



GOVERNOR'S WORKFORCE INVESTMENT BOARD

500 E. Third Street, Room 200

Carson City, Nevada 89713

Telephone (775) 684-3911 \* Fax (775) 684-3908

MEETING MINUTES

**Name of Organization:** Governor's Workforce Investment Board (GWIB)  
Health Care and Medical Services Sector Council

**Date and Time of Meeting:** **Thursday**, March 7, 2013  
9:30 a.m.

**Place of Meeting:** Department of Employment, Training & Rehabilitation  
Stanley P. Jones Building  
2800 East St. Louis Avenue, Conference Room C  
Las Vegas, NV

*Some members of the Council may have attended the meeting and other persons may have observed the meeting and provided testimony through a simultaneous videoconference and teleconference conducted at the following location or by calling the number and access code listed below:*

Department of Employment, Training & Rehabilitation  
Vocational Rehabilitation  
1325 Corporate Boulevard, Large Conference Room  
Reno, NV

1-877-810-9415  
Access Code 4697842#

**Members Present:** Mary-Ann Brown, Veronica Dahir, Jeffrey Daniels, Vance Farrow, Laura Hale, Joan Hall, Randi Hunewill, Linda Johnson, Steve Lebedoff, , Amber Lassiter-Lopez for Al Martinez, Larry Matheis, Lynn O'Mara, John Packham, Mike Page, Debra Scott, Debra Toney, Marcia Turner, Victoria VanMeetren, Laurie Boyer for Bill Welch, Patricia Castro for Hyla Winters, Carolyn Yucha.

**Members Absent:** Bobbette Bond, Maggie Carlton, Renee Coffman, Margaret Covelli, Rob Hooper, Ann Lynch, Charles Perry, Commissioner Lawrence Weekly.

**Ex-Officio Members Present:** Debra Collins, Sherri Lindloff.

**Ex-Officio Members Absent:** William Anderson (DETR Research and Analysis Bureau, excused).

**DETR WSU Staff Present:** Earl McDowell, Ansara Martino, Derita Hopkins, LeVerne Kelley, Odalys Carmona.

**Others Present:** Alan Ramirez (LCCCF), Theresea Kaufman (NHA HealthCare 20/20), Holly Balmer (NSHE), Linda Yi (WorkforceConnections), Ardell Galbreth (WorkforceConnections), Ann Marie Colin (FIT), Derrick

Berry (DETR), Jan Hawkins (DETR/JobConnect), Keith Hosannah (DETR/WISS), Jaime Cruz (Workforce Connections), Ken Pierson (DETR), Frank Woodbeck (DETR), Chris Bosse (Renown Health), Cloyd Phillips (Community Services Agency), Andrea Roccelli, Michael Vannozzi (Las Vegas Global Economic Alliance)

*\*Please note that all attendees may not be listed above.*

**AGENDA**

- I. Call to Order, Welcome and Introductions ..... Dr. Marcia Turner, Chair  
GWIB Health Care and Medical Services Sector Council

Dr. Marcia Turner, Chair of the GWIB Health Care and Medical Services Sector Council, called the meeting to order at 9:37 a.m. She welcomed everyone and informed both Council members and the public that full Council meetings will now be held on a quarterly basis. She thanked everyone for attending and gave a special welcome to Ardell Galbreth, Executive Director of WorkforceConnections, who will be giving a presentation today. Dr. Turner then asked for roll to be called.

*Please refer to p. 2 of the meeting verbatim transcript for this item.*

- II. Roll call and Establishment of a Quorum ..... Linda Yi, Project Director  
GWIB Health Care and Medical Services Sector Council

Linda Yi called roll and verified that a quorum was present.

*Please refer to pp. 2-4 of the meeting verbatim transcript for this item.*

- III. Verification of Posting ..... Linda Yi

Linda Yi verified that the agenda for this meeting was publicly posted according to current Nevada statute.

*Please refer to p. 4 of the meeting verbatim transcript for this item.*

- IV. **First Public Comment Session** ..... Dr. Marcia Turner  
Members of the public will be invited to speak before; however, no action may be taken on a matter during public comment until the matter itself has been included on an agenda as an item for possible action. Public comment may be limited to three minutes per person at the discretion of the chairperson.

When Dr. Turner announced the first public comment session, two comments were made. Sherri Lindloff of Nevadaworks and Andrea Trethrelli introduced themselves. No other comments were made.

*Please refer to p. 8 of the meeting verbatim transcript for this item.*

- V. **For Possible Action** – Approval of the February 7, 2013 Meeting Minutes.....Dr. Marcia Turner

Dr. Turner asked for a motion to approve the February 7, 2013 Meeting Minutes. The motion was made by Debra Scott and seconded by Lynn O’Mara. All were in favor and none were opposed. The motion carried.

*Please refer to p. 5 of the meeting verbatim transcript for this item.*

- VI. **For Possible Action** – Update Regarding Interaction with the Governor’s Office of Economic Development (GOED), Governor’s Workforce Investment Board (GWIB) and General Overview of the Department of Employment, Training and Rehabilitation (DETR) Administrative and Sector Council Activities, Including Providing Direction to Sector Council Members Regarding Testimony during the Nevada Legislative Session ..... Frank Woodbeck, Director, DETR

Dr. Turner invited DETR Director Frank Woodbeck to provide the Council with any updates he may have. Director Woodbeck addressed the Council and:

- Asked the Council members if there were any questions regarding the policy direction given should they be asked by the Nevada Legislature to provide testimony during the session. It was established previously that Council members can provide testimony in the legislature only in relationship to their occupational role and not their role as a member of this Council. There were no questions asked of Director Woodbeck in regards to this.
- Advised the Council that DETR is partnering with the Nevada System of Higher Education, Desert Research Institute and the Governor's Office of Economic Development to bring to Nevada an IBM Center of Excellence. He said that the IBM Center of Excellence will provide a very unique opportunity to access high-level data analytics tools that can be utilized for workforce development.
- Informed them that he had the opportunity to review their 2013 draft Strategic Plan and applauded the work that they are doing.
- Informed the Council that Senate Bill 52 has been pulled (Agenda Item VIII). This bill would have provided a loan program sponsored by the State to provide training in various sectors to individuals not eligible for some types of other training funding. The bill may be reintroduced at a future legislative session and DETR is exploring other funding sources, such as grants.

Dr. Turner thanked Director Woodbeck for his update and offered this Council's support if needed in collaborating with the IBM Center of Excellence.

*Please refer to pp. 5-7 of the meeting verbatim transcript for this item.*

VII. **For Possible Action** – Update on Sector Council Operational Activities, Including an Overview of the DETR Process for Sector Council Member Authorization to Share Personal Information and Update on Council Website Development..... Earl McDowell, Deputy Administrator Workforce Solutions Unit, DETR

Mr. McDowell gave an update on the development of DETR's Workforce Solutions Unit website for the GWIB Industry Sector Councils which the members will be invited to test and provide feedback before going live; a release form for members of this Council to give permission to share their personal contact information with other(s); and the development of a new, ninth GWIB Industry Sector Council – the GWIB Agriculture Sector Council – which will be kicking off in May 2013; and, an update on the status of the development of other GWIB Industry Sector Councils' membership.

*Please refer to pp. 8-14 of the meeting verbatim transcript for this item.*

VIII. **For Possible Action** – Overview of DETR's Workforce Development Loan Program Proposed in Senate Bill 52 of the 2013 Legislative Session.....Dennis Perea, Deputy Director, DETR

This item was tabled due to a meeting schedule conflict Deputy Director Perea had. DETR Director Frank Woodbeck provided a brief summary and update during Agenda Item VI.

*Please refer to p. 14 of the meeting verbatim transcript for this item.*

*For DETR Director Woodbeck's discussion, please see notes for Agenda Item VI, pp. 5-7 of the meeting verbatim transcript.*

*To view a draft of SB 52, it is available at the following link: [SB52.pdf](#).*

IX. **For Possible Action** – Overview and Update on the Status of the Health Information Technology Workforce Training Conducted Through the State Energy Sector Partnership Grant Administered by Workforce Connections .....Ardell Galbreth, Executive Director, Workforce Connections

Mr. Galbreth and Mr. Jamie Cruz gave an update regarding Workforce Connection’s Health Information Technology Workforce Training. They explained the developmental challenges experienced, the efforts made towards program development, and the numbers of those that just began the training and are expected to complete the training in May 2013. Dr. Turner asked if another update could be given at this Council’s meeting in May 2013. Mr. Galbreth agreed that it could.

To view a copy of the presentation presented by Mr. Galbreth and his staff, it is available at the following link: [SESP HIT activities - Ardell Galbreth Presentation.pdf](#)

*Please refer to pp. 14-21 of the meeting verbatim transcript for this item.*

X. **Discussion** – Update on the Health Workforce in Nevada Study.....Dr. John Packham, Director Health Policy Research, University of Nevada School of Medicine

Dr. Packham explained that his report includes analysis of the supply and demand for the health care workforce in Nevada, what some of his findings are, some of the unique aspects of Nevada and how Nevada ranks in the nation. He provided a detailed discussion of these items, as well as how his report, although just recently completed, has been used to date. He plans to also conduct an additional study on vacancy and turnover supply, as well as developing demand models specific for Nevada and work on “developing workforce requirements.” Dr. Packham also plans to write a white paper, which would be presented at a future Council meeting, on the forces that shape the health care industry workforce supply and demand in Nevada. A lengthy discussion amongst Council members and Dr. Packham ensued on Dr. Packham’s report and various aspects of the health care and medical services industry as it relates to workforce development.

To view a copy of the material Dr. Packham handed out for the Council to review at today’s meeting, it is available at the following links:

- [HWIN 2013 - REPORT - FINAL 03-05-13.pdf](#)
- [HWIN 2013 APPENDIX - FINAL 03-04-13.pdf](#)

*Please refer to pp. 21-37 of the meeting verbatim transcript for this item.*

XI. **For Possible Action** – Update from the Chair Regarding the Health Care and Medical Services Sector Council Activities .....Dr. Marcia Turner

No report given at this time.

XII. **For Possible Action** – Overview on Council Subcommittee Discussions, Activities and Recommendations.....Dr. Marcia Turner

- Legislative/Regulation/Policy Subcommittee – Larry Matheis, Chair
- Data/Evaluation/Research Subcommittee – Dr. John Packham, Chair
- Economic Development Subcommittee – Bill Welch, Chair
- Grants and Resources – Lynn O’Mara, Chair
- Education/Training – Hyla Winters, Chair

A brief description of recent activities for each of the Subcommittees was given. One Chair asked that grant funding details be reviewed for applicability and eligibility before any member of this Council forwards them via email to other Council members for review.

*Please refer to p. 42 of the meeting verbatim transcript for this item.*

XIII. **For Possible Action** – Overview, Discussion and Possible Action on the Proposed 2013 Health Care & Medical Services Sector Council and Subcommittee Strategic Plan ..... Dr. Marcia Turner  
Debra Scott, Vice-Chair, GWIB Health Care and Medical Services Sector Council

Debra Scott gave an overview of the proposed 2013 Strategic Plan for this Council and explained its design and layout. Additions, revisions and/or corrections to be made were:

- Subcommittee progress and outcomes will be added.
- A timeline for deliverables will be added.
- The dates of 2013 through 2014 will be added to the title page.
- Any references to the number of GWIB Industry Sector Councils that have been created will be changed to “9” to reflect the addition of the newly created GWIB Agriculture Sector Council.
- The “Legislation/Regulation/Policy Subcommittee” will be listed as such, and the “Data/Evaluation/Research Subcommittee” will be listed as such (using “/” instead of “,”).

A motion was made to approve the format and content of the 2013 Health Care and Medical Services Sector Council Strategic Plan with the revisions, corrections and additions as noted above. The motion was made by Carolyn Yucha and seconded by Debra Toney. Next, steps will be taken by each of the subcommittees to define their specific measurable output and establish corresponding deadlines. All were in favor, none opposed and the motion carried.

To view a copy of the proposed 2013 Strategic Plan as it was presented and discussed in today’s meeting, it can be viewed at the following link: [GWIB Layered Strategic Plan 3 5 13 docx- final, approved at 03-07-13 Council Meetg.pdf](#).

*Please refer to pp. 37-40 of the meeting verbatim transcript for this item.*

**XIV. Discussion** – Update on Sector Council Initiatives .....Dr. Marcia Turner

- a. Workforce Connections Future of Nursing: Campaign for Action – Dr. Debra Toney, Director of Nursing, Nevada Health Centers

Dr. Debra Toney reported on the National Summit for the Future of Nursing Campaign held in Washington, D.C. Along with Dr. Toney, Debra Collins and Linda Yi attended. She explained the key messages emphasized at the conference and she explained how these affect Nevada. She suggested that Council members track the status of SB69 and AB 170, and to look at a nursing workforce center. Dr. Turner invited Toney, Collins and Yi to give future updates and offered them the partnership of the Council to support such efforts. One member of this Council pointed out that this Council and the state of Nevada are headed in the right direction when it comes to nursing workforce development. Two other members pointed out that there is an area on the Nursing Board website that is specific to the actual nursing coalition. In addition, there should be future grant funding available to apply for between July and October 2013. They want to apply for those grant funds when they are announced.

*Please refer to pp. 42-46 of the meeting verbatim transcript for this item.*

**XV. For Possible Action** – Future Meeting Date and New Business.....Dr. Marcia Turner

When Dr. Turner asked if Council members had any new business they would like to discuss, there were no comments offered. The next meeting of this Council will be on May 2, 2013 at 9:30 a.m.

*Please refer to p. 46 of the meeting verbatim transcript for this item.*

**XVI. Second Public Comment Session** .....Dr. Marcia Turner

Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Board. You may comment now even if you commented earlier; however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name. Public comment may be limited to three minutes per person at the discretion of the chairperson.

Dr. Turner opened the second public comment session. No comments were made; however, one person asked when and where the GWIB Mining and Materials Sector Council will be held. DETR Deputy Administrator Earl McDowell offered to send the person the information requested.

*Please refer to pp. 46-47 of the meeting verbatim transcript for this meeting.*

**XVII. Adjournment** .....Dr. Marcia Turner

Dr. Turner adjourned the meeting upon closing of the second public comment session.

*Please refer to p. 47 of the meeting verbatim transcript for this item.*

*Agenda items may be taken out of order, combined for consideration by the public body, and/or pulled or removed from the agenda at any time. The Chair may continue this meeting from day-to-day. Pursuant to NRS 241.020, No action may be taken upon a matter raised during a period devoted to comments by the general public until the matter itself has been specifically included on an agenda as an item upon which action may be taken.*

**GOVERNOR’S WORKFORCE INVESTMENT BOARD**  
**Health Care and Medical Services Sector Council**

Marcia Turner, Debra Scott, Mary-Ann Brown, Laura Hale, Lynn O’Mara, Bobbette Bond, Ann Lynch, Larry Matheis, Janice Muhammad, Charles Perry, Debra Toney, Bill Welch, Margaret Covelli, Joan Hall, Renee Coffman, Steven Lebedoff, Veronica Dahir, Jeffrey Daniels, John Packham, Carolyn Yucha, Hyla Winters, Al Martinez, Mike Page, Vance Farrow, Linda Johnson, Randi Hunewill, Maggie Carlton, Rob Hooper, Commissioner Lawrence Weekly and Victoria VanMeeten.

**Notice:** *Persons with disabilities who require special accommodations or assistance at the meeting should notify Derita Hopkins, DETR, Workforce Solutions Unit, between the hours of 8:00 a.m. through 5:00 p.m., in writing at 2800 E. St. Louis., Las Vegas, Nevada 89104; or call (702) 486-0523; or fax (702) 486-6426 on or before the close of business Wednesday, March 6, 2013.*

**Notice of this meeting was posted at the following locations on or before 9:00 a.m. on the third working day before the meeting:** DETR, 2800 E. St. Louis, Las Vegas, NV; DETR, 500 East Third St., Carson City, NV; DETR, 1325 Corporate Blvd., Reno NV; NEVADA JOBCONNECT, 3405 S. Maryland Parkway, Las Vegas, NV; NEVADA JOBCONNECT, 119 Water St., Henderson, NV; NEVADA JOBCONNECT, 2827 N. Las Vegas Blvd., North Las Vegas, NV; NEVADA JOBCONNECT, 1929 N. Carson St., Carson City, NV; NEVADA JOBCONNECT, 172 Sixth St., Elko, NV; NEVADA JOBCONNECT, 480 Campton St., Ely, NV; NEVADA JOBCONNECT, 121 Industrial Way, Fallon, NV; NEVADA JOBCONNECT, 475 W. Haskell, #1, Winnemucca, NV; NEVADA JOBCONNECT, 4001 S. Virginia St., Suite G, Reno, NV; NEVADA JOBCONNECT, 1675 E. Prater Way, Suite 103, Sparks, NV; GRANT SAWYER OFFICE BUILDING, 555 E. Washington Ave., Las Vegas, NV; LEGISLATIVE BUILDING, 401 S. Carson St., Carson City, NV; NEVADAWORKS 6490 S. McCarran Blvd., Building A, Unit 1., Reno, NV; WORKFORCE CONNECTIONS, 7251 W. Lake Mead Blvd., Las Vegas, NV. This agenda was also posted on DETR’s Web site at www.nvdetr.org. In addition, the agenda was mailed or e-mailed to groups and individuals as requested.