

# Exhibit G LWDB Quarterly Report

## Administration

Region: Northern Area Workforce Development Board

<u>Local Board Meeting</u>	
Date:	<u>10/21/2021</u>
Time:	<u>      </u>
<u>Public Notice Published</u>	
Date:	<u>10/4/2021</u>
Time:	<u>9:00 am</u>
<u>Agenda Posted</u>	
Date:	<u>10/15/2021</u>
Time:	<u>3:00 pm</u>
Quorum met?	<input checked="" type="radio"/> Y <input type="radio"/> N
<u>Draft Meeting Minutes Published</u>	
Date:	<u>11/4/2021</u>
<u>Approved Meeting Minutes Published</u>	
Date:	<u>2/23/2022</u>

<u>Chief Elected Officials Board Meeting</u>	
Date:	<u>12/3/2021</u>
Time:	<u>1:00 pm</u>
<u>Public Notice Published</u>	
Date:	<u>11/1/2021</u>
Time:	<u>9:00 am</u>
<u>Agenda Posted</u>	
Date:	<u>11/23/2021</u>
Time:	<u>9:00 am</u>
Quorum met?	<input checked="" type="radio"/> Y <input type="radio"/> N
<u>Draft Meeting Minutes Published</u>	
Date:	<u>12/17/2021</u>
<u>Approved Meeting Minutes Published</u>	
Date:	<u>3/4/2022</u>

### Continuing Education Credits

	Hours Required	Hours Completed
Administrative Entity Staff		19.00
Fiscal Agent Staff		0.00
OneStop Operator Staff		5.00
Board Members		<b>19.50</b>

<b>NALWDB Continued Education Units (CEU's) PY20 - 4th Quarter</b>			
<b>Name</b>	<b>Role</b>	<b>Training</b>	<b>Hours Completed</b>
Kevin Boyar	AE Staff	NM Performs Training Session: Building Knowledge of Performance Matters	1.5
Amber Gomez	AE Staff	WIOA Wednesday: Performance Accountability Part 1	1.5
Elena Maestas	AE Staff	Performance Training for Providers	3
Lisa Ortiz	Executive Director	WIOA Wednesday: Performance Accountability Part 1	1.5
Lisa Ortiz	Executive Director	NM Performs Training Session: Building Knowledge of Performance Matters	1.5
Lisa Ortiz	Executive Director	Construction Workforce Development Strategic Doing Summit	5
Barney Trujillo	AE Staff	Construction Workforce Development Strategic Doing Summit	5
<b>Total :</b>			<b>19</b>

<b>Name</b>	<b>Role</b>	<b>Training</b>	<b>Hours Completed</b>
Floyd Archuleta	Board Member	Construction Workforce Development Strategic Doing Summit	5.5
Floyd Archuleta	Board Member	Team 1 Academic Network	1
Rebecca Estrada	Board Member	Construction Workforce Development Strategic Doing Summit	5.5
Rebecca Estrada	Board Member	JFF Fall Institute Session: <i>What is the "System" in Career Navigation Systems?</i>	1
Rebecca Estrada	Board Member	Tackling Inequity in Career Navigation Systems	1
Arthur Sparks	Board Member	Construction Workforce Development Strategic Doing Summit	5.5
<b>Total:</b>			<b>19.5</b>

<b>Name</b>	<b>Role</b>	<b>Training</b>	<b>Hours Completed</b>
<b>Total:</b>			<b>0</b>

<b>Name</b>	<b>Role</b>	<b>Training</b>	<b>Hours Completed</b>
Eric Vasquez	One-Stop Operator	Sector-Based Approach to Workforce Solutions Office Operations	1.25
Eric Vasquez	One-Stop Operator	WIOA Title I and Title II Partnerships: Building Quality Services for Low-Skilled Adults through Collaboration	1.25
Eric Vasquez	One-Stop Operator	Policies, Procedures, and Practices, Oh My! - Mitigation EEO Risk in the Private Sector	1.25
Eric Vasquez	One-Stop Operator	The New Normal: Understanding the Post-Covid-19 Economy and Middle Skills Jobs	1.25
<b>Total:</b>			<b>5</b>

## Sector Strategies

### Northern Area Local Workforce Board

Updates have been provided regarding work being done in Colfax, San Juan and San Miguel counties in areas such as early childhood education, teacher education and healthcare. In an effort to streamline reporting, planning and coordinating, Service Provider, HELP NM, has agreed to create a database/repository of the work that could be defined under the sector strategy priorities – focus on those programs that include both training programs as well as employer partners. It will also include efforts focused on the sector strategy priorities: teacher education/early childhood education, healthcare, information technology.

Sector Strategy work including the Memorandum of Understanding between San Juan College and Farmington Municipal Schools. Farmington Municipal Schools commits to hiring participants in both the traditional degree program as well as alternative licensure education track. In most cases, the participants in the programs have already been hired by the school district on a probationary status and will be converted when they complete. While the MOU does not yet include HELP NM/NALWDB, the eligible participants are being supported by WIOA funds and have access to wrap around services. HELP NM is currently in discussion to consider formalizing their role in their partnership and including metrics regarding participants and those hired.

Recent partnerships with Head Start organizations in San Miguel and Colfax County are promising for Sector Strategy partnerships. Currently, Head Start provides the 40-45 hour certification training and provides on the job training opportunities. The ideal state is to include Luna Community College and NM Highlands University as additional training partners that can further the education of the Head Start employees providing them additional credentials leading to higher wages. Head Start is interested in pursuing as is the Superintendent of West Las Vegas Schools. Work continues to be done in getting the micro credentialing and other early childhood education programs from both Luna CC and NM Highlands on the ETPL. If this becomes formalized, there could be an MOU or contractual relationship with Head Start and West Las Vegas as employers with training being provided by Head Start, Luna CC, and NM Highlands University.

While the majority of the work being done currently in the priority sector area of education and early childhood education. There is currently outreach being done to health care providers in Mora, San Miguel and San Juan counties. These are still very much in the exploratory and outreach phase but show some promise with training institutions (e.g. San Juan College, Luna CC, and NM Highlands Univ) already having some established relationships with providers. Given we are still in a pandemic environment, it has been more challenging to work with prospective employer partners in this area but we are committed to continuing the work if at a slower pace than other areas.

### Challenges:

Clarification Required: The Sector Strategy Chair has been functioning under the assumption that “true” sector strategy partnerships MUST include a formal agreement (e.g. MOU/MOA) between the three elements pointed to in sector strategy best practices – training organization, employer partner, service provider (on behalf of the NALWDB). There was much discussion regarding whether this was an “over interpretation” and that the formal agreements are not required to be considered to be making satisfactory progress in the area of sector strategies. There was a request by the Committee to the Staff to make the inquiry and understand how the State defines success, if they even do measure this area, in sector strategies.

## Northern Area Local Workforce Development Board

### Quarter Two Success Stories

#### ADULT



Justine John, worked for a local Fro-yo business barely making ends meet in 2018 at \$9.50/hr. Justine decided she wanted a new career path that would help support herself. In the Summer of 2018, she enrolled in San Juan College in the Dental Hygiene Program. Justine came to the realization that she would not be able to pay for the program as she was not receiving many scholarships or financial aid. Justine visited her local One-Stop for tuition assistance through the WIOA program.

Over the next couple of years, Justine would have to take full course loads if she expected to graduate on time. She excelled in her studies at San Juan College and kept her GPA above a 3.0. Justine was set to graduate in May of 2020, but then COVID shut down the College in March of 2020 and she was unable to complete her clinical until the Summer of 2020. Justine required additional assistance for her National Board Exam fee which was required to be a registered Dental Hygienist. Justine successfully passed her exam in August of 2020. She has since been able to find employment in her field at Four Corners Family Dental making \$32.00/ hr.

“I just want to say thank you so very much in helping reach my goals. I could not have done it with you all!”

- Justine John, RDH

**Estefanita**, a female moved from Denver, Colorado to Mora in the spring of 2021. Estefanita reached out to HELP NM in hopes of finding a place of employment since she was no longer employed due to her move. Estefanita is single and relies on her sole income. Estefanita completed her hours at the Mora County Assessor’s Office in which she worked as an administrative assistant. The Mora County Assessor, Rosalie Trujillo has been pleased with her work ethic and hired her on as an OJT participant. The OJT placement allowed Estefanita to learn additional office skills and training that was essential to complete her everyday job duties. The completion of her OJT contract, Estefanita was offered a fulltime position at El Centro Clinic in Las Vegas, NM as a receptionist. Estefanita’s recommendation from Rosalie and her eagerness to learn allowed her to gain a fulltime office position that will offer her benefits and a chance to better her living situation all together.

**Julio Montoya** came into Las Vegas, NM one stop looking for assistance in paying his tuition to receive his EMT Basic. He is a citizen in Las Vegas and is employed with the City of Las Vegas as a fire fighter making 12.00 hourly. Julio completed the class on 12/19/2021 and waiting for the credential to come in the mail. Once he receives the credential the city will be granting him a 4% raise. Julio plans to keep getting as much training and certificates needed to continue pursuing his career as a fire fighter.

## DISLOCATED WORKER

Delbert Johnson came to our office in October 2021, he was laid off from Marathon in October 2020, when the plant had shut their doors. He was left undecided on what he was going to do next, after working for 24 years at the refinery as a full time Mechanic/Auto Tech, he wanted to do something new with his career. Delbert was concerned he was going to struggle returning to work and asked for help with training services to help him return to work. His background focused working with company vehicles of all sizes and maintenance of the pumps at he refinery. He made a choice to look into Commercial Driving training and consider operating



heavy tractor trailers. Delbert was the sole provider for his family size of two and collecting unemployment was a big change for his family, he wanted to return to work so he can continue supporting his family independently. Due to the change in the family income he was unable to cover the cost of the training. He was accepted into Gallup CDL Training and begin training on November 8<sup>th</sup>, he passed all areas of the training. On January 11, 2022 he obtained his certificate of completion and became eligible to get his class A license. Towards the end of his training program he was able to find employment with Amazon and had relocated with his wife for the job opportunity. Delbert is now earning stable income and no longer dependent on UI benefits. He initially accepted a position in the Amazon warehouse, to get his foot in the door with the great company. He will be searching for a driving position with Amazon and eager to operating heavy tractor trailers for Amazon.

## YOUTH



- Kristyn Jacquez came to the WIOA program as an out-of-school youth at the age of 22 seeking tuition assistance for the Career-Life Engagement and Readiness Program (CLEAR) at San Juan College in August 2019. WIOA funds helped pay for Kristyn pay for her tuition and fees that came with the Fall 2019- Summer 2020 Semester. Through the CLEAR program, Kristyn learned a new skill set every semester from career interest discovery to professional workplace skills to prepare her for her final semester of work experience. WIOA assisted her in work experience by providing a work environment where she was able to grow her communications skills and help with transportation costs as she traveled to and from work. Kristyn graduated from the CLEAR program in May 2021 and then continued her education with the assistance of WIOA into her COMPTIA courses.

- **In-School Youth**

- Jaylen Nahkai was a 19-year-old in-school youth enrolled at Rocinante High School (Alternative School in Farmington) at the time of intake. Jaylen was on an IEP and was referred to the WIOA program through the Work Based Program at his school. Jaylen wanted help finding financial independence and to gain his first work experience. Jaylen started his work experience on 04/08/2021 with Hi Country Auto, being that this was Jaylen's first work experience, he didn't have the means to pay for gas traveling to school and then to work. Jaylen reached out to his local CSA to enquire about transportation assistance and assistance for work attire so that he could be properly dressed for the duties he was performing. Jaylen loved working at Hi Country and received a lot of excellent marks from his supervisors. Jaylen's work experience came to an end on 05/18/2021 where he successfully completed his hours and graduated from Rocinante High School. Jaylen is currently working building houses since he has graduated and hopes to make a career doing construction work.

## Challenges:

- Staffing with all offices including partners.
- Access to WCOS - is there a better way to streamline process and Title one to be notified of access or denial of new staff? Is it possible to get the SAT notification sent to leadership in addition to the staff?
- Acceptable document list. What qualifies at the state and board level as proof of benefits?
- Loss of ITAs due to no unmet need (ReadyNM and NM Opportunity Scholarships). Working to enroll individuals for supportive services, but difficult to gain traction and build relationships with these participants only receiving SS
- Increasing number of employers using reverify or other verification programs that do not have access to when the participant is unable or unwilling to provide employment verification.
- Training providers not being available on campus to collect billing signatures or assist with supporting documentation

## Performance

	Adult	Dislocated Worker	Youth
Enrolled	19	22	21
Exited	21	4	8
Carry Over	115	35	45
Served (Enrolled + Carry Over)	136	39	53

	Participants Served		
	Adult	Dislocated Worker	Youth
Eligible Veterans	3	1	0
Individuals with a Disability	19	22	21
Displaced homemakers	0	1	0
Low-income individuals	19	13	21
Older individuals	2	3	0
Ex-offenders	1	0	1
Homeless individuals or runaway youth	2	0	6
Current or former foster care youth	0	0	0
English language learners, individuals with low levels of literacy or facing substantial cultural barriers	0	0	0
Eligible migrant and seasonal farmworkers	0	0	0
Exhausting TANF within 2 years (Part A Title IV of the Social Security Act)	<b>0</b>	<b>0</b>	<b>0</b>
Single parents (Including single pregnant women)	<b>1</b>	<b>4</b>	<b>2</b>
Long-term unemployed (27 or more consecutive weeks)	<b>1</b>	<b>6</b>	<b>2</b>

	Title I	Title II	Title III	Title IV
Enrolled	164	89	515	126
Exited	60	53	112	94
Carry Over	104	36	403	32
Served (Enrolled + Carry Over)	286	125	918	158



	<b>Adult</b>			
	<b>Actual</b>	<b>Negotiated</b>	<b>% Met</b>	<b>Meet/Exceed/Failed</b>
Employed in Q2 Rate:	64.02%	78%	82.08%	Failed
Median Wages in Q2:	\$6,352.24	\$7,100.00	89.47%	Failed
Employed in Q4 Rate:	74.59%	75%	99.046%	Meet
Credential Attainment Rate:	62.88%	67%	93.85%	Meet
Measurable Skills Gains Rate:	70.44%	51.5%	114.54%	Exceed

	<b>Dislocated Worker</b>			
	<b>Actual</b>	<b>Negotiated</b>	<b>% Met</b>	<b>Meet/Exceed/Failed</b>
Employed in Q2 Rate:	62.3%	75%	83%	Failed
Median Wages in Q2:	\$6,820.11	\$7,650.00	89.15%	Failed
Employed in Q4 Rate:	68.97%	73%	94.47%	Meet
Credential Attainment Rate:	52.08%	60%	86.81%	Failed
Measurable Skills Gains Rate:	67.19%	60%	111.98%	Exceed

	<b>Youth</b>			
	<b>Actual</b>	<b>Negotiated</b>	<b>% Met</b>	<b>Meet/Exceed/Failed</b>
Employed in Q2 Rate:	72.22%	63%	114.64%	Exceed
Median Wages in Q2:	\$2,775.63	\$3,400.00	81.64%	Failed
Employed in Q4 Rate:	66.06%	63%	104.85%	Exceed
Credential Attainment Rate:	22.22%	45%	45%	Failed
Measurable Skills Gains Rate:	73.44%	48%	152.68%	Exceed

## Fiscal

Adult	PY 19	FY 20	PY 20	FY 21	Total
Total Allocation		\$ 331,543.85	\$ 263,575.00	\$ 1,242,258.00	\$ 1,837,376.85
Total Budgeted		\$ 331,543.85	\$ 263,575.00	\$ 1,242,258.00	\$ 1,837,376.85
Total Expenditures		\$ 331,543.85	\$ 263,575.00	\$ 304,754.26	\$ 899,873.11
Total Admin Expenditures		\$ 43,337.38	\$ 26,358.00	\$ 39,447.68	\$ 109,143.06
Total Support Services Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,686.07	\$ 8,686.07
Transportation Assistance					\$ 0.00
Child and Dependent Care					\$ 0.00
Housing Assistance					\$ 0.00
Educational Testing Assistance					\$ 0.00
Legal Aid Services					\$ 0.00
Reasonable Accommodations					\$ 0.00
Referrals to Healthcare					\$ 0.00
Community Service Linkage					\$ 0.00
Work Attire and Work Related Tools					\$ 0.00
Books, Fees and School Supplies					\$ 0.00
Employment and Training Related Fees					\$ 0.00
Needs Related Payments				\$ 8,686.07	\$ 8,686.07
	PY 19	FY 20	PY 20	FY 21	Total
Total Training Services Expenditures	\$ 0.00	\$ 0.00	\$ 189,891.61	\$ 38,750.18	\$ 228,641.79
Individual Training Accounts			\$ 41,771.03		\$ 41,771.03
Customized Training					
Incumbent Worker Training					
On the Job Training			\$ 147,007.99	\$ 11,799.09	\$ 158,877.08
Work Experience					
Internship			\$ 1,042.59	\$ 26,951.09	\$ 27,993.68

Adult	PY 19	FY 20	PY 20	FY 21	Total
Expenditure Percentage	0.00%	100%	100%	24.53%	224.53
Work Experience Expenditure Percentage	0.00%	0.00%	0.52%	8.84%	

Were funds transferred to Dislocated Worker?     Y     N

Transfer amount:

Date of Transfer:

Transfer Justification:

<b>Dislocated Worker</b>	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Total Allocation	\$134,956.13	\$207,823.51	\$423,415.00	\$1,801,646.00	\$4,438,253.64
Total Budgeted	\$134,956.13	\$207,823.51	\$423,415.00	\$1,801,646.00	\$4,438,253.64
Total Expenditures	\$134,956.13	\$505,140.92			\$640,097.05
Total Admin Expenditures		\$75,799.99			\$75,799.99
Total Support Services Expenditures		\$ 2,467.01			\$ 2,467.01
Transportation Assistance					
Child and Dependent Care					
Housing Assistance					
Educational Testing Assistance					
Legal Aid Services					
Reasonable Accommodations					
Referrals to Healthcare					
Community Service Linkage					
Work Attire and Work Related Tools					
Books, Fees and School Supplies					
Employment and Training Related Fees					
Needs Related Payments		\$ 2,467.01			\$2,467.01
	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Total Training Services Expenditures		49,639.12			\$ 49,639.12
Individual Training Accounts		37,790.89			\$ 37,790.89
Customized Training					
Incumbent Worker Training					
On the Job Training		\$9,735.83			\$9,735.83
Work Experience		\$2,112.40			\$2,112.40
Internship					

<b>Dislocated Worker</b>	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Expenditure Percentage	100%	24.31%	0	0	124.31
Work Experience Expenditure Percentage	0.00%	0.53%	0	0	0.53

Were funds transferred to Adult?  Y  N

Transfer amount:

Date of Transfer:

Transfer Justification:

<b>Youth</b>	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Total Allocation	\$144,480.74	\$1,254,668.00	\$1,271,991.00		\$2,671,139.74
Total Budgeted	\$144,480.74	\$1,254,668.00	\$1,271,991.00		\$2,671,139.74
Total Expenditures	\$144,480.74	\$447,265.82	\$83,221.11		\$674,967.67
Total Admin Expenditures					
	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Total Support Services Expenditures		\$2,915.90			\$2,915.90
Transportation Assistance					
Child and Dependent Care					
Housing Assistance					
Educational Testing Assistance					
Legal Aid Services					
Reasonable Accommodations					
Referrals to Healthcare					
Community Service Linkage					
Work Attire and Work Related Tools					
Books, Fees and School Supplies					
Employment and Training Related Fees					
Needs Related Payments		\$2,915.90			\$2,915.90
	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Total Training Services Expenditures		\$61,392.45			\$61,392.45
Individual Training Accounts		\$3,093.31			\$3,093.31
Customized Training					
Incumbent Worker Training					
On the Job Training		\$4,094.25			\$4,094.25
Work Experience		\$54,204.89			\$54,204.89
Internship					
	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Total Out-of-School Expenditures	\$119,413.33	\$113,045.96			\$222,459.29
Total In-School Expenditures	\$25,067.41	\$29,306.21			\$54,373.62

<b>Youth</b>	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Expenditure Percentage	100%	35.65%			25.27%
Out-of-School Expenditure Percentage	Error	32.72			8.33%
Work Experience Expenditure Percentage	Error	0%			2.03%