

## DRAFT OF MEETING SUMMARY

<b>Meeting</b>	: <b>Monitoring Committee</b>
Date and time	: January 29 at 10:00 am
Location of Meeting	: T or C Workforce Connection Center 601 Sunset Truth or Consequences, NM 87901
Chairperson	: Kim Skinner
Members Attending	: <b>Present:</b> Kim Skinner, Anton Salome & Susana Santillan by phone <b>Absent:</b> Marlene Herrera <b>Staff:</b> Carol Craft, Yvonne Rios, Katherine Gervasio, Joe McClintock
Guests in Attendance	: Cindy Quillin, Eric Rivera, Yvette Bayless, Patrick Martinez, Monica Ontiveros, Darleen Lopez, James Fielder
Summary submitted by/Signature	: Carol Craft, Program Manager
Next Meeting	: March 25, 2020 at 10:00 am, T or C Workforce Connection Center

#	Agenda Item	Summary
1.	<b>Call to order</b>	Meeting called to order at 10:00.am by Ms. Skinner
2.	<b>Welcome and Introductions</b>	Ms. Skinner welcomed all attendees
3.	<b>Roll Call &amp; Abstentions</b>	Ms. Craft called roll
4.	<b>Approval of Agenda</b>	Mr. Salome made a motion to approve the agenda, seconded by Ms. Santillan. By unanimous consent, motion carried.
5.	<b>Discussion or Motion for Recommendation Items</b>	<p>Approval of Summary September 16, 2019 Mr. Salome made a motion to approve the summary, seconded by Ms. Santillan. By unanimous consent, motion carried.</p> <p>Report and Discussion</p> <p>a) PY19 1<sup>st</sup> quarter Performance Measures Ms. Craft gave a report on the PY19 Performance Measures for all Service Providers. She stated that the concern at the last Committee Meeting was that the Credentials were not being met due to the new way of entering them into the system. Since the training that the AE gave to the Service Providers the Credentials are looking better, although they still have some work to do.</p> <p>b) Update and Discussion on Administrative Entity and Fiscal Monitoring Ms. Craft explained that they were sending the last of the information that the Feds have requested on Friday January 31, 2020. She also explained that the AE and Fiscal were doing their annual monitoring at the present. Ms. Gervasio explained to the Committee that the AE and Fiscal Administrator are working together on the monitoring and will be sending out only one report to the Service Providers. We are using the Feds and State tools this year.</p> <p>c) Technical Assistance and Monthly Summary Reports</p>

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		<p>Ms. Rios gave the report on the Technical Assistance and Training. Ms. Craft gave the report on the Monthly Summary Letters and the Corrective Action Plans from the One Stop Operator and YDI.</p> <p>d) Service Providers Reports  ResCare Adult/DW Service Provider gave their report on the Performance Measures and what they are doing to meet their goals. They talk to the Committee Members about a program they would like to introduce to the Board called Sara.  YDI gave their report on the enrollments that they have in each of their counties.  Alamo was not present to give a report.  One Stop Operator gave a report on how partners are working together. Presented a dashboard. She stated that they are still waiting on the opening of the Sunland Park office.</p> <p>Member Input – No member input</p>
6.	<b>Public &amp; Member Comments</b>	No Public Comment
7.	<b>Adjournment</b>	Meeting was adjourned at 12:03 pm

Attested: \_\_\_\_\_

Date \_\_\_\_\_