

MEETING SUMMARY

Meeting	: Monitoring Committee
Date and time	: September 24, 2018 at 2:00 pm
Location of Meeting	: T or C Workforce Connection Center 601 Sunset Truth or Consequences, NM 87901
Chair Person	: Kim Skinner
Members Attending	: Present: Kim Skinner, Anton Salome (by phone), Marlene Herrera (by phone), Absent: Leona Wagner, Susana Santillan Staff: Carol Craft & Yvonne Rios
Guests in Attendance	: Yvette Bayless, Miguel Martinez, & Cecilia Ortiz
Summary submitted by/Signature	: Carol Craft, Program Manager
Next Meeting	: December 3, 2018 at 2:00 pm at the T or C Workforce Connection Center

#	Agenda Item	Summary
1.	Call to order	Meeting called to order at 2:10 pm by Ms. Skinner
2.	Welcome and Introductions	Ms. Skinner welcomed all attendees
3.	Roll Call & Abstentions	Ms. Craft called roll
4.	Approval of Agenda	Ms. Herrera made a motion to approve the agenda, seconded by Mr. Salome. By unanimous consent, motion carried.
5.	Discussion or Motion for Recommendation Items	<p>Motion to accept the summary from the June 25, 2018 meeting</p> <ul style="list-style-type: none"> Mr. Salome made a motion to accept the summary, seconded by Ms. Herrera. By unanimous consent, motion carried. <p>Inventory of Findings Report</p> <ul style="list-style-type: none"> Ms. Craft went over the PY17 Findings for Dona Ana, Luna, Grant/Catron, Hidalgo, Sierra, and Socorro counties for all programs and let the committee know that all findings and observations have been resolved. <p>Technical Assistance and Trainings of Service Providers</p> <ul style="list-style-type: none"> Ms. Rios went over the Technical Assistance numbers and the Trainings that had been provided to the Service Providers and let them know the trainings would continue throughout the program year. <p>Service Provider Monthly Summary Report</p> <ul style="list-style-type: none"> Ms. Craft went over the Monthly Summary Reports for the PY17 Year End without closeout numbers and also the July and August 2018 Reports.
6.	Public & Member Comments	Mr. Martinez explained that the board had award more funds in February, but he had to revert about half back to the board as he was not able to spend it all by June 30, 2018.

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		<p>Ms. Herrera stated that she would work with her fiscal person to see why invoices hadn't been sent.</p> <p>Mr. Duran stated that that was money that was reverted back but that the board would be making a decision how to disperse those funds back out.</p> <p>Mr. Salome said that he was happy to hear that staff was staying on top of the desk reviews and reports and he felt they were doing a good job.</p>
7.	Adjournment	Meeting was adjourned at 2:45 pm

Attested: _____

Date _____