LWDB Quarterly Report
PY25 1 Quarter
Region: Northern

ADMINISTRATION

Local Board Meeting(s)	Chief Elected Officials Board Meeting
Date: 7/7/2025 (Special Executive)	Date:
Time: 10am	Time:
Date: 8/28/2025 (Full Board)	**Public Notice Published**
Time: 11am	Date:
Date: 9/25/2025 (Executive Board)	**Agenda Posted Date**
Time: 11am	Date:
Date:	**Quorum Met**
Time:	YES/NO:
Public Notice(s) Published	**Draft Meeting Minutes Published**
Date: 6/26/2025	Date:
Date: 8/18/2025	
Date: 9/15/2025	
Date: 10/10/2025	**Approved Meeting Minutes Published**
	Date:
Agenda Posted	
Date: 7/4/2025	
Date: 8/25/2025	
Date: 9/22/2025	
Date:	
Quorum Met	
YES/NO: YES	
YES/NO: YES	
YES/NO: YES	
Draft Meeting Minutes Published	
Date: 7/17/2025	
Date: 9/8/2025	
Date: 9/29/2025	

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Approved Meeting Minutes Published	
Date: 9/26/2025	
Date: 10/24/2025	
Date: PENDING UNTIL 11/20	

Continuing Education Credits

	Hours Required	
Administrative Entity Staff		9.5
Fiscal Agent Staff		
One Stop Operator Staff		
Board Members		

PERFORMANCE

	Adult	Dislocated Worker	Youth
Enrolled	66	21	4
Exited	33	9	11
Carry Over	96	12	48
Served (Enrolled + Carry Over)	162	33	52

Updated and Extracted from Future Works XX/XX/XXXX

	Title I	Title II	Title III	Title IV
Enrolled	91		1355	117
Exited	53		498	212

Carry Over	156			1,365
Served (Enrolled + Carry Over)	247			1,482

Updated and extracted from Future Works XX/XX/XXXX.

FINANCIALS

Attach Excel Spreadsheet

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LWDB Fiscal Quarterly Report

	PY25	1st Quarter	Region: Northern				
ADULT							
			PY24	FY25	PY25	FY26	Total
Total Allocation		-	-	2,264,299	493,317	1,898,273	$4,655,889
Total Budgeted			-	715,562	493,317	1,734,696	$2,943,575
Total Expenditures (Qtr)			-	270,973	3,199	-	$274,172
Total Admin Expenditures (Qtr)			-	21,799	3,199	-	$24,997
Total Support Services Expenditures		-	-	-	-	-	$0
	Transportation Assistance						$0
	Child and Dependent Care						$0
	Housing Assistance						$0
	Educational Testing Assistance						$0
	Legal Aid Services						$0
	Reasonable Accommodations						$0
	Referrals to Healthcare						$0
	Community Service Linkage						$0
	Work Attire and Work Related Tools						$0
	Books, Fees and School Supplies						$0
	Employment and Training Related Fees						$0
	Needs Related Payments					-	$0
Total Training Services Expenditures		-	-	145,617	-	-	$145,617
	Individual Training Accounts			144,332	-	-	$144,332
	Customized Training						$0
	Incumbent Worker Training						$0
	On-the-Job Training				-	-	$0
	Career Center Training						$0
	Work Experience			1,285	-	-	$1,285
	Internship Work Exp						$0
Total Career Services Expenditures		$0	$0	$103,558	$0	$0	$103,558
DW							
			PY24	FY25	PY25	FY26	Total
Total Allocation			79,216	441,536	145,518	521,989	$1,188,259
Total Budgeted			35,657	293,039	145,518	340,543	$814,757
Total Expenditures			35,657	57,707		-	$93,363
Total Admin Expenditures			-	8,512		-	$8,512
Total Support Services Expenditures		-	325	-	-	-	$325
	Transportation Assistance						$0
	Child and Dependent Care						$0
	Housing Assistance						$0
	Educational Testing Assistance						$0
	Legal Aid Services						$0
	Reasonable Accommodations						$0
	Referrals to Healthcare						$0
	Community Service Linkage						$0
	Work Attire and Work Related Tools						$0
	Books, Fees and School Supplies						$0
	Employment and Training Related Fees						$0
	Needs Related Payments		325	-			$325
Total Training Services Expenditures		-	22,660	-	-	-	$22,660
	Individual Training Accounts		22,660	-			$22,660
	Customized Training						$0
	Incumbent Worker Training						$0
	On-the-Job Training			-			$0
	Career Center Training			-			$0
	Work Experience			-			$0
	Internship Work Exp						$0
Total Career Services Expenditures		$0	$12,673	$49,194	$0	$0	$61,867
YOUTH							
			PY24	FY25	PY25	FY26	Total
Total Allocation			1,221,415	-	1,069,165	-	$2,290,580
Total Budgeted			954,991		62,650		$1,017,641
Total Expenditures			245,776		-		$245,776
Total Admin Expenditures			22,408		-		$22,408
Total Support Services Expenditures			-				$0
	Transportation Assistance						$0
	Child and Dependent Care						$0
	Housing Assistance						$0
	Educational Testing Assistance						$0
	Legal Aid Services						$0
	Reasonable Accommodations						$0
	Referrals to Healthcare						$0
	Community Service Linkage						$0
	Work Attire and Work Related Tools						$0
	Books, Fees and School Supplies						$0
	Employment and Training Related Fees						$0
	Needs Related Payments						$0
Total Training Services Expenditures		-	-	-	-	-	$0
	Individual Training Accounts		-				$0
	Customized Training						$0
	Incumbent Worker Training						$0
	On-the-job Training						$0
	Incentives						$0

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Quarter Narrative

PROGRAM INITIATIVES:

Adult/DW The Adult and Dislocated Worker program experienced a productive and high-engagement first quarter marked by strong enrollment activity, targeted training initiatives, and partnerships that expanded access to skill development opportunities across the Northern Region. According to the PY25 Board Report, the program served 259 participants during the quarter, reaching approximately 50 percent of the annual enrollment goal just three months into the program year. This solid start shows a consistent pipeline of individuals seeking employment, training, and career advancement services.

Training enrollments remained a top priority. A total of 113 participants entered training, representing over 62 percent progress toward the annual training goal. These enrollments were supported by partnerships with correctional facilities, training providers, and regional employers that helped increase access to certification programs and work-based learning opportunities. The Dislocated Worker program exceeded several benchmarks from the previous year, demonstrating growing demand and an effective outreach strategy.

Participant training funds were carefully managed during the quarter. Approximately 24 percent of the annual training budget was obligated early in the year, allowing for steady movement toward the required spending targets. Obligations included Individual Training Accounts, On-the-Job Training contracts, and Transitional Jobs, highlighting a balanced approach across training modalities. Staff maintained clear communication with training providers to ensure understanding of timelines for invoicing and compliance.

Outreach and orientations were consistent throughout the region. The team conducted 48 group orientations, engaging 230 individuals and resulting in 195 active enrollments. Staff continued virtual appointments to accommodate participant needs and to reach individuals in rural areas. Despite a 37 percent decrease in staffing, Career TEAM successfully maintained outreach capacity and ensured coverage at all AJCs.

A major community initiative during Quarter 1 involved distributing essential supplies to more than 300 unhoused individuals, including personal hygiene items, food, basic medical supplies, and pet items. This effort was supported by multiple community partners and required significant coordination across AJC offices. The project strengthened regional goodwill and demonstrated the organization's commitment to supporting vulnerable populations across northern New Mexico.

Overall, the Adult and Dislocated Worker programs began the year with strong engagement, strategic use of resources, and a continued commitment to participant-centered service delivery.

- **Youth**

Youth Development Inc. (YDI) expanded its footprint across the Northern Region during Quarter 1 through active community presence, worksite development, and employer engagement. Their outreach efforts spanned multiple counties and included colleges, libraries, juvenile justice partners, employers, and community resource centers. Key engagements included NMSU Grants, Santa Fe Public Schools, the Los Alamos Teen Center, Taos employers, and community partners in Gallup, Española, and Wagon Mound. These partnerships supported referrals, program awareness, and opportunities for youth placements and training.

The program enrolled two new participants this quarter and achieved seven successful placements**.** Although enrollments are beginning the year slowly, these numbers reflect steady progress in building relationships and preparing the foundation for increased enrollment activity in upcoming months. YDI also continued laying the groundwork for three planned Individual Training Accounts and one potential On-the-Job Training placement in the next quarter, with a goal of 30 new enrollments and 35 total placements for PY25 Quarter 2.

A major focus of the youth program this quarter involved educating employers, partners, and participants about the limited In-School Youth funding available under the current contract. This has required clear communication and consistent collaboration with referral partners to ensure expectations are aligned with funding levels.

YDI reported continued challenges that reflect common youth barriers across the Northern Region. These include transportation shortages, unstable housing situations, mental health needs, and justice involvement. Addressing these challenges requires intensive case management, which can limit staff capacity for outreach but remains essential for retaining youth and supporting long-term success. YDI made improvements to participant payment processes by creating a designated email for concerns or questions, though no inquiries were received during the quarter.

Through strengthened partnerships, improved internal processes, and consistent presence in local communities, the youth program laid a solid foundation for higher activity in the next quarter.

ONE-STOP OPERATIONS:

Quarter 1 brought several operational advancements across the American Job Center network aimed at strengthening customer service and improving accessibility. The state approved the hiring of **two additional employees per AJC location**, significantly increasing front-desk capacity and reducing operational strain in high-traffic offices. This staffing support is expected to restore the Las Vegas AJC to normal operating hours by December, improving customer access and service quality.

The Farmington office continued work on cubicle and layout modifications to ensure full ADA compliance and to accommodate the additional state employees joining the site. ADA-compliant configurations are essential for accessibility and meeting federal standards.

In Santa Fe, the AJC implemented improved electronic door access for after-hours and holiday operations. This enhancement provides greater flexibility, better security, and improved coordination for staff and training providers who access the building outside standard hours.

Gallup faced operational uncertainty as the current lease is under discussion for potential termination. While relocation has been explored, suitable office space remains limited. Both federal and state buildings in Gallup are at full capacity, and alternative commercial spaces are primarily retail-based, requiring costly renovations before they could function as AJCs. Because of these obstacles, the team is exploring a negotiated lease with the current landlord for the adjacent building. The landlord indicated willingness to complete necessary build-out at no additional cost, which would mitigate relocation expenses and support continuity of service delivery.

Quarter 1 AJC performance outcomes were strong, including:

- 6,393 walk-ins
- 124 verified placements
- 1,394 first-time employment sign-ups

These numbers reflect high utilization rates of AJCs and continuing demand for employment services across the ten-county region.

SECTOR STRATEGIES

Sector strategies continued to advance across the Northern Region in alignment with regional labor market needs. Career TEAM expanded its collaboration with the New Collar Network to support the 3D Printing Technician pathway, a twelve-week training program that blends technology, trades, and digital manufacturing. The training includes CAD design, additive manufacturing fundamentals, machine maintenance, post-processing, and LEAN production concepts.

Participants earn stackable digital badges recognized by America Makes and approved by the U.S. Department of Labor for registered apprenticeship pathways. The current cohort includes four participants, three of whom are dislocated workers, and is nearing completion. Graduates are positioned for employment in high-demand fields with employers such as Los Alamos National Laboratory and Meow Wolf, as well as for entrepreneurial endeavors in digital fabrication.

The program aligns with regional growth trends, with additive manufacturing posting approximately 17 percent growth over the last five years and wages averaging around 24 dollars per hour. Planning is already underway for a subsequent cohort later in the program year, reinforcing the region's commitment to growing its technology and trades workforce pipeline.

Additional sector-aligned training launched during Quarter 1 included:

- Culinary training through PNM
- HVAC training through PNM
- Wildfire and land recovery training in Springer
- Heavy equipment operator training in Grants

These initiatives strengthen alignment between workforce programs and the region's key industry sectors, including trades, construction, technology, and natural resource recovery.

OTHER INITIATIVES:

Quarter 1 featured several initiatives that strengthened community partnerships, enhanced service delivery, and elevated workforce visibility across the region.

Community and Participant Engagement

AJC and provider staff participated in community fairs, school events, block parties, chamber activities, employer networking sessions, and resource summits. This included major events such as the Family Resource Summit, Santa Fe career fairs, and youth-focused activities in Taos, Los Alamos, Gallup, and Española. These efforts supported both adult and youth program visibility and reinforced strong regional collaboration.

Staff Recognition and Leadership Development

Career TEAM celebrated several staff achievements during the quarter, including internal award recipients and national recognition through NAWDP's Workforce Development Heroes. Staff members were also selected for leadership programs such as Leadership San Juan, strengthening long-term leadership capacity in the region.

Operational Improvements

The region continued improving administrative infrastructure, focusing on ADA compliance, expanded staffing, upgraded security and door access systems, and strategic lease planning. These changes ensure that AJCs remain accessible, welcoming, and fully aligned with state and federal requirements.

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