

DRAFT OF MEETING SUMMARY

Meeting	: Monitoring Committee
Date and time	: November 20, 2017 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: Marlene Herrera (by phone) Anton Salome (by phone), Kim Skinner Absent: Leona Wagner, Staff: Carol Craft, Yvonne Rios
Guests in Attendance	: Tara Escalante, Yvette Bayless
Summary submitted by/Signature	: Carol Craft, Program Manager
Next Meeting	: No date was set

#	Agenda Item	Summary
1.	Call to order	Meeting called to order at 2:16 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	Mr. Salome made a motion to approve the agenda, seconded by Ms. Herrera. By unanimous consent, motion carried.
5.	Discussion or Motion for Recommendation Items	<p>Motion to accept the summary from the January 13, 2017 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 PY16 Findings for all programs and let the committee know that all findings have been resolved The committee said that they were very happy that staff was on top of the findings and got them resolved. <p>Technical Assistance and Trainings of Service Providers</p> <ul style="list-style-type: none"> Ms. Craft went over the Technical Assistance numbers and the Trainings that had been provider to the Service Providers and let them know the trainings would continue throughout the program year. <p>Monthly Summary Reports for September 2017</p> <ul style="list-style-type: none"> Ms. Craft went over the Monthly Summary Reports and let the committee know that the service providers were doing a fairly good job but would need to pick up enrollments in the next few months.
6.	Public & Member Comments	Mr. Salome and Ms. Herrera both were very happy with the reports that were presented to the committee.

#	Agenda Item	Summary
7.	Adjournment	Meeting was adjourned at 2:30 pm

Attested: _____

Date _____