motion by:** Board Chair Bryan

**Discussion:** Table Item; no quorum was present to approve bylaws. Will place on agenda of next Board meeting for approval.

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**Agenda Item V:** Guest Presentation and Board Discussion

**Presenter:** Joyce Wilson, CEO,  
Workforce Solutions Complex

Joyce Wilson presented a review of the Regional Workforce System for the El Paso, Texas area. The review also illustrated the vast services and support programs provided and the strategies involved to create a high performing Workforce Board Structure, for region and state level.

Examples of activities included:

- Tourism Round Table
- Skills Grants
- Texas Industry Partnership
- Agricultural Employer Conference
- JOBCON Series Events
- STEAM Fiesta
- Summer Youth Program
- Reverse Job Fair
- Hiring Red, White, & You Veteran Services

**Discussion:**

- Board member mentioned debate within the state of structure of the local boards. There have been discussions of how local boards should be developed in New Mexico. There has been consideration of board jurisdiction by region, industry or population. Board member interested in the development of the local workforce boards in Texas. Joyce Wilson responded with explanation of local boards were established in the 1990's, due to structure change from private industry council model to workforce

development model, boards were established geographically. Additionally, it was discussed that every local board in Texas offer the same programs in each region with consistency.

- Board Chair Bryan inquired of a grant regarding childcare assistance, which Texas oversees; stating that New Mexico is not structured to operate as such. Joyce Wilson confirmed that Texas Workforce Board does manage the Child Care Assistance Grant; the Board's largest grant.
- As a result of the 2014 WIOA changes implemented, Texas Workforce Board took the initiative to bring in a consultant to evaluate and address improvement opportunities; hold Board accountable to upgrades and sustainable improvements. Took approximately one year to implement consultant's suggestions. Joyce Wilson advised the Board the consultant was PCG in El Paso (Tom Kavanaugh).
- Collaboration with Dona Ana County on annual Agricultural Employer Conference held in El Paso and Dona Ana County, switching location bi-annual. Dona Ana County did not participate with El Paso Workforce System to continue event. Joyce Wilson will reach out to Steven Duran, Southwest Local DWB, to continue collaboration. Chair Board Bryan suggested to reach out to NM State University as another potential agricultural partner.
- Discussed Texas' involvement with apprenticeship programs at a state level; contracts with local colleges on pre-apprenticeship. Colleges working with state on non-traditional apprenticeship program (i.e., IT sector). Additionally, a focus on trades for apprenticeships; bring electrical, plumbing and HVAC to job fairs.
- Discussed a Return on Investment (ROI) document, developed by Workforce Solutions Borderplex, to report to their local board on how resources are being utilized and aid in prioritizing decisions based on ROI. Joyce Wilson elaborated that Workforce Solutions Borderplex creates and submits a high demand occupational list, which the local board adopts. The high demand category listing set the priority of which occupations receive funding for training.
- Discussion of support for rural area schools in Human Resources functions for interviews and seeking teacher candidates. Workforce Solutions Complex is able to support with creating and promoting specialized or collaborative job fairs. Their Board was approved for a grant that allows last year teaching students to work in the classrooms, along with attending classes for an entire school year. The objective is to improve the success rate of the newly hired teacher, thus improving retention.
- Board Chair Bryan asked board members to write an idea that was presented that could be beneficial for the board to explore for possible implementation:
  - Quarterly job fairs with local businesses to match needs with job seekers for hire
  - Industry Roundtables
  - Job Cons for Students
  - Marketing – We do many of these things in NM, but marketing/operating in silos; inhibits our success
  - Business Data Intelligence Gathering
  - Industry Sector Representatives on Board sharing intelligence (Why low employer turnout at board meetings)
  - Explore partnership with APS and other NM School Districts to educate high school students about jobs and opportunities
  - Drone training/certification – data processing of the same
  - Skills grants/ROI

Boards members comments will be used to guide future efforts of the board.

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## Agenda Items VI: Presentation - State Plan Development

**Presenter:** Y Montoya-Cordova  
Deputy Secretary, DWS

Deputy Secretary Montoya-Cordova presented overview of development of the Combined State Plan for FY 2020, PY 2019. The presentation outlined the Combined State Plan process with a proposed timeline of meeting with partners and major milestones to be accomplished before due date of Mid-March – April 1, 2020. The Four Year plan will include the Core Partner Agencies – WIOA Adult/Dislocated Worker and Youth Programs, Adult Education and Family Literacy, Division of Vocational Rehabilitation, Commission for the Blind, Wagner-Peyser Act (Employment Services). Combined Partners includes – Carl Perkins, Senior Employment, Temporary Assistance for Needy Families and Supplemental Nutrition Assistance Program (TANF/SNAP), and Jobs for Veterans. NMDWS has hired a consultant firm, New Mexico First, to assist with facilitation and coordination of activities, including final written plan in both English and Spanish for the public. John Casado, Policy Analyst for the WIOA team, will take responsibility for submitting the plan to USDOL into their online portal and for working with the partners to collect and ensure they are submitting their information into the portal on time.

### Discussion:

- Announcement of Town Forums to be held in Las Cruces and Albuquerque; need both State Board and local board members to bring community to forum to seek feedback on Combined State Plan. Board Chair Bryan requests we forward SAVE the DATE information on the Town Forums to the Board Members as soon as the dates/locations are finalized.
- Mr. Dekker suggested to link a survey tool to the Town Forum to gauge on how the public can access NMDWS; what NMDWS does and the services provided.
- Secretary Trapp supports the proposed initiative to host a meeting with the State Rehabilitation Council Members (includes Commission for the Blind and Division of Vocational Rehabilitation) and State Board members to review the state plan goals; Board and Council members will also be able to network and learn more about the leadership behind the Vocational Rehabilitation agencies.

Timeline presented to Board for Combined State Plan:

- **September 2019** - Understanding WIOA and DWS Services and Mission, Vision, Values of Stakeholders
- **October 2019** - Overview of core and related services- existing complimentary services and opportunities for stronger coordination
- **November 2019** - Understanding operations, outcomes, and measures for guiding equitable outcomes
- **December 2019** - Operating policies and performance measures
- **January 2020** - Review a draft WIOA plan
- **February 2020** - NM Public Forums (ABQ & LC) *Dates to be determined*
- **March (mid) 2020** - State Plan draft due
- **April 20, 2020** - Final state plan submitted to U.S. DOL

### Action Item

### Person Responsible

✓ Survey tool for Town Forum

NMDWS Staff

**Agenda Item VII: Presentation - Local Board Activities and Performance** **Presenter:** Margarito Aragon  
WIOA Performance Manager

Margarito Aragon presented Sector Strategy, Performance and Financial status for each of the Local Workforce Development Board (Central, Southwest, Northern and Eastern). The state met all performance measures; however some of the boards did not meet all metrics. NMDWS is providing ongoing technical assistance to each board to address performance issues and concerns. Priority is set to improve reporting in credential attainment and outcomes for dislocated workers.

Central and East regions have identified their sector strategy focus. Central region sector strategies are: Film (Bernalillo County), Advanced Manufacturing (Sandoval County), Sustainable Energy (Torrance County), and Construction and Manufacturing (Valencia County). Identified sector strategies for the East region are: Healthcare, Teaching, and Energy.

Northern and Southwestern boards are receiving technical assistance from NMDWS. NMDWS has contracted with Maher & Maher to provide one-on-one coaching and technical assistance for each of the local boards. Kickoff Webinar is scheduled for October 30, 2019.

November 14, 2019, each local board is required to submit quarterly report to NMDWS, as per grant agreement; and sector strategy update will be included.

Board was advised that \$401,000 of youth services programs, for PY17, will be recouped from the Northern region, re-distributed to the other regions for disbursement. NMDWS wants Northern region to focus on spending PY18 funds of \$1.3M, presently earmarked for youth services. Dr. LeAnne Salazar-Montoya, Executive Director for the Northern Board, introduced herself. Noted she is new to position and adds efforts are underway to reorganize their efforts and move forward as required. The Northern Board has been under administrative oversight and is receiving ongoing technical assistance from NMDWS staff to assist with policy, procedures and performance and fiscal management.

| Action Item  | Person Responsible |
|--|--------------------|
| ✓ WIOA fund report showing PY allocations and expenditures | Margarito Aragon   |

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**Agenda Item VIII: Public Comment**

**Conclusion:**

No public comment

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**Agenda Item IX: Other Business / Announcements / Board Closing Comments**

- Board Chair Bryan asked Central Board Administrator, Arthur Martinez, to present to the Board a program the Central Region LWDB is exploring called "Family Centered Coaching."

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**Meeting Adjournment at 12:00 p.m.**