



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**  
**Governor's Workforce Investment Board (GWIB)**  
**Health Care and Medical Services Sector Council**  
**May 2, 2013**  
**9:30 a.m.**

*This meeting was conducted in person, via videoconference and by telephone conference call. Members of the public were invited to observe this meeting and provide comment at the physical addresses or by calling the number and access code listed below. Some members of this Council may have attended the meeting in person, via videoconference or by telephone conference call.*

**Place of Meeting:** **Department of Employment, Training & Rehabilitation**  
2800 East St. Louis Avenue, Conference Rooms A, B & C  
Las Vegas, NV

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

1-877-810-9415  
Access Code 7521358#

**Council Members Present:** Dr. Renee Coffman, Dr. Veronica Dahir, Dr. Jeffrey Daniels, Vance Farrow, Laura Hale, Rob Hooper, Linda Johnson, Steve Lebedoff, Ann Lynch, Lynn O'Mara, Dr. John Packham, Debra Scott, Dr. Marcia Turner, Victoria VanMeetran, Dr. Hyla Winters, Dr. Carolyn Yucha.

**Council Members Absent:** Bobbette Bond, Mary-Ann Brown, Assemblywoman Maggie Carlton, Margaret Covelli, Joan Hall, Randi Hunewill, Al Martinez (Amber Lassiter-Lopez), Larry Matheis, Charles Perry, Dr. Debra Toney, Commissioner Lawrence Weekly, Bill Welch.

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

**Ex-Officio Members Absent:** None.

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

**Others Present:** Kathy Albrect (Reno JobConnect), Patricia Baker (DETR/Nevada JobConnect), Sherill Banks (Star Smiles Dentistry), Holly Balmer (NSHE), Linda Yi (WorkforceConnections), Kathy Holbert (Reno JobConnect), Roberta Ramsey (Nevada JobConnect), Keith Hosannah (DETR/WISS), Jan Hawkins (DETR/Nevada JobConnect), Ludy Llasus (Nevada State College), Brian Selig (UML/UNLV), Tracey Torrence (Southern Nevada Regional Housing Authority), Director Frank Woodbeck (DETR), Cloyd Phillips (Community Services Agency), Dr. Timothy Wilson (Stars Smiles Dentistry).

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

I. Welcome, Introductions and New Members.....Dr. Marcia Turner  
Governor’s Workforce Investment Board, Health Care and Medical Services Sector Council

The Chair of this Council, Dr. Marcia Turner, called this meeting to order at 9:35 a.m., welcomed everyone and thanked them for attending this meeting. She then asked Linda Yi, Project Director for the GWIB Health Care and Medical Services Sector Council, to call roll.

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 initially informed the Chair that a quorum was not present during the roll call; however, member Rob Hooper joined the meeting via teleconference and a quorum was then established.

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

Dr. Turner asked for Linda Yi to verify that the agenda for this meeting was posted according to Nevada statute. Ms. Yi verified that the agenda was posted according to NRS 241.020.

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, no comments were made from the public. Council member Carolyn Yucha commented on the March 7, 2013, verbatim transcript handout as being a duplicate to the meeting minutes. She then recommended that the Council omit it as a reference tool from future meetings. No other comments were made.

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

Dr. Turner informed the Council members that DETR will no longer use a verbatim transcript as a reference tool in meeting minutes. She then asked for a motion to approve the March 7, 2013 Meeting Minutes. The motion was made by Dr. Carolyn Yucha and seconded by Dr. Hyla Winters. The motion carried unanimously.

VI. **Discussion** – Update Regarding Interaction with the Governor’s Office of Economic Development, Governor’s Workforce Investment Board and Update of DETR Administrative and Sector Council Activities and Initiatives ..... Frank Woodbeck, Director  
Department of Employment, Training and Rehabilitation

Dr. Turner invited DETR Director Frank Woodbeck to provide the Council with any updates he may have concerning the health care and medical services industry sector. Director Woodbeck informed the Council:

- DETR is currently working on numerous workforce development initiatives, including the planning of a GWIB Sector Councils Summit meeting for chairs and vice-chairs to participate in during the month of July 2013. He informed everyone that the purpose of the summit meeting is to identify where each GWIB Industry Sector Council is going in terms of job creation, identifying employers' workforce development needs and planning to guide the funding resources for workforce development training. He noted that the upcoming summit would be geared towards strategic planning activities. Director Woodbeck then informed the Council that the GWIB Health Care and Medical Services Sector Council input will be very vital in the state of Nevada for years to come. He then provided a brief overview about three speakers scheduled for the summit: Ms. Virginia Hamilton, who serves as the Regional Administrator for the Employment and Training Administration at the U.S. Department of Labor; Mr. Rob Roy, Chief Executive Officer and founder of Switch; and Mr. Jeremy Aquero, Principal Analyst and founder of Applied Analysis. He stated that each speaker will provide a different focus and encourage thought process to complete the strategic plans and support creation of careers and employment in Nevada.
- Informed the Council about his most recent visit to Washington, D.C. where he attended the 2013 Spring Conference for the Council of State Administrators for Vocational Rehabilitation (CSAVR). He stated that the purpose of the CSAVR is to create more focus on employment and careers for persons with disability.
- Informed the Council that DETR has enlisted the IBM Center of Excellence, which will focus on high-level data analysis for management to assist with providing training for students. He emphasized that the IBM Center of Excellence will be a fantastic tool that has the capacity to support advanced workforce development initiatives for Nevada's industry sectors, including creating training curriculums and programs.
- Director Woodbeck noted to the Council that DETR will open a Career Development Center at the Community College at Southern Nevada in May 2013. The Career Development Center will serve as a platform for customized training for companies and provide opportunities for individuals in a learning environment to start a career.
- Director Woodbeck provided a brief update regarding the Science, Technology, Engineering and Math (STEM) careers initiative as part of the Nevada Legislative focus. He mentioned that one outcomes of the Legislative session this year was to create a STEM advisory council that would prepare industry sector awareness for Nevada's school districts for K-12 grade students.

Dr. Turner thanked Director Woodbeck for his update and opened the floor for any questions. A question was asked for clarification on whether or not there is any available federal funding through the State's Education Department and/or U.S. Department of Labor to support DETR's workforce development initiatives. Director Woodbeck answered that there was not any specific mention of federal funding available in the pipeline at this time; however, DETR will be researching for sources to provide funding and grants. Another question was asked regarding medical manufacturing opportunities in the state of Nevada. DETR Director Woodbeck directed that question to Vance Farrow, Health Care and Medical Services Industry Specialist for the Governor's Office of Economic Development, to answer. Mr. Farrow answered that there are approximately eleven different manufacturing companies and stated that more information may be available at a future time.

VII. **For Possible Action** – Update on Sector Council Operational Activities Including DETR Website Development..... Earl McDowell, Deputy Administrator  
 Department of Employment, Training and Rehabilitation, Workforce Solutions Unit

Mr. McDowell provided an update on the development of DETR's Workforce Solutions Unit website for the GWIB Industry Sector Councils. He stated that the GWIB Sector Council members will be invited to test the DETR's website and provide feedback before the website goes live. He emphasized that it would be a dedicated website to outline everything for each sector council, including meeting agendas, meeting minutes, training, job links for career development and work opportunities. He anticipated that the

website would be completed within a month's timeframe. He noted that the GWIB Health Care and Medical Services Sector Council will be the pilot sector council for the website. He also informed everyone that a release form must be completed that would allow sector council members to share their personal contact information with others.

Next, Mr. McDowell updated the Council about this Legislative session's Assembly Bill 65, which will limit sector council members from having a designee attend GWIB Industry Sector Council meetings on their behalf. One member stated that they do not feel it is clear in the current GWIB Industry Sector Councils Bylaws whether or not appointing a designee to attend meetings on their behalf can be done. Ms. O'Mara advised the Council that the Nevada Revised Statute needs to be amended for the current statute regulations that would allow someone to designate an alternate to attend GWIB Industry Sector Council meetings on their behalf. Dr. Turner recommended for council member Lynn O'Mara research the matter and to add this topic to the next meeting's agenda as an item. She also asked for Earl McDowell to provide an update once he learns how AB 65 will change the Bylaws.

VIII. **For Possible Action** – Discussion Regarding Sector Council Strategic Plan Development, Including Tasks and Timelines .....Debra Scott, Vice-Chair  
GWIB Health Care and Medical Services Sector Council

Dr. Turner introduced Debra Scott, Vice-Chair for the GWIB Health Care and Medical Services Sector Council, to provide an update regarding the development of this Council's 2013 Strategic Plan. Ms. Scott provided a brief overview and pointed out to Council members that this Council's strategic plan includes each of the Council's Subcommittee Charge, Objectives and Progress and Outcomes. She mentioned that it was recommended by Subcommittee Chairs that the current strategic plan would be sufficient enough to submit to the Governor's Workforce Investment Board (GWIB) at the next GWIB scheduled meeting to occur on Thursday, July 18, 2013. DETR Workforce Solutions Unit Deputy Administrator, Earl McDowell, gave his approval for this Council to submit its strategic plan as discussed in today's meeting.

The Council decided to remove the Subcommittee Progress and Outcomes section that is listed at the bottom of each page of the strategic plan. Ms. Scott mentioned that each subcommittee deliverables will be internally reviewed as an ongoing work in progress and the final deliverable document would be shared with the GWIB when the sector council's scorecard is due in December 2013. Dr. Turner concurred with Ms. Scott to submit the strategic plan and the GWIB Health Care and Medical Services Sector Council workforce development goals described therein.

Next, Dr. Turner expressed the importance of each Subcommittee to complete their section of the layered strategic plan, including the data set information provided by Dr. Packham and be prepared for discussion at this Council's next scheduled full sector council meeting scheduled for August 8, 2013. Dr. Turner will verify with DETR Director Woodbeck the specific due date for the sector council's deliverables and will communicate that information to the council members including if the timeframe is based on fiscal or calendar year. Ms. Scott volunteered to format a deliverable draft of this Council's action plan for Council members to review and provide their feedback. It was requested to add the date to the strategic plan for version control purposes.

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](#).

IX. **For Possible Action** – Overview of Subcommittee Discussions and Activities Including the Development of Subcommittee Strategic Plans and Timelines .....Dr. Marcia Turner

**Subcommittee Activity Reports**

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 – Dr. Hyla Winters, Chair

A brief description of recent activities and initiatives for each of the Subcommittees was provided by each Chair. Listed below are some of the individual Subcommittee Chairs updates:

- Dr. Packham mentioned that progress is being made in regards to the minimum data set systems. He met with Dr. Winters to discuss IPED data set development as a helpful tool for Nevada’s universities. He expressed to Council members the need for more focus on mental health care workforce development and data collection. He is currently working with Sandra Owens and Laura Hale to focus on some high priorities in mental health care areas, such as primary healthcare, mental health and health information technology for health care workforce development initiatives. He informed the Council that there is a great demand for mental health care services, including for individuals that uninsured and for those who do not have the means to pay for services. Next, he mentioned that University of Nevada School of Medicine is updating a health care careers manual with anticipation of completing it prior to when the 2013-2014 school year starts. He hopes to receive funding resources to add a Spanish language version. Last, he mentioned that an update of the hospital and health sector economic impact report would be generated to show a breakdown of payroll impact county by county. He asked Council members to provide any suggestions for the health care career manual and asked for the suggestions to be sent to him via email.
- Lynn O’Mara provided an overview update for the Grants and Resources Subcommittee. She reminded the Council that the subcommittee previously developed for DETR recommendations and a process for Request for Proposals. She noted that recommendations will be made by the Grants and Resources Subcommittee and brought to the Full Sector Council meeting for discussion and approval and then forwarded on to DETR for their review.
- Dr. Winters mentioned that the Education/Training Subcommittee’s first objective is to complete the inventory of education programs throughout the state of Nevada for K-12, post-secondary institutions, as well as industry association training opportunities. She explained that this was started with a master matrix developed from the Nevada System of Higher Education (NSHE) to support workforce development in the health care industry. She informed everyone that the list was sent out to each NSHE institution for verification . Efforts will then be made to collect data on health sciences programs from private schools approved by the Commission on Post-Secondary Education and the approved training provider list from the local workforce boards. She hopes the inventory will be completed by the end of the calendar year. Suggestions from Dr. Packham will be added. Next, she would like for the subcommittee to make a decision on where the educational and training inventory of programs will be posted and be made available for students to have access, providing them with information for where they can acquire the training for their career development.
- Dr. Turner mentioned that both Larry Matheis and Bill Welch were unable to attend this meeting and provide their Subcommittee updates. She invited Vance Farrow, Health Care and Medical Services Industry Specialist for the Governor’s Office of Economic Development, to provide the Council with an update of his activities. Mr. Farrow informed everyone that the 28 questions survey is currently in the process of programming data to generate reports in Acrobat pdf format and the survey industry sectors list included state agencies.

X. **Discussion** – Chair’s Report and Discussion Regarding Health Care and Medical Services Sector Council and Subcommittees Activities and Initiatives .....Dr. Marcia Turner

Dr. Turner mentioned that based on all information gathered from the review of the 2013 Strategic Plan earlier in today’s meeting, there are no additional comments to be made regarding Subcommittee

activities and initiatives. As she stated earlier in the meeting, she expressed the importance of this Council's strategic planning efforts and thanked everyone for their time and efforts with the strategic plan's completion. She then asked that any further feedback and suggestions be directed directly to Debra Scott, Vice-Chair of this Council.

XI. **Discussion** – Update on the Future of Nursing: Campaign for Action..... Dr. Debra Toney  
Chair of Executive Committee, Nevada Action Coalition

Dr. Turner requested for Linda Yi to provide an update on the Future of Nursing: Campaign for Action. Linda Yi reminded everyone that at the last meeting this Council heard information on the National Summit for the Future of Nursing Campaign that was held in Washington, D.C. earlier this year. She informed the Council that the outcome of this meeting was the Robert Wood Johnson Foundation grant submission process. She noted that the grant submission process provides the opportunity for an active coalition to apply for funding provided by the grant. She stated that they are moving forward to apply for the State Implementation Planning (SIP) Grant, which would provide \$150,000, and she expressed their need to raise an additional \$75,000 to provide the matching funds grant.. She then informed everyone that the grant submission is due in early June 2013 and the funding would be provided in November 2013. Dr. Turner then opened the meeting to questions and discussion. It was recommended to add the Nevada Action Coalitions website link to the Nevada State Board for Nursing website. Linda Yi volunteered to submit a formal request to the Nevada Action Coalition to have permission to use their logo for the Nevada State Board for Nursing website.

XII. **Discussion** – New Business and Future Agenda Items ..... Dr. Marcia Turner

Dr. Turner invited the Council to provide any new business relative to the Health Care and Medical Services industry and make suggestions for future agenda items to be discussed at next scheduled meeting. Listed below are the suggestions, recommendations, requests and comments made for future meetings:

- 2013 Health Care and Medical Services Layered Strategic Plan Update
- Update on bylaws regarding council member ability to designate an alternate to attend meetings on their behalf.
- It was recommended for Linda Yi to provide an update of the Robert Wood Johnson Foundation grant submission results.
- Debra Scott will provide a draft version of the deliverable action plan for Council members to review and provide some insight.
- Dr. Yucha would like to discuss the possibility of establishing a Mental Health Nurse Practitioner Program at the Economic Development and Education/Training Subcommittees

XIII. Next meeting will be held on Thursday, August 8, 2013 at 9:30 a.m..... 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 August 8, 2013 at 9:30 a.m.

XIV. **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. A comment was made by Ludy Llasus with Nevada State College regarding their new nursing residency programs. Ms. Llasus concerns were regarding whether or not a registered nurse can apply for two residency programs at the same time. Debra Collins answered that the Healthcare 20/20 Program receives funding from Workforce Connections

and usually has only one participant entered into a 90-day contract between the participant and employer. She emphasized that their goal is to secure employment with that particular institution. She then confirmed that you can apply for more than one at the same time, but can ultimately work and participate with only one institution at a time. Dr. Yucha volunteered her assistance for any additional information concerning the nursing residency program. Another comment was presented by Sherill Banks and Dr. Timothy Wilson from Star Smiles Dentistry. They both expressed their concerns with having dental physicians and qualified nurses in the rural areas to fulfill the dental service needs for children in those areas. Ms. Banks stated that there is a lack of qualified workers in the dentistry industry to assist with pediatric dentistry needs in the community of Elko, Nevada who would be willing to take Medicaid patients. Dr. Wilson expressed the need for oral surgeon doctors, especially for special needs patients. A final comment was presented by Linda Yi to recognize Tracy Torrence from the Southern Nevada Regional Housing Authority for her outstanding assistance with helping twenty-one individuals receive training and for helping the program exceed their goals. No additional comments were made. Dr. Turner then closed the Second Public Comment Session.

XV. Adjournment .....Dr. Marcia Turner

Dr. Turner adjourned the meeting at 11:00 a.m.

*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, , 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, Vance Farrow, Linda Johnson, Randi Hunewill, Assemblywoman Maggie Carlton, Rob Hooper, Commissioner Lawrence Weekly and Victoria Van Meetren.

**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, May 1, 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](http://www.nvdetr.org). In addition, the agenda was mailed or e-mailed to groups and individuals as requested.