



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)
Agriculture Sector Council
Wednesday, March 19, 2014
2:00 p.m.**

Name of Organization: Governor's Workforce Investment Board (GWIB)
Agriculture Sector Council

Date and Time of Meeting: **Wednesday**, March 19, 2014
2:00 p.m.

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 locations listed below:

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

Department of Employment, Training & Rehabilitation
500 East Third Street, 1st Floor Auditorium
Carson City, NV

Department of Employment, Training & Rehabilitation
Office of Vocational Rehabilitation
1325 Corporate Blvd
Reno, NV

Council Members Present: Jim Barbee, Dave Coon, Senator James Settelmeyer, Jeff Sutich, Tracy Shane, Dr. Ron Pardini, Jeff Brigger, Jim Snyder, Rob Hooper, Dr. Boyd Spratling, Rod Adams, Jeff Bryant,

Council Members Absent: Assemblywoman Irene Bustamante Adams, Commissioner Demar Dahl (excused), David Peri, Mike Catalano (excused), Dr. Frederick Steinmann

Ex-officio Members Present: Jim Kostecki, William Boster

Ex-officio Members Absent: Jeremy Hayes, Melinda Lyons, John Collins, Ben Daseler, Kyle Casci

DETR WSU Staff Present: Earl McDowell, Ansara Martino, Odalys Carmona, De Salazar, Coralie Peterson

Others Present: Judith Turgiss (NV Workforce Development Center (DETR/CSN)), Jenn McMahon (NV Workforce Development Center (DETR/CSN)).

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

- I. Welcome, Introductions and New Members..... Jim Barbee, Chair
Governor’s Workforce Investment Board (GWIB) Agriculture Sector Council

The Chair of this Council, Jim Barbee, called the meeting to order at 10:00 a.m. and welcomed everyone and thanked them for attending this meeting. He then asked Ansara Martino, Grants & Projects Analyst for DETR’s Workforce Solutions Unit, to call roll.

- II. Roll call and Establishment of a Quorum Ansara Martino, Grants & Projects Analyst
Workforce Solutions Unit, DETR

Ansara Martino called roll and informed the Chair that a quorum was present.

- III. Verification of Posting.....Coralie Peterson

Mr. Barbee asked for Coralie Peterson to verify that the agenda for this meeting was posted according to Nevada statute. Ms. Peterson verified that the agenda was posted according to NRS 241.020.

- IV. **First Public Comment Session** Jim Barbee
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.

Mr. Barbee announced the First Public Comment Session and invited members of the public to speak. None comments were made. Hearing none, he then turned to Agenda Item V.

- V. **For Possible Action** – Approval of August 22, 2013 Meeting Minutes Jim Barbee

Mr. Barbee asked for approval of the August 22, 2013 Meeting Minutes. A motion was made by Senator James Settlemyer and was seconded by Rob Hooper. All were in favor. None were opposed. The motion carried unanimously.

- VI. **For Possible Action** – Approval of November 19, 2013 Meeting Minutes..... Jim Barbee

Mr. Barbee asked for approval of the November 19, 2013 Meeting Minutes. A motion was made by Tracy Shane and was seconded by Dr. Ron Pardini. All were in favor. None were opposed. The motion carried unanimously.

- VII. **For Possible Action** – Approval of December 16, 2013 Meeting Minutes Jim Barbee

Mr. Barbee asked for approval of the December 16, 2013 Meeting Minutes. A motion was made by Senator James Settlemyer and was seconded by Dr. Ron Pardini. All were in favor. None were opposed. The motion carried unanimously. Mr. Barbee then turned to agenda item VIII.

- VIII. **For Possible Action** – DETR Director Update.....Frank Woodbeck, Director
DETR

Mr. Barbee then welcomed Frank Woodbeck, Director of the NV Department of Employment, Training and Rehabilitation. Mr. Woodbeck thanked Mr. Barbee and greeted the council members. He then went

on to announce that two of the Pilot Projects Proposed submitted from the Council to DETR have been approved by DETR for funding:

- 1) the Agriculture Internship Program for 10 students at Great Basin and UNR, and
- 2) the Rapid Response Training for 15 students at TMCC.

He then commended the sector council for their activities so far and mentioned that the next step for them would be to identify the career pathways for the future and what curriculum the Council concludes would be needed in order to achieve the future workforce needed. Mr. Woodbeck stressed that he is looking forward to supporting the sector council in their efforts. Mr. Barbee thanked Mr. Woodbeck and then moved to Item IX.

IX. For Possible Action – Nevada Workforce Development Center – WorkKeys Presentation.....Judith Turgiss and Jennifer McMahon, Business Service Coordinators
Nevada Workforce Development Center (DETR/CSN)

Mr. Barbee introduced and welcomed Judy Turgiss and Jennifer McMahon, Business Service Coordinators and the DETR/CSN NV Workforce Development Center, and then invited them to provide an overview of the WorkKeys Program offered at the Nevada Workforce Development Center (DETR/CSN). Utilizing a PowerPoint presentation, they explained:

- The goal of the Center is to support current business to ensure their future health and to assist businesses that are considering relocating to Nevada.
- The Center staff can assist businesses with unique skill sets to develop training programs designed to help prepare a needed workforce.
- The Center is part of Governor Sandoval’s vision to bring education and workforce development together to help advance economic development for the state.
- Business owners have a one-stop shop with the Center, on a college campus, to get customized training for current employees, regional economic data, or to get help identifying potential new hires with specific skillsets.

Ms. Turgiss and Ms. McMahon also reviewed the Governor Sandoval’s vision, explained the unique qualifications of the Center’s staff, additional services offered by the Center, and that the same type of development centers will be implemented at Nevada’s other community college campuses. They then turned to the ACT Work Readiness testing services provided to assess, certify and develop workforce. Ms. McMahon explained in detail the WorkKeys testing to assess workforce readiness, the National Career Readiness Certificate the examinees could earn, and the KeyTraining & Career Ready 101 to develop the individual’s skills.

The WorkKeys assessments measure “real world” skills that employers believe are critical to job success. These skills are valuable in any occupation whether its skilled or professional, and at any level of education. Next, Ms. McMahon explained that there are three (3) WorkKeys assessment that an individual must complete in order to earn the ACT’s National Career Readiness Certificate (NCRC): applied mathematics, reading for information, and location information. The NCRC is an industry-recognized, portable, evidence-based credential that certifies essential workplace skills and is a reliable predictor of workplace success. The credential is used across all sectors of the economy and verifies the foundational skills in math, reading and location information directly related to work. The certificate scoring method was reviewed, as well as what the NCRC empowers the examinee to do, such as matching their skills to the skills employers need, show concrete evidence of skills to prospective employers, stand out from other applicants, demonstrate commitment to succeed, and identify skills that the examinees could improve upon.

KeyTrain is the complete interactive learning tool for career readiness skills. At its foundation is a curriculum designed to help people master the applied workplace skills measured by the WorkKeys assessments. Individuals are assigned an account when they do not score high enough for a certificate, or

not to the standards set by the employer or institution and/or would like to improve their skills to obtain a higher certificate. Career Ready 101 is a compressive career training course that can be customized to fit any workforce needs. It is an integrated approach to exploring careers and their skill requirements, creating life-literacy covering the following topics, plus more: financial awareness, career preparation, real work experience, work habits, communication skills, business etiquette, and the job search.

Ms. McMahon concluded by inviting members to contact herself or Ms. Turgiss to take the test themselves, or to ask any additional questions they may have on the program. Mr. Barbee commended the presentation and the NCRC program as being focused on career building and then he moved on to agenda item VIII.

X. **For Possible Action** – Introduction to Sector Career Pathways...Odalys Carmona, Youth Liaison
Workforce Solutions Unit, DETR

Mr. Barbee introduced Odalys Carmona, Youth Program Specialist for DETR’s Workforce Solutions Unit, who explained the “Map Your Career” handout. She went on to explain to council members that the ‘career pathways’ noted in the handout are meant to be used as a selling tool for high school advisors and counselors to share with students information on career possibilities in the Agricultural sector, and provide them with information on how to access the Governor’s Youth Website and Nevada Career Information System (NCIS). Ms. Carmona said that it will be distributed to middle schools within the state. Ms. Carmona went on to state that the brochure cited curriculums currently offered statewide, and indicated what classes student would need to take to stay within the career pathway for a particular job in this industry, and she stressed that the information contained has been reviewed and approved by the NV Department of Education. Ms. Carmona was asked and answered questions regarding the career pathways. Upon conclusion, Mr. Barbee commended the presentation and proceeded to Item XI.

XI. **Presentation** – Data on How Agriculture Compares to the Other Industry Sector Councils.....
.....Jeremy Hays, Economist
Bureau of Research and Analysis, DETR

De Salazar, Program Specialist for DETR’s Workforce Solutions Unit, commented that economist Jeremy Hayes from DETR’s Bureau of Research and Analysis was not able to attend this sector council meeting, but he did send the information that the Council requested. As council members had several questions on the report that was provided, Mr. Barbee suggested having this item addressed further in a future meeting, and that as the Nevada Agriculture Report will be released shortly, that report can be included as a future agenda item as well.

XII. **For Possible Action** – Update on the Pilot Program.....Jim Barbee

Mr. Barbee mentioned that the update on the Pilot Program had been addressed previously when DETR Director Frank Woodbeck spoke to the Council, and then he moved on to Item XIII.

XIII. **For Possible Action** – Review of the 2014 GWIB Agriculture Strategic Plan..... Jim Barbee

Earl McDowell, Deputy Administrator of DETR’s Workforce Solutions Unit, explained that the 2014 GWIB Agriculture Strategic Plan would be posted on the DETR website. Mr. McDowell said that adjustments to the plan could be made according to the Council’s direction. Mr. Barbee asked that sector Council members review the Strategic Plan for any possible comments or suggestions to be addressed at the next meeting.

XIV. **For Possible Action** – New Business, Future Agenda Items and Meeting Schedule.... Jim Barbee

Listed below are the suggestions, recommendations, requests and comments made for the future meeting agenda:

- 1) Data on how Agriculture compares to the other Industry Sector Councils – Jeremey Hayes
- 2) Review of the Nevada Agriculture Report – Tatjana Vulkovic
- 3) Agriculture applications for Drones – Dr. Fred Steinman
- 4) Brief overview of each sector council member’s company activities suggested
- 5) Beef Ambassador Presentation or 4-H Representatives

Mr. McDowell encouraged sector council members to invite any interested students to the next Agriculture meeting. Odalys Carmona, Youth Program Specialist, commented further that students who attend will be given a Certificate of Attendance and a goody bag, as well as meeting with the council members directly in a question and answer segment immediately following the meeting, as has taken place at other sector council meetings. Mr. Barbee welcomed this suggestion.

XV. **Discussion** – The next scheduled meeting will be held on Wednesday, May 21, 2014 at 2:00 p.m.
 Jim Barbee

Mr. Barbee announced that the next meeting is scheduled for Wednesday, May 21, 2014 at 2:00 p.m.

XVI. **Second Public Comment Session** Jim Barbee
 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.

Mr. Barbee announced the Second Public Comment Session and invited members of the public to speak. Tracy Shane commented that the Mineral County Poultry Production Facility is now relocated to Mineral County and is currently hiring, and she said she can provide any further details in the next meeting. Hearing no further comments, Mr. Barbee closed the session.

XVII. **Adjournment**..... Jim Barbee

Jim Barbee adjourned the meeting at 3:25 p.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
AGRICULTURE SECTOR COUNCIL

Jim Barbee (Chair), Dave Coon (Vice Chair), Senator James Settelmeyer, Assemblywoman Irene Bustamante Adams, Jeff Sutich, Commissioner Demar Dahl, Tracy Shane, Dr. Ron Pardini, Jeff Brigger, David Peri, Mike Catalano, Jim Snyder, Dave Armstrong, Rob Hooper, Frank Avera, Dr. Boyd Spratling, Dr. Frederick Steinmann, Rod Adams, Jeff Bryant

***Notice:** Persons with disabilities who require special accommodations or assistance at the meeting should notify Coralie Peterson, 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 Tuesday, March 18, 2014.*

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.