MEETING SUMMARY

Meeting	:	**Monitoring / Performance Committee**
Date and time	:	May 5, 2025 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: 874 7550 9468 To join meeting online via Zoom, go to: https://us02web.zoom.us/j/87475509468
Chairperson	:	Kim Skinner
Members Attending	:	**Present:** Joshua Orozco, Anton Salome, Kim Skinner, Susana Santillan, Marlene Thomas-Herrera, Mary Ulrich **Absent:** Gary Whitehead (Without Cause) **Staff:** Jay Armijo, Skylar Arnold, Fayth Grijalva, Angela Longovia, Diana Luchini, Melissa Ochoa, Krisye Shook, Jaymi Simms
Guests in Attendance	:	James Fielder, Leroy Garcia, Peter Martinez, Marissa Molano, Chanin O'Rourke Kelly, Haydee Ramirez, Sarah Raney, Becky Vega
Summary submitted by/Signature	:	Fayth Grijalva, Administrative Specialist
Next Meeting	:	August 4, 2025, at 10:00 a.m.

#	Agenda Item	Summary
1.	**Call to order**	Ms. Skinner called the meeting to order at 10:01 a.m.
2.	**Welcome**	Ms. Skinner welcomed all attendees
3.	**Roll Call & Abstentions**	Ms. Grijalva called roll; there were no abstentions.
4.	**Public Comment**	No public comment
5.	**Approval of Agenda**	Mr. Orozco motioned to approve the agenda, seconded by Mr. Salome. Motion passed. Roll call vote was as follows: • Mr. Orozco – Yes • Mr. Salome – Yes • Ms. Skinner – Yes • Ms. Santillan – Yes • Ms. Thomas-Herrera – Yes • Ms. Ulrich – Yes

6.	**Reports, Discussion, and Recommendations**	Approval of the February 3, 2025, Monitoring/Performance Committee meeting summary
		• Ms. Santillan motioned to approve the summary, seconded by Ms. Thomas-Herrera. Motion passed. Roll call vote was as follows:
		  o Mr. Orozco – Yes
		  o Mr. Salome – Yes
		  o Ms. Skinner – Yes
		  o Ms. Santillan – Yes
		  o Ms. Thomas-Herrera – Yes
		  o Ms. Ulrich – Yes

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		Service Provider Budget, Expenditures, and Obligations
		• Ms. Arnold presented the Service Provider Budget and Expenditures for July 1, 2024, through March 30, 2025. She also showed the Adult & Dislocated Worker and Youth Obligations by county and program.
		• Mr. Orozco asked if the Youth chart includes data through the end of June, and if we're only at 50% of the 75% target so far. Ms. Arnold said yes and that the chart reflects the current expenditures. Ms. Simms said a large portion of the Youth program funds goes toward incentives for earning credentials, which are usually paid near the end of the year. Mr. Orozco asked if we're on track to be 100% expended. Ms. Ramirez said that is the goal.
		• At 62% expended, Mr. Orozco asked if the OSO budget will be fully spent. Ms. Raney said that is the goal because there are some activities planned for the end of the year.
		• Mr. Salome asked if any tuition costs or fees for the Youth program have been encumbered but not yet paid. Ms. Ramirez said yes.
		• Ms. Thomas-Herrera said that they met all enrollment quotas and are providing supportive services and incentives for students who will earn their credentials.
		• Ms. Ulrich asked how many participants Equus has in the Youth program. Ms. Ramirez said there are 127 enrolled year-to-date.
		• Ms. Ulrich requested the following information be added to reports; the number of people participating in on-the-job training, a list of jobs that people are working, either by company or sector, and also a list of supportive services that are being provided. Ms. Molano said they provide a quarterly report that shows where the OJT, ITA, and obligations are by sector. Some of the supportive services they provided are for laptops and clothing.
		• Mr. Orozco motioned to approve the Service Provider Budget, Expenditures, and Obligations report, seconded by Mr. Salome. Motion passed. Roll call vote was as follows:
		    o Mr. Orozco – Yes
		    o Mr. Salome – Yes
		    o Ms. Skinner – Yes
		    o Ms. Santillan – Yes
		    o Ms. Thomas-Herrera – Yes
		    o Ms. Ulrich – Yes
		
		Service Provider Performance Measures
		• Ms. Simms reported the PY24 Q2 (October - December) Performance Indicators for the Adult and Dislocated Worker and Youth programs, which included the Goals and Actuals for Employment in Q2 and Q4 after exit, Credential Attainment, Skill Gains, and Median Earnings.
		• Mr. Orozco asked Ms. Simms if the primary reason behind the red indicators on the report are due to pending follow-ups. Ms. Simms replied that while it's sometimes hard to reach participants, the main issue is collecting and entering employment or credential data. Graduating with a high school diploma is considered credential attainment. Ms. Thomas-Herrera expects their high school participants will increase the credential attainment number after they graduate. Although many measurable skill gains have not been entered into the system, they should have that completed by the end of the program year.
		• Ms. Ulrich asked which Performance Measures On-the-Job Training effects. Ms. Simms said OJT participants are included in the Earnings and

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		Measurable Skill Gains. Ms. Molano explained that On-the-Job Training, Transitional Jobs, Work Experience, and Individual Training Accounts all count toward Measurable Skill Gains. For OJTs, a measurable skill gain is typically shown through progression in job-related skills, like moving from beginner to intermediate, based on evaluations from the employer. These evaluations are tied to a training plan with specific skills set by the employer. Employers are responsible for assessing and reporting the skill levels each month.
		• Mr. Orozco motioned to approve the Service Provider Performance Measures report, seconded by Ms. Thomas-Herrera. Motion passed. Roll call vote was as follows:
		    o Mr. Orozco – Yes
		    o Mr. Salome – Yes
		    o Ms. Skinner – Yes
		    o Ms. Santillan – Yes
		    o Ms. Thomas-Herrera – Yes
		    o Ms. Ulrich – Yes
		
		Technical Assistance and Training
		• Ms. Simms presented the number of Technical Assistance sessions and hours provided to service provider staff from July 1, 2024, through March 31, 2025.
		• When Ms. Simms mentioned NM Jobs in her report, Ms. Ulrich asked if NM Jobs is the same as the WCOS system. Ms. Simms replied yes. The system was renamed during the rebranding of America's Job Center.
		• Mr. Salome motioned to approve the Technical Assistance and Training report, seconded by Ms. Thomas-Herrera. Motion passed. Roll call vote was as follows:
		    o Mr. Orozco – Yes
		    o Mr. Salome – Yes
		    o Ms. Skinner – Yes
		    o Ms. Santillan – Yes
		    o Ms. Thomas-Herrera – Yes
		    o Ms. Ulrich – Yes
		
		Participant Summaries
		• Detailed Participant Summary Reports were included in the packet. Because they are very detailed, members can review them at their leisure.
		• Ms. Ulrich asked what key points should be focused on in the reports. Ms. Skinner said there wasn't anything specific to highlight. The reports were initially included as part of a Board-requested monitoring and are intended to provide detailed information for the Committee's review. She added that members are welcome to request additional information from staff if needed.
		• Ms. Santillan motioned to approve the Participant Summaries, seconded by Mr. Orozco. Motion passed. Roll call vote was as follows:
		    o Mr. Orozco – Yes
		    o Mr. Salome – Yes
		    o Ms. Skinner – Yes
		    o Ms. Santillan – Yes
		    o Ms. Thomas-Herrera – Yes
		    o Ms. Ulrich – Yes

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7.	**Member Input**	• Ms. Skinner and Ms. Santillan thanked everyone for their reports and for attending the meeting. • Ms. Thomas-Herrera shared that she will not renew her SAWDB appointment, so this is her final year serving on the Board. She expressed her appreciation to everyone. Mr. Salome said she will be truly missed and acknowledged the incredible impact she made over the years.
8.	**Next Regular Meeting**	August 4, 2025, at 10:00 a.m. via Zoom
9.	**Adjournment**	Ms. Skinner adjourned the meeting at 10:40 a.m.

Attested: Kim Skinner _____   Date 02/02/2026 _____