



Coordinating Workforce Development for Northern Nevada

Nevadaworks Executive Committee Meeting

Friday, April 16, 2023

Nevadaworks Office

639 Isbell Rd, Suite 420

Reno, NV 89509

Minutes

- 1. Call to Order:** Kevin Landry called the meeting to order at 9:00 am.

Nevadaworks Executive Committee Members Present: Theresa Auld, Kevin Landry, Dave Mendiola, Michael Sharkozy, Thoran Towler

Nevadaworks Executive Committee Members Absent: Jeanne Herman

Staff Present: Parvaneh Carter, Milt Stewart, and Beth Wicks

Guests: Birdella Goffinet, JOIN Inc.

A quorum of the Nevadaworks Executive Committee was determined present.

- 2. Public Comment:** None.
- 3. December 16, 2022, Nevadaworks Executive Committee Minutes:** *Theresa Auld made a motion to approve the December 16, 2022, Nevadaworks Executive Committee Meeting Minutes and Thoran Towler seconded. Michael Sharkozy abstained. The motion passed unanimously by the others.*
- 4. Nevadaworks Financial Policies and Procedures Revisions:** Beth Wicks gave a summary of the revisions requested on the Financial Policies and Procedures which included changes to the State of Nevada procurement language, changes in the payroll system and changes to the checking account. *Michael Sharkozy made a motion to approve the changes to the Nevadaworks Financial Policies and Procedures and Dave Mendiola seconded. The motion passed unanimously.*
- 5. PY2021 Audited Financial Statements:** Beth Wicks stated that the only change in the financial statements from the prior year was the new requirement to recognize certain lease assets and liabilities (GASB 87). The audit resulted in no findings. *Michael Sharkozy made a motion to approve the Audited Financial Statements for the year ending June 30, 2022, and Dave Mendiola seconded. The motion passed unanimously.*
- 6. Nevadaworks Checking Account Signatory Changes:** The Nevadaworks bank, Nevada State Bank, requires minutes from a Board Meeting that shows approval of the signatory changes on the checking account. Milt Stewart stated that Matthew Kennard is no longer an employee of Nevadaworks and should therefore be removed as a signatory on the account. Milt Stewart would like to add Stephanie Burlison, Program Manager and Nancy Roe, Good Jobs

639 Isbell Road, Suite 420, Reno, NV 89509

www.nevadaworks.com 775-337-8600 Fax 775-337-9589



nevada**works**

Coordinating Workforce Development for Northern Nevada

Challenge Project Director as new signatories on the checking account. *Thoran Towler made a motion to remove Matthew Kennard and add Stephanie Burlison and Nancy Roe as signatories on the Nevadaworks checking account at Nevada State Bank. Michael Sharkozy seconded the motion. The motion passed unanimously.*

7. **Nevadaworks PY 2023 Contract Discussion:** Milt Stewart led a discussion on changes to the WIOA contracts for July 1, 2023. The Adult and Dislocated Worker Contracts will be required to expend their contract budgets with a 40% minimum going to direct client services. There was some discussion on additional Board input into the contracting process. Changes to the scoresheets for the Request for Proposals process were also discussed. Milt has been researching how other local boards create their scoresheets.
8. **Public Comment:** None.
9. **Adjournment:** Kevin Landry adjourned the meeting at 9:47 am.

DRAFT