

MEETING SUMMARY

Meeting	:	Monitoring / Performance Committee
Date and time	:	November 21, 2022 at 10:00 a.m.
Location of Meeting	:	Virtual via Zoom or Phone To join meeting by phone, dial: (346) 248-7799, then enter Meeting ID: 859 4534 6529 Or to join meeting online via Zoom, go to: https://us02web.zoom.us/j/85945346529
Chairperson	:	Kim Skinner
Members Attending	:	Present: Anton Salome, Susana Santillan, Kim Skinner, Marlene Thomas-Herrera, Gary Whitehead Absent: none Staff: Glory Juarez, Angela Longovia, Diana Luchini, Sarah Raney, Krisye Shook, Jaymi Simms
Guests in Attendance	:	Andy Huls, Peter Martinez, Marissa Molano, Giselle Palomares, Marcos Peña
Summary submitted by/Signature	:	Angela Longovia, Communications Manager
Next Meeting	:	February 6, 2023 at 10:00 a.m.

#	Agenda Item	Summary
1.	Call to order	Ms. Skinner called the meeting to order at 10:04 a.m.
2.	Welcome and Introductions	Ms. Skinner welcomed all attendees and had everyone introduce themselves.
3.	Roll Call & Abstentions	Ms. Raney called roll; there were no abstentions
4.	*Public Comment	There was no public comment
5.	Approval of Agenda	Mr. Salome made a motion to approve the agenda, seconded by Ms. Thomas-Herrera. Motion passed unanimously. Roll call vote was as follows: <ul style="list-style-type: none"> • Mr. Salome – Yes • Ms. Santillan – Yes • Ms. Skinner – Yes • Ms. Thomas-Herrera – Yes • Mr. Whitehead – Yes
6.	Reports, Discussion and Recommendations	Approval of the August 8, 2022, Monitoring / Performance Committee Summary <ul style="list-style-type: none"> • Mr. Whithead made a motion to approve the summary, seconded by Mr. Salome. Motion passed unanimously. Roll call vote was as follows: <ul style="list-style-type: none"> ○ Mr. Salome – Yes ○ Ms. Santillan – Yes ○ Ms. Skinner – Yes ○ Ms. Thomas-Herrera – Yes ○ Mr. Whithead – Yes Service Provider Contract Deliverables <ul style="list-style-type: none"> • Ms. Arnold was unavailable to present the Contract Deliverable. Ms. Juarez presented the PY22 Q1 Service Provider Budget and Expenditures through September 30, 2022. She said that there are new budget adjustments for the next quarter that were recently approved by the SAWDB Board.

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		<p>Service Provider Contract Indicators</p> <ul style="list-style-type: none"> Ms. Molano with Equus presented the Performance Indicators for the Adult and Dislocated Worker programs which included the local board Goals and Actuals for Employment in PY22 Q1, as well as the Credential, Skill Gains, and Median Earnings. Mr. Salome had a question about the skill gains, credentialing, and earnings. Ms. Molano stated that the earnings reported on this report are just for a quarter. The credentialing is actually reported 18 months after participants exit the program. Skill gains are reported within the last quarter. <p>Participant Summaries</p> <ul style="list-style-type: none"> Detailed Participant Summary Reports were also included in the packet. Because they are very detailed, Ms. Skinner informed members that they can review them in their spare time. <p>Technical Assistance and Trainings</p> <ul style="list-style-type: none"> Ms. Simms presented the number of Technical Assistance sessions and hours provided to service provider staff through September 30, 2022. <p>Biannual Administrative Entity Monitoring Report</p> <ul style="list-style-type: none"> As requested at the AE Monitoring Review in April 2022, Ms. Juarez provided a biannual review of the Administrative Entity using the same Monitoring Tool. She stated that each Deliverable listed in the tool contains updated information. She also discussed trying to find alternative ways to track and report the information in the tool. Mr. Whithead mentioned that the report could possibly include the Four-Year Plan to help the Board understand that the regulations are being met. He also suggested that it be presented in January and tie into the audit. Mr. Whitehead offered to help Ms. Juarez compile a report in a more comprehensive format.
7.	Member Input	<ul style="list-style-type: none"> Mr. Salome thanked everyone for putting the reports together and for everyone's work in the programs.
8.	**Public Comment	<ul style="list-style-type: none"> No public comment
9.	Next Regular Meeting	<ul style="list-style-type: none"> Monday, February 6, 2023, at 10:00 a.m. via Zoom
10.	Adjournment	<ul style="list-style-type: none"> Ms. Skinner adjourned the meeting at 10:37 a.m.

Attested: Kim Skinner

Date 2/7/2023