

# Exhibit G LWDB Quarterly Report

## Administration

Region: Northern Area Workforce Development Board

### Local Board Meeting

Date: 7/28/20

Time: 10:00 am

### Public Notice Published

Date: 7/16/20

Time: 9:00 am

### Agenda Posted

Date: 7/23/20

Time: 3:00 pm

Quorum met?  Y  N

### Draft Meeting Minutes Published

Date: 8/6/20

### Approved Meeting Minutes Published

Date: 8/26/20

### Chief Elected Officials Board Meeting

Date: 10/16/20

Time: 1:30 pm

### Public Notice Published

Date: 9/25/20

Time: 9:00 am

### Agenda Posted

Date: 10/9/20

Time: 2:00 pm

Quorum met?  Y  N

### Draft Meeting Minutes Published

Date: 10/26/20

### Approved Meeting Minutes Published

Date: 11/13/20

**Exhibit G**  
**LWDB Quarterly Report**

**Administration**

Region: Northern Area Workforce Development Board

<p><u>Local Board Meeting</u> Date: <u>8/26/20</u> Time: <u>10:00 am</u></p> <p>Public Notice Published Date: <u>8/13/20</u> Time: <u>9:00 am</u></p> <p>Agenda Posted Date: <u>8/21/20</u> Time: <u>11:00 am</u></p> <p>Quorum met?   <input checked="" type="radio"/> Y   <input type="radio"/> N</p> <p>Draft Meeting Minutes Published Date: <u>9/4/20</u></p> <p>Approved Meeting Minutes Published Date: <u>11/2/20</u></p>
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<p><u>Chief Elected Officials Board Meeting</u> Date: <u>11/13/20</u> Time: <u>1:30 pm</u></p> <p>Public Notice Published Date: <u>10/31/20</u> Time: <u>9:00 am</u></p> <p>Agenda Posted Date: <u>11/4/2020</u> Time: <u>11:00 am</u></p> <p>Quorum met?   <input checked="" type="radio"/> Y   <input type="radio"/> N</p> <p>Draft Meeting Minutes Published Date: <u>11/23/20</u></p> <p>Approved Meeting Minutes Published Date: <u>Next Meeting</u></p>
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# LWDB Quarterly Report

## Administration

Region: Northern Area Workforce Development Board

Local Board Meeting

Date: 11/2/20

Time: 10:00 am

Public Notice Published

Date: 10/30/20

Time: 9:00 am

Agenda Posted

Date: 10/30/20

Time: 8:30 am

Quorum met?  Y  N

Draft Meeting Minutes Published

Date: 11/12/20

Approved Meeting Minutes Published

Date: Next Meeting

### Continuing Education Credits

	Hours Required	Hours Completed
Administrative Entity Staff		20
Fiscal Agent Staff		3
One-Stop Operator Staff		0
Board Members		

# NALWDB ONGOING INITIATIVES

## Sector Strategies

Work on Sector Strategy priorities began in earnest in January 2020 with a presentation to NALWDB Members as well as invited partners in the business, economic development and training program areas; this gathering is referred to as the Sector Strategy Summit. The Sector Strategy Committee then continued the work from the summit by confirming the identified sectors based on LMI and feedback – Information Technology, Health Care and Education – and chose Information Technology as the initial area of concentration based on the LMI and the skill set being in demand across several sectors (including others noted as priorities). An initial convening was held to begin to collect information from regional employers regarding their specific IT needs in April 2020. While there were a dozen or so representatives from regional employers and the subsequent surveys provided good feedback, there was an immediate recognition of needing to consider other strategies for attracting additional employers and crafting questions that would illicit collection of the desired data to help move the initiative forward. Simultaneously, the Committee began to consider inclusion of other areas such as Construction/Skilled Trades and Hospitality. This exploration was based on predictions regarding infrastructure needs, LMI and anticipated shortages following the COVID pandemic environment.

The second convening in September 2020 included facilitation by Jeremy Lovato, Chief information Officer for NM Department of Transportation. The impetus for this structure was to have someone involved in the planning and implementation of the second event that “spoke the language” of the business demographic increasing engagement. Again, the meeting was attended by only ten or so representatives from the IT sector with most not actively participating. However, as was seen in April, the survey feedback was positive but presented no surprises in pointing out the need to engage with more regional employers.

At this time, with the outreach challenges and acclimation of the new Service Provider, HELP, NM, the committee is at a transition point and exploring next steps regarding business engagement, metrics and priorities. The Committee, in conjunction with HELP, NM’s Business Engagement Team, is constructing a plan to meet the challenge of fully reaching and engaging with regional employers based on best practices including those in other States. Bridging this gap will finally provide the Board, along with the LMI, a complete picture for meeting employer needs in the three (possibly five) identified areas.

While the Sector Strategy initiatives met with struggles there were also successes that should be acknowledged. The work done to consider the challenges and craft a strategic plan allowed for seeking a closer relationship with the NM DWS Employment Team. In partnership with Michelle Velarde, NM DWS, the Committee/Board look forward to a more integrated and cohesive plan for outreach to regional employers. There has also been integration of the work being done by the Sector Strategy Committee with that being done by the ETPL Committee – including intentional inclusion of two members of each committee sitting on both. Significantly, the interaction with the training institutions who have participated has created concrete dialogue and actions regarding how they meet the needs of regional employers while also serving their students. Given the State’s alignments in similar areas (Higher Education Department, Economic Development, Public Education Department via Perkins, etc.), the colleges/universities are finding that best practices in areas such as badging, community/business advisory councils and curriculum developed in conjunction with industry certifications and employer input are critical to moving forward.

## **INITIATIVE – INCREASED COORDINATION WITH ECONOMIC DEVELOPMENT**

## **INITIATIVE – ELIGIBLE TRAINING PROVIDER LIST**

## **INITIATIVE – NALWDB STRATEGIC PLAN**

## **OTHER PROGRAM INFORMATION**

### **Successes:**

### **Additionally:**

### **Program Success:**

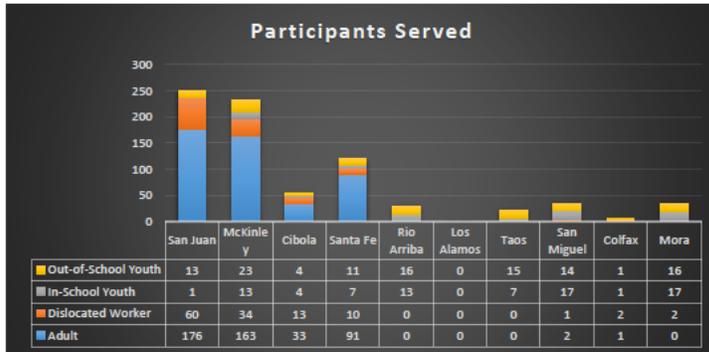
Greater Gallup Economic Development Project

SER-Jobs for Progress, working on behalf of the NALWDB, collaborated with GGEDC and the NMDWS to pave the way for an innovative community pilot program designed by GGEDC to meet the specific workforce needs of local employers. Many employers had reported that the Gallup community did not have the skilled workforce they needed for expansion or to attract new employers to their community. GGEDC began to develop a plan to help build their local workforce to meet the identified needs by developing and actually providing the training program themselves.

The pilot program titled, Workforce Industrial Program, used the National Center for Construction Education and Research (NCCER) curriculum. The NCCER curriculum consisted of two parts – core and specialized training. The core curriculum provided flexibility as it did not immediately lock a student into a career pathway, but helped with foundational skills development. The specialized curriculum was developed in association with local employers based on their respective sectors and needs. This customization of training helped to ensure a well-trained pool of applicants by developing the skills needed by economic base employers.

The GGEDC Workforce Manager, is an NCCER certified trainer and was able to teach the course. With his assistance, the course was enhanced to include the specific skills identified by local employers. SER Staff assisted with outreach and recruitment and conducted all eligibility and enrollment into the program to assist with training costs as well as a starter set of tools to assist in procuring employment. The second phase, following classroom training included a work experience component. The trainees were placed at various participating businesses in the Gallup area where they were exposed to a work environment that was within their identified career pathway. At the completion of the program, all 27 participants obtained an NCCER certification and the work experience which was included on their resumes moved them into phase three for placement. The program was a huge success and true

Participants Served by Counties



## Youth

Craig and Keionna were hired on by the Farmington Fire Department in August as Fire Cadets. HELP-NM has established a Customized Training contract for these participants to attend the Fire Academy at San Juan College. These two are currently receiving training in the basic concepts of firefighting and will participate in actual hands-on evolution that will give them real experience in the firefighting career field. This program is extremely physically demanding and has required them to complete evaluations successfully, where they must operate in one of the most aggressive atmospheres that a human being can survive. Keionna and Craig have been working extremely hard and are more than halfway done with their customized training with the SJC Fire Academy. They will be done mid-December and at that time they will start an On-the-Job-Training so they may get the true hands on experience to fill the skill gaps that will make them productive and skilled Fire Fighters.

## Adult/ Dislocated Worker Services

Farrah is a single mother of 3 daughters and recently completed the Commercial Driver's License Program through San Juan College School of Energy.

Farrah has overcome many barriers that have allowed her to be successful in her new career path. In her own words she stated:

" I am Farrah, I'm a single mother with three girls I recently struggled with becoming a better person and went down the wrong path for a while. I've pulled myself out of the rut and decided to become a better person for my kids, I went to Workforce to get a program to get my CDL at San Juan College and successfully completed the course and passed my CDL driving test. I was hired with Three Rivers Driving company three days after I passed the class. I worked there for about two and half months and to prolong my occupation I went to work for a company that was willing to help me become a successful driver which is Triple S Driving Company. I'm amazed on how the program stood by my side throughout the whole process of it, and actually cared to get me a job afterwards. Now I can continue my future with my CDL and make a better future for myself and my kids."

Farrah's story is awesome as the local CSA watched her gain confidence with each passing week. Each milestone she reached when she would be contacted with her progress. Recently, our HELP-NM CSA saw her last weekend; she was with her whole family. She came up to our CSA and thanked her and said that she was able to take her family shopping and has not needed to worry about money. The CSA congratulated her and let her know that she did all of the hard work and expressed they were very proud of her.

### **Overall Program/Administration Challenges:**

As we prepare for effective implementation of WIOA services during a prolonged pandemic and the need for innovative approaches to engaging clients with limited broadband and access to informational technologies, we are seeing an increasing amount of business partners reluctant to engage participants due to limited liability concerns as well as dwindling revenue streams to even support their current employee portfolio. The recruitment of individuals to participate in programming with our offices being shut down so sporadically due to our partners' procedures and protocols also limited access to engage. Our partners not being open also creates barriers to participants receiving wrap around services.

Business partners are hesitant to participate in Work Experience programs (especially with youth) for fear of not having the confidence participant will participate in COVID safe practices away from the job site. We have seen a decline in participation in our rural community businesses, which many are no longer open right now. Connectivity remains an issue throughout the 10 counties being served. However, now it is more critical to the participation and ability for people to be able to successfully participate in programming. Broadband and technology are vital to our rural communities, as we encourage them to practicing COVID safe enrollments. Additional guidance and training from the state level, the guidance currently in use is outdated and training occurs only at initial hire of staff for WCOS. New forms reflecting the new guidance would assure clean audits from both state and federal levels.

To overcome the above challenges, we are looking to possibly revamping the "work experience" model to include activities that can be done from remote locations. Working with the local partners in higher education to provide condensed training programs that lead to employment in our local areas will be of concentration. Working with local internet service providers to assist clients in need with Supportive Services to gain access.

## Performance

	Adult	Dislocated Worker	Youth
Enrolled	31	15	1
Exited	8	4	13
Carry Over	187	48	38
Served (Enrolled + Carry Over)	218	63	39

	Participants Served		
	Adult	Dislocated Worker	Youth
Eligible Veterans	6	1	0
Individuals with a Disability	6	0	22
Displaced homemakers	0	3	0
Low-income individuals	113	33	47
Older individuals	10	7	0
Ex-offenders	0	0	1
Homeless individuals or runaway youth	0	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	1	34
Eligible migrant and seasonal farmworkers	0	0	0
Exhausting TANF within 2 years (Part A Title IV of the Social Security Act)	0	0	0
Single parents (Including single pregnant women)	3	1	1
Long-term unemployed (27 or more consecutive weeks)	3	1	0

	Title I	Title II	Title III	Title IV
Enrolled	47	93	880	69
Exited	25	80	289	38
Carry Over	273	1305	223	26
Served (Enrolled + Carry Over)	320	1132	1326	95

	<b>Adult</b>			
	Actual	Negotiated	% Met	Meet/Exceed/Failed
Employed in Q2 Rate:	68.6%	78%	68.6%	FAILED
Median Wages in Q2:	\$6,188	\$7,100	87.15%	FAILED
Employed in Q4 Rate:	69.7%	75%	69.7%	MEET
Credential Attainment Rate:	60%	67%	60%	FAILED
Measurable Skills Gains Rate:	1.2%	61.5%	1.2%	FAILED

	<b>Dislocated Worker</b>			
	Actual	Negotiated	% Met	Meet/Exceed/Failed
Employed in Q2 Rate:	90%	75%	90%	EXCEED
Median Wages in Q2:	\$7,280	\$7,650	95.16%	MEET
Employed in Q4 Rate:	54.5%	73%	54.5%	FAILED
Credential Attainment Rate:	50%	60%	50.0%	FAILED
Measurable Skills Gains Rate:	8.1%	60%	8.1%	FAILED

	<b>Youth</b>			
	Actual	Negotiated	% Met	Meet/Exceed/Failed
Employed in Q2 Rate:	65.8%	63%	65.8%	EXCEED
Median Wages in Q2:	\$3,922	\$3,400	115.34	EXCEED
Employed in Q4 Rate:	56.3%	63%	56.3%	FAILED
Credential Attainment Rate:	0%	45%	0%	FAILED
Measurable Skills Gains Rate:	0%	48.1%	0%-	FAILED

# Fiscal

<b>Adult</b>	PY 19	FY 20	PY 20	FY 21	Total
Total Allocation	\$ 6,123.35	\$429,105.97	\$275,733	\$1,375,923	\$2,086,885.32
Total Budgeted	\$6,123.35	\$429,105.97	\$ 275,733.	\$1,375,923	\$2,086,885.32
Total Expenditures	\$6,123.35	\$182,455.63	0	0	\$188,578.98
Total Admin Expenditures	\$6,123.35	\$25,111.07	0	0	\$31,234.42
Total Support Services Expenditures					
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					
	PY 19	FY 20	PY 20	FY 21	Total
Total Training Services Expenditures					
Individual Training Accounts					
Customized Training					
Incumbent Worker Training					
On the Job Training					
Work Experience	0	\$11,348.22			\$11,348.22
Internship					
Basic Career Services					

<b>Adult</b>	PY 19	FY 20	PY 20	FY 21	Total
Expenditure Percentage	100%	42.52%	0%	0%	9.04%
Work Experience Expenditure Percentage	0	6.22%			

Were funds transferred to Dislocated Worker?  Y

Transfer amount: \$0

Date of Transfer

Transfer Justification:

The NALWDB request to transfer a total of \$506,000 from the FY20 Dislocated Worker funds to Adult Funds is approved. The Department of Workforce Solutions understands these funds are needed to support Adult obligations already made and this will enable a resumption of training services in the Northern region.

<b>Dislocated Worker</b>		<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 20</b>	<b>Total</b>
Total Allocation		\$42,687.21	\$1,488,935.19	\$448,455.00	\$2,007,358	\$3,987,435.40
Total Budgeted		\$42,687.21	\$1,488,935.19	\$448,455.00	\$654,886.00	\$2,634,963.60
Total Expenditures		\$25,089.46	\$126,389.13	0	0	\$151,478.59
Total Admin Expenditures		\$25,089.46	0	-	-	\$25,089.46
Total Support Services Expenditures		0	-	-	-	-
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		-	-	-	-	-
		<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Total Training Services Expenditures			\$5,520	\$35,042.82		\$95,783.90
Individual Training Accounts				\$21,414.10		\$82,155.18
Customized Training						
Incumbent Worker Training						
On the Job Training				\$11,628.72		\$11,628.72
Work Experience			\$5,520			
Internship						
Basic Career Services				\$2,000		\$2,000

<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	58.78%	8.49%	0%	0%	0%
Work Experience Expenditure Percentage					

Were funds transferred to Dislocated Worker?  Y  N

Transfer amount

Date of Transfer:

**Transfer Justification:**

The NALWDB request to transfer a total of \$506,000 from the FY20 Dislocated Worker funds to Adult Funds is approved. The Department of Workforce Solutions understands these funds are needed to support Adult obligations already made and this will enable a resumption of training services in the Northern region.

<b>Youth</b>	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Total Allocation	\$1,458,695		\$1,394,076.00		\$2,852,771.00
Total Budgeted	\$1,396,729.07				\$1,396,729.07
Total Expenditures	\$277,081.33				\$277,081.33
Total Admin Expenditures	\$37,611.58				\$37,611.58

	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Total Support Services Expenditures					
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					

	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Total Training Services Expenditures	\$44,753.41				\$44,753.41
Individual Training Accounts					
Customized Training					
Incumbent Worker Training					
On the Job Training					
Work Experience	\$44,753.41				\$44,753.41
Internship					
Participant Incentives					
Basic Career Services					

	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Total Out-of-School Expenditures	\$135,611.00				\$135,611.00
Total In-School Expenditures	\$53,858.34				\$53,858.34

<b>Youth</b>	<b>PY 19</b>	<b>FY 20</b>	<b>PY 20</b>	<b>FY 21</b>	<b>Total</b>
Expenditure Percentage	15.57%		0%		7.96%
Out-of-School Expenditure Percentage	59.72%		0		4.75%
Work Experience Expenditure Percentage	19.71%		0%		1.57%